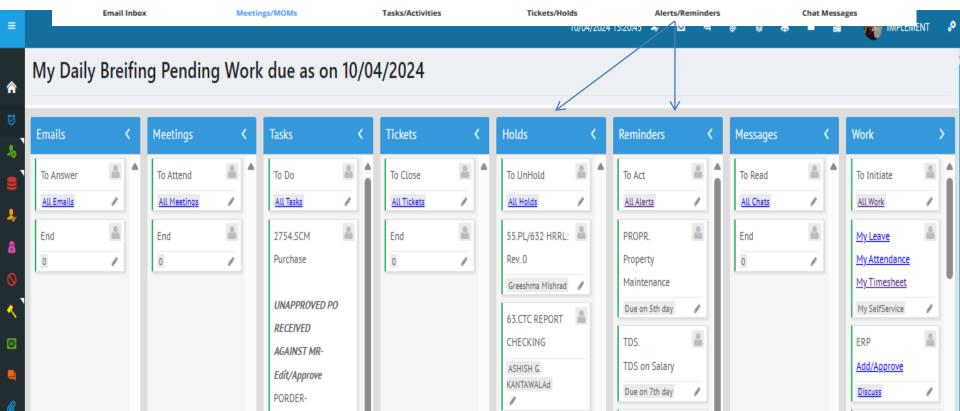
#### OnHold Alerts and Reminders

MobileERP.in April 2024



#### My Daily Briefing System

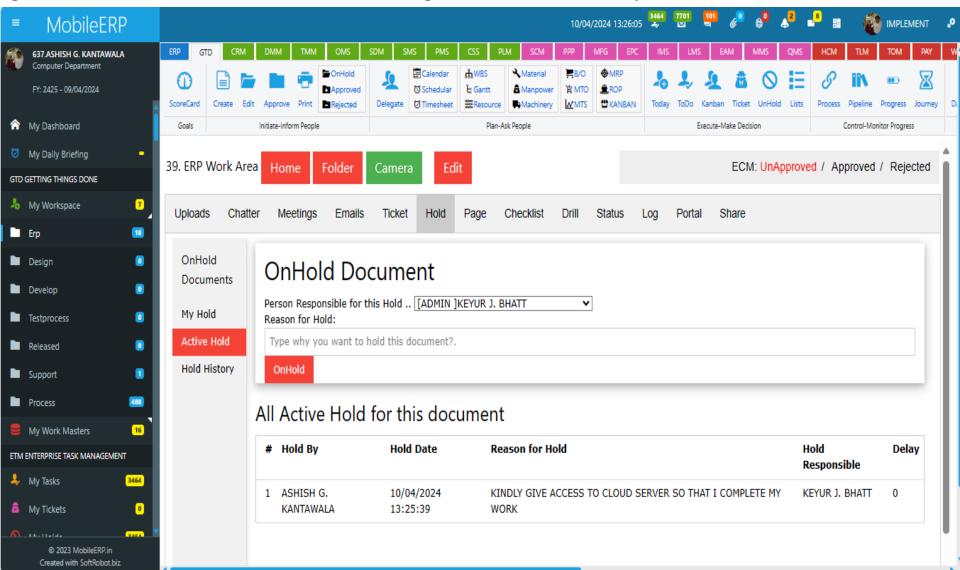


#### What is HOLD and REMINDER SYSTEMS

- HOLD SYSTEM: This system acts like a solution for war rooms in the company where every employee blame every other employee for work help by others. So whoever work gets suffered due to other person, a hold needs to be created. Person who gets responsibility will Unhold it and gets work done. This system will also get rid of Email system which cannot tell you or force other person to get work done. This will also reduce email, verbal calls and meetings. This is big day to day time saver in companies.
- REMINDER SYSTEM: Reminder are set alerts in system based on certain time based events. Reminder is set and updated in Reminder master. Some reminder gets generated dynamically based on ERP Document Transactions.

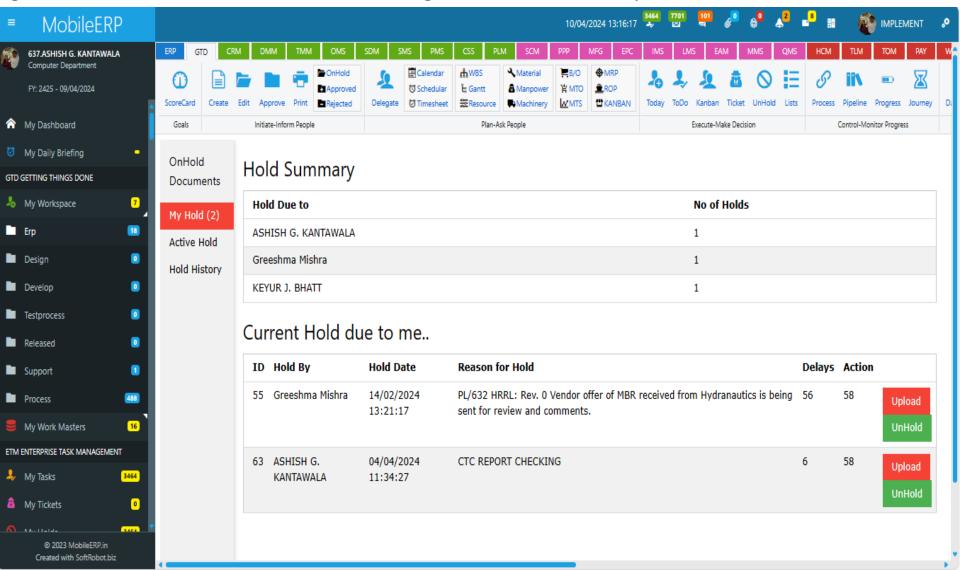
## Step 1: HOLD by Sender

Whenever an employee work is suffering due to other employee of company a hold is generated. Person on whose name hold is generated has to complete the work and Unhold it.



# Step 2: UNHOLD by Receiver

Whenever an employee work is suffering due to other employee of company a hold is generated. Person on whose name hold is generated has to complete the work and Unhold it.



### Types of Reminders

- Tax Compliance Reminder
- Monthly recurring bill payment Reminder
- License Renewal Reminder
- Project EMD Refund Collection Reminder
- Payment Collection Reminder
- AMC Renewal Reminder for Assets
- Employee Appraisal Reminder
- Birthday & Holiday celebration reminder
- Travel Reminder
- Meeting Reminder