

**UNIVERSITAS PELITA HARAPAN**

SISTEM PENJAMIN MUTU INTERNAL

LAYANAN IKLAN DI HALAMAN LOGIN WIFI

Advertisement on WIFI Login Page

No. Dok : FOR14/PRO02/STA26/SPMI-UPH

Revisi : 0

Tanggal : 22 Agustus 2016

Halaman : 1 dari 1

No. Ticket
Ticket Number - **NIM/NIK**

Student/Employee Number

Nama Lengkap

Full Name (Max 20 Char)

Mahasiswa
StudentS1/D4
S1/D4S2
S2S3
S3UPHC
UPHCLainnya
Others**Karyawan**
EmployeeDosen
LecturerStaf
StaffLainnya
Others**Fakultas/Unit**

Faculty/Unit

No. Handphone

Phone Number (if required)

 Ext.

Extension

 Email

Email

Pengiklanan

Advertising

Mulai Tanggal (Start Date) : _____ **s/d (until End Date)** _____**Catatan:**

Remarks

Diisi oleh Service Desk (Filled by Service Desk)**Tahap Permintaan Pemasangan Iklan**

**Steps of Advertising Request

Penyerahan Materi Iklan

Delivery of Advertised Material

CD
CD

Email ke Service Desk

Email to service.desk@uph.edu

Pengecekan Materi Iklan

Checking the Advertised Material

Validasi Identitas dan Pengisian LogBook

Identity recording and validation (using Smart Card)

Syarat dan Ketentuan Term and Condition :

1. Iklan diserahkan dengan ekstensi .jpg
Advertised images submitted with .jpeg extension
2. Ukuran gambar iklan adalah 980 x 399 pixels (orientasi landscape)
Size of the advertised image is 980 x 399 pixels (landscape orientation)
3. Service Desk tidak melayani pengubahan materi iklan (orientasi, ukuran, materi, dll)
Service Desk will not editing the advertised image (orientation, size, material, etc)

Diajukan oleh,
Requested by,**Diketahui oleh,**
Acknowledged by,**Diterima oleh,**
Received by,**Dibuat oleh,**
Created by,

(Name & Date)

(Dean/Director/Section Head
Name & Date)

(Service Desk Name & Date)

(Name & Date)