

PPL Credit Report System (PCR) USER GUIDE

STEP 1: Visit the link <https://pplonefamily.net> or at our flagship site <http://www.pplonefamily.net/> click on **Credit Report** tab.

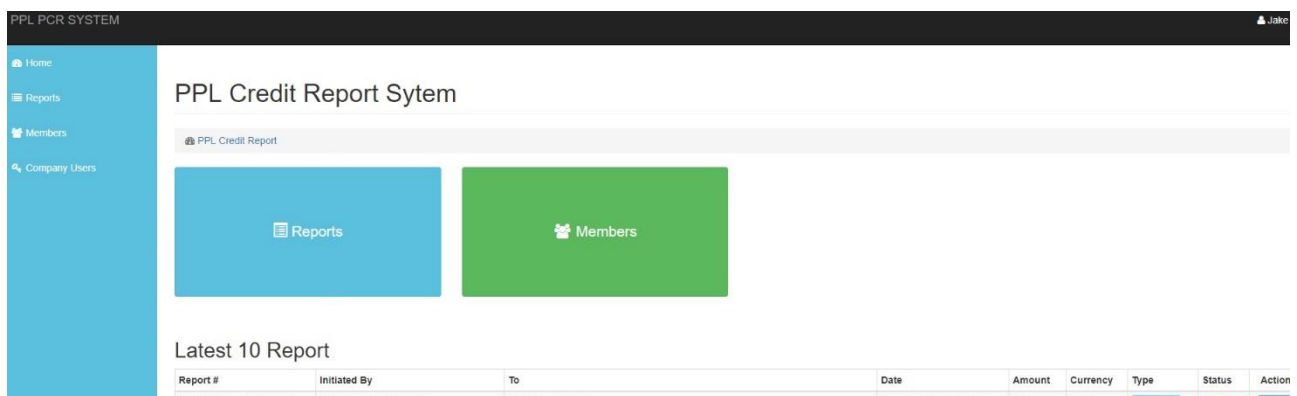
The system login is token generated, key in your email add to receive and activate PCR link sent to your inbox.



Sign In

[Generate Token to Login](#)

STEP 2: After successful login, you will be directed to your PCR dashboard.



Report #	Initiated By	To	Date	Amount	Currency	Type	Status	Action
----------	--------------	----	------	--------	----------	------	--------	--------

Menus:

Home - Dashboard

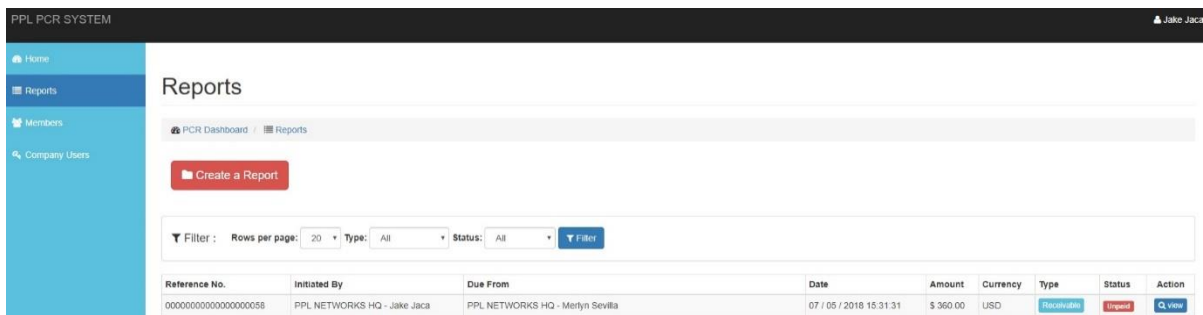
Reports - To view account transactions/items

Members - List of active PPL members

Company User - To add new user &/or to manage company user details.

How to create report?

Click on the **Create a Report** button



Filter: Rows per page: 20 Type: All Status: All Filter

Reference No.	Initiated By	Due From	Date	Amount	Currency	Type	Status	Action
0000000000000000000000058	PPL NETWORKS HQ - Jake Jaca	PPL NETWORKS HQ - Merlyn Sevilla	07 / 05 / 2018 15:31:31	\$ 360.00	USD	Receivable	Unpaid	View

Report Form

Required Fields*:

Due From:

Amount:

Currency:

Invoice Date:

Status:

Optional Fields:

Due Date:

Notes:

How to view or update report items?

Click on the **View** button

Reference No.	Initiated By	Due From	Date	Amount	Currency	Type	Status	Actions
0000000000000000000000058	PPL NETWORKS HQ - Jake Jaca	PPL NETWORKS HQ - Merlyn Sevilla	07 / 05 / 2018 15:31:31	\$ 360.00	USD	Receivable	Unpaid	View

Report Details

Report Reference No. 0000000000000000000000058

Details

Date: 07-05-2018 15:31:31

Initiated By: PPL NETWORKS HQ - Jake Jaca

Due From: PPL NETWORKS HQ - Merlyn Sevilla

Amount: \$ 360.00 USD - (United States Dollar)

Type: Receivable

Status: Unpaid

Message(s)

© 07-05-2018 15:32:05
Your Message Here...

Send message to confirm/clarity:

[Update](#) [Submit](#)

You can Update the report to Paid / Unpaid or Cancelled

You can write message in report detail

Note: All created transactions, movements and updates in our PCR system will send email notifications for the utmost attention of everyone concerned.

THANK YOU FOR USING THE PCR SYSTEM