

How to Log In

After your property manager has created your account , you should receive a system-generated email with your username and temporary password. Go to **www.condo-master.com** click on the User Login button.



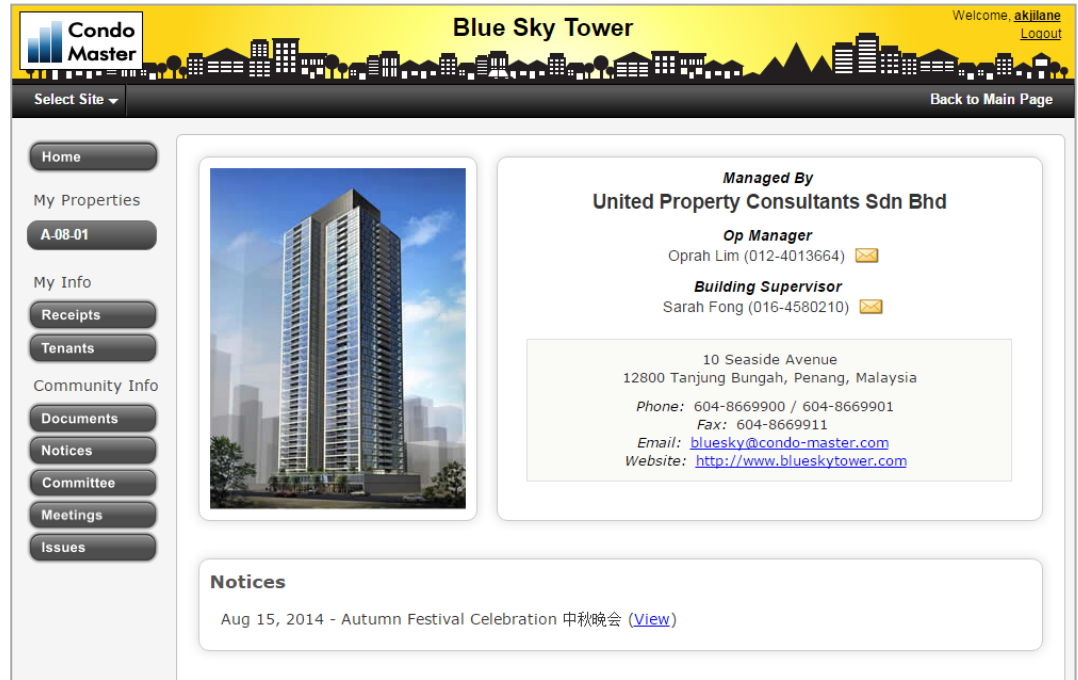
The Condo Homepage

After logging in, you will see the “Condo Homepage”.

“**My Info**” shows you all the information related to you. Your information is not viewable by other owners.

“**Community Info**” shows the public community information that every owner can view.

“**My Properties**” lists all the units that you own. You can click on any of your units to open the “Unit Page”.

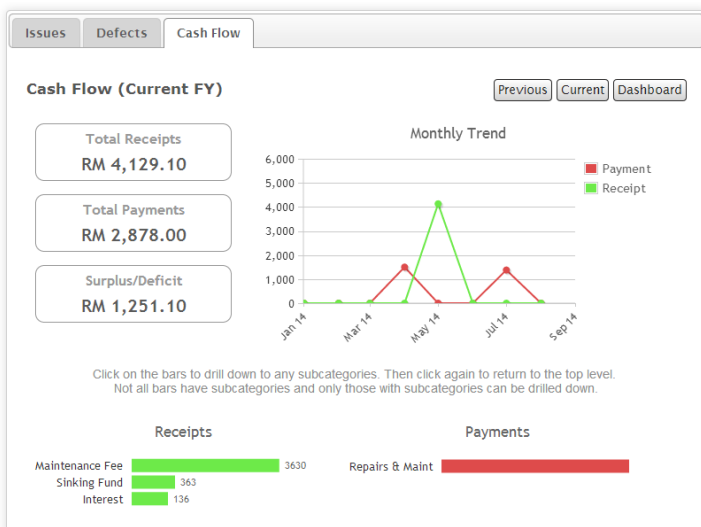
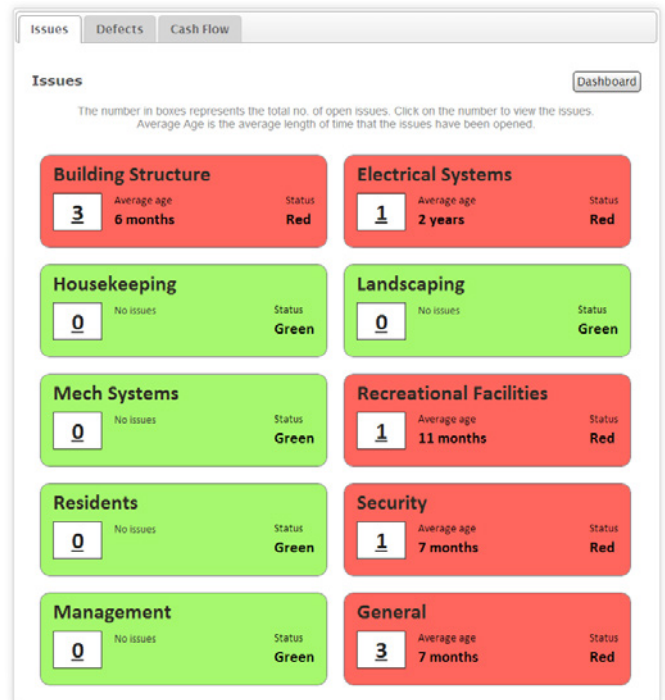


Issue Scoreboard

The main area of the Condo Homepage is the Issue Scoreboard which shows you the overall status of the property. You can click on any of the numbers to view the issue list and issue details.

Cash Flow

Another view is the Cash Flow. You can click on the horizontal bar charts to see deeper breakdown of subcategories for receipts and payments.



The Unit Page

Each unit has its own “Unit Page” that only the unit owner and the management can view.

It contains all information relevant to each unit.

You can view your ownership, car park and vehicle records. You can also add your tenants so that they can be notified by e-Notice from the system.

If your site is using the **Billing and Accounting** module, you can also view your Billings, account details, receipts and amount due.

Unit A-08-01

UNIT INFO	
Block	A
Unit Type	Standard
Size	120 sqm
Share Units	120.00
Invoiceable	<input checked="" type="checkbox"/>
E-Billing	<input type="checkbox"/>
Maint Fees	RM 180.00
Sinking Fund	RM 18.00

Mailing Address:
 A-8-1 Blue Sky Tower
 10, Seaside Avenue
 12800 Sunset Cove, Penang, Malaysia

PAYMENT			
Amount Due	RM 217.05		
Payment History			
Receipt No	Date	Amount	Status
00149	4-Dec-13	603.90	OK
00109	4-Aug-13	598.95	OK
00069	4-May-13	594.00	OK
00029	4-Jan-13	594.00	OK

Ownership | Sub Units | Vehicles | Tenants | Billings | Accounts

Bill Statements

No	Bill No	Date	Due Date	Overdue	Payment Status	
1	217	1-Jan-2015		OVERDUE	UNPAID	Download
2	170	1-Oct-2013		OVERDUE	PAID	Download
3	123	1-Jul-2013		OVERDUE	PAID	Download
4	076	1-Apr-2013		OVERDUE	PAID	Download
5	029	1-Jan-2013		OVERDUE	PAID	Download

Issues & Complaints

Click on the **Issues** button to view the Issues Log.

To view Issue: Click on the Issue ID to view any issue details. You can vote and give feedback or comments on the issue.

To submit a complaint: Click on the **New Issue** button and fill in the information. The system will send emails to notify the property manager.

Issues Log

[New Issue](#)

Issue No	<input type="text"/>	Title	<input type="text"/>	Find	Show All
Status	<input type="text"/>	Priority	<input type="text"/>	Scope	<input type="text"/>
Assigned to	<input type="text"/>	Year	<input type="text"/>	Clear	
Submitted by	<input type="text"/>	Age	<input type="text"/>	<input type="text"/>	Days
Category	<input type="text"/>	Subcategory	<input type="text"/>		

ID	Title	Priority	Status	Category	Assigned To	Age	Votes
034	Swimming Pool Dirty	High	Closed	Recreational Facilities	Sarah Fong	4 months	Update Delete
033	Painting of Multi-storey Car Park						
032	Guard Post Roof Damaged by the Delivery Lorry						

Issue No. 031 [Open](#)

Create new parking lots

Date: 2014-01-24 Priority: Medium

Submitted By: demo user Scope: Major

Assigned To: Sarah Fong

Category: General - General

Description
 To create 4 new parking lots near the side of Block A by removing existing road curbs and small garden plots.

Update Notes
 Megah waris quote RM 4600. TPK quote RM 4037. Need cheaper alternatives.
Updated on 2014-04-08 by demo user

Closing Notes

Number of Votes: 0
[Vote](#)

Post a comment [Post](#)

New Issue

Title *

Category * - Main category- - Subcategory -

Description *

Photos Choose file No file chosen
 Choose file No file chosen

[Save](#) [Clear](#)