Banner Configuration

Module Guide: Banner Configuration

Module Location

Settings > System Settings > Banner Configuration

Module Purpose

The **Banner Configuration** module is a simple feature that functions to upload and change the main banner image displayed throughout the application. Its purpose is for system personalization or branding, typically to display the company logo or another relevant image at the top of every page.

View and Feature Explanation

This page has a very straightforward interface for changing the banner.

- **Upload Data**: This is the area where you select an image file from your computer. There is a "Choose File" button to open the file browser window.
- **Preview**: This area will display a preview of the image file you have selected before you save it. This allows you to ensure the image is correct.
- **Upload Button**: This button is used to save and apply the image you have selected as the new banner throughout the entire system.

Steps to Change the Banner

1. Click the "Choose File" button in the **Upload Data** row.
2. Select the image file you want to use as the banner from your computer.
3. After selecting, check the image that appears in the **Preview** area to ensure it is correct.
4. Click the **Upload** button to complete the process. The system banner will be updated immediately.

Integrated Workflow and Business Process

- **Branding and Corporate Identity**: The main function of this module is to reinforce the company's visual identity. By consistently displaying the company logo on every page, it helps create a more professional and unified user experience.
- **Visual Communication**: Besides a logo, this banner can also be used temporarily to announce special events, holidays, or company achievements, serving as a visual bulletin board.
- **Global Impact**: Changes made in this module will be immediately visible to all users accessing the system, as this banner is global.

Tips and Important Notes

- **Image Size**: For the best results, use an image with dimensions or an aspect ratio recommended for the system's

banner area. Using an image that is too large or too small can cause the display to become distorted.

- **File Format**: Use common image file formats like JPG or PNG to ensure compatibility.
- **Administrator Access**: Because this change affects all users, access to this module should only be given to system administrators or authorized personnel.

Revision #1
Created 23 October 2025 14:32:06 by Sayu
Updated 23 October 2025 14:32:59 by Sayu