Internal Admin – Guide

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Creating a Scheme

Internal admin users have the same access as standard system admin users with additional options under the system administration part of the system. To find this part of the system follow the steps below:

1. Log into the application using the following link:

https://costain.tm.ishango.co.uk/

2. Locate the system icon on the left menu and choose the Administration option
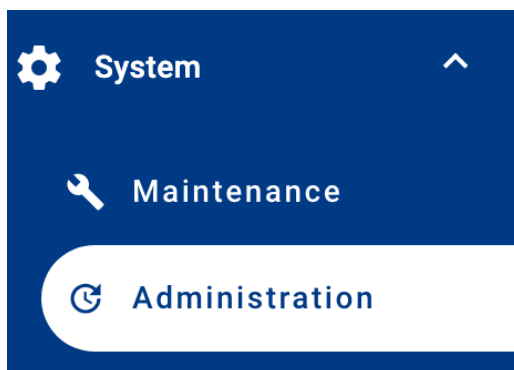
3. At the top of this section scheduled Jobs that are normally triggered by a set amount of time can be manually triggered. For example, the TM confirmations job can be run from here, bypassing the need for the job to run at 7am on the date of the booking.
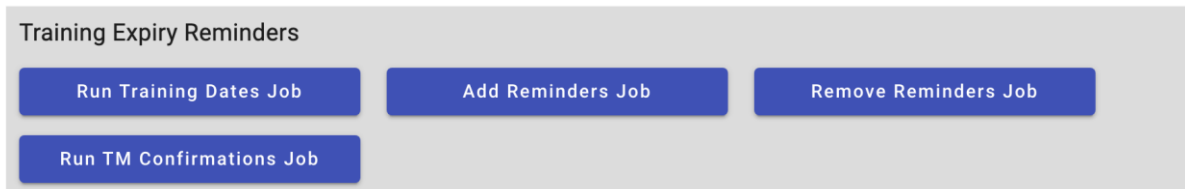
4. The system error log can be accessed in this section. When an issue is reported this support tool can be sued to help identify the cause of an issue.

5. Management of full admin users. This is the area where full admin users are added and removed from the system. A full admin user will always have access to all schemes unless removed from the list.

Full Admin Users

Add	Remove	Add New User

First Name ⇕	Last Name ⇕	User's Email Address ⇕
TM	Admin	tm.admin@ishango.co.uk
Marley	Blackman-Watts	marley.blackmanwatts@ishango.co.uk
Howard	Dukes	FF416235-DAF3-43AD-A2A0-C3D32868A39B@ezmailme.net
Jay	Jani	jaydip.jani@ishango.co.uk
Tony	Jennings	tony.jennings@ishango.co.uk

0 selected / 11 total |◁ < 1 2 3 > ▷|