

Interview Record

Meeting Time: Wednesday 24/11/2021 6:30PM

Meeting Place: Zoom

Participants: Dan Summers , Owner of Secondo store

Minutes takers:

Rui Qin, Project Manager

Chenxin Zhang, Project Manager

Timothy Correia-Paul, Project Manager

Attendance:

Dan Summers , Owner of Secondo store

Rui Qin, Project Manager

Chenxin Zhang, Project Manager

Timothy Correia-Paul, Project Manager

No.	Item
1.Major optimization:	<p>6 stock processes that That would like to be automated.</p> <ol style="list-style-type: none">1. Sourcing stock from individual clients and business clients2. Selling clothes3. Marking down stock4. Returning unsold stock to clients5. Donating unreturned stock to Salvos6. Paying clients if their stock does sell. <p>Additional functionality</p> <ul style="list-style-type: none">• Different types of reports!! E.g. how many clients for the last month, type of stock they have.

2. Source stock from clients	<p>Source stock:</p> <ul style="list-style-type: none"> • Prefer the client bringing the stock <ul style="list-style-type: none"> ◦ If the client isn't their client yet, request to fill the form ◦ review the stock and source • Different types of clients. Eg business client and individual client <ul style="list-style-type: none"> ◦ Fill the each of form depend on different client types <p>Who is able to use the information system:</p> <ul style="list-style-type: none"> • Client register themselves on new system • Dam record the stock detail • Currently, using physical form <p>Automatically advertising:</p> <ul style="list-style-type: none"> • Notify them bring more stock • Maybe use other media or maybe later
3. Marking stock down	<p>Information required for consignment:</p> <ul style="list-style-type: none"> • Stock number ,Date,client number, stock type, stock colour, stock size, stock condition, stock brand, vintage(Y/N), stock description, shelf/ Rack location, stocking fee receipt number, amount paid, stock asking price, • sold(date/amount) • paid(date/amount,paypal translation no) • unsold(Pickup date/collected date/ charity date) • Markdown schedule <p>Automated set price:</p> <ul style="list-style-type: none"> • No, change price base on Dam's experience <p>Mark down price:</p> <ul style="list-style-type: none"> • Mark down happen in every week Monday and it is flexible • The deflate 10%
4. Returning unsold stock to clients	<p>Return the stock to the client:</p> <ul style="list-style-type: none"> • Normally let customer to come and pickup <p>If stock is not sold, Owner will notify the client to come and pick it up, but after 4 weeks then donate.</p>
5. Paying clients	<p>After the the clothes are sold, they will pay to the client on next Monday morning</p> <ul style="list-style-type: none"> • Record the sale price • While pay the client, the price will be difference base on the client is individual or business client
6. Finances	<p>The budget is 10-50 thousands dollars, but it may change if reasonable</p>