* Create software for customer management, employee management, money collection, and billing
* Currently updates on payments are being logged three times: at collector level (he goes with physical two-dided receipts, writes name of customer and amount etc on receipt, gives him one paper and keeps the other), and the assistant level who receives the receipts and update customer card (each customer has a card with a specific color corresponding to the zone/region he is in), then admin takes cards and updates excel payment tracker using card (before they were updating on a book). Now, since collector is already filling information, we want to remove the last two steps and have collector log it on the system. That way it is captured and stored and shared instantly.
* Software to be used by 3-4 users (2 collectors + admin + potentially an assistant to the admin)
* Software will be placed on company devices, most probably android tablets, and locked to them
* Process
  + Collector receives list of customer he should collect money from
  + Collector starts visiting customer address to collect money
  + He is to log the payment details and subscription on the device, and give a receipt to the customer
  + To come back to office and bring the money collected
* Invoice should be distributed via sms, using existing numbers in databse, or printed using portable printer connected via Bluetooth to device.
* Need ability to track collector location, or do check-ins when he reaches a customer, or a building that has 10-15 customers. Validate visit count based on location
* The data is arranged by customers, buildings, and zones (colors)
* Backend databse to be updated based on collector activity
* Admin to get reports on collector activities and business results
* Admin should be able to easily filter out customers who didn’t pay yet and redistribute them to collectors
* Each collector to have unique set of customers distributed by admin, which can allocate specific customers, buildings, or even total zones to each collector
* Collector to be able to easily log how much did customer pay, for how long does this extend his subscription (e.g. for 10$ it’s one month, if he pays 20$ than it’s two months). Possibly, customer might not pay full amount he owes. Collector might also visit the customer but that customer is not home
* Need Access management based on role
* It its important to capture all these data and show them in reports
  + Money collected so far by zone, building, collector, overall (revenue) daily weekly Monthly – eventually everything will be organized monthly
  + Customer paid vs. unpaid, in which regions are they etc.
* Need to upload the databse first I think to the system, and the we need to be able to add new users, put some users on hold because they are traveling, or no longer with us, etc. (databse has fields:

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Region** | **Building** | **Address** | **Client** | **Name** | **Floor** | **Fee** | **Mahal** | **Telephone** | **Left/travel** | **Note** | **Jan-17** | **Feb-17** | **Mar-17** | **Apr-17** | **May-17** |

* This is the initial template, will sent you the filled one later. But this is what I created for them initially to update everything. They log the payment and customer code on payment tracker, and everything gets updated on the left. Now we need to do this on the system, and remove the admin data entry part