FAQs

- **How do I reset my password if I forget it?**

  - To reset your password, click the "Forgot password" button. Enter your registered username and email address, and click "send" to receive a one-time password (OTP) via email. Enter the OTP, then create and confirm a new password to log in to the system.

- **How can I edit account details?**

  - To edit account details, click the "Security" button in the sidebar. Navigate to the "User Information" section, select the user you want to edit, click "edit," make the necessary changes, and then click "save changes."

- **How can I register a new user?**

  - To register a new user, click the "Registration" button in the sidebar. Go to "Register User," fill in the required details, and click "save changes" to complete the registration.

- **How do I register a new product to the inventory?**

  - To add a new product, click the "Registration" button in the sidebar and then "Register Product." Enter the product details in the provided fields and click "Register" to add the product to the inventory.

FAQs

- **What steps should I follow to perform a transaction?**
  - To perform a transaction, click the "Transaction" button in the sidebar. Select a category, choose the products from the product list, adjust quantities as needed, and proceed to payment. If necessary, you can remove products from the order list by clicking the delete icon.

- How do I edit the inventory details of a product?
  - To edit inventory details, click the "Inventory" button in the sidebar. Choose the product you want to edit, make the necessary changes in the provided fields, and click "update" to save the changes.

- What is the procedure for adding supplier receipt records and updating product quantities?
  - To add supplier receipt records and update product quantities:
    - Click the "Inventory" button in the sidebar.
    - Click on "Supplier Receipt Records."
    - Click the "Add" icon at the bottom right of the screen.
    - Enter the details and date of the new deliveries.
    - Confirm the quantity delivered, price, and expiration date.
    - Repeat for all products, then click "finish" to complete the process.