

SUMMARY OF HORIZON IOT MEETING MINUTES, 1ST OCTOBER 2025

1. Agenda

Presentation of the inventory management system.

Review issues, suggest improvements.

2. Presentation

Three modules: Admin, Requestor, Store Clerk.

Users must register/login before accessing any page.

Requestor

Login leads to requestor page by default

Features include:

- Status cards showing state of devices: total requests, approved, pending, items returned, issued items
- Request device by filling a form - contains category of devices, device name. (Device IMEI, status, availability automatically provided upon choosing) client information required, email notification sent after submitting request.
- Request summary, containing clickable cards that show total requests, pending requests, approved requests, issued devices, rejected requests. Clicking on a card leads to a table containing info of the respective card.
- Client Details - A table showing client information, ie the name, email, phone number, address, device requested, quantity. Filtering by name or device requested is available.

Store Clerk

Admin adds the logins for one's account to be under storeclerk.

Features include:

- Clickable status cards showing: total IoT devices in system, devices available, issued devices, returned devices, all leading to a page with a list of information of the respective card.
- Option to approve or deny requests.
- Option to issue devices after approval.
- Stock addition(adding new devices) and adjustment(deleting from list)
- Addition of supplier, along with the supplier list
- Record return of a device from client.
- Uploading of Excel files of the IoT devices

- Reports showing clickable status cards: Total items available, total requests, pending requests, approved requests, issued devices, rejected devices, returned devices, all leading to a table containing information on the respective cards.

Admin

Can log into both requestor and store clerk.

Has an overview of the system, manages users and groups.

Can assign roles and permissions

Manages the following in the system: **clients, device requests, devices, issuance records, offices, purchase order, return records, supplier.**

3. Review of issues and fixes suggested

Store Clerk

Add a dropdown menu option for currencies in device prices (manage stock page)

Total IoT devices list- group devices into categories and include manufacturer, display the number of available devices in a category

Change 'supplier' name to OEM (Original Equipment Manufacturer)

Once a device is returned by the client, have a proper functionality for returning to the manufacturer, and once a replacement is brought, update the device status reports.

After payment and request of devices, include dispatch time for the device to the respective area.

Add a dropdown menu option for choosing a store for dispatch according to one's location.

Input branch during registration into the system.

Admin

Change 'supplier' name to OEM (Original Equipment Manufacturer)

Change 'offices' name to 'branches'

Documentation of purchase order in the event where it's used (client receives proforma invoice and sends a purchase order)