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Greater Washington County Food Bank

Executive Summary

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Community Partner
Jon Schubert
Student Consulting Team
Blythe Weng
Shalini Rao
Max Dunaevschi

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Background

Greater Washington County Food Bank is a 501(c)3 community service non-profit that provides groceries / nutrition information to food insecure people in Washington county (30 min south of Pittsburgh). GWCFB's main goal is to educate citizens on how to become more food secure. The food bank is dedicated to giving Washington County residents a reliable and sustainable way to provide food security for themselves and their families.

We are working with the GWCFB to find a scanning inventory system, so that they can better manage their inventory and distribution. This adds value by reducing the time it takes to generate invoice reports as well as reduce human error associated with miscounted items, ultimately allowing the org to focus more time on feeding more of the local community. We do this differently by conducting extensive market research with different food banks and inventory management systems to understand the functionality and benefits of their products. As a result, employees will be able to electronically scan items into an invoice instead of manually inputting them and risking mistakes in their reporting later on. We're helping GWCFB fix food insecurity, one scan at a time.

Project Description

Project Opportunity

Greater Washington County Food Bank would like a simpler way to manage their food inventory and make distribution easier. The main problem that they currently have is that they do not have a streamlined software meant for the transactions they do and not enough time to find another one. Their current system relies on mostly manually inputted data, which amounts to multiple human errors. Solving this problem is necessary in order to improve the food banks ability to distribute food. As a result, the organization wanted us to develop a standalone inventory tracking and scanning system that would replace their existing QuickBooks software.

Project Vision

The goal of this project was to improve data entry and inventory management, saving time and effort for the GWCFB staff and streamlining the reporting process for funding agencies. To accomplish this, the project aimed to reduce the number of human errors and improve efficiency in the data entry process for food donation and distribution.

Project Outcomes

The key outcomes of this project (i) we documented actionable items in Sortly. We created a document that outlines the steps for different Sortly functionalities and added photos for guidance. This document helps train Jon as he goes about learning how to use the new software. Furthermore, this documentation can be used in the future for training other employees, as well as a quick reference if Jon ever forgets how to do something. (ii) we evaluated multiple software inventory and scanning solutions to create a comparison chart and aid us in choosing the best solution. (iii) we created QR codes for some of the foodbank inventory items in Sortly. And (iv) we transferred the inventory from Quickbooks to Sortly via Excel - using the existing inventory counts information we populated the real account with the inventory data.

Project Deliverables

Our project deliverables are github repository with all documents, documentation of Sortly actions, software analysis, sortly software with inventory data, QR barcodes pdf for a portion of the inventory, background research, and possible solution research. Since our project involved migrating to a new system we focused more on the research and documentation that will aid GWCFB as they transition to the new software.

Recommendations

Our recommendations outline the actions moving forward for the organization. Our recommendations mostly relate to future sustainability measures. This includes training other employees to use the Sortly software, using the upcoming month before the transition as a learning phase, and creating a streamlined system for creating infrastructure each time a new item is added.

Student Consulting Team

Shalini Rao served as project manager / client relationship responsibilities. She is a third-year student majoring in Information Systems and HCI. She will be interning at Washington Post this summer and is looking toward a career in product management or UI/UX design.

Blythe Weng was the client transition responsibilities. Blythe is graduating this year with a major in Information Systems with a minor in HCI. Blythe will be working for Capital One as a software engineer starting in August. She is super excited about her starting her job.

Max Dunaevschi led the quality assurance. He is a third-year student majoring in Information Systems and minors in Game Design and Computer Science. He will be interning at Microsoft this summer and is looking toward a career in software development.