User Requirements

Below are the User requirements for the new system AkiProPlus. These specify the requirements the user expects from the new application. The requirements are grouped according the module they belong to or their functionality to the user.

Order Processing Module

1. An office clerk should be able to create a standing order.
2. An office clerk should be able to modify any standing order
3. An office clerk should be able to access a particular standing order by entering in the standing order number.
4. An office clerk should be able delete a particular standing order.
5. An office should be able to generate orders from all standing orders.
6. An office clerk should be able to generate an order from a particular standing order.
7. An office clerk should be able to create an independent order for a customer.
8. The system shall automatically create an invoice after each order is generated.
9. An office clerk should approve all standing orders before the order is generated.

Customer’s Module

1. Upon logging in, a customer should be able to view a ledger displaying all transactions.
2. A customer should be able to double click on any of their standing order and view the details of that standing order.
3. A customer should be able to double click on any of their order and view the details of that order.
4. A customer should be able to double click on any of their invoice in their ledger and view the details on that invoice.
5. A customer should be able to create a standing order.
6. A customer should be able to modify any of their standing order.
7. A customer should be able to place an order over the web platform.

Merchandiser’s Module

1. A merchandiser should be able to access standing orders for a particular customer by entering the customer information.
2. A merchandiser should be able to double click on any standing order to view the details of that standing order.
3. A merchandiser should be able to modify any standing order.

Delivery Module

1. Upon logging in the system, a delivery personnel should be able to sync his tablet to retrieve all their designated orders for that day.
2. Delivery personnel should be able to confirm if any invoice is correct.
3. Delivery personnel should be able to create notes to indicate any discrepancies with an order.
4. Delivery personnel should be able to generate an invoice for an independent order.
5. Delivery personnel should be able to sync all his daily transaction to the system at the end of each shift.
6. The delivery person should be able adjust previous invoices to capture an item’s return percentage for each customer.

General

1. A user should be able to enter their credentials to gain access to the system.
2. The system should make provisions for all changes to be approved by the office clerk before they are permanently stored in the database
3. The system should display message boxes displaying feedback messages to the user.
4. A user should be able to print any standing order they have access to.
5. A user should be able to print any order they have access to
6. A user should be able to print any invoice they have access to
7. A user should be able to print any debit/credit note they have access to
8. A user should be able to enter any parameter into the search bar to retrieve any authorised document.
9. The system should make provision to allow the user to access a help option for assistance in manoeuvring the application.