Product Internship Assignment

Task 2: Product Development - Procurement

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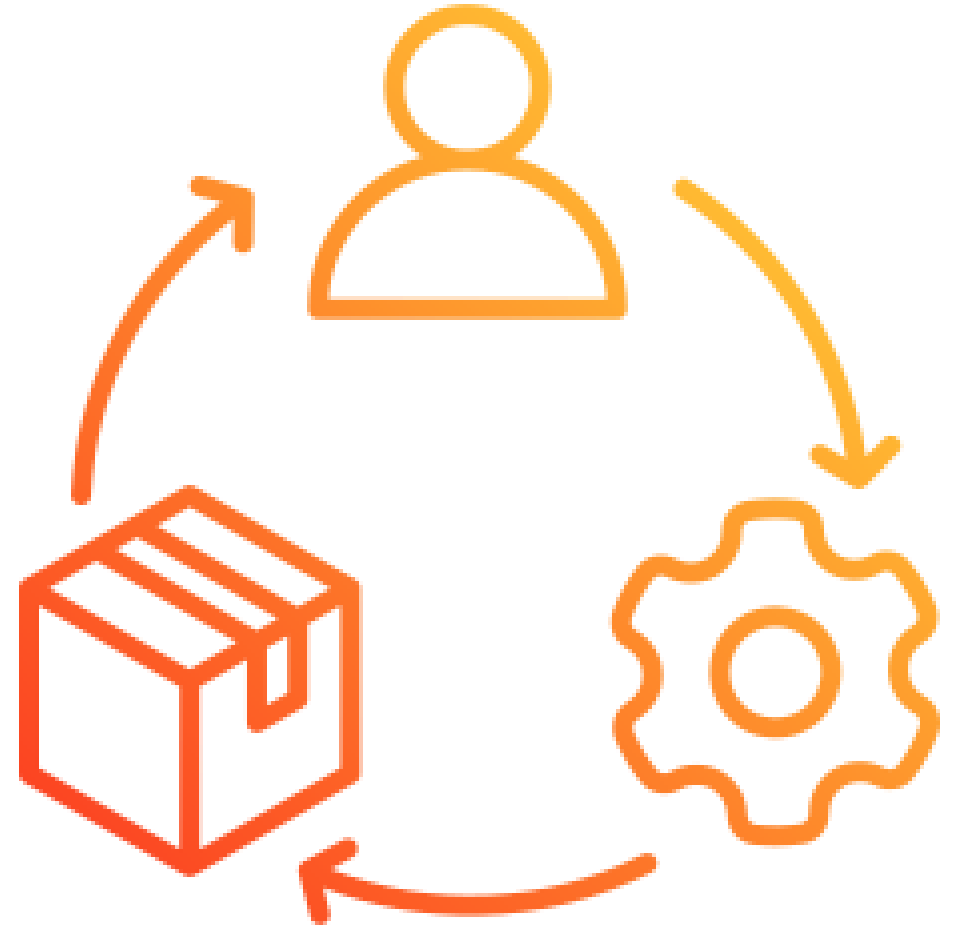❑ *Product Overview: B2B Procurement System*

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Product Overview: B2B Procurement System

Let's built a comprehensive B2B procurement solution for Amazon's enterprise customers that manages Purchase Requests and Purchase Orders. This system will act as a precursor to Amazon's existing accounts payable product, streamlining procurement processes and integrating seamlessly with accounts payable for enhanced efficiency.
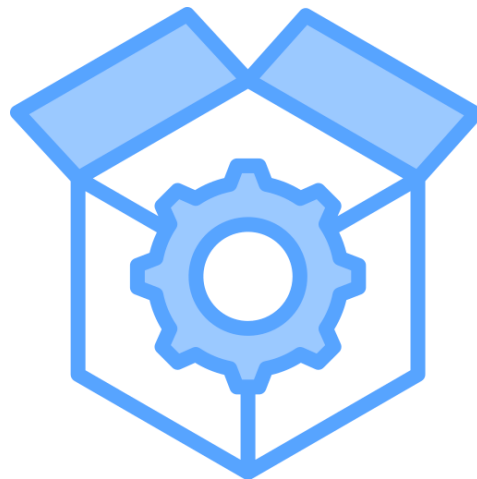
(1.) Research and Ideation

❑*Feature Selection*

(1) Stakeholder Interviews: Engage with Amazon's enterprise clients, managers and finance teams to understand their needs and points.

(2) Competitive Analysis: Review existing B2B procurement systems and competitors to identify common features and potential gaps in Amazon's offering.

(3) Customer Feedback: Gather insights from Amazon's current users of the accounts payable and procurement systems to understand their requirements for new features.

(4)Feature Prioritization: Prioritize features based on user needs, business impact, and alignment with Amazon's procurement goals.

❑ *Key Features*

**(1) Purchase Request Creation*: Enable users to submit detailed purchase requests including item description, quantity, preferred supplier.*

**(2) Approval Workflow*: Implement customizable approval workflows for purchase requests and orders, including.*

**(3) Purchase Order Management*: Facilitate tracking, and management of purchase orders with real-time updates and status tracking.*

**(4) Supplier Management*: Provide features to manage and evaluate supplier details, including performance metrics for suppliers.*

**(5) Integration with Inventory*: Sync with Amazon's inventory systems to check stock levels and manage inventory.*

**(6) Reporting and Analytics*: Generate reports on purchase requests, orders, and supplier performances.*

(2.) Product Definition and Wireframing

❑ ***Feature Description***

Purchase Request Creation:

Allows users to create and submit purchase requests for items available through Amazon. Requests are routed through an approval workflow before being converted into orders.
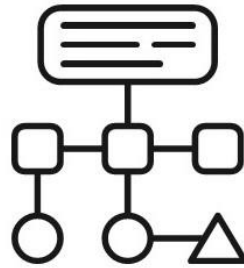
Approval Workflow:

Customizable workflows for different levels of approval, integrating with Amazon's existing approval and procurement processes.

Purchase Order Management:

Manage and track purchase orders from Amazon, including real-time status updates and order handling.

❑*Wireframe Details*

1
- **Analytics Dashboard** *: With navigation links to overviews, reports, account, support services and purchase related insights.*

2
- **Key Metrics**
- *Customer Views: Total number of views each day.*
- *New Products Launched: Count of new products launched.*
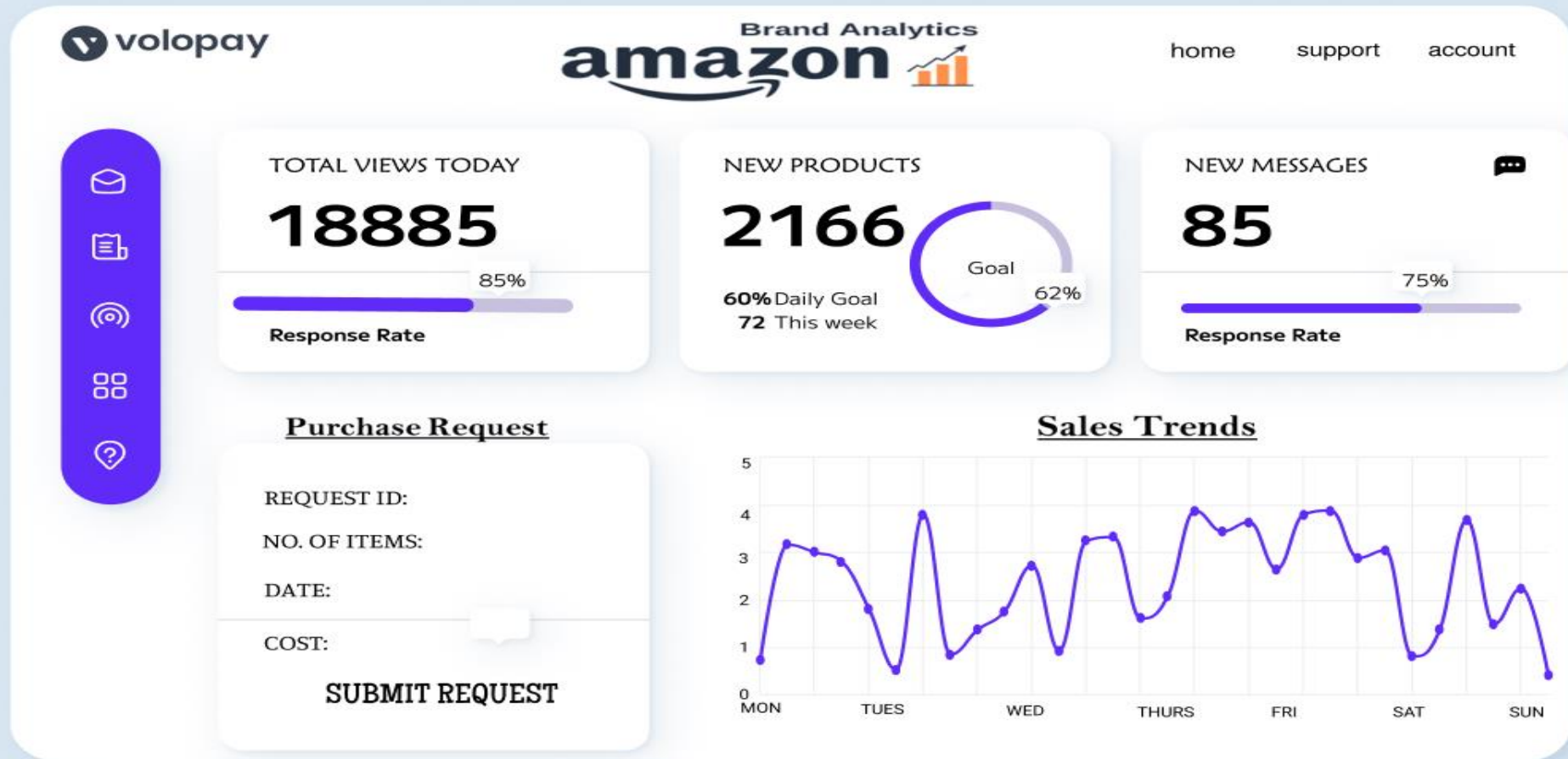- *Messages: Total number of messages or notifications.*

3
- **Purchase Request Form**: *Includes fields for Request ID, Date, No. Of Items, Cost and a Submit Button.*
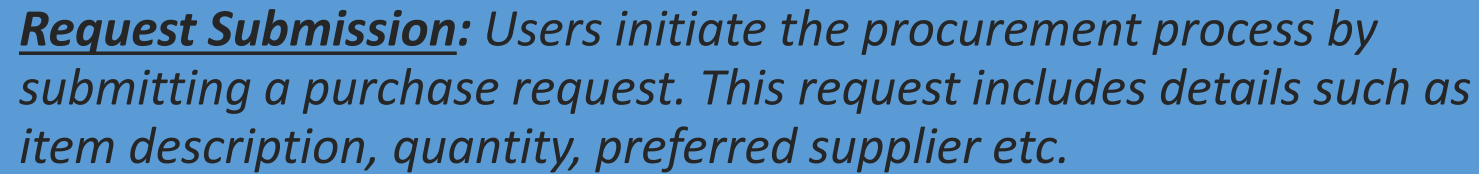
4
- **Sales Trend Graph**: *Line graph showing sales trends.*
- *X-Axis: Days Of The Week*
- *Y-Axis: Revenue (in millions, 1 to 5)*
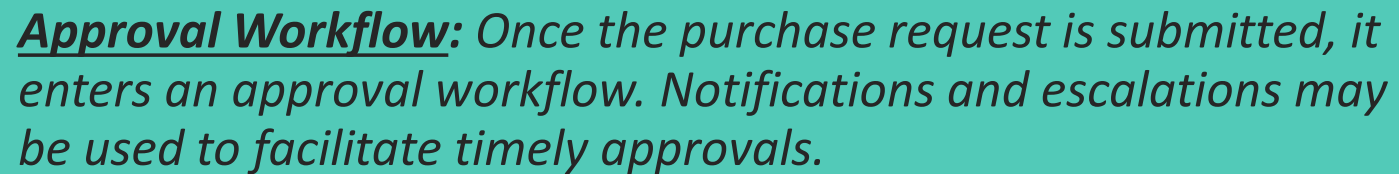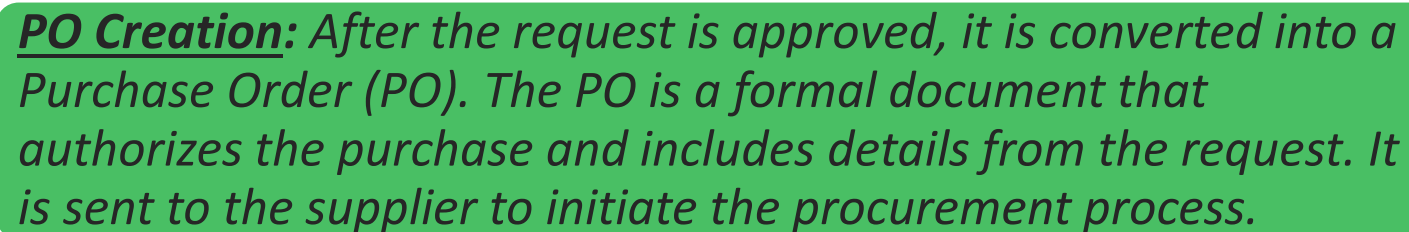
❑*Wireframe Diagram*

❑*Flow Chart*

Request Submission: *Users initiate the procurement process by submitting a purchase request. This request includes details such as item description, quantity, preferred supplier etc.*
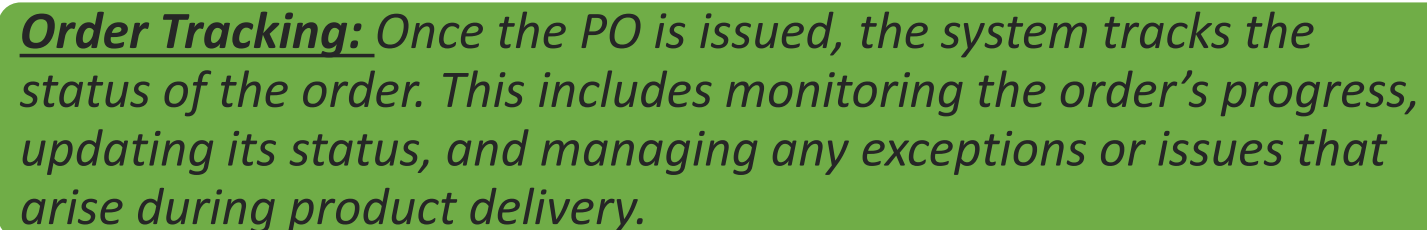
Approval Workflow: *Once the purchase request is submitted, it enters an approval workflow. Notifications and escalations may be used to facilitate timely approvals.*

PO Creation: *After the request is approved, it is converted into a Purchase Order (PO). The PO is a formal document that authorizes the purchase and includes details from the request. It is sent to the supplier to initiate the procurement process.*

Order Tracking: *Once the PO is issued, the system tracks the status of the order. This includes monitoring the order's progress, updating its status, and managing any exceptions or issues that arise during product delivery.*

(3.) Product Development

☐ *Project Management:*

(1) Agile Methodology: Adopt Agile to develop and refine the procurement system.
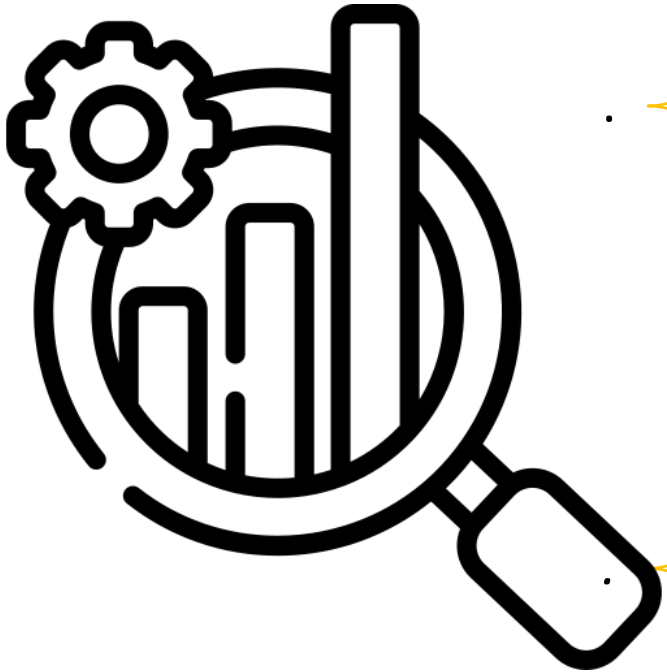
(2) Project Management Tools: For task tracking and progress monitoring.

(3) Regular Reviews: Schedule periodic reviews and demos to ensure timely progress.

(4) Risk Management: Identify potential risks related to integration with existing systems and develop mitigation strategies.

(4.) Data Analysis and Metrics

❑ *North Star Metric:*

- **_Adoption Rate_**: *Percentage of Amazon's enterprise customers utilizing the new procurement features within a specified timeframe, such as the first three months after launch.*

- *A high adoption rate suggests that the product is meeting customer needs and delivering value, while a low adoption rate might indicate the need for further improvements or more effective customer education and onboarding efforts.*

❑ *Key Metrics:*

(1) Purchase Request Turnaround Time: Track the time from request submission to approval.

(2) Order Accuracy Rate: Monitor discrepancies between orders placed and fulfilled.

(3) Supplier Satisfaction Score: Collect feedback from Amazon Business suppliers through surveys.

(4) Cost Savings: Analyze cost reductions due to efficient procurement and supplier management.

(5) System Utilization Rate: Track login frequency and feature usage.

(5.) Integration with Accounts Payable

❑Integration Strategy:

Seamless Data Flow
Ensure smooth data integration between procurement and AP systems.
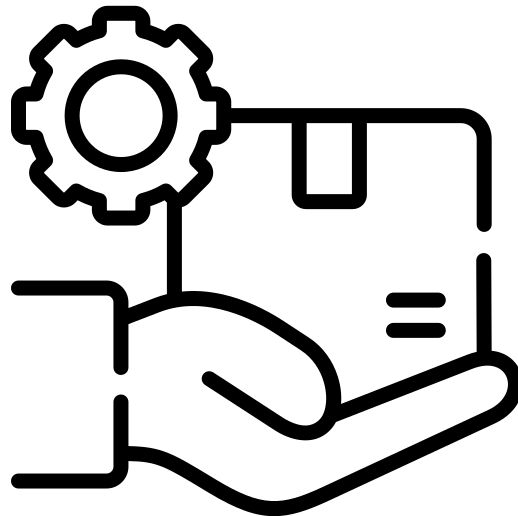
Unified Dashboard
Centralize all key metrics and activities in one comprehensive dashboard.

Streamlined Payments
Automate payment processing and scheduling from the AP system.

CONCLUSION

This approach tailors the framework to Amazon's context, leveraging its existing infrastructure and capabilities to enhance the procurement process for enterprise customers!

THANK YOU…!