Report on the Progress so far with www.benvinsolutions.com

So here are a few things I have gathered concerning the project so far.

1. We are nowhere close to finishing. We would rather have the project drag on to the end of the year than have a half backed project while trying to beat a deadline. I believe you understand that your client is not a technocrat therefore it is difficult for us to appreciate the functionality of the project yet we are not enjoying what we are **SEEING**. I know this may sound brutal but that is the truth. So let us not diminish the key role of the front face of this project. It may ultimately work as we expect it to work but if it doesn't look the part then all this work is futile. The next time we will be looking at the project we want to **see something we like** first, before we move into whether it works or doesn't. The document that was delivered to you, detailed on the functionalities of the site but you can also take a thing or two about how we would like the website to **LOOK LIKE**.
2. There are key components that we haven't seen working in this system the way we would like them to work. This is a simplified flow chart of how the whole system works. I will also attach the tables I am mentioning here:

Clients shopping at our website: They select the items they like and place an order. (This is ok so far)

OR

Clients send an email to us and request for a quotation. We send them the quotation. They negotiate the quotation and when we agree on a price, they will send as an LPO or simply just authorize us to supply them. We will use the LPO (if given) to make an order on their behalf. It is in this process our system should create an account for them and send them a one-time password for verifying their account. (I know I hadn't explained this much before)

We, the staff, will go to the orders page and see the following:
- All the order in their various status. They should be arranged **in order of their status "Pending" > "Received" > "Invoiced" > "Cleared" then deadlines**.
- We will then select the pending orders and call these clients to confirm the order after which we will change the status of the order from "pending" to "received". For orders made from the staff side, they are automatically "received".

All monies received via whatever means will be keyed into the system via the debit entries. Specifically the Sales Debit Entry. This information will be duplicated in two places:
- 1 is the Debit Sales table.
- 2 is the Orders table on the "amount paid" section

All monies spent (by staff of course) with regards to that particular order shall be keyed in from the Credit Entries. Particularly the Purchases Credit entries. This information shall be duplicated in two places:
- 1 is the Credit Purchases table
- 2 is the Orders table on the "amount spent" section.

As soon as the order has been completed and delivered, our staff will go back to the order table and change the status to "Invoiced". After this, the staff will click on the "Generate Invoice" button and select the Order or LPO number from a drop down list. The staff will then key in the delivery number(s) and then click "Generate". It will then bring a list containing the order number(s), the order items and amount charged. The invoice will then calculate and input VAT. Then it can be previewed before being downloaded in PDF format or sent to the client directly depending on the staffs preference

I thing you should have noticed by now that there are things that tie the debit entries and orders together. The order number, or ID if you like. Following is the tables for all this entries:

Order Table

Order No:	Lpo No	Date Received	Deadline date	Organization/ First Name	Phone No:	Email	Order Description	Amount Charged AC	Amount Paid AP	Amount Spent AS	Profit	Status
BS5001								-Can only be adjusted by the Manager, Accountant & Administrator - Can't be adjusted when the status is "received"	Fed by the Sale Debit Entries.	Feb by the Purchases Credit Entries.	= {(AP – AS)/AC } * 100	-Pending -Received -Invoiced -Cleared

LPO can remain empty is there was no LPO during the time the order was created.

Sales Debit Entry Table

Receipt No:	Payment mode	Order No/LPO	Organization/ First Name	Phone No:	Email	Org KRA Pin	Amount Charged AC	Amount Paid AP	Balance
BS201601001		BS5001							=AC-AP (This shall be duplicated in Accounts Receivable Table)

Purchases Credit Entry Table

Tracking No:	Payment mode	Order Number	Organization/ First Name	Phone No:	Email	Org KRA Pin	Amount Due AD	Amount Spent AS	Balance
BST0001		BS5001							=AD-AS (This shall be duplicated in Accounts Payable table)

Note: It is only the Sales Debit Entries that has a *receipt number* in the format of *BS201601001*. The rest of the entries all have tracking numbers in the format of BST0001

3. Look; we are not techies. So if you don't **ask us questions** we won't know if you have understood the explanations we have given your team or not. Therefore, please for the persons preparing the interface, please ask questions where you need to. We understand the amount of hours you need to put into developing this but that is exactly why put you up to this task. We require a well done job and that is why I, on behalf of Benvin, am at your disposal at any juncture to assist as best as I can.
4. We clearly need to see the client side. The client should, in addition to viewing contact details of their RO, editing their client information, editing their favorites and saves and whatever (That is rather obvious), they should also be able to view a history of their previous orders. (this is now what I am emphasizing on)
   Their Order table should look just like our order table but it should **exclude** the following:
   - Org Name
   - Phone
   - E-mail
   - Amount Spent
   - Profit.

   They should also be able to see the invoices that have been processed. This means that **for every invoice generated, it shall always have a digital preview on the client's account**. We don't necessarily have to send it to them though it is proper business practice for us to do so. But nevertheless, they will be able to see images, (or whatever format you choose for previewing) of all the invoices they have received.
5. I have not seen you talk about images not being downloadable and I think that is something we had emphasized. I have seen an upcoming trend with most websites to disable right-clicking on their websites. I would like that to be possible for our website too for those that do not have an account with us. If possible, put it in such a way that if a visitor decided to right click on anything, it pops out a toggle prompting him or her to sign in.

What follows this document shall be pictures of **how we would like the website to look like**. **Try to be as exact as you can and don't be limited by issues to do with site loading and such other constraints.** Instead advise us on how to effectively handle a heavy website to optimal performance. I will be sending zipped folders for each account, and for the front end. So the folders will be:

A. Front End (Including Sign in)
B. Client Account
C. Manager Account
D. Administrator Account
E. Marketer Account
F. Accountant Account
G. Shareholder Account
H. Staff Account

Before this however, I will send you our products in zip folders to. In each folder it will contain subfolders that will now have our pictures. They will be arranged in the following manner
Folder (Category) > Folder (Sub Category) > ZIP File (Product image in png. format and product description long and short)
I won't send all product though. But I will send all Categories and Sub-categories and at least 1 product.