Goal of the Project:

Functional requirements

1. Human Resources Management

This function is the area of administrative focus dealing with an organization’s employees and responsible for creating, implementing polices governing employee behavior. It includes job analysis, planning personal needs, recruiting the right people for the job, providing benefits, evaluating performance, resolving disputes and communicating with all employees at all levels.

* Apply , approve and reject leave
* Employee registration
* Generating employee wise leave summaries(pending approval, rejected, no-pay, remaining)
* Medical claim approve and reject
* Handle and remaining medical amount
* shift management
* Creating, modifying, removing user accounts and user roles.
* Grant, modify, revoke privileges to user roles
* Generating reports - employee wise leave summaries (pending approval, rejected, no-pay, remaining)

Employee wise daily attendance reports

1. Payroll Management

In this function we calculates the amount we give our employees based on factors such as the time they worked, their hourly wages or salaries, whether they took vacation time during the pay period. System adjusts gross pay by calculating and subtracting taxes and other withholding amounts. On pay day system provide our employees with paper checks or a salary slip.

* Daily attendance(through finger print, login logout terminal)
* Perform or accept additions (over time, bonus) and deduction(no pay)
* Employee category wise salary details
* Calculating total salary based on shift wise job/task scheduling
* Calculating EPF and ETF
* Issuing or printing salary slip
* Sending emails to the employees about salary details
* Generating employee wise salary payment status-salary summary report, daily attendance report

1. Fuel Sales and Stock Management

A filling station requires an efficient and sensitive stock management for Fuel and Lubricants in order to continuously provide its service to customers. To come up with estimations, predictions and strategic plans, managers need an insight to the sales and stock from different perspectives. Following listed functions are aligned to fulfill above objectives relevant to sales and stock.

* Add or modify details relevant to fuel pumps and tanks (total capacity, critical stock levels, reserved capacity)
* Add or modify details relevant to Fuel and Lubricant products (product code, product description, retail price, purchase price)
* Feed fuel sales details (pump meter reading, today’s sales, accumulative sales)
* Feed lubricant sales details (product, quantity, discounts, total value)
* Issuing receipts for Fuel Sales (if customer requires) and Lubricant sales
* View sales history, stock level history and current status
* Send message alerts on each fuel products, lubricants and tanks at critical stock levels
* Generating inventory reports

Shift wise meter reading, date wise meter reading, product wise sales for a given time period, pump wise sales, tank wise stock levels, sales trend report, daily sales record summary, predict requirements for next month/year

1. Service Detail Management

In this section we clearly defined services inform customers about service offerings, including what each service does and does not include, eligibility, service limitations, cost, how to request the service, and how to get help.

* Adding and modifying prices of the details wash and standard details depends on the vehicle type (car, van, jeep etc.)and the vehicle size(small, medium, large, ex-large)
* Creating pre-order invoice form which displays all the services offered by the services center.
* Creating job/task relevant to the services, scheduling and status management
* Creating item issue notice that for note the items that are brought for the services but are not purchased
* Generating bill according to the vehicle criteria, items and services obtained by the customer
* Creating job card for each employee that gives a detail of a service obtained by the customer.
* Bills should be generated as trading invoice and service invoices separately

1. General Account Management

This section mainly focused on company’s expenses and profit details account management. Through account management client could generate automate reports rather than manual time consuming processes.

* Book keeping - maintaining sales and purchase ledger accounts, changes in assets, liabilities, income and expenditures
* Managing major and mandatory expenses such as taxes, electricity, water bills, pump and tank maintenance, welfare and etc.
* Set profit margins and sales targets to compare with actual figures
* Petty cash till management – employee claims paid in cash (transport, meals), miscellaneous and minor expenses
* Prepare Final account reports - profit and loss account, balance sheet, cash flow statements

1. Spare Parts Inventory Management

A service station requires an efficient and sensitive stock management for spare parts in order to continuously provide its service to customers. To come up with estimations, predictions and strategic plans, managers need an insight to the sales and stock from different perspectives. Following listed functions are aligned to fulfill above objectives relevant to sales and stock.

* Spare parts stock and sales billing management and message alerts on each products at critical levels
* Spare parts warranty details management
* Spare parts product details management(add new products, remove and modifying products details)
* Managing and maintaining the machine purchases
* Generating reports - warranty claim history report, spare parts sales and purchase history report, daily sales record summary report, and predict required for next month

1. Customer and Vehicle Management

This is a customer focused approach to delivering and receiving information. This function focuses on providing value to customer and also on the customer relationship.

* Register new customers and vehicles separately.
* The service history and last purchased items can be viewed with the vehicle number
* System should notify the customers about their next service through emails
* Credit customers should be registered to the system and their full purchased item details and service details should be reordered until the payment is done
* System should block the credit sale after 30 days when payment is undone and notify it through emails
* Customer loyalty points management for promotions and cross selling
* Customers can make appointments for services and book any items through the emails
* Generate daily/monthly outstanding reports for the credit customers
* Sending messages to the main inbox about the customer appointments

1. Supply Controlling Management

Supply management directly affects the results of the large purchases or manufacturer.the main goals within supply management are to control cost efficiently allocate resources and gather information to be used in strategic business decision.

* Add or modify supplier details (supplier name, contact details – tel no. , email)
* Create and modify purchase orders (Invoice no, quantity, date)
* Place purchase orders (send order through email)
* Feed received order entries (Invoice, vehicle no, agent confirmation)
* Add or modify purchase order returns details
* Manage fine details for late payments
* Manage details relevant to credit purchases
* Warranty detail management for purchased items
* Send warranty claim requests
* Create, modify, remove backup schedule (Create a Full backup schedule to run on particular time at a particular date. Schedule details need to be saved )