WFP WAREHOUSE WEB-BASED MANAGEMNT SYSTEM USER GUIDE

INTRODUCTION

WFP Warehouse Management System automates the receipt, dispatch among other WFP warehouse operations. Automation increases warehousing efficiency and reduces the hidden costs associated with traditional handling and stock control. These efficiencies, combined with substantial accuracy gains, result in significant bottom line savings. All typical warehousing operations are supported in a comprehensive, yet easy to install, easy to use Warehouse Management System.

FUNCTIONAL AREAS

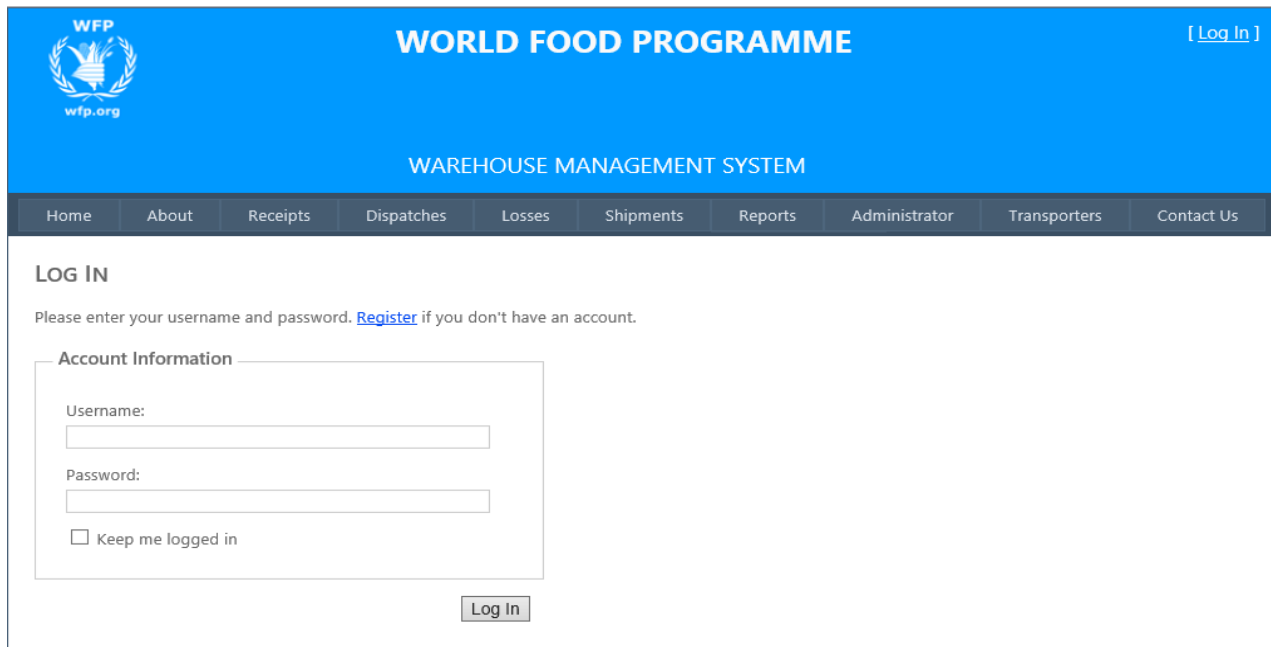### A.   INPUT/OUTPUT

1.   The System has a form to manage Food Item details.

2.   The System has a form to manage Transporter details.

3.   The System has a form to capture warehouse receipts.

4.   The System has a form to capture warehouse dispatches.

5.   The System has have a form to capture warehouse losses.

7.   The System has a reports section that display reports.

8.   System provide search functionality on food Items, receipts, dispatches, losses and inventory.

B. PROCESSING

1. System automatically updates inventory levels upon receipt of food items.

1. System automatically updates inventory levels upon dispatch of food items

2. System automatically updates inventory levels upon registering warehouse loss.

3. System automatically updates shipment quantity upon dispatch of items.

ACCESSING THE SYSTEM

LOGIN SCREEN

- A user needs to be registered in the system. E.g for warehouse operations, a user should be registered and have warehouse Assistant role to perform goods receipt. Once user is logged in using the above screen, he can perform receipts, dispatches , enter shipments and register losses.

- The same way admin user is able to login and perform system adminstrative roles. Transporter can also log in and access shipment details.

- In this screen, a user is prompted to enter username and password when attempting to access restricted system areas.

RECEIVING ITEMS TO THE WAREHOUSE

RECEIPT SCREEN

- Allows users to enter receipt waybill(delivery document) details as shown on screen shot above.
- On clicking additem, selected item is pushed down to the gridview. A waybill may have many items
- Once all the items on the waybill are in the gridview, the waybill is registered in the system by clicking post receipt button.

DISPATCHING ITEMS FROM THE WAREHOUSE

DISPATCH SCREEN

- Allow users to enter dispatch waybill(delivery document) details as shown on screen shot above.
- On clicking additem, selected item is pushed down to the gridview. A waybill may have many items
- Once all the items in waybill are in the gridview, the waybill is registered in the system by clicking post dispatch button.

LOSS SCREEN

- Allow users to enter warehouse loss details as shown on screen shot above.
- The loss is registered in the system by clicking save button.

SHIPMENTS SCREEN

- In the shipments screen, warehouse staff are able to add shipments and allocating them transporters.
- The shipments are seen by the transporters once they log in and they can therefore arrange to avail trucks for loading.
- Once the same transporter's truck is dispatched with food, his shipment allocation automatically reduces with quantity of dispatch.

FOOD ITEM MANAGEMENT

MANAGE ITEMS SCREEN

WORLD FOOD PROGRAMME

[Log In]

WAREHOUSE MANAGEMENT SYSTEM

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FoodItems

ItemID	ItemName	Category	Units	UnitPrice		
15	Maize 50Kgs	Cereals	Bag	2600.00	Edit	Delete
16	Yellow split Peas-50Kgs	Pulses	Bag	8000.00	Edit	Delete
18	Beans-50Kgs	Pulses	Bag	6500.00	Edit	Delete
21	Corn Soya Blend-25Kgs	Fortified Food	Bag	24.00	Edit	Delete
31	Wheat Flour	Flour	Dozen	6500.00	Edit	Delete
32	Maize Flour	Flour	Dozen	5500.00	Edit	Delete
33	Soya Beans 50Kgs	Cereals	Bag	6500.00	Edit	Delete

Add New Food Item

New Food Item

ItemID	15
ItemName	Maize 50Kgs
Category	Cereals
Units	Bag
UnitPrice	2600.00
New	

1 2 3 4 5 6 7

Back to Food Items

- In the manage food items screen, an administrator is able to add new food items, update and delete items from the system as shown above and below.
- The administrator is also able to perform the same funtions on transporters and employees

EMPLOYEE SEARCH SCREEN

- This screen is used to search and locate employee data for purposes such as editing. A user enters name of employee in the textbox and on clicking search, the results are displayed as below.

REPORTS

REPORTS SCREEN

- Authorized users of the system can view reports such as the one above and have the option of saving in pdf or xls format or downloading.

ERROR HANDLING

INPUT VALIDATION

The system will allow only valid data types and will not accept null values. The screen shots below display error messages when invalid/ no data is entered.