SUPERPY WORK INSTRUCTION

TITLE	SuperPy Work instruction
VERSION	1.0
DOC. TYPE	Work instruction
DOC. LANGUAGE	EN
TOPIC	Start working with SuperPy
KEYWORDS	Purchasing, Sales, Inventory, SuperPy

INTRODUCTION

WHAT

This work instruction describes how to use the program Superpy. This is a program to keep track of your purchases, sales inventory and making overviews of this.

WHY

It is important to work in a precise and proper manner to avoid mistakes which can create problems for you and your customers.

WHEN

Every time you buy a product or sell a product. Also when you need an overview of the current stock or would like to see a dashboard with information about this.

HOW

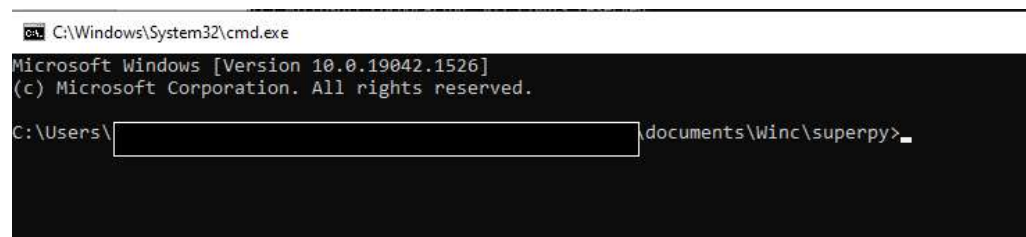See next pages for detailed information about working with SuperPy.

HOW

How to start the program

Make sure all the program files belonging to superspy are stored in one folder. To start the program surf to this folder and write cmd.
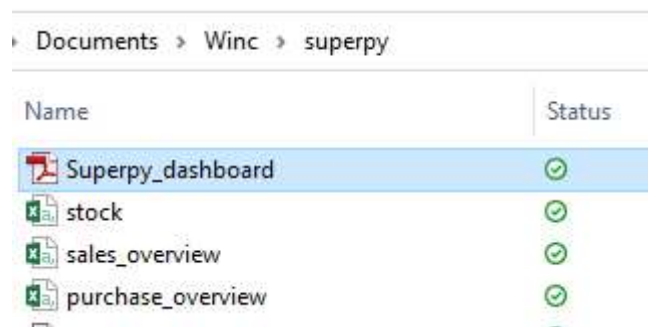

A command line interface will appear, with the excact location of this folder. Write python superpy.py and click 'Enter' to start superpy.

Superpy wil start.

When you start working with superpy you will see some documents appear in the superpy folder.

How to work with the program

After starting the program you will see a screen with four sections. Clockwise: one for purchasing, one for sales, one for stock update and one for a dashboard. Your see entry fields and buttons. If you would like to close the program you can just click 'X'.

You see '**Refresh**' buttons on thee of the sections. This button will clear the entry fields of the section.

All the sections have a '**Help**' button. This will give you some more inforation about the section and entry.

Purchasing

After you bought a product. Enter the product name, unit price and expiration date of this product.

Product name: Should be a single word. If you need more than one word separate the words with underscores '_'. Make sure your organization uses the same word for the same product every time.

Unit price: This is the purchase price per unit in euro's.

Expiration date: should be entered in the format: year-month-day.

After you entered the information click '**Purchase**'. This will lead to the creation of a new line in purchase_overview.csv.

8	307	paprika	1.4	2022-06-06	2022-02-17
9	308	persimmc	1.6	2022-03-28	2022-02-18
0	309	persimmc	1.6	2022-03-28	2022-02-18
1	310	rettich	0.3	2022-02-02	2022-02-18
2	311	rettich	0.2	2022-03-02	2022-02-18
3	312	rettich	0.36	2022-04-01	2022-02-18
4	313	rettich	0.36	2022-04-01	2022-02-18
5	314	rettich	0.34	2022-01-01	2022-02-18
6	315	apple	0.3	2022-04-02	2022-02-21
7					

The program will tell you this at the bottom of the screen.

Sales

If you are going to sell a product. Enter the product name and unit price of this product.

Product name: Should be a single word. If you need more than one word separate the words with underscores '_'. Make sure your organization uses the same word for the same product every time.

Unit price: This is the purchase price per unit in euro's.

After you entered the information click '**Sales**'. The program will update the stock file to check if the product is available and create a new line in sales_overview.csv.

9	248	coconut	4.15	2022-02-17
0	249	banana	1.77	2022-02-17
1	250	banana	1.345	2022-02-17
2	251	paprika	2.6	2022-02-17
3	252	persimmc	2.1	2022-02-18
4	253	persimmc	2.1	2022-02-18
5	254	rettich	0.8	2022-02-18
6	255	rettich	0.9	2022-02-18
7	256	apple	0.5	2022-02-21
8				

The program will tell you this at the bottom of the screen.

Product availabe: row added to sales_overview.csv
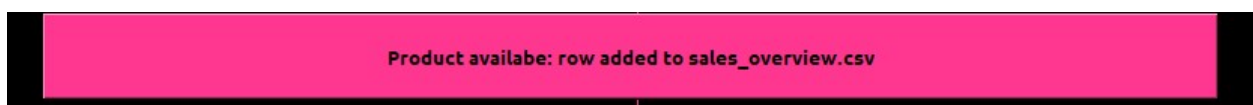
If the product is not in stock you will see a warning message:

Warning: no new row added to sales_overview.csv, check if this product is available!

Stock update

If you need a up to date overview of your inventory you can click '**Stock update**'.
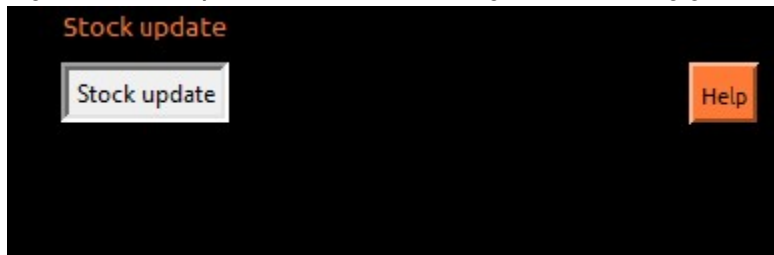
This will lead to new or updated lines in stock.csv.

6	315 apple	0.3	2022-02-21	2022-04-02		256	0.5	2022-02-21	0.2	8
7	316 apple	0.3	2022-02-21	2022-04-02						
8										

The program will tell you this at the bottom of the screen.

Stock_update.csv will the show last info of the sales and purchase files

Dashboard

For a new dashboard with information you can click one of the buttons in the dashboard section. There are eight standard periods to choose from, or you can enter a manual period.

If you click a standard button, for example '**Last week**', the dashboard file will update with information. Always first update the last information with stock update if you choose a recent

period.

Dashboard for last week:
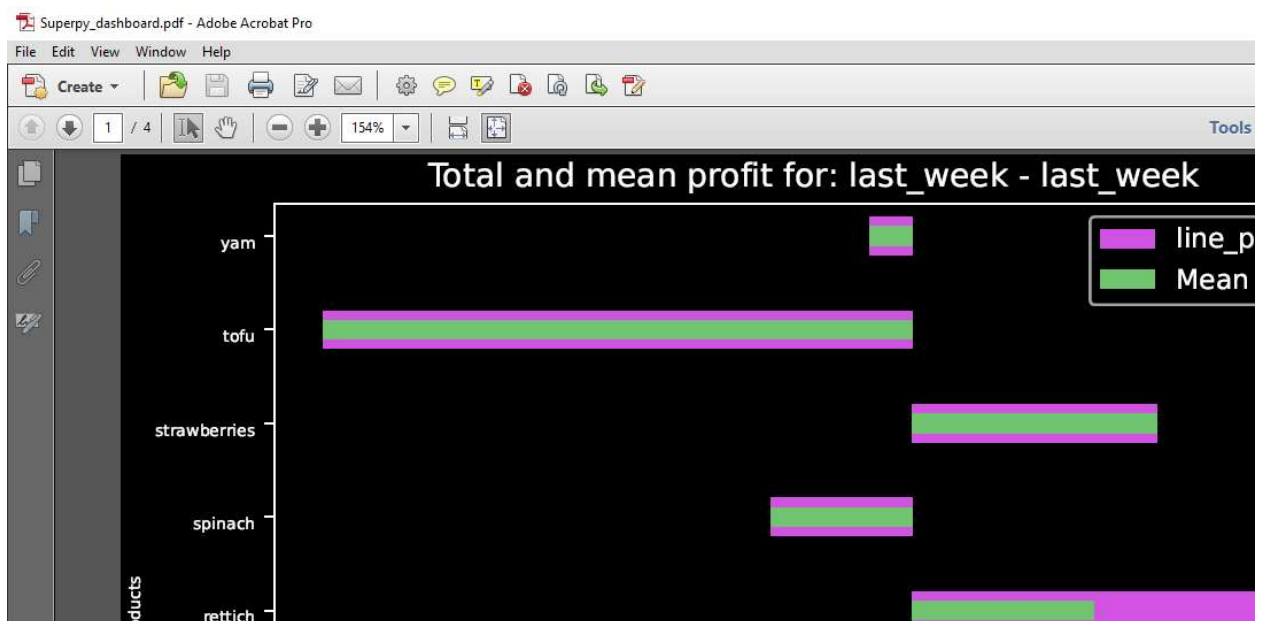
The program will tell you that the dashboard is ready at the bottom of the screen.

If you choose a manual period, first '**Enter the start date**' and '**Enter the end date**'. After this click '**Manual period**'.

The dashboard file will update with information about the manual period.
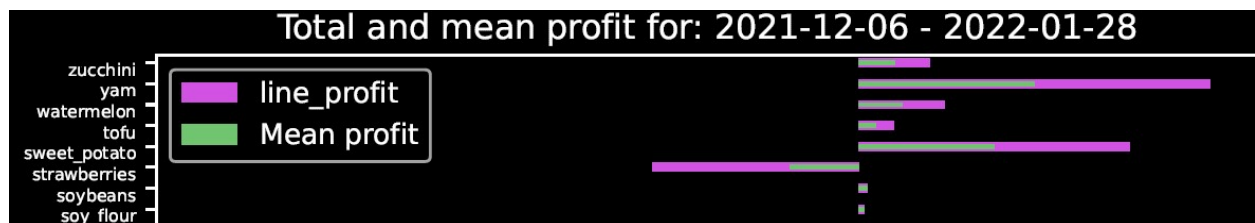
Important! If you would like to keep a dashboard to work with, save the dashboard with a new name and location.

How to understand the created files.

Four documents will be created in your superpy folder. These will be updated every time you use the superpy program.

Purchase_overview.csv

In the file purchase_overview.csv you will see 5 colums.

	A	B	C	D	E	F
1	purchase_	product_name	unit_price	expiration_date	purchase_date	
2	1	apple	2	2021-02-14	2021-02-01	
3	2	apple	2	2021-02-14	2021-02-01	
4	3	apricot	2.2	2021-02-14	2021-02-01	
5	4	apricot	2.1	2021-02-14	2021-02-01	
6	5	asparagus	3	2021-02-18	2021-02-05	

Purchase_id: this will show you the id numer of the purchase
Product_name: shows the product name you entered.
Unit_price: this will show the unit price you entered.
**Expiration_date:** this shows the date you enterd.
Purchase_date: this tells you the date you added the product to the program.

Sales_overview.csv

In the file sales_overview.csv you will see 4 colums.

	A	B	C	D	E
1	sales_id	product_name	sales_unit_price	sales_date	
2	1	apple	2.1	2021-02-05	
3	2	apple	2.1	2021-02-05	
4	3	apricot	2.31	2021-02-05	
5	4	apricot	2.2	2021-02-05	
6	5	asparagus	3.15	2021-02-09	
7	6	banana	2.1	2021-02-10	
8	7	blueberries	4.83	2021-02-12	
9	8	blueberries	4.72	2021-02-13	
10	9	broad_beans	2.1	2021-02-20	
11	10	broccoli	0.84	2021-02-20	

Sales_id: this will show you the id numer of the sales.
Product_name: this shows the product name you entered.
Sales_unit_price: this will show the unit price you entered.
Sales_date: this shows the date you added the product to the program.

Stock.csv

In the file stock.csv you will see 11 colums, which are retrieved from purchase_overview.csv, sales_overview.csv or calculated.

	A	B	C	D	E	F	G	H	I	J	K	L
1	stock_purchase_id	product_name	stock_purchase_price	stock_purchase_date	expiration_date	expired	stock_sales_id	stock_sales_price	stock_sales_date	line_profit	sales_week	
70	169	watermelon	2	2021-11-11	2021-11-24		155	2.12	2021-11-15	0.12	46	
71	170	yam	1.3	2021-11-25	2021-12-08		200	5.99	2021-12-31	4.69	52	
72	171	apple	3	2021-11-26	2021-12-09		157	3.18	2021-11-30	0.18	48	
73	172	apple	2	2021-11-27	2021-12-10		158	2.12	2021-12-01	0.12	48	
74	173	apricot	2.6	2021-11-28	2021-12-11		159	2.75	2021-12-02	0.15	48	
75	174	Brussels_sprouts	1.3	2021-11-29	2021-12-12	Expired				-1.3		
76	175	Brussels_sprouts	1.3	2021-11-30	2021-12-13	Expired				-1.3		
77	176	butter_beans	2	2021-12-01	2022-09-09							
78	177	cabbage	1	2021-12-02	2021-12-15		161	1.27	2021-12-07	0.27	49	

Stock_purchase_id: this will show you the id numer of the purchase

Product_name: shows the product name you entered.

Stock_purchase_price: this will show the unit price you entered at the purchase section.

Stock_purchase_date: this shows the first date you added the product to the program.

Expiration_date: this shows the expiration date you enterd.

Expired: If the product is expired before selling the word 'Expired' will appear. It will remain empty if the product is not expired or if it is sold.

Stock_sales_id: this will show you the id number of the line in the sales file. It will remain empty if the product is not yet sold.

Stock_sales_price: this will show the unit price you entered in the sales section. It will remain empty if the product is not yet sold.

Stock_sales_date: this shows the date you added the product to the sales section. It will remain empty if the product is not yet sold.

Line profit: tells you the difference between sales price and purchase price. Or just the negative purchase price in case the product is expired. It will remain empty if the product is not yet sold and not expired.

Sales week: shows the week in which the product has been sold. It will remain empty if the product is not yet sold.
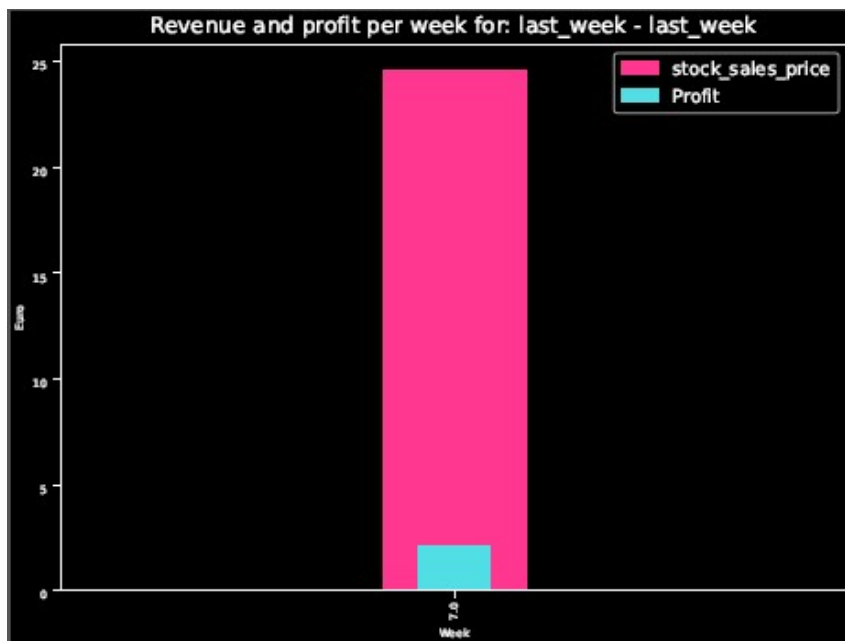
Superpy_dashboard.pfd

In the file superpy_dashboard.pdf you will find three graphs.

The first graph shows you the total and mean profit per product for the chosen period.

The second graph shows you the number of sold products for the chose period, per product.

The third grafh shows the revenue and profit per week for the chosen period.

Possible issues and Errors:

- It is possible to manually correct data in the purchase or sales csv file if you made a mistake. Never change things in stock.csv, but update the stock file after correcting one of the other files.
- Never change the name or headers of the program, because the program will not regognize them anymore. If you accidently did this, just change them back in the original ones.
- Save the files under a new name and in a other location if you would like to keep the data for other purposes.
- Always make sure the file of the section you use is closed if you work with the program.