

DESIGN DOCUMENTATION

Light Documentation for IntelliSales POS Software

Project Model

Give a simple description of the program according to owner's request

IntelliSales POS Update is a web version that will be hosted on our enterprise server. This update will also be running with local database repo on the client PC that will allow bi-directional synchronization. This will allow the continuous operation both online and offline.

TECHNICAL ANALYSIS AND FEATURE OVERVIEW

This section itemizes the key features and functionality of the application which will be further expanded and built as modules.

- 1. USER MANAGEMENT**
- 2. STOCK ENTRY**
- 3. POINT OF SALES – (POS) PROCESSING**
- 4. INVENTORY MANAGEMENT**
- 5. PURCHASE MANAGEMENT**
- 6. CUSTOMER MANAGEMENT**
- 7. REPORTING AND ANALYTICS**
- 8. SYSTEM SETTINGS**
- 9. FUNCTIONS AND INTEGRATION SUPPORT**
- 10. SUMMARY WORKFLOW & CONCLUSION**

SYSTEM FUNCTIONS AND MODULES DESCRIPTION

A Point of Sale (POS) web application is designed for quick and efficient processing of in-store sales transactions. This is general description and listings of the functions, modules and components of the system design and implementation.

This description will be further grouped into functional modules and section that will serve as the system design and logic flow.

- 1. User Management:** [This handles user creation, user roles and User Privilege Settings]
 - User authentication and authorization.
 - Role-based access control (cashier, manager, admin).
 - Cashier login for quick access. (Password or PIN or Biometric)
 - Cash reconciliation and shift closure
 - Staff shift / Session Settings and Management
 - Built-in clock-in/clock-out system for employee time tracking.
 - Assign employees to different registers or locations.
 - Sales Performance Report Analysis
- 2. Stock Entry –** [Uses product registration form to create a new product]
 - Item Type Selection (Service or Inventory Product)
 - Standard or Composite Product (composite are products produced from other products)
 - Product details (name, price, description, barcode, image thumbnails).
 - Product category creation or selection.
 - Automatic generation of Barcode or SKU
 - Barcode capturing from products
 - Product Import/Export via MS Excel

3. Point of Sales – (POS) Processing: [The Point of Sales section that comes up after cashier login to make sales]

- Creating and processing sales transactions.
- Search, scan or select item to sell
- Add New Item from Point of Sales
- Hold and return item section in cart
- Customer detail entry/selection at point of sales
- Handling cash, card, Digital Wallet and other payment methods.
- Automatic calculation of totals and change.
- One-off Change price rate at point of sales
- Discounts and promotions application
- Add bill notes to receipt
- Receipt Generation and printing
- Receipt emailing or send via WhatsApp option
- Bill reprint by invoice number
- Accepting Sales Return and Refunds
- End of Day sales reporting

4. Inventory Management

- Stock Overview (Low Stock Alerts, Expiry Dates, Fast-Selling Items)
- Real-time stock level updates.
- Alerts for low / expiry product sales.
- Low stock level quantity settings
- Stock Adjustment
- Restocking and receiving inventory.
- Store and Warehouse type creation
- Store – Warehouse and Warehouse – Store transfers
- Product inventory Reset to zero function (by admin)

5. Purchase Management:

- Supplier management and Registration.
- Create Purchase Order
- Purchase Entry
- Purchase Order Lists
- Receiving and updating stock with new inventory.

6. Customer Management:

- Cashier/Manager/Admin Create new customer
- Customer profiles for loyalty programs and tracking purchase history.
- Marketing automation (Email/SMS campaigns)
- Loyalty customers
- Registered customers for credit/Payment-after-Sales eligibility
- Customer ledger and purchase history profile
- Credit limit settings

7. Reporting and Analytics

- Generating sales reports, including revenue, profit, and product sales.
- Sales reports, including daily, weekly, and monthly summaries.
- User Activity Logs to track all POS actions and transactions
- Store Inventory reports, including stock levels and value.
- Warehouse Inventory reports, including stock levels and value.
- Sales by product, category, or cashier.
- End-of-day financial reports.
- Customizable dashboards for different user roles.

8. System Settings

- Company or Shop registration (Business name, address, phone and email)
- Head Location or Branch Location Settings for Multi-Channel Stores
- Logo and Banner upload
- Database recovering
- Printer Receipt Format Settings
- Currency Settings

9. Functions and Integration Support

- Barcode and QR Code Scanning
- 80mm and A4 printer Support.
- Touch Screen compatibility for POS interface
- API support for third-party integrations.
- Responsive design for mobile devices.
- Bluetooth connectivity for barcode scanners and mobile receipt printers.
- Offline Mode Allows transactions even without an internet connection and syncs data once online.

10. SUMMARY WORK FLOW

Start

1. User Authentication

- User logs in with username and password.

2. Product Selection

- Cashier selects products.
- Product details and prices are displayed.
- Products added to the transaction.

3. Quantity and Discounts

- Cashier adjusts quantities if needed.
- System calculates the total amount.

4. Payment Method Selection

- Cashier chooses payment method (e.g., cash, card, Wallet or Loyalty Point)

5. Receipt Generation

- System generates a detailed receipt.
- Receipt can be printed, emailed, or sent via WhatsApp.

6. Cash Handling (if applicable)

- Cashier handles cash, counts it, and secures the cash drawer.

7. Customer Interaction (if applicable)

- Collects customer information for loyalty programs or email receipts.

8. Returns and Refunds (if applicable)

- Cashier processes product returns and updates inventory.

9. End-of-Day Procedures

- Cashier generates end-of-day reports.
- Shift closure and reconciliation.

10. Reporting and Analytics

- System stores transaction data for reports.
- Managers access reports for insights.

11. Security and Compliance

- System ensures data security and compliance.

12. Integration (if applicable)

- Data integrated with accounting software.

13. Logout

- End Process!

Conclusion

This documentation serves as a blueprint for the POS & Inventory Management System's UI design. The focus is on efficiency, simplicity, and usability to ensure a seamless experience for businesses and customers.