

Business Requirements Document (BRD)

Project Title: Deploying an Integrated Odoo ERP Solution for XMPS Businesses

Project Type: Graduation Project

Platform: Odoo 18 Online SaaS Enterprise Edition

1. Business Needs

XMPS faces several operational challenges due to the limitations of their current accounting system (QuickBooks):

- Inability to accurately calculate paper costs per client due to limited cost-tracking capabilities.
- Lack of asset tracking features, including movement history and current location of printers.
- Difficulty in recording the procurement lifecycle, such as vendor communication and RFQs.
- No analytical accounting features for tracking detailed expenses or revenue per client/project.

Objectives of the Odoo ERP Implementation:

- Improve cost visibility and profit analysis using analytic accounts and project modules.
 - Streamline procurement processes for both assets and consumables.
 - Enable tracking of printer assets by serial numbers.
 - Improve stock control and warehouse management.
 - Introduce automation in depreciation tracking and re-evaluation.
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2. Key Functional Requirements (Per Module)

2.1 Purchase Module

- Manage procurement of printer assets, paper, films, toner cartridges, and spare parts.
- Handle RFQs and vendor negotiations.
- Use purchase templates for recurring monthly purchases (e.g., films).
- Track procurement of printers with accounting benefits not possible in QuickBooks.

2.2 Inventory Module

- Manage two warehouses: Assiut (main) and Cairo.
- Warehouses are divided into four zones: Printers, Films, Toners, Spare Parts.
- In the Assiut warehouse, a dedicated internal zone will be established for the **Printer Renewal Center** to handle printer refurbishments and renewals.
- A separate **Customer Warehouse** will be created, containing individual locations for each customer to clearly track and manage printers assigned to them.
- Track printers by serial number.
- Use putaway rules to automate internal transfers to relevant stock zones.
- Create virtual locations for:
 - **Expense-linked consumables** (toners/spare parts).
 - **Asset re-evaluation tracking** (only in Assiut warehouse) with contra account entries.

2.3 Employee Module

- Track technician activities related to installation and maintenance.
- Link employees to project tasks and expense reports.
- No payroll/salary management included.

2.4 Expense Module

- Add expense product for technician site visits.
- Assign expenses to relevant employees and projects.

2.5 Sales Module

- Manage sales of medical films only.
- Use price lists to control product pricing for different clients.

2.6 Accounting Module

- Implement Anglo-Saxon accounting method.
- Use FIFO for inventory valuation.
- Enable analytic accounts for tracking expenses and revenues by project/client.
- Create dedicated miscellaneous journal for printer assets.
- Edit the default cash journal to map it to the **Assiut cash branch**.
- Create a separate **cash journal** mapped to the **Cairo cash branch**.
- Define asset models for printers to automate depreciation and streamline asset creation.

2.7 Project Module

- Each client has a dedicated project for:
 - Tracking tasks.
 - Recording expenses.
 - Handling related sales orders and stock movements.
 - No project milestones used.
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3. Business Process Improvements

- Accurate client-level cost tracking for better financial insights.
- Streamlined procurement and vendor management for asset and consumable purchases.
- Enhanced warehouse control with clear zone definitions and automated routing.
- Full asset visibility: location, movement, value adjustments, and depreciation.
- Better control over technician operations and related expenses.
- Simplified financial reporting and asset tracking.