**Workshop Module**

As per discussion with Gijo, Zameel, Dani, Johny on 08/04/2020

1. **Master – Workshop**
   1. Add *Contact person, Contact No., Contact Email & Status*
   2. Create database table for *Governorate & Wilayath.* Wilayath to be linked with Governorate\_ID.
   3. Mandatory fields:
      1. Workshop Name(EN)
      2. Governorate
      3. Wilayath
2. **Master – Technician Types**
   1. Add *Status*
   2. Mandatory fields:
      1. Technician type Name(EN)
      2. Status
3. **Master – Technicians**
   1. Add *Status*
   2. Mandatory fields:
      1. Emp ID
      2. Technician Name
      3. Technician Type
      4. Status
4. **Master – UoM**
   1. Add *Status*
   2. Mandatory fields:
      1. UoM Code
      2. UoM Name(EN)
      3. Status
5. **Master – Item Master**
   1. Add *Item Name(AR),Status*
   2. Remove *Min qty*
   3. Mandatory fields:
      1. Item Code
      2. Item Name(EN)
      3. UoM
      4. Status
6. **Master – Workshop Service Type**
   1. Add *KMs, Status*
   2. Mandatory fields:
      1. KMs
      2. Service Type Name(EN)
      3. Status
7. **Master – Vehicle Types**
   1. Add *Status*
   2. Mandatory fields
      1. Vehicle Type Name(EN)
      2. Status
8. **Master – Vehicle Sub Types**
   1. Add *Status*
   2. Mandatory fields
      1. Vehicle Sub Type Name(EN)
      2. Vehicle Type
      3. Status
9. **Master – Brands**
   1. Add *Status*
   2. Mandatory fields
      1. Brand Name(EN)
      2. Status
10. **Master – Vehicles**
11. **Master – Drivers**

Not required

1. **Master – Customers**
   1. Add *Status*
   2. Mandatory fields
      1. Customer Name
      2. Contact Person
      3. Contact No.
      4. Status
2. **Master – Services**
3. **Master – Inspection Checklist**

Not required

1. **Configuration – Service Config**
2. **Configuration – Stock configuration (New page)**

For setting Workshop wise/ Item wise MIN & MAX quantity

1. **Operations – Service booking**
2. **Operations – Workshop Admission**
   1. The Driver Name should be text entry, because it will be the customer’s driver who will be bringing the vehicle to workshop and that list will not be there in the system.
3. **Job card:**
   1. Workshop ticket number – Not required
   2. Job card to be prefixed by Workshop code. Number can be continuous. (For Nati workshop, it can be something like NT00001)
   3. Add FLEET No. Next to Vehicle number
   4. START TIME & END TIME to be replaced with HOURS
   5. Labor charges to be calculated based on ENTERED HOURS X RATE PER HOUR of the selected technician
   6. There should be an option to enter NO. OF DAYS REQUIRED TO COMPLETE THE JOB. This should be an INTEGER field. If the job is not closed within that time, then that job card to be displayed in dashboard as overdue jobs.
   7. Based on the above, there should be option to enter Interim update for the job card (like waiting for parts, waiting for third party work etc. This can be then displayed against the overdue jobs in dashboard)
   8. Inspection & Observation:

Give a textbox to enter the Inspection Ref No. & another textbox to enter the observations. A File Upload control to upload the scanned copy of Inspection sheet (Actually Inspection will be done of paper based forms). This attachment should be allowed even after closing the job card.

* 1. When CLOSING a job card, there should be a popup that needs to be filled by the technician. What is to be there in the popup will be decided later.
  2. If there are some works done at some outside/third party workshop, there should be an option to record that in the job card along with an option to attach the Invoice from outside workshop.
  3. If some of the items/works to be back charged from the customer, then it should be recorded in the job card with the details.
  4. While closing a job, validate whether all line items (work hours) has been filled. Otherwise closing should not be allowed.
  5. Approval for closed jobs: Keep an option for an approval level for job card closing. This stage should be configured in such a way that the Approval process can be activated/deactivated at any time.
  6. A high level user should have an option to Re-open the closed job card.
  7. SAVE button to be changed as OPEN JOB CARD. The OPEN & CLOSE card button to be visible dynamically based on condition.

1. **Operations – Material Request**
   1. MR number to be prefixed with workshop code
   2. If an item level at any workshop falls below the minimum quantity, then that items to be listed in dashboard and MR can be processed by clicking from dashboard and taking them to MR screen to complete the request.
2. **Operations – Inspection**

Not required

1. **Operations – Purchase Request**
2. **Operations – LPO**
   1. LPO should be open until full quantity of all the items are received.
   2. Supplier price and quotation number to be captured.
3. **Operations – GRN**
   1. GRN should be generated by calling LPO.
   2. GRN will be done at Workshop. GRN will have link to PO and PO will have link to MR.
   3. Then system can identify the LPO’s to be listed for each workshop based on MR.
   4. Then the workshop guy will select the respective MR and the system will list the items in that MR.
   5. Then the workshop guy will select the received quantity.
4. **Operations – Item Issue**

Not required

1. **Operations – Item Receipt**

Not required

1. **Operations – Gate Out**
2. **Operations - Workshop to Workshop transfer (New page)**
   1. If there is a shortage of materials, then show stock of the same materials in other workshops, then this workshop guy can send a request for items from another workshop.
   2. Approval required
   3. The other workshop then can issue the materials to the requested workshop.
   4. Receiving workshop to acknowledge receipt of items.