Contents

1 Live Audit Schedule Screen

1.1 When This Screen Appears

This screen appears when: - User clicks on "Live Audit" in the sidebar navigation - User selects "Schedule & Progress" from navigation menu - The screen provides real-time visibility into ongoing audit operations

This is the primary screen for monitoring active audits and tracking day-to-day operations.

1.2 Complete UI Breakdown

1.2.1 Header Section

Application Title and Refresh - "Medplus Audit Dashboard" remains visible - "Last Refreshed" timestamp with current date and time - "Refresh Now" button to update real-time data

1.2.2 Global Filter Bar

All dashboard filters remain accessible: - Financial year, State, Store, Audit Job Type, Process Type, Audit Status - Filters work across the entire application - Affect which audits are displayed in the schedule

1.2.3 Audit Status Summary Cards

Four cards displaying audit counts by status:

Total Card - Icon: Document/clipboard icon in gray - Number: 26 (Total number of all audits) - Label: "All Audits" - Interactive: "Click for details" link - Purpose: Shows complete audit count regardless of status

Pending Card - Icon: Clock icon in yellow/orange - Number: 6 (Audits awaiting action) - Label: "Awaiting action" - Interactive: "Click for details" link - Purpose: Highlights audits that need to be started

In Progress Card - Icon: Circular progress icon in blue - Number: 9 (Currently active audits) - Label: "Actively running" - Interactive: "Click for details" link - Purpose: Shows real-time audit activity

Completed Card - Icon: Checkmark icon in green - Number: 11 (Finished audits) - Label: "Finalized" - Interactive: "Click for details" link - Purpose: Confirms successfully completed work

1.2.4 Live Audit Schedule Section

Section Header - Title: "Live Audit Schedule - In Progress" with calendar icon - Subtitle: "Click on any row to view auditor-wise allocation and real-time progress" - Instructs users on interaction method

Action Bar - Export Report button (green, with download icon) - Audit counter: "9 Audits" showing filtered count - Right-aligned for easy access

1.2.5 Audit Table

The table displays currently active audits with the following columns:

Store ID - Unique identifier (e.g., MP0002, MP0011) - Badge format with gray background - Easy visual identification

Store Name - Store location name - Examples: "Coimbatore-Main", "Nizamabad-Hub", "Delhi NCR-Central" - Identifies which store is being audited

Supervisor - Name of supervising manager - Examples: "Sourav Das", "Kiran Patel", "Neha Sharma" - Icon: Person icon displayed next to name - Shows who is responsible for audit oversight

Assigned Auditors - Blue circular badge showing number of auditors (e.g., "4", "2", "1") - Comma-separated list of auditor names - Examples: "Hitesh Shah, Amit Singh, Rohit Sharma, Arun Nair" - Truncates to show count + names - Indicates team size and composition

Start Date - Calendar icon followed by date - Format: YYYY-MM-DD (e.g., "2025-12-15") - Shows when audit began - Helps track audit duration

Audit Progress - Two-part display: 1. Text: "X,XXX / Y,YYY SKUs" (completed vs. total) 2. Visual: Blue progress bar showing percentage - Examples: "2,862 / 3,317 SKUs" with 86.3% bar - Provides immediate visual status update - Percentage label appears on or near progress bar

Actions Column - Currently empty in this view - May contain action buttons in other contexts - Reserved for future operations

1.2.6 Sample Data Rows

Row 1: MP0002 - Coimbatore-Main - Supervisor: Sourav Das - Auditors: 4 (Hitesh Shah, Amit Singh, Rohit Sharma, Arun Nair) - Start Date: 2025-12-15 - Progress: 2,862 / 3,317 SKUs (86.3%) - Status: Near completion

Row 2: MP0011 - Nizamabad-Hub - Supervisor: Kiran Patel - Auditors: 2 (Nisha Gupta, Suresh Kumar) - Start Date: 2025-12-04 - Progress: 4,475 / 5,092 SKUs (87.9%) - Status: Near completion

Row 3: MP0018 - Delhi NCR-Central - Supervisor: Neha Sharma - Auditors: 2 (Deepak Reddy, Sneha Patel) - Start Date: 2025-12-09 - Progress: 1,496 / 4,250 SKUs (35.2%) - Status: Early stage

Row 4: MP0024 - Durgapur-Hub - Supervisor: Amit Verma - Auditors: 1 (Vijay Kumar) - Start Date: 2025-12-10 - Progress: 1,573 / 3,271 SKUs (48.1%) - Status: Midway

1.2.7 Sidebar Navigation

Active Item - "Live Audit" is highlighted in blue - Indicates current screen - Other navigation items available: Store Coverage, Auditor Performance, Supervisor, Store PID Allotment

User Profile - HOD Admin / Audit Head shown at bottom - Consistent across all screens

1.3 Interaction Behavior (Step-by-Step)

1.3.1 Status Summary Cards

When clicking Total card: 1. Table filters to show all audits regardless of status 2. Card highlights to indicate active filter 3. Table updates immediately

When clicking Pending card: 1. Table filters to show only audits with "Pending" status 2. Shows audits that haven't started yet 3. Audit counter updates to show filtered count

When clicking In Progress card: 1. Table shows only currently active audits (default view) 2. Displays audits with auditors actively working 3. Focuses on real-time operations

When clicking Completed card: 1. Table filters to show finished audits 2. Displays completed work for verification 3. Shows historical completion data

1.3.2 Export Report Button

On click: 1. Dropdown appears with export format options 2. Options: PDF, Excel, CSV formats 3. User selects preferred format

After selection: 1. Report generates with current table data 2. Includes all visible columns and rows 3. Respects active filters 4. File downloads with name like "Live_Audit_Schedule_[date]" 5. Contains timestamp and filter information

1.3.3 Table Row Click

When clicking any audit row: 1. A detailed modal dialog appears 2. Modal overlays the current screen with semi-transparent background 3. Shows Store Detail Modal (documented separately) 4. Displays comprehensive audit information for selected store

Modal contains: - Store identification and metrics - Auditor allocation and performance - Real-time progress tracking - Detailed SKU counts - Deviation information

1.3.4 Progress Bar

Visual indicators: - Green/Blue color for healthy progress - Longer bar = higher completion percentage - Text shows exact percentage (e.g., 86.3%)

Hover behavior: - Tooltip may appear with exact counts - Shows completed vs. remaining SKUs - Provides estimated completion information

1.3.5 Table Sorting

Clicking column headers sorts by that column:

Store ID sort: - Alphabetically (MP0001, MP0002, MP0003...) - Helps find specific stores quickly

Store Name sort: - Alphabetically by store name - Groups stores from same city

Supervisor sort: - Alphabetically by supervisor name - Groups audits by supervisor - Useful for supervisor workload review

Start Date sort: - Chronologically - Oldest first or newest first - Identifies longest-running audits

Audit Progress sort: - By completion percentage - Shows nearly complete audits first - Or shows audits needing attention

1.3.6 Real-Time Updates

Auto-refresh behavior: - Screen may auto-refresh at intervals (e.g., every 60 seconds) - Progress bars update with new completion data - Audit counts update automatically - New audits appear as they start - Completed audits move to Completed status

Manual refresh: - Click "Refresh Now" button - Forces immediate data update - Ensures latest information is displayed

1.4 Purpose of Every Action

1.4.1 Status Card Purpose

Total Audits: - Provides complete overview of audit program - Shows scale of operations - Helps capacity planning

Pending Audits: - Identifies work waiting to start - Highlights potential delays - Allows proactive scheduling adjustments - Critical for meeting deadlines

In Progress Audits: - Primary operational focus - Shows current workforce utilization - Enables real-time problem identification - Supports immediate intervention if needed

Completed Audits: - Confirms work finished - Tracks daily/weekly accomplishments - Provides closure confirmation - Supports performance metrics

1.4.2 Export Report Purpose

Business Uses: - Daily operational reports for management - Supervisor performance tracking - Resource allocation planning - Client/stakeholder updates - Historical records of audit activity

Decision Support: - Identify which stores are being audited - Track completion rates - Plan future audit schedules - Allocate auditors to stores

1.4.3 Row Click / Modal Purpose

Deep Dive Analysis: - See individual auditor contributions - Identify performance issues mid-audit - Monitor quality metrics in real-time - Make immediate adjustments if needed

Supervisor Support: - Check on specific stores remotely - Verify auditor assignments - Review progress without being physically present - Provide guidance based on real-time data

1.4.4 Progress Tracking Purpose

Operational Management: - Estimate completion times - Identify slow-moving audits - Allocate additional resources if falling behind - Celebrate early completions

Visual Indicators: - Progress bars provide at-a-glance status - No need to calculate percentages mentally - Quick identification of problem audits - Easy comparison across multiple stores

1.4.5 Auditor Information Purpose

Team Composition: - Know who is working where - Identify small vs. large teams - Understand resource distribution - Plan for auditor availability

Accountability: - Clear ownership of each audit - Named individuals for each store - Contact points for questions - Performance evaluation data

1.4.6 Supervisor Information Purpose

Chain of Command: - Know who to contact for each audit - Escalation path for issues - Responsibility assignment - Performance accountability

Workload Balance: - See how many audits each supervisor manages - Identify overloaded supervisors - Balance future assignments - Ensure fair distribution

1.4.7 Start Date Purpose

Duration Tracking: - Calculate how long audit has been running - Identify unusually long audits - Benchmark completion times - Plan future audit schedules

Timeline Management: - Ensure audits complete within required timeframes - Identify delays early - Take corrective action - Meet compliance requirements

1.4.8 Real-Time Focus

Immediate Response: - This screen is designed for "right now" operations - Not historical analysis - that's on other screens - Enables rapid decision-making - Supports active management

Operational Excellence: - High completion percentages show effective operations - Low percentages trigger interventions - Balanced workload across auditors - Efficient use of resources
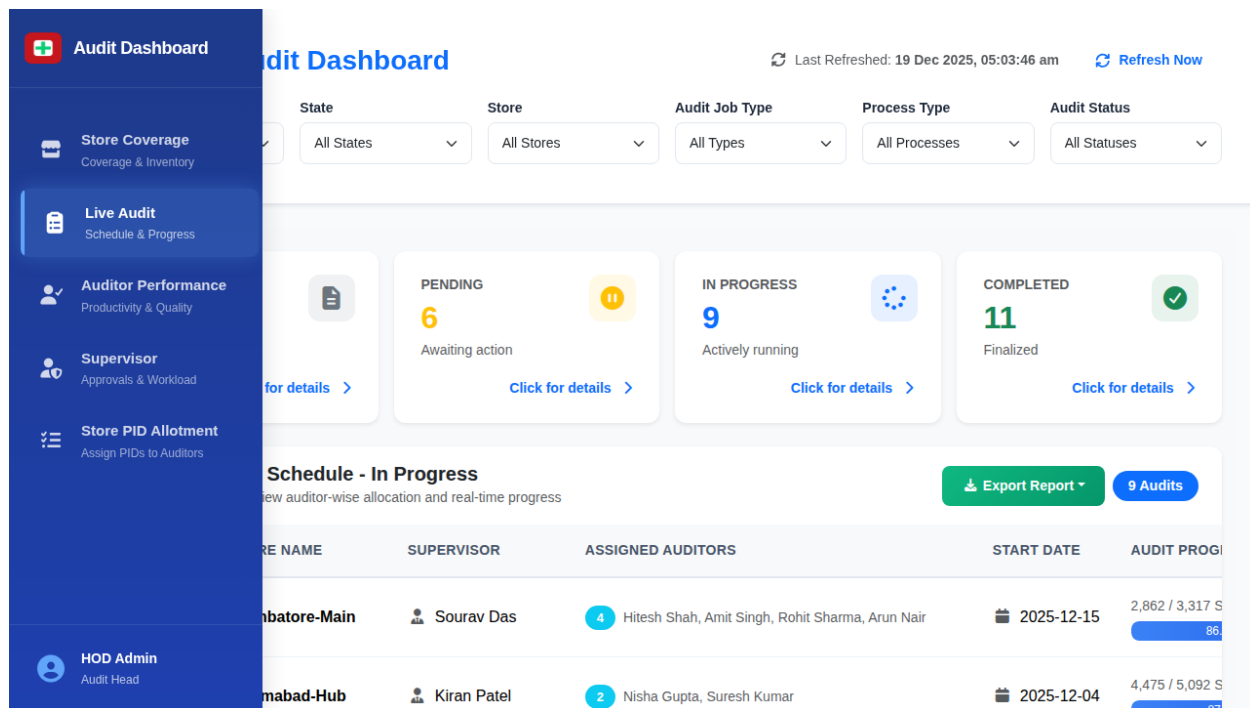
1.5 Visual Documentation

Figure 1: Live Audit Schedule Screen

The Live Audit Schedule screen showing audits currently in progress with real-time completion tracking and auditor assignments.