Dear Roushan,

We were fire- testing the webpage as clients will start using it soon, and we found a few things that need to be fixed, as follows:

In Orders:

1. Add the name of the client
2. Add the email of the client (in case we need to contact them , lets say the webpage crashes)
3. Add date of project received
4. The 4 last numbers of the orders are very confusing. Can we keep 202212031210? (year- date of order placed-date of order due)
5. The last column (second send to translator) please change it to Send to Proofreader

In Payment

1. Add a surcharge of $3 if client wants to use PayPal (they charge a big processing fee)

Deleting

1. When something is deleted, and we want to track it down again, is it ossible? If not, add a step begoe deleting, like “Are you sure you want to delete?
2. When deleting, keep us in the same page, don’t send us to dashboard

Sending

1. The “Send to Translator” is not working. Probably the second “send to translator (tobe changed to Proofreader) does not work either. Could not test it.
2. The “Send to Client” is not working either.

Messages and Quotes

What is in there? I found many unknown emails

1. Lastly, we are confused to the function of Webpage@fowtranslate and info@flowtranslate.

Communication with the client should be via info, (but we should get notified of a job in Webpage). But the client should not have access to webpage, only info. Is that possible?

Communication with translators and proofreaders should be with Webpage. Webpage should be our internal communication tool.

Thank you so much for your support!