
ITC PROMOTIONS WEBSITE

DETAILED FUNCTIONAL DOCUMENTATION

Version 1.7
12/12/2019

PREPARED BY:
MAWAQAA.

VERSION HISTORY

Version #	Implemented By	Revision Date	Approved By	Approval Date	Reason
1.0	Ahmed Al Sawad	21/04/2019			Initial document
1.1	Majd Jibril	28/04/2019			Reviewed, communication with client: 1. Remove Downloadable products 2. Keep newsletter 3. Remove Billing Agreements
1.2	Ahmed Al Sawad	01/05/2019			Added more clarifications for the screens
1.3	Ahmed Al Sawad	09/05/2019			Added missing screens
1.4	Ahmed Al Sawad	08/07/2019			Change the design for: • Product Details • My Account
1.5	Ahmed Alfateh	10/10/2019			Client feedback
1.6	Ahmed Alfateh	11/11/2019			Client feedback
1.7	Ahmed Alfateh	12/12/2019			Client feedback

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1. Introduction

Purpose of the detailed Specification Document

This document provides a comprehensive and detailed architectural overview of the system design in order to give the development team guidance on architecture of the system to be developed. Its intended audience is the Business Sponsors, Project manager, project team and development team. Some portions of this document such as the user interface (UI) may on occasion be shared with the client/user, and other stakeholder whose input/approval into the UI is needed.

PROJECT OVERVIEW

Project title

ITC Promotions Website

Terminology

- MAWAQAA – National Web Solutions Company
- UI/GUI – User Interface/Graphical User Interface. Portion of the product where the user sees and interacts with.
- UX – User Experience
- QA – Quality Assurance. A planned and systematic process necessary to provide adequate confidence that the product optimally fulfils customer expectations
- Admin – Administrator/Administrator Section

2. Scope of Work

The Scope of work will be to provide e-Commerce website for selling products online.

Following is the list of main services and features that is required, and which will be described in details by next sections of this document:

- 1- Bilingual Website user interface in both English and Arabic.
- 2- Responsive design so it can be accessed by latest smartphones with small screens.
- 3- User friendly and high level of user experience.
- 4- Users can search for any product by different criteria.
- 5- Web based admin panel will be developed and provided with the system to enable admins managing the system, and to define their products
- 6- [The displayed price for items will be based on logged In user type \(Individual / Corporate\)](#)

3. Website Interfaces

3.1 Home page

URL: <http://www.mawaqaa.com/clients/demos/itc/html2/index.html>

The screenshot shows the homepage of the ITC Promotions website. At the top, there's a navigation bar with links for Home, Log In, Register, Contact Us, Privacy Policy, Terms & Conditions, FAQ, and Help. Below the navigation, there's a main banner featuring a woman laughing and holding shopping bags, with the text "APPARELS" and "LADIES & GENTS APPARELS". A "NEW ARRIVALS" section follows, showing three categories: PREMIUM APPAREL, LADIES, and ACCESSORIES. Below this is a "OUR BEST SELLERS" section with three items: Johnson's Face, Jaclyn Smith, and Massimo Dutti, each with a small image and a "VIEW ALL BEST SELLERS" button. The next section is "SPECIAL OFFERS", which also includes a "VIEW ALL BEST SELLERS" button. At the bottom, there's a registration section with "REGISTER NOW" and "REGISTER" buttons, and a footer with "Quick Links" (About Us, Our Services, Special Offers, Our Clients, Media), "Social Media" (Facebook, Twitter, YouTube, Instagram, LinkedIn), and a "Newsletter" form.

3.1.1 Header Menu



For guest users: It will display "Register" and "Login" links

For registered users: It will display "My Account" instead of "Register" and "Login"

3.1.2 Change Language

The user can change the interface language of the website from English to Arabic and vice versa (drop menu)



Admin shall be able to show and hide all the menu items (categories) to be shown to the users.

Categories shall have sub-categories for ONLY one level.

3.1.3 Banner



This is to show multiple pictures (clickable) which are defined by ADMIN

3.1.4 Categories

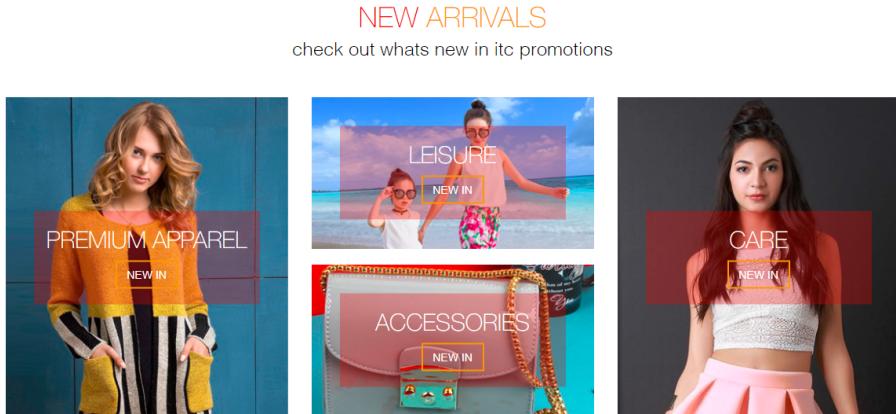
The main menus of the website will be displayed in “Website” menu list. The categories will be defined by ADMIN

TECHNOLOGIES BAGS LEISURE DRINKWARE KIDS STATIONARY PREMIUMS CARE APPAREL THEMES FACTORY

3.1.5 New Arrivals

The admin shall be able to add 4 banners for the 4 categories. Each section shall contain the following;

1. Title
2. Picture
3. Link of the product
4. Location of the category (right/left/middle)



3.1.6 Best Sellers

OUR BEST SELLERS

get the best of itc promotions from this section

The grid contains three items:

- Johnson's Face**: A woman wearing sunglasses and a black vest over a white shirt.
- Jaclyn Smith**: A person from behind wearing a blue t-shirt and an orange backpack.
- Massimo Dutti**: A woman smiling with her hand near her face.

Each item has a small note below it and a price of KD.350.000. There are navigation arrows on the left and right sides of the grid.

[VIEW ALL BEST SELLERS](#)

- Display the best (12) sellers
- View All: It will open a screen to display all best sellers (same as Product Listing)
- If the user hover on the image, it will show a card with quick actions to add the item to the cart and show following information;
 - Image
 - Price (if the user is registered)
 - Available colors
 - Add to cart button (if the user is registered)

3.1.7 Special Offers

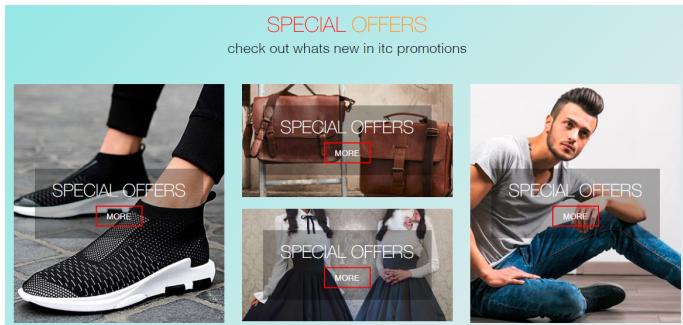
The admin shall be able to add 4 banners for the 4 categories. Each section shall contain the following;

1. Title
2. Picture
3. Link of the product
4. Location of the category (right/left/middle)

Admin shall be able to add the following fields for the special offer(s) item(s);

1. Net price (shall be shown to the end-user)
2. Discounted price (if added by the admin, shall be shown to the end-user)

3. Supplier price (shall NOT be shown to the end-user)



3.1.8 Register Now

It will open the registration page

REGISTER NOW
FOR BEST EXPERIENCE WITH ITC PROMOTIONS, BE OUR REGISTERED CUSTOMER.

REGISTER

3.1.9 Newsletter

Newsletter

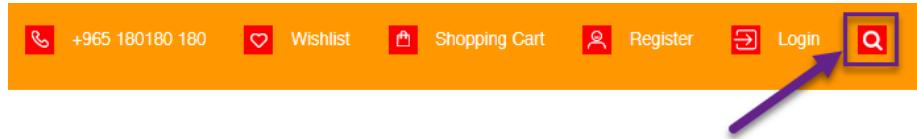
YOUR EMAIL ADDRESS

SUBMIT

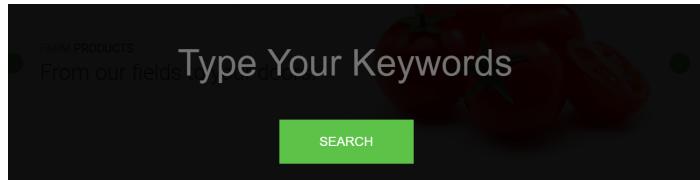
- The user will enter his/her email, and click on "Submit" in order to receive the Newsletter posted by ADMIN

3.1.10 Search

The user can search for any keyword in product listing by typing it in the search box in the top



The website will pop up a screen to enter the keyword and click on "Search"



The search result will be displayed in "Result Page"

3.1.1 Search Results

URL: <http://www.mawaqaa.com/clients/demos/itc/html2/search-result.html>

The screen will display the items based on the entered keyword

The screen will be same as "Product Listing"



Keyword Search

CATEGORIES 245 Items

Category	Product 1	Product 2	Product 3
HOME			
TECHNOLOGIES			
TECHNOLOGIES SUB CAT1			
TECHNOLOGIES SUB CAT2			
LEISURE			
DRINKWARE			
KIDS			
STATIONARY			
PREMIUMS			
CARE			
APPAREL			
THEMES			
FACTORY			
COLOR			
PRICE	<input max="KD 55" min="KD 55" type="range" value="KD 55"/>		
DISCOUNT	<input checked="" type="checkbox"/> UP TO 30% <input type="checkbox"/> 30% - 50% <input type="checkbox"/> 50% - 60% <input type="checkbox"/> + 60% <input type="checkbox"/> FULL PRICE		

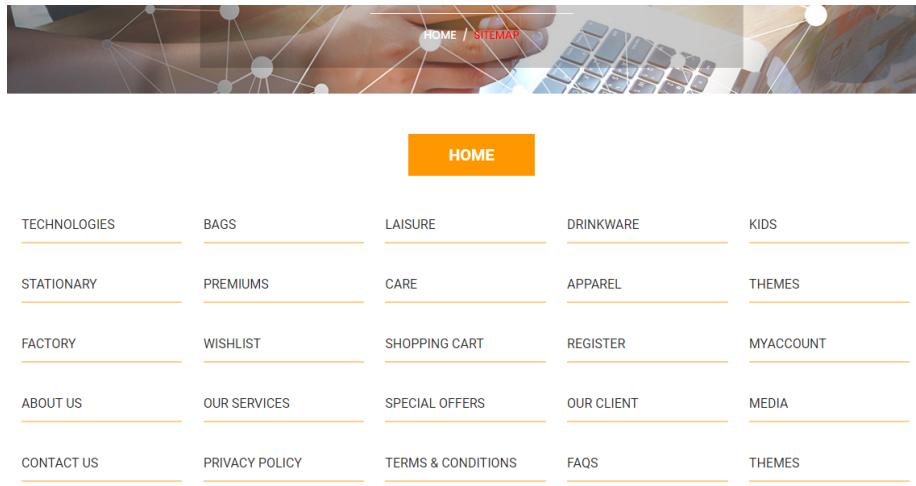
3.1.2 Footer

The website footer will contain the following links. Pinterest icon should be removed from the approved design

Quick Links	Social Media	Newsletter
About Us Our Services Special Offers Our Clients Media	Contact Us Privacy Policy Terms & Conditions FAQs Sitemap	Connect with us through social media and stay updated... 
		<input type="text" value="YOUR EMAIL ADDRESS"/> <input type="button" value="SUBMIT"/>

3.2 Site Map

URL: <http://www.mawaqaa.com/clients/demos/itc/html2/sitemap.html>



The screenshot shows a site map layout with a header featuring a hand interacting with a keyboard and a network graph. Below the header is a large orange "HOME" button. The main content area is organized into a grid of categories:

TECHNOLOGIES	BAGS	LAISURE	DRINKWARE	KIDS
STATIONARY	PREMIUMS	CARE	APPAREL	THEMES
FACTORY	WISHLIST	SHOPPING CART	REGISTER	MYACCOUNT
ABOUT US	OUR SERVICES	SPECIAL OFFERS	OUR CLIENT	MEDIA
CONTACT US	PRIVACY POLICY	TERMS & CONDITIONS	FAQS	THEMES

The screen would have the following sections:

- Screen Banner
- Site Map Links

3.3 Terms & Conditions

URL: <http://www.mawaqaa.com/clients/demos/itc/html2/terms.html>



Simply put, we are a leading promotional gift supplier, one-stop source for all Promotional Products such as Corporate Gifts, Licensed Properties (Branded), Giveaways, Merchandises, Premium Gifts and VIP Gifts.

Simply put, we are a leading promotional gift supplier, one-stop source for all Promotional Products such as Corporate Gifts, Licensed Properties (Branded), Giveaways, Merchandises, Premium Gifts and VIP Gifts. For promotional products, we offer the entire spectrum of services starting with the concept design/ promotional ideas, development, sourcing, marketing and distribution of those goods. we are specialize in creating promotional ideas for products such as Pens, USBs, Bags, Toys etc. that suits best for your company requirements. Simply put, we are a leading promotional gift supplier, one-stop source for all Promotional Products such as Corporate Gifts, Licensed Properties (Branded), Giveaways, Merchandises, Premium Gifts and VIP Gifts. For promotional products, we offer the entire spectrum of services starting with the concept design/ promotional ideas, development, sourcing, marketing and distribution of those goods. we are specialize in creating promotional ideas for products such as Pens, USBs, Bags, Toys etc. that suits best for your company requirements.

The screen would have the following sections:

- Screen Banner
- Main Paragraph (Rich Text Editor)

3.4 Privacy Policy

URL: <http://www.mawaqaa.com/clients/demos/itc/html2/privacy-policy.html>



Simply put, we are a leading promotional gift supplier, one-stop source for all Promotional Products such as Corporate Gifts, Licensed Properties (Branded), Giveaways, Merchandises, Premium Gifts and VIP Gifts.

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The screen would have the following sections:

- Screen Banner
- Main Paragraph (Rich Text Editor)

3.5 About Us

URL: <http://www.mawaqaa.com/clients/demos/itc/html2/about-us.html>



WHO WE ARE

Simply put, we are a leading promotional gift supplier, one-stop source for all Promotional Products such as Corporate Gifts, Licensed Properties (Branded), Giveaways, Merchandises, Premium Gifts and VIP Gifts. For promotional products, we offer the entire spectrum of services starting with the concept design/promotional Ideas, development, sourcing, marketing and distribution of those goods. we are specialize in creating promotional ideas for products such as Pens, USBs, Bags, Toys etc. that suits best for your company requirements.

ACHIEVEMENTS

Since it's established in the early 1990's, ITC Promotions has become:

- A proud member of the Kuwaiti business community
- A fully fledged supplier for corporate gifts, premiums and merchandise
- An experienced operator in logistics and skilled facilitator of goods on real-time basis
- A long-time member of many specialized organizations for gifts and premiums
- An exemplary partner with regional and international licensors

QUALITY

We source our coffee mugs, tee shirts, and all other items from the same suppliers as do other reputable promotional products companies. Our prices are lower, but the products are the same. We provide free samples of everything we sell, so you can test the quality for yourself.

SUBSIDIARIES

 <p>EVENTmania</p> <p>EVENTmania It's role is to deliver creative and exciting sponsorship events that are customized to be both highly efficient and cost-effective. Our passion for brand building, energetic product visibility and sizzling creativity through social engagement is essential in propelling events to new heights and turning positive consumer experiences into promotional connections between brands and customers. Visit www.eventmania.co for more info.</p>	 <p>imperial COLLECTION</p> <p>A Leading supplier of unique souvenirs and luxurious gifts, reflecting rich heritage of the Kuwait's culture. Each collection is a combination of the latest technological techniques and design elements coming from traditional life of beautiful ornaments and decoration elements, the ancient and modern architecture of Kuwait. Visit www.imperial-collection.co for more info.</p>
---	---

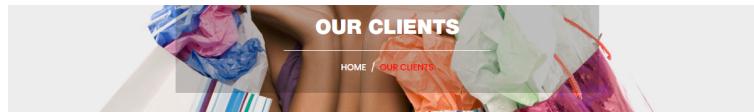
The screen would have the following sections:

- Screen Banner
- Main Paragraph (Rich Text Editor)
- Subsidiary 1 (Logo + Paragraph) – slider clickable – will direct the user to an external link -

- Subsidiary 2 (Logo + Paragraph)

3.6 Our Clients

URL: <http://www.mawaqaa.com/clients/demos/itc/html2/our-clients.html>



GIVING OUR BEST

Our client partnerships are the most important aspects of what we do and who we are. Without our clients, our work would have no meaning. We aim to go above and beyond to exceed our clients' expectations. We are only successful when our clients are successful.

We build meaningful, genuine relationships with our clients, and we succeed because of the people we hire. Our associates value our clients' trust and confidence, feelings they gain through providing our customers with the right answers and solutions. We hire individuals who want to be trusted advisors for our clients and want to maximize our customers' engagement with ITC Promotions via our practices and products.

Whether it is through coming up with new creative product ideas or day-to-day communication and access, we go above and beyond to exceed our clients' expectations.

ABOUT OUR CLIENTS

We work with leading organizations in virtually every sector of every level of business, government, and society in Kuwait. Whether it is small size business or big organization ITC Promotions has a practice or process that can positively affect the organization.

Our clients, some of the most visible companies and brands in Kuwait today. To know more about our work contact us through call or email. You can also visit our office in Salmiya and meet our representative officer Ms. Christina that will assist you to know more about us.



The screen would have the following sections:

- Screen Banner
- Main Paragraph (Rich Text Editor)
- List of Logos (each logo can have its own external URL link)

3.7 FAQ

URL: <http://www.mawaqaa.com/clients/demos/itc/html2/FAQ.html>

The screenshot shows a web page with a header featuring a navigation bar with 'HOME' and 'FAQ' links. Below the header is a large image of a white door with a black handle. The main content area has a red background for the first question and a yellow background for the second and third questions. Each question is preceded by a question mark icon.

Question wil be here Question wil be hereQuestion wil be here?

Anim pariatur cliche reprehenderit, enim eiusmod high life accusamus terry richardson ad squid. 3 wolf moon officia aute, non cupidatat skateboard dolor brunch. Food truck quinoa nesciunt laborum eiusmod. Brunch 3 wolf moon tempor, sunt aliqua put a bird on it squid single-origin coffee nulla assumenda shoreditch et. Nihil anim keffiyeh helvetica, craft beer labore wes anderson cred nesciunt sapiente ea proident. Ad vegan excepteur butcher vice lomo. Leggings occaecat craft beer farm-to-table, raw denim aesthetic synth nesciunt you probably haven't heard of them accusamus labore sustainable VHS. Anim pariatur cliche reprehenderit, enim eiusmod high life accusamus terry richardson ad squid. 3 wolf moon officia aute, non cupidatat skateboard dolor brunch. Food truck quinoa nesciunt laborum eiusmod. Brunch 3 wolf moon tempor

Question wil be here Question wil be hereQuestion wil be here?

Question wil be here Question wil be hereQuestion?

The screen would have the following sections:

- Screen Banner
- List of Questions & Answers
 - The active question will be in red color
 - The in-active question will be in yellow color

3.8 Contact Us

URL: <http://www.mawaqaa.com/clients/demos/itc/html2/contact-us.html>

The screen would have the following sections:

- Screen Banner
- Header
- Address 1
- Address Line 2
- Address Line 3
- Telephone
- Fax
- Email
- Google Map
- Form:
 - Name *
 - Email *
 - Mobile No
 - Subject *
 - Message *

The screenshot shows a contact page for ITC Promotions in Kuwait. At the top, there's a banner with two people working at a desk. Below it, the header reads "CONTACT US" with "HOME / CONTACT US" links. The main content area has a yellow background and displays the following information:

- Our Office in Kuwait**
- Address: Al Tijaria Tower, Soor Street, Kuwait City, Kuwait, Office B, Floor 20.
- Phone: +965 44487446
- Email: alisher@itc.com.kw
- Google Map: A map showing the location of ITC Promotions on Al Tijaria Tower, Soor Street, Kuwait City, Kuwait, Office B, Floor 20.
- Form fields: NAME*, EMAIL*, MOBILE*, SUBJECT*, MESSAGE*, and a red SUBMIT button.

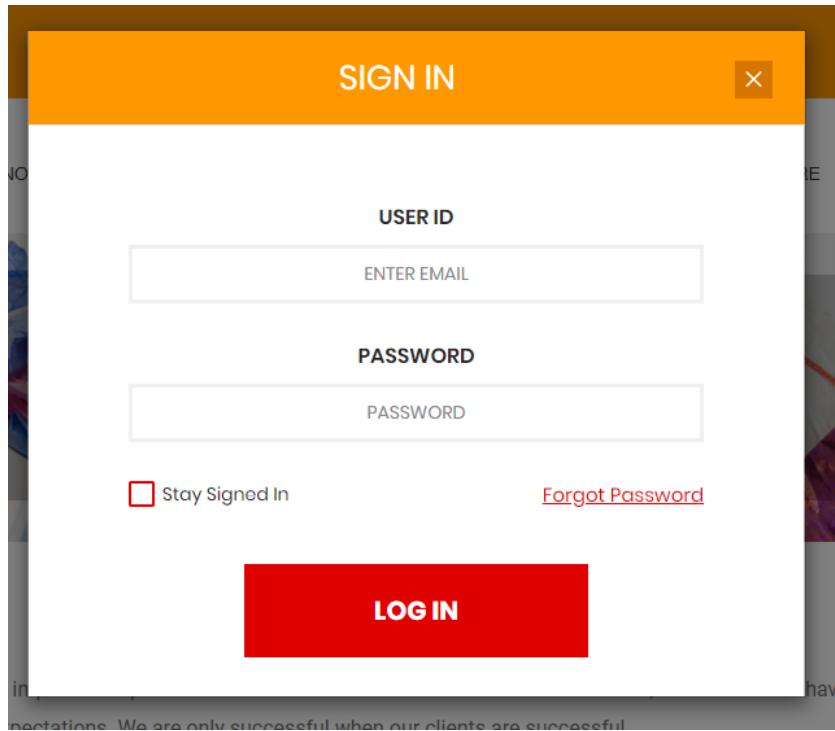
Functions:

Submit: Send the inserted data to Admin's email

Email Formal: To be provided later

3.9 Login

URL: Pop Up window



The login screen will contain the following information

- Username (Email)
- Password

Functions:

Stay Signed in: If ticked, the user will be always logged in, unless clicks on "Logout"

Forget your Password: It will open the "Forget Password" screen

Login: Login to the system

3.10 Forget Password

URL: <http://www.mawaqaa.com/clients/demos/itc/html2/forgot-password.html>

Forgot Password

Please enter your email address below to receive a password reset link



A screenshot of a web form titled "Forgot Password". It contains a single input field labeled "EMAIL*" and a red "SUBMIT" button.

EMAIL*

SUBMIT

The screen will contain the following information

- Email *

Functions:

Submit: The system will send an email to the user which contain a reset password URL link; The validity for the URL link is 24 hours.

When the user clicks on the URL, it will open the “Reset Password” screen

3.11 Reset Password

URL: <http://www.mawaqaa.com/clients/demos/itc/html2/reset-password.html>

Reset Password

Please enter your new password below



A screenshot of a password reset form. It consists of two input fields: 'NEW PASSWORD*' and 'CONFIRM NEW PASSWORD*', both with placeholder text 'Enter password here'. Below the fields is a red 'RESET' button.

When the user clicks on the reset password URL (received by email), it will open this screen which contain the following information:

- New Password *
- Confirm Password *

Validation:

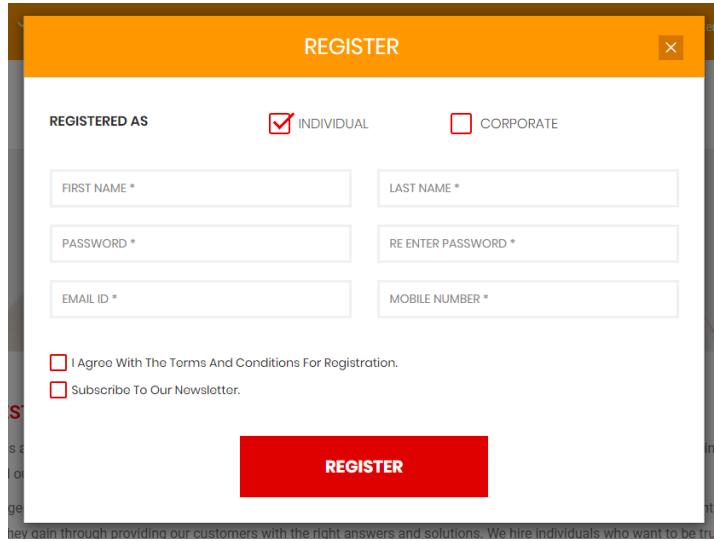
"New Password" and "Confirm Password" should be match

Functions:

Submit: Change the user's current password, to the new one.

3.12 Registration (Individual)

URL: Pop Up screen



The image shows a registration form titled "REGISTER". At the top, there are two radio button options: "INDIVIDUAL" (which is checked) and "CORPORATE". Below these are four input fields arranged in a 2x2 grid: "FIRST NAME *", "LAST NAME *", "PASSWORD *", and "RE ENTER PASSWORD *". Further down are two checkboxes: "I Agree With The Terms And Conditions For Registration." and "Subscribe To Our Newsletter.". A large red "REGISTER" button is centered at the bottom. The background of the form is white, and the overall design is clean and modern.

The login screen will contain the following information

- First Name *
- Last Name *
- Password *
- Confirm Password *
- Email * (Username)
- Confirm email *
- I agree on Terms & Conditions *
- Subscribe to our Newsletter

Functions:

Register: The system will validate all the mandatory fields.

If missing: Display error message:

- Please enter the missing field
- Your password is not matching the confirm password
- There was an error while saving your data. Please try again in other time

Else, the user will be registered successfully, and Open the Home Page automatically

3.13 Registration (Corporate)

URL: Pop Up screen

REGISTER

REGISTERED AS INDIVIDUAL CORPORATE

COMPANY NAME *

EMAIL OR WORKING ID *

PASSWORD *

RE ENTER PASSWORD *

CONTACT PERSON *

JOB TITLE *

MOBIEL NUMBER *

COMPANY LICENSE * BROWSE

I Agree With The Terms And Conditions For Registration.

Subscribe To Our Newsletter.

REGISTER

The login screen will contain the following information

- Company Name *
- Email (username) *
- Password *
- Confirm Password *
- Contact Person
- Job Title
- Mobile Number
- Company License * (Attachment)
- I agree on Terms & Conditions *
- Subscribe to our Newsletter

Functions:

Register: The system will validate all the mandatory fields.

If missing: Display error message:

- Please enter the missing field

- Your password is not matching the confirm password
- There was an error while saving your data. Please try again in other time

Else,

- Display a page with the following message:
Thank for registration in ITC Promotions website. Your request is under processing. We will inform you by email once it is approved.

Conditions:

- The corporate users will NOT be active immediately. The registration request will be send to the ADMIN for approval. Once it is approved, the user will be able to use his credentials (username and password). Otherwise, it system will display: **Invalid Username and Password** in Login Screen.
- The corporate user will receive an email once the admin does an Action (Approve or Reject)
 - Approve: Receive the same email as the Individual scenario
 - Reject: Receive email is saying:
 - Dear <User First Name>
Your registration request has been not approved by ITC Promotions Management. If you have any comments or questions, please [contact us](#)
Note: The hyperlink will be pointing to "Contact Us" Page

3.14 Media

URL: <http://www.mawaqaa.com/clients/demos/itc/html2/media.html>



Heading will be here
12 Aug 2018

Some Description will be here Some Description will be here Some Description will be here

[View More](#)



Heading will be here
12 Aug 2018

Some Description will be here Some Description will be here Some Description will be here

[View More](#)



Heading will be here
12 Aug 2018

Some Description will be here Some Description will be here Some Description will be here

[View More](#)



Heading will be here
12 Aug 2018



Heading will be here
12 Aug 2018



Heading will be here
12 Aug 2018

The screen will display list of Media added by the ADMIN as the following:

- Media Picture
- Title (If clicked, it will open the media details page)
- Date
- Description (limited area)
- View More (It will open the “Media Detail Page”)

3.15 Media Detail Page

URL: <http://www.mawaqaa.com/clients/demos/itc/html2/media-details.html>

< BACK



Heading will be here

12 Aug 2018

Simply put, we are a leading promotional gift supplier, one-stop source for all Promotional Products such as Corporate Gifts, Licensed Properties (Branded), Giveaways, Merchandises, Premium Gifts and VIP Gifts.

For promotional products, we offer the entire spectrum of services starting with the concept design/ promotional Ideas, development, sourcing, marketing and distribution of those goods. we are specialize in creating promotional ideas for products such as Pens, USBs, Bags, Toys etc. that suits best for your company requirements.

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The screen will display media details:

- Title
- Date
- Full Description (Rich Text)

3.16 Services

URL: <http://www.mawaqaa.com/clients/demos/itc/html2/services.html>



Services Heading

EVENTmania It's role is to deliver creative and exciting sponsorship events that are customized to be both highly efficient and cost-effective. Our passion for brand building, energetic product visibility and sizzling creativity through social engagement is essential in propelling events.

[View More](#)



Services Heading

EVENTmania It's role is to deliver creative and exciting sponsorship events that are customized to be both highly efficient and cost-effective. Our passion for brand building, energetic product visibility and sizzling creativity through social engagement is essential in propelling events.

[View More](#)

The screen will display list of Services added by the ADMIN as the following:

- Service Picture
- Service Header Title (If clicked, it will open the service details page)
- Short Description
- View More (It will open the "Service Detail Page")

3.17 Services Detail Page

URL: <http://www.mawaqaa.com/clients/demos/itc/html2/services-details.html>

< BACK



Heading will be here

Simply put, we are a leading promotional gift supplier, one-stop source for all Promotional Products such as Corporate Gifts, Licensed Properties (Branded), Giveaways, Merchandises, Premium Gifts and VIP Gifts.

For promotional products, we offer the entire spectrum of services starting with the concept design/ promotional Ideas, development, sourcing, marketing and distribution of those goods. we are specialize in creating promotional ideas for products such as Pens, USBs, Bags, Toys etc. that suits best for your company requirements.

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The screen will display service details:

- Title
- Full Description (Rich Text)

3.18 Product Listing

URL: <http://www.mawaqaa.com/clients/demos/itc/html2/bags.html>

Screen to display all product under a specific category (or all categories)

The screenshot shows a product listing page for bags. At the top, there is a banner with three bags: a dark green drawstring bag, a grey backpack with a star-shaped charm, and a blue rolling suitcase. Below the banner, there is a search bar labeled "Keyword Search" and a "SEARCH" button. To the right of the search bar, it says "245 items". A "SORT BY : PRICE - HIGH TO LOW" dropdown is also present. On the left side, there is a sidebar with "CATEGORIES" and "FACTORY" sections. Under "CATEGORIES", there are links for HOME, TECHNOLOGIES, LEISURE, DRINKWARE, KIDS, STATIONARY, PREMIUMS, CARE, APPAREL, THEMES, and FACTORY. Under "FACTORY", there are links for COLOR (with a color palette), PRICE (with a slider from KD 55 to KD 55), and DISCOUNT (with checkboxes for UP TO 30%, 30% - 50%, 50% - 60%, + 60%, and FULL PRICE). The main content area displays three products: a blue drawstring bag, a grey backpack, and a blue rolling suitcase. Each product has a "NEW" badge, a price of 24.00 KD, and a rating of 4 stars. The blue drawstring bag is currently selected.

The screen will display the following:

- Screen Banner
- Search Field
- Display the Total Number of Items
- Filter: Narrow down the results by selecting certain data in each of the following:
 - Category: Display all categories and sub categories

- Colour: Display all available colours in that category / sub category
 - Price Range
 - Discounts: No discount will be shown to the end user in the product listing but it should remain available from the admin Panel. Admin shall also be able to toggle the discounts on/off to be shown with products listing
 - Up to 30%
 - 30 % to 50%
 - 50% - 60%
 - + 60%
 - Full Price
 - Sort By
 - Alphabetic (A-Z)
 - Alphabetic (Z-A)
 - Price (Low – High)
 - Price (High – Low)
 - Items Listing
 - Item Picture (if clicked, it will open the item details page)
 - Item number (SKU)
 - Item name
 - Colour Icons (available colour)
 - Price on request or if login show the price
 - New “badge” should have a defined period of time to be entered by the admin in settings
- Important Note:** The displayed price will be based on logged in user type (Individual / Corporate).

3.19 Product Details Page

URL: <http://www.mawaqaa.com/clients/demos/itc/html2/product-details.html>

Commented [MOU1]: Uploads and add Image ... should remove one of them

VERIFIED MINT BAG IN ORANGE

50.00 KD
75.00 KD

IN STOCK
BD3562279

We want to make you sure that all those goods you will find among our assortment meet latest safety techniques and standards.

★★★★★ **☆** **10 Review(s)** / Add Your Review

UPLOADS - **CLICK TO UPLOAD IMAGE (.JPG, OR .PNG)**

QUANTITY - **1** COLORS - **●**

QUANTITY - **1** COLORS - **●**

+ Add More
+ Add Image

ADD TO CART **ADD TO WISHLIST**

The screen will display the following:

- Item Main Picture: with an area to show the image of where the logo (one colour) will be printed
- Item Other Pictures (for product and for each colour)
- Item Name
- Price on request/price if log in
- Item description
- Item Price
 - Price will be the same for all colours
 - Price shall be structured in certain ways for the large number of quantities, as the following;
 - Important Note: The displayed prices will be shown based on logged in user type (Individual / Corporate)

Quantity	1	72	300	450	600* - 1199
5C US \$	\$2.98	\$2.85	\$2.78	\$2.73	\$2.68

- In Stock / Out of Stock
- Item Code: ITC should enter the right sku number on the template that Mawaqaa will provide (For example for the red bag the sku number will be MO8705-05 and for the orange colour the sku number should be MO8705-08 not just -08)
- Item Description

Mawaqaa. Tel: +965 22250008 Fax: +965 22970344

Page **35** of **62**

- Rating
- No. of Reviews
- Add your reviews (this will allow the registered user who bought this item to enter his review)
- No. of Quantity || colours (Drop List – Icons)
- Add More (Adding new line to select the colour) || Ability to delete extra lines
- Add Image (Attach a file of extension .jpg or .png) || Ability to delete
- Add to Cart
- Add to Wish List
- Details Tab
- More Info Tab
- Reviews Tab
 - Each review should have a flag “Report Abuse” Once it clicks, it will pop up a message:
Are you sure you want to report abuse for this review? <Y/N>
 - If Yes, that review will be shown in Admin module “Reviews Sections”
- Related Products
 - Shall be selected by the admin

3.19.1 Adding Review

From the previous screen, the screen will allow the registered user (and who bought that item) to add review on the item page through a pop screen:

- Select No. of Start
- Nickname
- Review Details

Functions:

Submit: Insert the comments into the DB

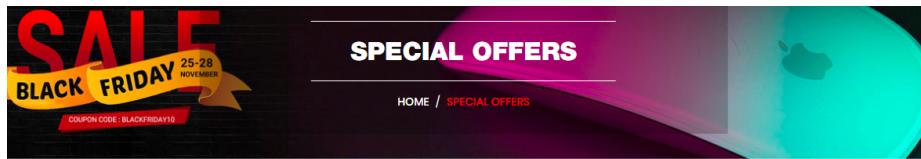
3.19.2 Breadcrumbs

Shall be shown to the user in all inner pages, to show the hierarchy of pages.

3.20 Special Offers

URL: <http://www.mawaqaa.com/clients/demos/itc/html2/bags.html>

Screen to display all items which has a discount



Keyword Search SEARCH

245 items SORT BY : PRICE - HIGH TO LOW ▾

 DRAWSTRING BAG 24.00 KD 30.00 KD ☆☆☆☆☆			
 DRAWSTRING BAG 24.00 KD 30.00 KD ☆☆☆☆☆			

Note: The page template should be same as "Product Details Page"

Special offers page will not be shown for the end-user unless the admin toggles it (ON)

My Cart

The user can view the summary of the cart by clicking on "Shopping Cart" in the top menu

Note: Total number of products inside the cart should be displayed in the top of the cart logo

The screenshot shows a mobile application interface for a shopping cart. At the top, there are navigation links: '+965 180180 180', 'Wishlist' (with a heart icon), and 'Shopping Cart' (with a shopping bag icon). A purple arrow points from the text 'It will display all the items in the cart with ability to do the following:' to the 'Shopping Cart' button.

RECENTLY ADDED TO CART

2 items

	Disney Store Minnie Mouse Halloween Small	KD 50.00
Qty : 1	<input type="button" value="Edit"/> <input type="button" value="Delete"/>	
View Details ▾		
	Disney Store Minnie Mouse Halloween Small	KD 50.00
Qty : 1	<input type="button" value="Edit"/> <input type="button" value="Delete"/>	
View Details ▾		

TOTAL KD 100.00

[VIEW SHOPPING BAG](#)

It will display all the items in the cart with ability to do the following:

- Pin Logo: Edit the qty of the item by making the qty field as editable. The pin logo will convert to "Save" to save the updated qty.
- Delete: It will delete the item from the cart
- View Shopping Bag: It will open the full Cart screen

URL: <http://www.mawaqaa.com/clients/demos/itc/html2/shopping-cart.html>

The screenshot shows a detailed view of a shopping cart item. On the left, there is a product image of a brown backpack. To its right, the product details are listed: **GLITTERED MINI BACKPACKS**, Color - Red, and a brief description: "we want to make you sure that all those goods you will find among...". Below this, there is a link [Move to Wishlist](#). To the right of the product details, there are fields for **PRICE** (KD 50.00), **QTY** (1, with edit and delete icons), and **TOTAL** (KD 75.00). Further to the right, a **SUMMARY** section is shown with the following breakdown:

SUMMARY	
ESTIMATE SHIPPING AND TAX ^	
SUBTOTAL	KD 224.000
DISCOUNT	KD 20.000
DELIVERY	KD 0.000
TOTAL	KD 244.000

Below the summary, there are two buttons: **PROCEED TO CHECKOUT** (orange background) and **CONTINUE SHOPPING** (red background). At the bottom of the page, there is a link [Check Out with Multiple Addresses](#).

- Display all items in the cart
- The quantity can be increased or decreased, and then click on “Pen Icon” to update
- The user can delete any item from cart (Delete button)
- Move to Wish List (add the item into wish list and delete it from cart)
- The cart will display the summary section:
 - Sub Total
 - Discount (promotion) (Admin shall be able to show/hide the discount)
 - Delivery Charge
 - Total
- Proceed to Checkout
- Continue Shopping

3.21 Checkout

Step 1: Shipping Address (Registered User)

URL: <http://www.mawaqaa.com/clients/demos/itc/html2/checkout.html>

The screenshot shows the 'CHECKOUT' process. At the top, there's a breadcrumb navigation: HOME / CHECKOUT. Below it, a progress bar indicates Step 01 SHIPPING and Step 02 PAYMENT. The main area is titled 'SHIPPING ADDRESS'. On the left, a box contains the address: MOHAMMED AL BAWI, AL SALEM STREET, BLOCK #12, BUILDING NO. 23, SALMIYA. An 'ADD NEW ADDRESS' button is below this. On the right, another box shows the same address. A 'Use As Billing Address' checkbox is present. To the right of the address boxes is a 'SUMMARY' section titled '6 ITEMS IN CART'. It lists three items: Glittered mini backpacks (Qty: 2, 75.00 KD each), all in Red color. A 'NEXT' button is at the bottom.

- The first step in the checkout is to select the shipping address (from user's addresses)
- The user can add new address by clicking on "Add New Address" (It will direct the user to fill the address fields)
- Use as Billing Address (Yes / No)
 - If Yes, the system will copy the shipping address to Billing Address
 - If No, the user need to type a new billing address in the next tab
- Shipping details and restrictions shall be incorporated in the checkout process
 - No printing requested – up to 7 days
 - Requires printing – up to 14 days after Printing Proof Approval One of our sales representative will contact you by email to follow up on this
 - Shipping address details:
 - for individual:
 - Governorate

- Area
 - Block
 - Street No.
 - Flat no.
 - House number
 - Building number
 - Floor number
- for corporate
 - Office address
 - Governorate
 - Area
 - Block number
 - Street No/number.
 - Building number/name
 - Floor number
 - Office number

- Next Button: It will go to second tab (step 2)

Step 2 (Payment tab)

SUMMARY

6 ITEMS IN CART

	Glittered mini backpacks Qty: 2 View Details ▾ Color: Red Color: Red	75.00 KD
	Glittered mini backpacks Qty: 2 View Details ▾ Color: Red Color: Red	75.00 KD
	Glittered mini backpacks Qty: 2 View Details ▾	75.00 KD

NEXT

- The “Summary” section will be on the right side (Should be same as the Cart Page, should also show the right picture of the item selected with the right color)
- Select the Payment Method (It will display two options)
 - KNET & Credit Cards
 - Cash **(This section should be modified, since the customer will use “Tap” payment gateway)**
- Display Billing Address
 - If the user didn't tick on “Use the Shipping Address to be same as Billing address”, then the user need to add new address (It will open new screen: Similar to Delivery Address)
 - For existing saved address, it will display: Edit Address (It will open a new screen to edit the address)
- Click on “Pay” (Open the payment gateway screen)
Note: If the payment method is CASH, then go to step 3
- Back to Cart:** Back to previous step (Cart Page)

Step 3 Thank You

URL: <http://www.mawaqaa.com/clients/demos/itc/html2/thankyou.html>



Your Order has been Placed

Thank you for the Order. visit our Products page to Shop More

- Display the confirmation screen:
 - Your Order <Order ID – auto generated by the system> has been placed successfully
 - Order date/time
 - Amount paid
 - List of the items with quantities
- **Continue Shopping:** It will open the Main Page
- The system will send the invoice to the customer by Email (Email template will be designed later)

3.22 User's Profile

3.22.1 Account Dashboard

URL: <http://www.mawaqaa.com/clients/demos/itc/html2/my-account.html>

Display user's personal dashboard:

- Account Details
- Newsletter
- Address Book
- My Wish List

The screenshot shows the 'MY ACCOUNT' dashboard. At the top, there is a banner with colorful fabrics. Below it, the 'MY ACCOUNT' title and a navigation bar with 'HOME / MY ACCOUNT'. On the left, a sidebar with links: ACCOUNT DASHBOARD, ACCOUNT INFORMATION, ADDRESS BOOK, MY ORDERS, TRACK MY ORDER, NEWSLETTER SUBSCRIPTIONS, MY PRODUCT REVIEWS, and MY WISH LIST. The main content area has sections for CONTACT INFORMATION, ADDRESS BOOK, and a WISH LIST.

CONTACT INFORMATION

ACCOUNT DETAILS		EDIT
FIRST NAME MOHAMMED AL BAWI	LAST NAME AL BAWI	
E-MAIL ID mohammed@gmail.com	PHONE 00965 55676767	

NEWSLETTERS		EDIT
You don't subscribe to our newsletter		

ADDRESS BOOK

My Wish List 2 items

 Glittered mini backpacks 75.00 KD ADD TO CART	X	DEFAULT BILLING ADDRESS EDIT AL SALEM STREET BLOCK #12 BUILDING NO. 23 SALMIYA	DEFAULT SHIPPING ADDRESS EDIT AL SALEM STREET BLOCK #12 BUILDING NO. 23 SALMIYA
---	---	--	---

[ADD NEW ADDRESS](#)

3.22.2 Account Information

URL: <http://www.mawaqaa.com/clients/demos/itc/html2/account-edit.html>

Display user's personal information

EDIT ADDRESS

First Name	Last Name
MOHAMMED AL BAWI	AL BAWI
E-mail Address	Telephone
MOHAMMED@GMAIL.COM	00965 55676767

UPDATE ACCOUNT INFO

Functions:

- **Update:** Save all changes in user's information section
- **Back:** Cancel, and return to the previous screen

3.22.3 Delivery Address

URL: <http://www.mawaqaa.com/clients/demos/evergreen/html2/delivery-address.html>

1. Display user's saved addresses
2. Form for New Address

ADDRESS BOOK

DEFAULT BILLING ADDRESS	EDIT
AL SALEM STREET BLOCK #12 BUILDING NO. 23 SALMIYA	
DEFAULT SHIPPING ADDRESS	EDIT
AL SALEM STREET BLOCK #12 BUILDING NO. 23 SALMIYA	

ADD NEW ADDRESS

FIRST NAME *	LAST NAME *
PHONE NUMBER *	FAX *
CITY *	COMPANY *
ZIP CODE *	STATE *

Use As My Default Billing Address Use As My Default Shipping Address

SAVE ADDRESS

Functions:

- **Edit:** edit the address (open new screen – Edit Address screen)
- **Delete:** Delete the address (Display confirmation message: Are you sure you want to delete this address? <Y / N>)
- **Save Address:** Validate all mandatory fields and save the entered address into user's address book

3.22.3.1.1 Edit Address

URL: <http://www.mawaqaa.com/clients/demos/itc/html2/address-edit.html>

Display user's Address

EDIT ADDRESS

The screenshot shows a form titled "EDIT ADDRESS". It contains the following fields:

- Street: AL SALEM STREET
- Block: BLOCK #12
- Building: BUILDING NO. 23
- Area: SALMIYA
- Country: KUWAIT
- Use As My Default Billing Address
- Use As My Default Shipping Address
- UPDATE ADDRESS** (A large orange button)

Functions:

- **Update:** Save all changes in user's address
- **Back:** Cancel, and return to the previous screen

3.22.4 My Orders

URL: <http://www.mawaqaa.com/clients/demos/itc/html2/my-orders.html>

Display all user's old orders;



RECENT ORDERS

Order #	Date	Ship To	Order Total	Status	Action
000007537	11/23/18	Midhun	KD 175.00	Pending	View Order / Reorder
000007537	11/23/18	Midhun	KD 175.00	Pending	View Order / Reorder

Functions:

- **View Order:** The user can view the details of that order (Open "View Order" screen)
- **Re-Order:** All the items in that order, will be inserted into the Cart page (The system will validate the availability of the items, in case there are out of stock items)
Note: The reorder function is working on the system products that already added by ITC from the admin panel so when a user will reorder, the system will automatically check the available quantity of the order items
- **Track:** It will open "Track Order" screen

3.22.4.1 View Orders

URL: <http://www.mawaqaa.com/clients/demos/itc/html2/order-detail.html>

The screen will display all the order details (without enable the user to edit anything)

2 Items

	GLITTERED MINI BACKPACKS	PRICE : 50.00 KD
	Color - Red	QTY : <input type="text" value="1"/>
	we want to make you sure that all those goods you will find among...	TOTAL : 75.00 KD
ORDER DELIVERED		
	GLITTERED MINI BACKPACKS	PRICE : 50.00 KD
	Color - Red	QTY : <input type="text" value="1"/>
	we want to make you sure that all those goods you will find among...	TOTAL : 75.00 KD
ORDER DELIVERED		

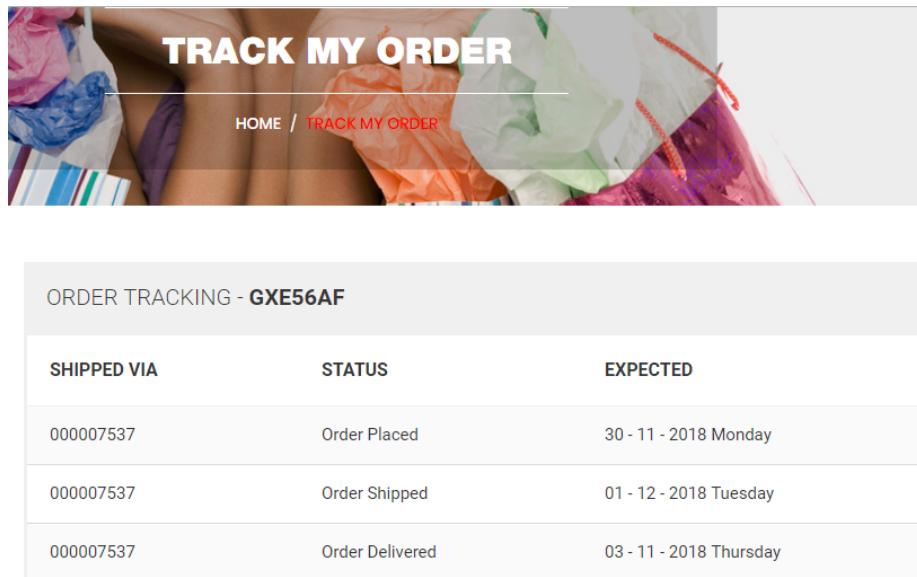
Functions:

- **Back** : Open the previous screen

3.22.5 Track Order

URL: <http://www.mawaqaa.com/clients/demos/itc/html2/trackmy-order.html>

Display the tracking of the clicked order (from previous screen)



The screenshot shows a web page titled "TRACK MY ORDER" with a background image of various colorful plastic bags. The page includes a breadcrumb navigation bar with "HOME / TRACK MY ORDER". Below this, a section titled "ORDER TRACKING - GXE56AF" displays tracking information for three shipment entries:

SHIPPED VIA	STATUS	EXPECTED
000007537	Order Placed	30 - 11 - 2018 Monday
000007537	Order Shipped	01 - 12 - 2018 Tuesday
000007537	Order Delivered	03 - 11 - 2018 Thursday

The screen would have the following sections:

- Screen Banner
- Order Number
- Table to display the tracking for that shipment:

Note: The name of the columns need to be revised

The column names will be as:

- Location
- Date
- Activity Description

Commented [MOU2]: ??

Commented [MOU3]: ???

3.22.6 Newsletter Subscription

URL: <http://www.mawaqaa.com/clients/demos/itc/html2/newsletter.html>

When the screen is open, it will check the subscription status for the current user:

- **If Not Subscribed:**
 - Tick Box: Yes, Subscribe me to Newsletter
- **If Already Subscribed:**
 - Tick Box: Please, Unsubscribe me to your Newsletter

Function:

Save Button: It will save the data into the database with latest user option.

If subscribed: He will start receiving Newsletter

If Not, He will NOT receive any Newsletter from the Admin

3.22.7 My Product Reviews

URL: <http://www.mawaqaa.com/clients/demos/itc/html2/product-reviews.html>

The screen will display all the items which the user wrote reviews (without enable the user to edit any field, even the rating stars)

The screenshot displays a product review section for 'GLITTERED MINI BACKPACKS'. It shows two identical reviews side-by-side.

Product Information:

- Product Name:** GLITTERED MINI BACKPACKS
- Color:** Red
- Price:** 50.00 KD

Review 1 (Top):

- Date:** 12 April 2019
- Rating:** ★★★★☆ (4 stars)
- Comment:** This is an amazing product. Exactly as mentioned in the website. Delivery was little delayed...

Review 2 (Bottom):

- Date:** 12 April 2019
- Rating:** ★☆☆☆☆ (2 stars)
- Comment:** This is an amazing product. Exactly as mentioned in the website. Delivery was little delayed...

3.22.8 Wish List (Favorite)

URL: <http://www.mawaqaa.com/clients/demos/itc/html2/wishlist.html>

The screenshot shows a user interface for a shopping website's wishlist. At the top, there is a decorative header featuring crumpled colorful paper. Below it, the word "WISHLIST" is prominently displayed in a large, bold, black font. Underneath "WISHLIST", the navigation path "HOME / WISHLIST" is shown. On the left side, a sidebar contains links to various account management sections: ACCOUNT DASHBOARD, ACCOUNT INFORMATION, ADDRESS BOOK, MY ORDERS, TRACK MY ORDER, NEWSLETTER SUBSCRIPTIONS, MY PRODUCT REVIEWS, and MY WISH LIST. The main content area displays three product items in separate boxes:

- DRAWSTRING BAG** (24.00 KD): An image of a solid blue drawstring bag.
- DRAWSTRING BAG** (24.00 KD): An image of a grey drawstring bag with a pink star-shaped ornament attached to its strap. The word "STAR" is handwritten on the bag.
- DRAWSTRING BAG** (24.00 KD): An image of a dark blue drawstring bag with a retractable handle.

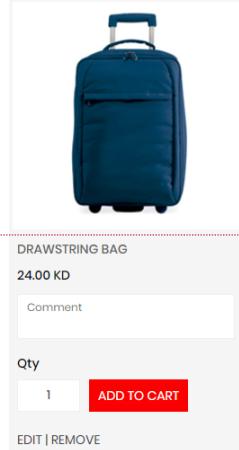
The screen will display the following:

- Display all products which marked as: Favourite
- Each product has the following:
 - Product Information
 - Image
 - Product Name

- Product Price
- If user clicks on an item, system shall direct the user to item's details page.

On hover on any product, it will open the following:

- Comments (**Need to be removed**)
- Qty
- Add to Cart
- Edit: Update the quantity
- Remove: Delete this product from the wish list



Commented [MOU4]: ?

4. Control Panels

The system will be supported by a web based admin panel to allow the admins manage the contents from backend. Each admin user will have a unique username and password and will be assigned specific privilege that gives the authority to access and lead specific part of the system.

4.1 Super Admin Control Panel

The super admin user is the one who has full permission to access all parts of the system. Thus the super admin will create other admin's profiles and assign them the required privileges for controlling specific parts.

4.1.1 Manage Corporate Pages

The super admin will manage (Add / Modify) the corporate pages like:
About US, FAQ, Terms & Conditions, Privacy Policy, Our Clients, and Contact Us

4.1.2 Manage Customer Support Number

The super admin will update the customer support number which will be displayed in the header menu of the website

4.1.3 Managing Users

Admin can manage (Add, Edit, Block) different type of users according to given permissions.

The user types are:

- Admin Users (Edit option will be available here only)
- End Users (Individual / Corporate)

Note: The individual user will be hide when we reach the Go Live step but should remain available for ITC if they want to extend their customer target.

4.1.4 Admin sending newsletter

Goal is to allow the admin to communicate and send newsletters to the registered users who opted in for the newsletter

Basic Course

1. Admin navigates to the newsletter page in the dashboard
2. Website shows the page of the newsletter with drop down list, and a text field to insert content to, before sending the newsletter to the subscribed users
3. Admin selects the desired users to send the newsletter to them

4. Admin places the content to the template - using the same template of the email currently deployed –
5. Admin clicks on send
6. System sends the newsletter to the list of users selected

Assumptions

1. System will user the default template with the inserted content

4.1.5 Categories

Admin can manage (Add, Edit, Delete) categories to be presented in the website menus.

Each category can have multiple Sub-Categories

4.1.1 Social Media Master

The Admin will manage the links for Social Media accounts (multiple Entries)

- Icon
- Link

4.1.2 Managing Corporate Users Requests

Display (2) lists:

1st list: All new corporate user registration requests:

#	Date	Company Name	Contact Person	Mobile No	Actions
					View

2nd list: All old requests

#	Date	Company Name	Contact Person	Mobile No	Action	Status
					View	Approved or Reject

Request Details Page

If the admin clicks on “View”, it will open the request page. The fields of the page will be exactly as the Registration Page (for corporate users)

Actions:

- Approve: The user will be active
- Reject: The user will be Inactive

In both cases, the system will send an email to the user

4.1.3 Payment Methods Icons

The Admin will manage the logos for accepted cards (multiple Entries):

- Icon

4.1.4 Managing the availability of individual user registration

The admin shall be able to show/hide the individual registration. The individual user registration shall not be approved or rejected form the admin.

4.1.5 List of Values Master

The Admin will manage the information for all dropdown lists

- Governorate List (EN / AR)
- Area List (EN / AR)

4.1.6 Banners Master

Header Banner: The admin can manage (add/edit/delete) the pictures to be shown in that area

4.1.7 Reviews Management

The admin can delete any review for any item in the website

4.1.8 Delivery & Shipment

Define the coverage areas & delivery charges

Delivery Price	Covered Areas
KD. 1.000	Multiple Entries • • •

4.1.9 Managing Products

Admin can manage (Add, Edit, Block) the items with their stock:

- Product ID/Code
- Product Category & Sub Category (from a list)
- Product Main Picture, and Other Pictures (up to 5)
- Product Name
- Product Description
- Available colours
- Available Quantity (for each colour) (ability for the admin to show the quantity or hide it from the end-user)
- Product Price (2 Prices)
 - For Individual Users
 - For Corporate Users
- Product Discounted Price (2 Prices)
 - For Individual Users
 - For Corporate Users
- Product Full Description (Rich Editor Text)
- Product More Information (Rich Editor Text)
- Product Availability (On / Off)

4.1.10 Managing Orders

Admin can see all the orders, with ability to filter (Pending, Completed, Closed, etc.) with customer information, Payment Information

Note: Each order might have attached picture, which the admin have the option to View or to Download that picture

4.1.11 Managing Services

Admin can manage (Add, Edit, Block) the Services.

Each Service will have the following:

- Service Picture
- Service Header Title
- Short Description
- Full Description

4.1.12 Managing Media

Admin can manage (Add, Edit, Block) the Media.

Each Service will have the following:

- Media Picture
- Media Header Title
- Date
- Full Description

4.1.13 Newsletter

Admin can manage the newsletter and be send to subscribed users

4.1.14 Product Reviews

- Admin can see all reviews for a specific product
- Ability to view all reviews which marked as "Report Abuse" and ability to delete them

4.1.15 Reports

Admin can see the following reports:

1. Sales Reports (From – To) (by Category) (Individual / Corporate/ All) (Cash/KNET/VISA/MC/All)
2. Orders Report (From – To) (By Status) (By Category / All) (Individual / Corporate / All)
3. Delivery Report (From – To) (By Area) (By Status) (All Customers / Specific Customer)
4. Product List (By Category)
5. Users List (Individual / Corporate / Blocked / All)

6. Graphs and Statistics (No. of orders / Total Sales) for current month
 - o Total Sales
 - Input: Select a month (Month List)
 - Out Put: Pie Chart for total sales as corporate and individual users
 - o Total Orders
 - Input: Select a month (Month List)
 - Out Put: Pie Chart for total number of orders as corporate and individual users

5. Common Functionalities

The following are the common functionalities

5.1 Email Notification

- There will be email notifications from the system to the users on registration, forget password.
- The customer will receive the invoice via email
- The admin will get email containing Contact Us Form
- These email notifications will be in an email template that is matching with the website theme.

5.2 Google Analytics

The website will be linked to Google Analytics Username

6. Project Documentation Approval

The undersigned acknowledge they have reviewed the **ITC Promotions Website** Functional Documentation document and agree with the approach it presents. Any changes to this Requirements Definition will be coordinated with and approved by the undersigned or their designated representatives.

Signature: _____ Date: _____

Name: _____

Title: _____

Role: _____

Signature: _____ Date: _____

Name: _____

Title: _____

Role: _____