

AI Accounting Software Design Flow – Each Individual Module

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Designing an accounting software involves various components and considerations. Here's a draft overview that encompasses the modules you mentioned:

Accounting Software Design Flow:

1. Expense Module:

- **Interface:**
 - **Dashboard displaying expense overview and categories.** [Vendors - Bills - Payments](#)
 - Submission form with date, amount, category, and attachments.
- **Functionality:**
 - Categorization, tagging, and expense management.
 - **Automated import via bank feed integration.**
- **Additional Feature: Employee Reimbursement:**
 - Submission form for employee reimbursement requests.
 - Approval workflow for managers.

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Employee Reimbursement Integration in the Expense Module:

- **Interface:**
 - Dashboard segment showing pending, approved, and processed reimbursements.
 - Filters for sorting by employee, status, or date.
- **Reimbursement Submission Form:**
 - Dedicated form for employee reimbursement requests.
 - Fields for expense details, amount, category, description, and document uploads.
- **Manager/Approver Interface:**
 - Notifications for pending reimbursement requests to managers.
 - Review, notes attachment, and approval/rejection options.
- **Functionality:**
 - Submission triggering notifications to approvers.
 - Review, edit, approve, or reject functionalities for approvers.
 - Integration with existing expense tracking for seamless updates.

- **Payment** facilitation post-approval, linked with payroll or separate methods.
- **Reporting:**
 - Detailed reports on reimbursements, pending requests, and history for auditing.
- **Additional Considerations:**
 - Policy adherence aligned with company reimbursement policies.
 - Secure documentation storage for auditing and compliance.
 - Clear notifications/emails to employees on reimbursement status updates.

Incorporating Employee Reimbursement within the Expense Module streamlines processes, ensuring precise tracking and timely settlements for employee expenses.

2. Revenue Module:

1. Sales Revenue - Invoicing - Sub-Module:

- **Interface:**
 - Dashboard displaying invoice statuses and revenue insights.
 - Customizable invoice creation form with client details and payment options.
- **Functionality:**
 - Invoicing creation, sending, and tracking.
 - Integration with payment gateways for online payments.

2. Other Revenue Entry:

- **Interface:**
 - Section for manual income entry apart from invoicing.
 - Form to input income details, source, amount, and related information.
- **Functionality:**
 - Record and manage miscellaneous sources of income beyond invoicing.
 - Categorization and tagging of different income sources for tracking.

3. Issuing Invoice:

- **Functionality:**
 - Invoicing Mechanism that enables to issue Invoice

Combined Functionality of the Revenue Module:

- **Dashboard Overview:**
 - Consolidated dashboard presenting insights into both invoicing and miscellaneous income.
- **Customizable Forms:**
 - Tailored creation forms for invoices and other income entries.
- **Income Tracking:**
 - Unified tracking system for all revenue sources within the organization.
- **Payment Integration:**
 - Seamless integration with payment gateways for invoiced payments.
- **Categorization and Reporting:**
 - Categorization and reporting capabilities for diverse income sources.

Additional Considerations for Revenue Module:

- **Income Analysis:**
 - Analytics and insights across all revenue streams.
- **Integration with Accounting:**
 - Syncing revenue data with accounting ledgers for comprehensive financial tracking.
- **User Accessibility:**
 - User-friendly interface accessible for inputting and tracking income sources.

By expanding the Invoicing Module into a comprehensive Revenue Module that includes other income sources, the system enables a holistic view of all revenue streams within the organization, providing enhanced tracking, analysis, and reporting capabilities.

3. AP and AR Module:

The Accounts Payable (AP) and Accounts Receivable (AR) module is designed to streamline the management of outgoing and incoming payments for microbusinesses. It connects seamlessly with the Expense, Sales Invoicing, and Payment modules to ensure efficient financial operations and accurate record-keeping.

3.1). Accounts Payable (AP) Module:

Interface:

- **Dashboard:**
 - Overview of outstanding and paid invoices.

- Upcoming payment due dates.
 - Supplier balance summary.
- **Invoice Management:**
 - Form for entering supplier invoices with fields for date, amount, supplier, category, and attachments (e.g., PDF receipts).
 - Categorization and tagging of expenses.
- **Payment Processing:**
 - Schedule and process payments.
 - Integration with bank accounts for electronic payments.
 - Option to mark invoices as paid manually.
- **Supplier Management:**
 - Supplier contact information and payment terms.
 - History of transactions with each supplier.

Functionality:

- **Expense Integration:**
 - Automated linking of expense receipts to corresponding invoices.
 - Categorization of expenses to ensure proper accounting.
- **Payment Alerts:**
 - Notifications for upcoming due dates and overdue payments.
- **Reconciliation:**
 - Reconciliation of payments with bank statements.
- **Reporting:**
 - Reports on total payables, aging reports, and payment history.
 - Analysis of cash flow impact from payables.

3.2). Accounts Receivable (AR) Module:

Interface:

- **Dashboard:**
 - Overview of outstanding and collected receivables.
 - Recent invoice activity and payments received.

- Customer balance summary.
- **Invoice Creation:**
 - Form for creating customer invoices with fields for date, amount, customer, services/products, and payment terms.
 - Customizable invoice templates.
- **Payment Recording:**
 - Record payments received against invoices.
 - Integration with payment gateways for online payments.
- **Customer Management:**
 - Customer contact information and transaction history.
 - Credit terms and limits for each customer.

Functionality:

- **Sales Integration:**
 - Automated creation of invoices from sales orders.
 - Linking sales invoices to customer accounts.
- **Payment Tracking:**
 - Tracking of partial and full payments.
 - Automatic allocation of payments to open invoices.
- **Reminder and Follow-Up:**
 - Automated payment reminders and follow-up emails.
- **Reporting:**
 - Reports on total receivables, aging reports, and payment history.
 - Analysis of cash flow impact from receivables.

3.3). Combined Functionality of AP and AR Modules:

Integration:

- **Expense and Sales Connection:**
 - Seamless connection with the Expense module for tracking and categorizing outgoing payments.
 - Integration with the Sales Invoicing module for automated invoice creation and payment tracking.

4. **Payment Module:**

- Centralized payment processing for both payables and receivables.
- Integration with multiple payment methods (bank transfers, credit cards, online payment gateways).
- Reconciliation of incoming and outgoing payments with bank statements.

Dashboard Overview:

- **Unified Financial View:**

- Consolidated dashboard displaying both payables and receivables.
- Real-time insights into cash flow, outstanding balances, and upcoming payments.

- **Alerts and Notifications:**

- Alerts for upcoming payment due dates and overdue receivables.
- Customizable notifications for key financial events.

Reporting and Analytics:

- **Comprehensive Financial Reports:**

- Detailed reports on accounts payable and receivable, including aging reports, payment history, and cash flow analysis.
- Customizable reports for specific periods, categories, and suppliers/customers.

- **Cash Flow Forecasting:**

- Predictive analytics for cash flow based on historical data from AP and AR.
- Scenario analysis to understand the impact of delayed payments and large invoices.

User Accessibility:

- **User-Friendly Interface:**

- Intuitive user interface designed for microbusiness owners and accountants.
- Easy navigation and access to key features and reports.

- **Mobile Accessibility:**

- Mobile-friendly design for on-the-go access to financial data and payment processing.

5. **Reconciliation Module:**

- **Interface:**

- Dashboard facilitating bank and credit card statement uploads.
- Section for reconciliation tasks displaying transaction statuses.
- **Functionality:**
 - **Statement Upload:**
 - Ability to upload bank and credit card statements in various formats.
 - **Automated Matching:**
 - Automated matching algorithm for transaction reconciliation.
 - **Manual Reconciliation:**
 - User-friendly interface allowing manual reconciliation of transactions.
 - **Discrepancy Resolution:**
 - Identification and resolution of discrepancies.
 - **Two-Way Reconciliation:**
 - Two methods available:
 1. **Automated Matching:** from Receipts
 2. **Automated Matching:** from Bank and Credit Card Statement

This module provides a centralized space for uploading bank and credit card statements, allowing both automated and manual reconciliation methods. Users can resolve discrepancies and conduct reconciliation using either automated matching or manual intervention, ensuring accuracy in financial records.

6. Payroll Module with Time Sheet Integration:

- **Interface:**
 - Payroll dashboard featuring employee details and pay periods.
- **Functionality:**
 - **Core Payroll Tasks:**
 - Salary, tax, and benefit calculations.
 - **Time Sheet Integration:**
 - Employee time tracking interface.
 - Manager approval for timesheets.

Time Sheet Integration within the Payroll Module:

- **Interface for Time Tracking:**
 - User-friendly interface allowing employees to record work hours.
 - Sections for start and end times, breaks, and project/task details.
- **Supervisor/Manager Approval:**
 - Managers receive notifications and review employee time sheets.
 - Capability to adjust or add notes before approval.

Functionality:

- **Time Tracking & Calculation:**
 - Automated computation of worked hours from logged time entries.
 - Direct input of hours worked into payroll calculations.
- **Overtime and Leave Management:**
 - Identification and calculation of overtime hours.
 - Integration with leave management to adjust payroll for absences.
- **Compliance & Accuracy:**
 - Ensuring compliance with labor laws and company policies.
 - Accurate calculation considering breaks, overtime, and time-off.

Additional Considerations:

- **Reporting & Analytics:**
 - Generation of reports on work hours, overtime, and leaves for analysis.
 - Seamless integration with payroll processing.
- **Accessibility and Ease of Use:**
 - User-friendly interface for easy and accurate time logging.

Integrating Time Sheets into the Payroll Module streamlines salary calculations based on actual work hours. It ensures accuracy, compliance, and easier payroll processing by minimizing manual data entry. This comprehensive integration facilitates efficient payroll management and reporting.

7. Tax Module for Microbusiness in the US

Overview:

The Tax Module is designed to streamline the tax management process for microbusinesses in the US. It covers sales tax, income tax, and payroll tax, ensuring compliance with federal, state, and local tax

regulations. This module integrates seamlessly with Accounts Payable, Accounts Receivable, Payroll, and Expense modules to provide comprehensive tax management and reporting.

Key Features:

▪ **Sales Tax Management:**

- Automatic sales tax calculation based on location and product/service category.
- Integration with e-commerce platforms and point-of-sale systems for real-time tax computation.
- Generation of sales tax reports for different jurisdictions.
- Filing reminders and electronic filing options for state and local sales taxes.

▪ **Income Tax Management:**

- Income tax calculation based on business revenue and expenses.
- Integration with income and expense tracking to provide accurate tax estimates.
- Quarterly estimated tax payment calculations and reminders.
- Generation of federal and state income tax reports.
- Integration with popular tax software for easy filing.

▪ **Payroll Tax Management:**

- Automatic calculation of federal, state, and local payroll taxes.
- Withholding tax management for employees, including social security and Medicare.
- Generation of payroll tax reports and forms (e.g., 941, W-2, W-3).
- Filing reminders and electronic filing options for payroll taxes.

Interface:

▪ **Dashboard:**

- Centralized dashboard displaying tax overview, deadlines, and key metrics.
- Alerts and notifications for upcoming tax filing deadlines and payments.

▪ **Sales Tax Interface:**

- Interface for setting up sales tax rates based on location and product/service category.
- Real-time tax calculation and integration with sales systems.
- Sales tax report generation with filtering options for different jurisdictions.

▪ **Income Tax Interface:**

- Income tax estimation tool based on current financial data.
- Interface for tracking quarterly estimated tax payments.
- Report generator for federal and state income taxes.
- **Payroll Tax Interface:**
 - Payroll tax calculation interface with employee-specific withholding settings.
 - Generation of payroll tax reports and forms.
 - Filing reminders and options for electronic submission of payroll taxes.

Functionality:

- **Sales Tax Management:**
 - **Automatic Calculation:**
 - Real-time sales tax calculation based on customer location and product/service category.
 - Integration with e-commerce platforms and POS systems.
 - **Reporting:**
 - Generation of detailed sales tax reports for different jurisdictions.
 - Filtering options for date range, location, and product/service category.
 - **Filing and Payment:**
 - Filing reminders for state and local sales taxes.
 - Options for electronic filing and payment.
- **Income Tax Management:**
 - **Calculation and Estimation:**
 - Automatic calculation of income tax based on business revenue and expenses.
 - Estimation of quarterly tax payments.
 - **Reporting:**
 - Generation of income tax reports for federal and state taxes.
 - Integration with accounting software for accurate reporting.
 - **Filing and Payment:**
 - Reminders for quarterly estimated tax payments.
 - Integration with tax software for electronic filing.

- **Payroll Tax Management:**
 - **Automatic Calculation:**
 - Calculation of federal, state, and local payroll taxes.
 - Management of employee-specific withholdings.
 - **Reporting:**
 - Generation of payroll tax reports and forms (941, W-2, W-3).
 - Detailed payroll tax summaries and breakdowns.
 - **Filing and Payment:**
 - Filing reminders for payroll tax submissions.
 - Electronic filing options for payroll taxes.

Additional Considerations:

- **Compliance and Updates:**
 - Regular updates to tax rates and regulations.
 - Compliance with federal, state, and local tax laws.
- **User Accessibility:**
 - User-friendly interface accessible across devices.
 - Training and support for users to understand and utilize the module effectively.
- **Integration:**
 - Seamless integration with existing accounting and payroll systems.
 - API integration with third-party tax software for enhanced functionality.

By incorporating these features and functionalities, the Tax Module provides microbusinesses with a comprehensive solution for managing their tax obligations, ensuring compliance, and simplifying the tax filing process.

8. Audit Module for Microbusiness

8.1). Overview:

The Audit Module is designed to provide comprehensive tools for auditing financial transactions and ensuring compliance with accounting standards and regulatory requirements. This module integrates seamlessly with Accounts Payable, Accounts Receivable, Expense, Sales Invoicing, and Payment modules to offer a complete audit trail, detailed reports, and real-time monitoring capabilities.

8.2). Key Features:

- **Audit Trail:**
 - Comprehensive tracking of all financial transactions.
 - Detailed logs of user actions, including creation, modification, and deletion of records.
 - Time-stamped records for every transaction and user action.
- **Compliance Monitoring:**
 - Automated checks for compliance with accounting standards and company policies.
 - Alerts for non-compliant transactions or activities.
 - Integration with tax compliance software for regulatory adherence.
- **Internal Controls:**
 - Implementation of internal control mechanisms to prevent fraud and errors.
 - Role-based access control (RBAC) to restrict access to sensitive data.
 - Approval workflows for critical financial processes (e.g., payments, expense approvals).
- **Reporting and Analytics:**
 - Generation of detailed audit reports, including transaction logs, user activities, and compliance checks.
 - Real-time analytics to identify trends and anomalies in financial data.
 - Customizable reports for specific periods, departments, or transaction types.
- **Data Integrity:**
 - Regular data validation checks to ensure accuracy and completeness of financial records.
 - Automated reconciliation of accounts to detect discrepancies.
 - Backup and recovery options to protect against data loss.

8.3). Interface:

- **Dashboard:**
 - Centralized dashboard displaying audit overview, compliance status, and key metrics.
 - Alerts and notifications for pending audits, compliance issues, and anomalies.
- **Audit Log Viewer:**
 - Interface for viewing detailed logs of all financial transactions and user actions.

- Filters for searching and sorting logs by date, user, transaction type, or status.
- **Compliance Dashboard:**
 - Overview of compliance checks and their status.
 - Alerts for non-compliant transactions and activities.
 - Detailed view of compliance issues with recommendations for resolution.
- **Report Generator:**
 - User-friendly interface for generating audit reports.
 - Customizable templates for different types of reports (e.g., transaction logs, compliance reports).
 - Options for exporting reports in various formats (PDF, Excel, CSV).
- **Internal Control Management:**
 - Interface for setting up and managing internal controls.
 - Configuration options for role-based access control (RBAC) and approval workflows.
 - Monitoring of control effectiveness and compliance.

8.4). Functionality:

- **Audit Trail:**
 - **Transaction Logging:**
 - Automatic logging of all financial transactions across AP, AR, Expense, Sales Invoicing, and Payment modules.
 - Time-stamped records with details of user actions.
 - **User Activity Tracking:**
 - Detailed logs of user activities, including login/logout, data entry, and modifications.
 - Monitoring of user access and actions to ensure accountability.
- **Compliance Monitoring:**
 - **Automated Checks:**
 - Regular automated checks for compliance with accounting standards and company policies.
 - Alerts for transactions that do not comply with set rules.
 - **Regulatory Integration:**

- Integration with tax compliance software to ensure regulatory adherence.
 - Real-time updates on changes in tax laws and regulations.
- **Internal Controls:**
 - **Access Control:**
 - Role-based access control (RBAC) to restrict access to sensitive financial data.
 - Customizable roles and permissions for different user levels.
 - **Approval Workflows:**
 - Configurable approval workflows for critical financial processes.
 - Notifications and alerts for pending approvals.
- **Reporting and Analytics:**
 - **Audit Reports:**
 - Generation of detailed audit reports with transaction logs, user activities, and compliance checks.
 - Customizable report templates and export options.
 - **Real-Time Analytics:**
 - Real-time monitoring of financial data to identify trends and anomalies.
 - Interactive dashboards for visual analysis of audit findings.

9. Financial Statement Reporting:

Reporting Interface:

1. **Financial Statement Templates:**
 - Offer various predefined templates (e.g., balance sheet, income statement, cash flow statement).
 - Customizable options for adjusting date ranges, filters, and presentation formats.
2. **General Ledger Summary:**
 - Interface accessing G&L summaries showcasing account balances, transactions, and categorizations.
 - Filters available for specific accounts, time periods, or transaction types.

Interface:

1. **Report Dashboard:**

- Centralized dashboard displaying report options and templates.
- Quick access to frequently used reports.

2. **Report Customization:**

- User interface enabling report customization based on date ranges, filters, and specific data fields.
- Options for sorting, grouping, and formatting data.

Functionality:

1. **Financial Statement Generation:**

- Automated generation of financial statements using real-time data.
- Customization options, comparison of periods, and export formats (e.g., PDF, Excel).

2. **G&L Summary and Drill-Down:**

- Summary view featuring overall account balances and key figures.
- Drill-down functionality providing access to detailed transactions for each account.

3. **Standard Reports Library:**

- Pre-built templates for commonly used financial reports.
- Flexibility to modify and save customized versions.

4. **Export and Sharing:**

- Ability to export reports in various formats (PDF, Excel, CSV) for sharing and further analysis.
- Collaborative features enabling shared access or scheduled report distribution.

Advanced Features:

- **Customization and Flexibility:**

- Empower users to create custom financial reports tailored to specific needs.

- **Integration with Other Modules:**

- Link financial statements to Expense, Invoicing, and Payroll modules for accurate reporting.
- Real-Time Updates ensuring reports reflect the latest financial data.

Accessibility and Analysis:

- **Graphical Representation:**

- Graphs, charts, and visual aids aiding in understanding financial data.

- **Export and Sharing:**

- Capability to export reports for sharing and deeper analysis.

This robust reporting interface provides extensive functionalities, allowing for seamless customization, in-depth analysis, and real-time updates to financial data across various modules for comprehensive and insightful reporting.

10. Analysis Module:

Comprehensive Data Analysis Module:

Interface & Functionality:

1. Data Visualization Tools & Customizable Dashboards:

- Graphical representations (charts, graphs, pivot tables) for diverse data analysis.
- Interactive dashboards tailored for key metrics, trends, and specific insights.
- Data Exploration:
 - Drag-and-drop interface to explore and select specific data fields for analysis.
- Filtering and Aggregation:
 - Apply filters and perform aggregations without complex coding or SQL knowledge.

2. Ad Hoc Query Interface

- Custom query builder for extracting specific data sets for in-depth analysis.
- Drag-and-drop functionality for ease of use.

3. Advanced Analytics:

- Tools for performing advanced calculations, comparisons, and forecasting.
- Trend analysis and variance reporting for better insights.
- Statistical Analysis:
 - Tools for statistical calculations, regression analysis, and correlation studies.
- Forecasting and Predictive Modeling:
 - Models for predictive analytics and future trend forecasting.

4. Integration, Data Sources, & Real-Time Updates:

- Seamless integration with varied data sources (ERP systems, external databases) for extensive analysis.

- Real-time or scheduled updates ensuring accurate and current analysis.
 - Data Source Connectivity:
 - Integration with various databases, cloud services, and APIs.
 - Data Transformation:
 - Tools to clean, transform, and prepare data for analysis.
5. **Customizable Dashboard:**
- Allow users to personalize their dashboard with preferred report widgets.
 - Drag-and-drop functionality for rearranging elements.
6. **Report Customization:**
- Parameter Selection:
 - Date range selectors, filters for specific accounts or categories, and comparative analysis tools.
 - Formatting Options:
 - Customizable formatting for numerical data, currency symbols, and units.
 - Scheduled Reporting:
 - Option to schedule reports for automatic generation and distribution.

Reporting Options & Advanced Details:

- **Diverse Reporting Capabilities:**
 - Standard financial statements (balance sheet, income statement, cash flow statement).
 - Advanced analytical reports covering budgeting, KPIs, compliance, sales, HR, and more.
- **Additional Advanced Reporting Details:**
 - Budget vs. Actuals reports revealing expense versus budget discrepancies.
 - KPI dashboards illustrating critical business metrics and trend analyses.
 - Compliance metrics, audit reports, and various detailed reports across departments.

Functionality:

- Standard financial statements (balance sheet, income statement, cash flow statement).
- Diverse reporting options (budgeting, KPIs, compliance, sales, HR, etc.).

- Advanced analytics, predictive tools, and real-time integration.

Addition: Advanced details for Reporting and Analysis:

- Budget vs. Actuals reports.
- KPI dashboards and trend analysis.
- Compliance metrics and audit reports.
- Customer, inventory, project, HR, and marketing reports.
- Statistical analysis, forecasting, and predictive models.

Additional Reporting Options for Reporting Module:

a) Budgeting Reports:

- **Budget vs. Actuals:**
 - Comparative reports showing actual expenses versus budgeted amounts.
- **Budget Allocation Analysis:**
 - Reports detailing budget distribution across departments, projects, or categories.

b). KPI Dashboards:

- **Key Performance Indicators:**
 - Dashboards displaying critical business metrics (e.g., revenue, profit margins, customer acquisition costs).
- **Performance Trend Analysis:**
 - Reports highlighting trends and fluctuations in key metrics over time.

c). Compliance and Audit Reports:

- **Compliance Metrics:**
 - Reports showcasing adherence to regulatory standards and internal policies.
- **Audit Trails and Logs:**
 - Detailed logs of user actions and system changes for audit purposes.

d). Customer and Sales Reports:

- **Sales Performance:**
 - Reports on sales by region, product, or salesperson.

- **Customer Acquisition and Retention:**

- Reports analyzing customer acquisition costs and retention rates.

e). Inventory and Supply Chain Reports:

- **Inventory Analysis:**

- Reports detailing inventory levels, turnover rates, and stock-out situations.

- **Supply Chain Efficiency:**

- Reports tracking supplier performance and lead times.

f). Project Management Reports:

- **Project Status and Progress:**

- Reports showcasing project timelines, milestones, and resource utilization.

- **Cost Allocation by Project:**

- Reports detailing expenses and revenues allocated to specific projects.

g). HR and Employee Reports:

- **Employee Performance Metrics:**

- Reports on individual and team performance, training, and development.

- **HR Compliance:**

- Reports ensuring HR policies and practices compliance.

h). Customer Service and Support Reports:

- **Service Level Metrics:**

- Reports showing response times, resolution rates, and customer satisfaction scores.

- **Ticket Analysis:**

- Reports analyzing support ticket trends and types.

i). Marketing Reports:

- **Campaign Performance:**

- Reports on marketing campaign ROI, conversion rates, and channel effectiveness.

- **Customer Segmentation:**

- Reports categorizing customers based on behavior and demographics.

By incorporating these diverse reporting options, the Reporting Module becomes a comprehensive tool for analyzing various aspects of the business beyond finances, offering insights critical for strategic decision-making across departments.

11. Integration:

- **Export to Accounting Software (e.g., QuickBooks, Sage 50):**
 - Seamless integration to transfer data.
- **Export to Tax Software:**
 - Streamlined export functionality for tax purposes.

12. Additional Features:

- **Export & Collaboration:**
 - Export reports in multiple formats for sharing and collaboration.
 - Collaborative tools for team-based analysis.
- **Ease of Use Interface & Accessibility:**
 - Intuitive user interface with accessibility across devices.
 - Security measures for data protection.

9. Technology Stack:

- **Database:** Specify preferred database system.
- **Backend:** Choose backend technologies (e.g., Node.js, Python).
- **Frontend:** Determine frontend frameworks (e.g., React, Angular).
- **Security Measures:** SSL encryption, authentication protocols.
- **Deployment:** Cloud hosting options (e.g., AWS, Azure).