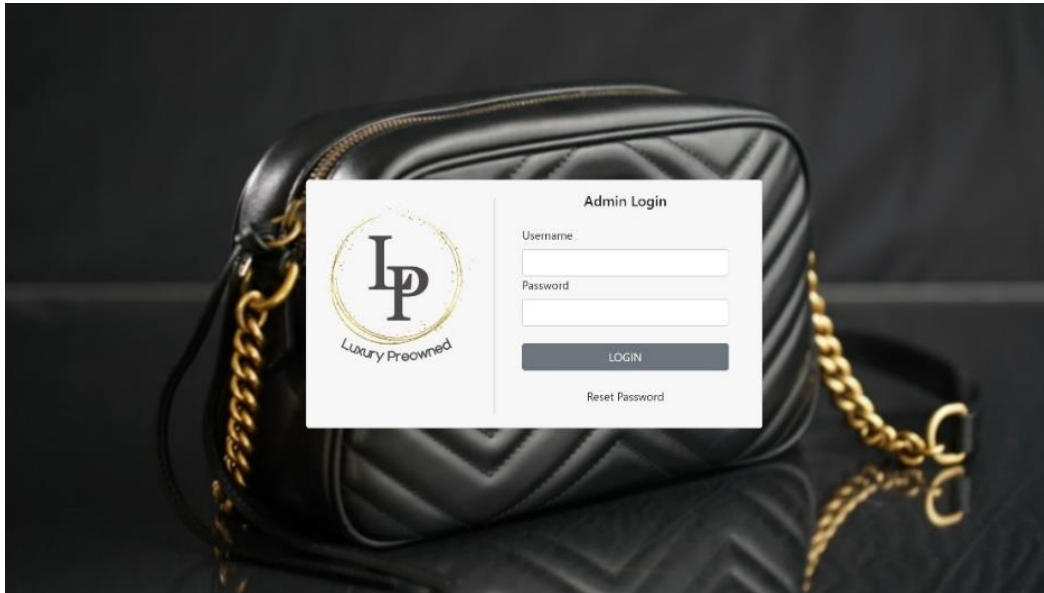


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# Admin Portal


## 1. Login page



### Description

When first approach the site, admin required to login to the page. There will be no self-account creation. All account creation must be granted by existing admin.

## 2. Main page (dashboard)

 **Luxury Preowned**

Hello, Admin

[Dashboard](#)  
[Orders](#)  
[Products](#)  
[Shopping Carts](#)  
[Consignments](#)  
[Services](#)  
[Users](#)  
[Settings](#)  
[Logout](#)

### Dashboard

Total Sales  
**S\$9100.00**

Total Orders  
**2**

Total Consignments  
**0**

### Orders

<b>2</b> Pending	<b>0</b> Processed	<b>0</b> Cancelled	<b>2</b> Total
---------------------	-----------------------	-----------------------	-------------------

### Consignments

<b>0</b> Pending	<b>0</b> Processed	<b>0</b> Cancelled	<b>0</b> Total
---------------------	-----------------------	-----------------------	-------------------

Number of customers 6

Number of products 13

### Description

On the dashboard page:

Admin will have visualization of total sales, orders, and consignments  
As well as each pending status summary

## 3. Order management

**Luxury Preowned** Hello, Admin

Search for orders

Orders

All (3) New (2) Paid (0) Processing (0) Shipment (1) Completed (0) Cancelled (0) Refund (0)

Order #	Customer	Last Update (SGT)	Status	Shipping Address	Total (SGD)	Quantity	Payment	Action
3	uuuu, hhh	08-12-2021, 12:06:59 pm	New	Attention To: Jane Address Line 1: Orchard Road Address Line 2: null City: State: Country: SG Postal Code: 12345	7200.00	1	card	<input type="button" value="Edit"/>
4	uuuu, hhh	09-12-2021, 11:20:32 pm	New	Attention To: Cherry Address Line 1: Tampines 1 Address Line 2: null City: State: Country: SG Postal Code: 3245	1900.00	1	card	<input type="button" value="Edit"/>

### Description

On the orders page:

- Admin will see list of purchase orders coming in through system, pending process.
- Can filter by the pre-defended filtered above
- Can use input text to search by any keyword such as customer name, address and etc.
- Then perform another filter base on the search result from this specific keyword done on above point again



Dashboard

Orders

Products

Shopping Carts

Consignments

Services

Users

Settings

Logout

[Orders](#)[Edit Order 3](#)

Search for orders

Search

## Update - Order #3

Order Status

New



Shipment Provider

FedEx

Tracking Number

Comment

Submit

## Customer

Name Email

Shipping Address

uuuu, jane11@gmail.com Attention To: Jane Address Line 1: Orchard Road Address Line 2: null City: hhh State: Country: SG Postal Code: 12345

## Products

Name	Quantity	Unit Price
Muria	2	SGD 3600.00

## Payment Info

Payment Total	Payment Method	Payment Ref (Stripe)
SGD 7200.00	card	pi_3K4HOuDJ4PbBblp60vOBpnH8

[Orders](#)[Edit Order 3](#)

## Update - Order #3

Order Status

New



New

Paid

Processing

Shipment

Completed

Cancelled

Refund

Update Order


## Description

On the orders page:

When click edit order, admin is able to update the orders status, shipment provider and tracking number.

- When the order being processed successfully through stripe (payment has been made), it stores in DB as status "paid" by default for admin to perform order processing and update status accordingly.
- Due to business requirement, admins are unable to delete the order (for auditing trail purpose). Admin can only change status to either cancelled or refund (whichever appropriate)






## 4. Product management

 **Luxury Preowned**

Hello,  
Admin

[Dashboard](#)  
[Orders](#)  
[Products](#)  
[Shopping Carts](#)  
[Consignments](#)  
[Services](#)  
[Users](#)  
[Settings](#)  
[Logout](#)

Products [+ Add New](#)

ID#	Image	Name	Stock	Price	Designer	Category	Last Update (SGT)	Consignment	Action
3		Muria	2	SGD3600.00	Loius Vuitton	Bags	08-12-2021, 5:06:15 pm	N/A	<input type="button" value="Edit"/> <input type="button" value="Delete"/> <input type="button" value="Deactivate"/>
6		Sofia Mule	1	SGD800.00	Loius Vuitton	Shoes	09-12-2021, 1:21:02 am	N/A	<input type="button" value="Edit"/> <input type="button" value="Delete"/> <input type="button" value="Deactivate"/>
8		The Hacker Project Square Knife pump	1	SGD2300.00	Gucci	Shoes	08-12-2021, 1:03:47 pm	N/A	<input type="button" value="Edit"/> <input type="button" value="Delete"/> <input type="button" value="Deactivate"/>
9		The Hacker Project Triple S sneaker	2	SGD2100.00	Gucci	Shoes	08-12-2021, 1:15:49 pm	N/A	<input type="button" value="Edit"/> <input type="button" value="Delete"/> <input type="button" value="Deactivate"/>
10		Hacker Project small GG Marmont bag	1	SGD3200.00	Gucci	Bags	08-12-2021, 1:25:09 pm	N/A	<input type="button" value="Edit"/> <input type="button" value="Delete"/> <input type="button" value="Deactivate"/>

### Description

On the products page:

- List of products will e displayed
- Admin can perform product search by key words on name, designer, category, description, and etc.
- Due to business requirement, admins are unable to delete products that are active on carts/orders/consignment from DB (for auditing trail purpose).
- Admin can deactivate the product to remove from listing on the website
- Admin can perform editing of the product

## Adding new product

Dashboard

Orders

Products

Shopping Carts

Consignments

Services

Users

Settings

Logout

Products

+ Add New

Search for products

Search

Designer

Alexander McQueen

Name

Selling Price (\$\$)

Retail Price (\$\$)

Stock Unit

Insurance id

AIG | AIG SME Package for Retail & Shop - Package A

Authentic

Yes

Tags

Just in  
Limited edition

Upload

Product Image 1

Upload

Product Image 2

Upload

Product Gallery Image 1

Upload

Product Gallery Image 2

Upload

Product Gallery Image 3

Upload

Product Gallery Image 4

Upload

Product Gallery Image 5

Upload

Product Gallery Image 6

Description
On the products page:
Admin can perform adding of new product. And the product will be listed on the website

## 5. Shopping cart management

Dashboard

Orders

Products

Shopping Carts

Consignments

Services

Users

Settings


Logout

Abandoned cart

Order#	Customer Name	Amount	Date	Method	Emails Sent	Date Last Sent	Action
1	Anonymous	\$S0.00	08-12-2021, 11:31:08 pm	Email	0		<div>Send Abandoned Email</div>
1	Anonymous	\$S1900.00	09-12-2021, 3:20:10 pm	Email	0		<div>Send Abandoned Email</div>
1	Anonymous	\$S0.00	09-12-2021, 4:00:15 pm	Email	0		<div>Send Abandoned Email</div>
1	Annette Mc	\$S6800.00	09-12-2021, 10:34:46 pm	Email	0		<div>Send Abandoned Email</div>
1	Anonymous	\$S0.00	08-12-2021, 10:54:53 am	Email	0		<div>Send Abandoned Email</div>

Description
On the shopping cart page:
This page is mainly for future development where we trace the cart history and abandon cart to set email reminding customers of their abandon shopping carts with us in order to push more sales and converted to real transactions.

## 6. Consignment management

Luxury Preowned

Hello, Admin

Dashboard

Orders

Products

Shopping Carts

Consignments

Services

Users

Settings

Logout

Consignments

Search for consignments

Search

All (7)

New (0)

Initial Evaluation (1)

Official Evaluation (0)

Shipment (0)


Listed (0)

Completed (0)

Rejected (0)

Cancelled (0)

Refund (0)


#ID	Customer	Last Update	Product	Category	Quantity	Condition	Status	Shipping Address	Action
1	Mc, Annette	10-12-2021, 11:19:30 pm	 Handbag	Bags	1	Good has been worn and well maintained. very slight defects at the bottom right edge, not visible by eyes	Initial Evaluation	123 Orchard	<div>Edit</div>

### Description

On the consignment page:

- Admin is able to view the consignment request that were submitted by customer via our portal. And is able to perform editing/updating consignment orders.
- Admin can perform search of consignment by the keywords

## Editing / updating consignment order

Luxury Preowned

Hello, Admin

Dashboard

Orders

Products

Shopping Carts

Consignments

Services

Users

Settings

Logout

Consignments

Edit Consignments # 1

Search for consignments

Search

Update - Consignment #1

Consignment Status

Initial Evaluation ✓

Comment

arrange for carrier pickup ✓

Update Consignment

Customer

Name	Email	Shipping Address
Mc, Annette	dpoh1@abc.com	123 Orchard

Product

Name	Category	Designer
Handbag	Bags	Loius Vuitton

Specification

35cm (width), 14cm (height)

Preferred Selling Price

SGD 3800.00


Conditions

Good. has been worn and well maintained. very slight defects at the bottom right edge, not visible by eyes

Edit Product

Description
<p>On the consignment page:</p> <ul style="list-style-type: none"> <li>When admin select edit the consignment order, they are able to update the status and comment including the shipment details</li> <li>Admin can also edit the product details (that will bring to products) and that's can be a listing product</li> </ul>


## 7. User management


**Luxury Preowned**
Hello, Admin

Dashboard
Orders
Products
Shopping Carts
Consignments
Services
**Users**
Settings
Logout

Admins Customers Add New Admin

ID	Email	Username	First name	Last name	Action
1	admin@your-company.com	admin	Admin	Admin	Deactivate


**Luxury Preowned**
Hello, Admin

Dashboard
Orders
Products
Shopping Carts
Consignments
Services
**Users**
Settings
Logout

Admins **Customers** Add New Admin

ID	Email	Federated Login	Username	First name	Last name	Billing Address	Shipping Address	Action
4	dpoh1@abc.com	false	dramaqueen105	Annette	Mc		123 Orchard	Deactivate
2	jane11@gmail.com	false	jane	hhh	uuuu			Deactivate



## Add new admin

The screenshot shows the 'Add New Admin' form in the 'Luxury Preowned' admin dashboard. The dashboard header includes the logo, the name 'Luxury Preowned', and a user greeting 'Hello, Admin'. A sidebar on the left lists navigation options: Dashboard, Orders, Products, Shopping Carts, Consignments, Services, Users, Settings, and Logout. The main content area has tabs for 'Admins', 'Customers', and 'Add New Admin'. The 'Add New Admin' tab is active, displaying the 'Register New Admin Account' form. The form contains input fields for First Name, Last Name, Email, Username, Password, and Confirm Password, followed by a 'Register Now' button.

**Luxury Preowned** Hello, Admin

Dashboard Orders Products Shopping Carts Consignments Services Users Settings Logout

Admins Customers Add New Admin

Register New Admin Account

First Name  
Last Name  
Email  
Username  
Password  
Confirm Password


Register Now

### Description

On the user management page:

- Admin is able to view the admin users, customer users and perform deactivation of the accounts.
- Admin can create new admin user (admin users are unable to self-created their account, this task needs to be performed by an existing admin)
- New created admin account will be given a password. Upon first login, they are forced to change password immediately – *see the screenshot below*
- Admin is unable to create new account for customer users. Customer must self-create account via our portal (react frontend).
- Admin is unable to delete user account (both customer and admin account), they can perform deactivation of account.
- Customers (user) must self-perform account deletion via frontend portal and the existing info in the account will be remove except the order history which will be re-assigned to random (fake) user data for auditing trail purpose. – *see the screenshot below*

## When new admin first login (with given default password)

Luxury Preowned

Hello,  
Annette

Welcome! Please change your initial password :)

Dashboard

Orders

Products

Shopping Carts

Consignments

Services

Users

Settings

Logout

My Profile

Change Password

Current Password

New Password

Re-enter New Password

Change Password

## Random user data assigned to an account which was requested for deletion

[Admins](#) [Customers](#) [Add New Admin](#)


ID	Email	Federated Login	Username	First name	Last name	Billing Address	Shipping Address	Action
2	blue.cherry@gmail.com	0	cherry	Cherry	Blue	SG	SG	<a href="#">Deactivate</a>
6	bunny@gmail.com	0	bunny	Bunny 2222	Tam 44442		SG 3333	<a href="#">Deactivate</a>
7	bd3a65bc-05ce-43b5-bc85-9d28f5611a7f	0	520a792e-29f4-4f83-b4ca-4ed055595033	***	***	***	***	<a href="#">Activate</a>
8	342f20c5-d2dd-46c7-aaa7-f1813e3180d	0	bc9b3d53-7536-4e3c-86f3-5cfae7342f26	***	***	***	***	<a href="#">Activate</a>
9	9da02a46-0527-4d60-a2ce-8c8ae1029fb8	0	8d8eb2f0-b1a7-483a-bc05-a863d532662c	***	***	***	***	<a href="#">Activate</a>
10	ec41597a-64f5-4201-977a-e142897dce31	0	4150b10d-7369-451a-91aa-56c2faf71a7	***	***	***	***	<a href="#">Activate</a>
11	048b5e1a-ad36-4580-8f32-6a911a362d32	0	12ce4f5a-2d46-4877-a9f0-5d880a74eb86	***	***	***	***	<a href="#">Activate</a>
12	baf1220e-ac92-484e-ad01-8673b110150c	0	1b84b088-44e5-43e0-91ab-daa34b375b6e	***	***	***	***	<a href="#">Activate</a>
13	d3bbdc18-b73a-410a-9aca-bd3daca391bc	0	a9b9a00a-fe3b-4691-88e0-797b9bfe2443	***	***	***	***	<a href="#">Activate</a>
14	ac6d0110-34de-41a4-9616-7c93c442e135	0	8dc056c-124b-4cd4-91ec-42d2d80509a4	***	***	***	***	<a href="#">Activate</a>
15	2a968281-edca-448a-88c0-22e8ab57e9aa	0	f77239bf-5b75-4fd1-a158-1c7953361e99	***	***	***	***	<a href="#">Activate</a>
16	85d5c5ef-5b04-4abc-bcc5-a939d43e5010	0	4dcfc762-4af4-4dc4-a758-a0d9fd941148	***	***	***	***	<a href="#">Activate</a>
17	bfe204f0-99e6-4cef-8ec2-5d348245d257	0	7bf2466b-c375-44f7-9cc4-0c10490971d3	***	***	***	***	<a href="#">Activate</a>
18	228663c8-9386-471a-934e-303dbd8f315c	0	95327075-35ca-44fa-8f60-919218b0e39a	***	***	***	***	<a href="#">Activate</a>
19	3c1fc17f-101d-47da-909a-4e2c17611c59	0	b34f9566-5224-4727-ba6f-266d7491b8fd	***	***	***	***	<a href="#">Activate</a>

### Description

On the user management page:

This is how the existing information of the user (customer) account being re-assigned and replaced with random (fake) user data to hold the order history for auditing trail purpose.

## 8. Settings

Luxury Preowned

Hello, Admin

Dashboard

Orders

Products

Shopping Carts

Consignments

Services

Users

Settings

Logout

My Profile

Change Password

First Name

Admin

Last Name

Admin


Email

admin@your-company.com

Note: there is a need to re-login after your email address is updated.

Update Profile

### Change password

Luxury Preowned

Hello, Admin

Dashboard

Orders

Products

Shopping Carts

Consignments

Services

Users

Settings

Logout

My Profile

Change Password

Current Password

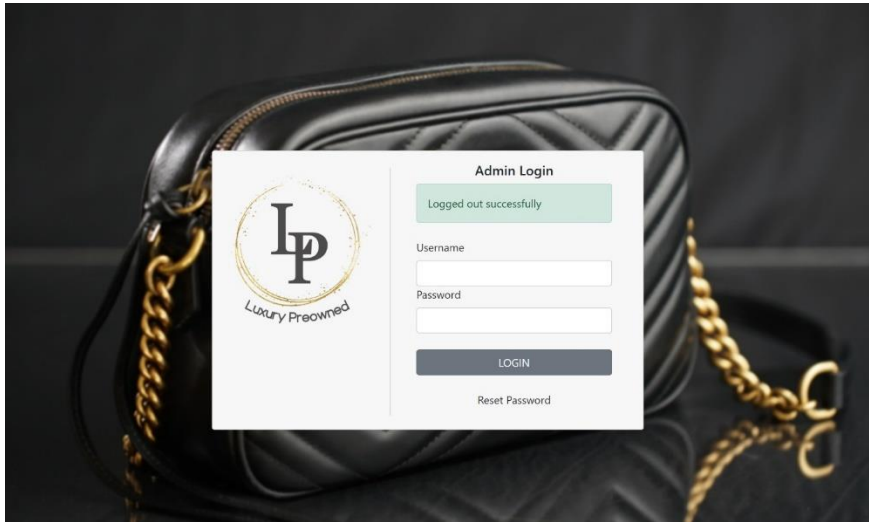
New Password

Re-enter New Password

Change Password

Description
<p>On the setting page:</p> <ul style="list-style-type: none"><li>Admin is able to edit their own profile and change the password</li></ul>

## 9. Logout



Description
On the logout page:
<ul style="list-style-type: none"><li>Admin can logout from the page and it will bring them back to login page</li></ul>