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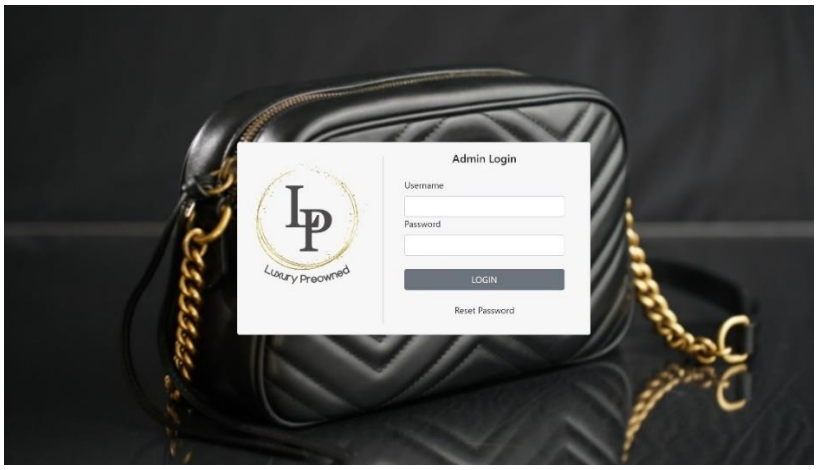
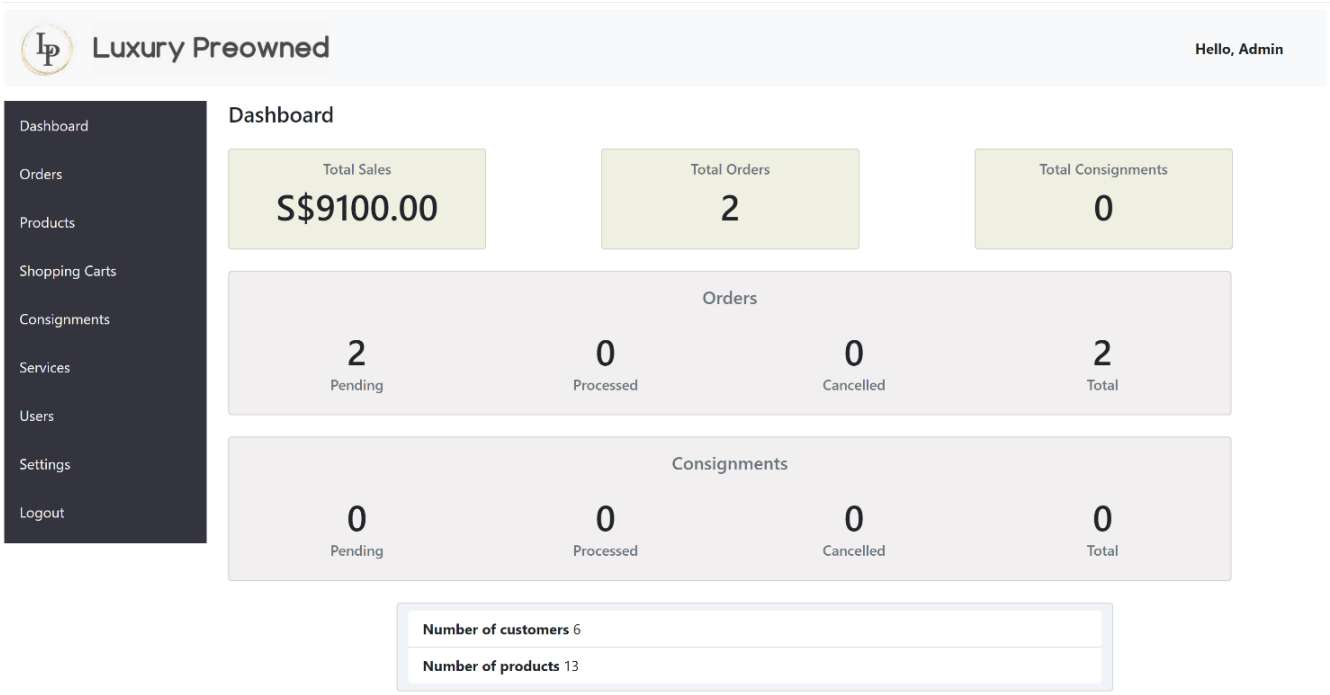
Admin Portal

1. Login page



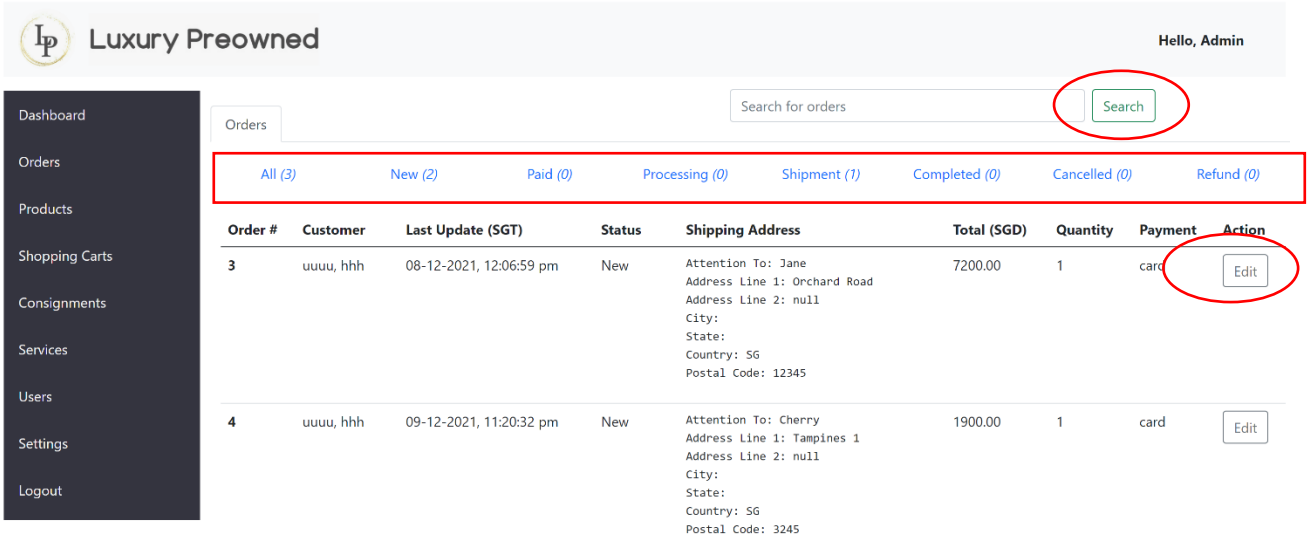
Description
When first approach the site, admin required to login to the page. There will be no self-account creation. All account creation must be granted by existing admin. Please user below login credential for resting of this site: **Username**: admin **Password**: password1

2. Main page (dashboard)

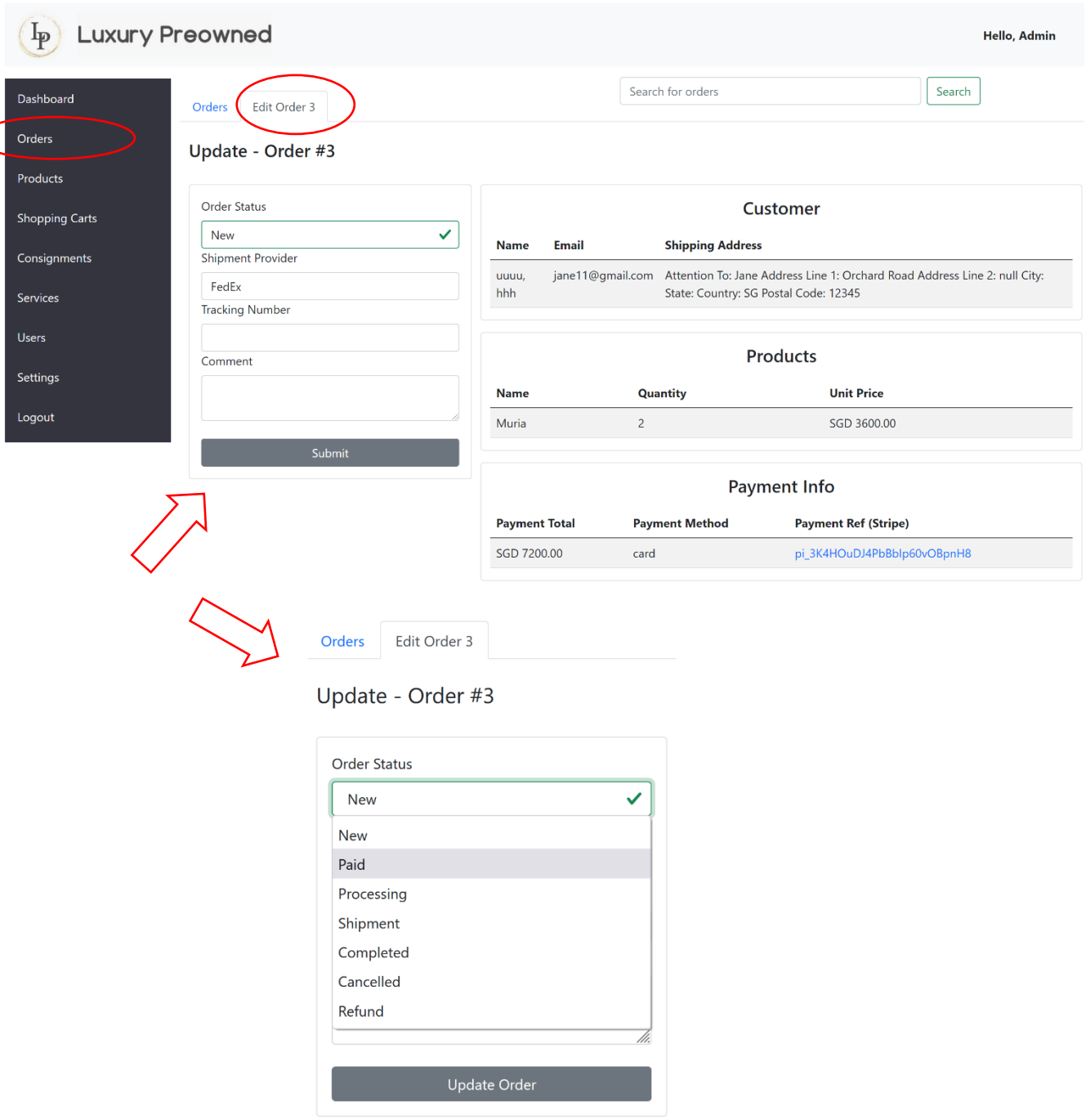


Description
On the dashboard page: Admin will have visualization of total sales, orders, and consignments As well as each pending status summary

3. Order management

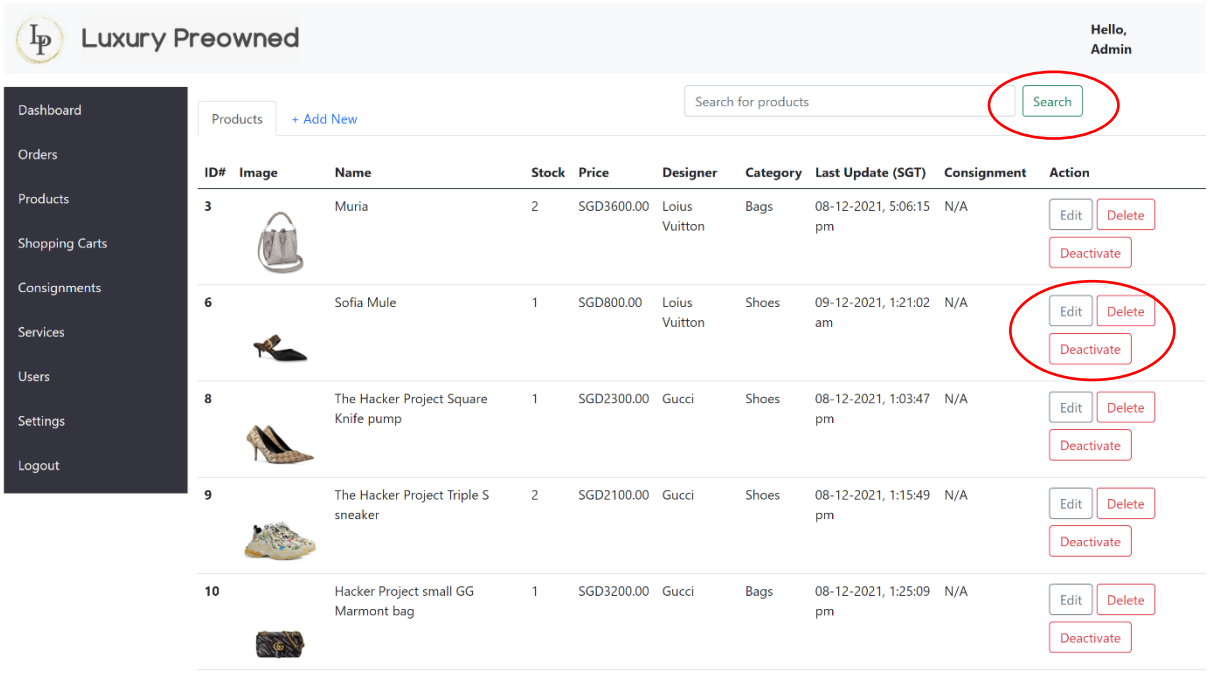


Description
On the orders page: • Admin will see list of purchase orders coming in through system, pending process. • Can filter by the pre-defended filtered above • Can use input text to search by any keyword such as customer name, address and etc. • Then perform another filter base on the search result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



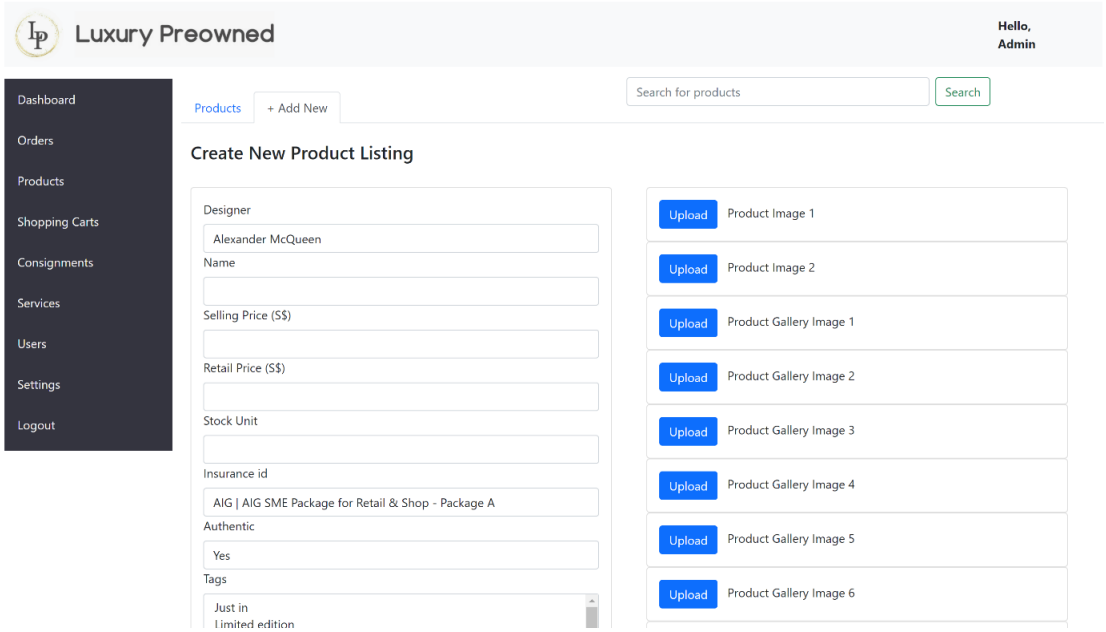
Description
On the orders page: When click edit order, admin is able to update the orders status, shipment provider and tracking number. • When the order being processed successfully through stripe (payment has been made), it stores in DB as status “paid” by default for admin to perform order processing 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



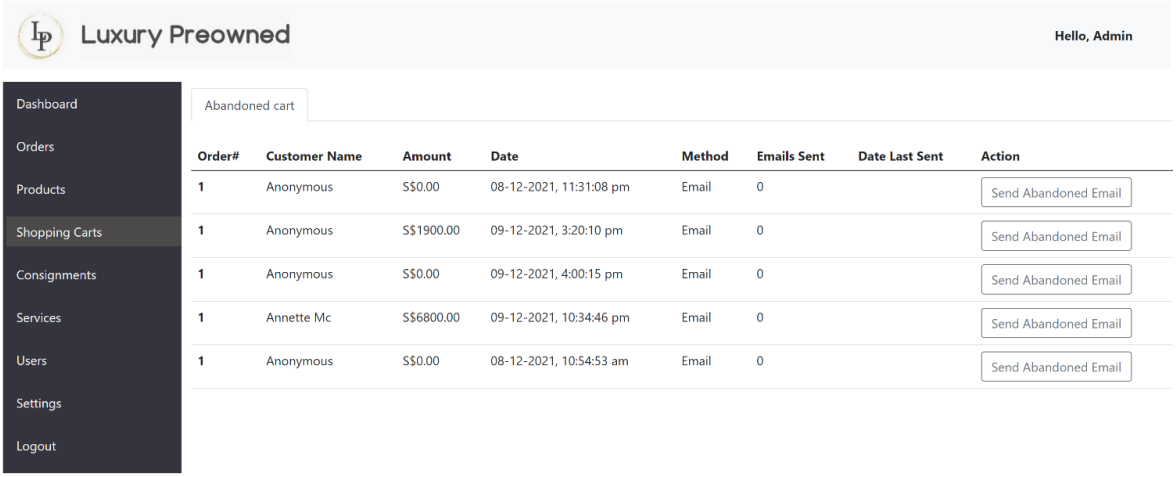
Description
On the products page: • List of products will e displayed • Admin can perform product search by key words on name, designer, category, description, and etc. • Due to business requirement, admins are unable to delete products that are active on carts/orders/consignment from DB (for auditing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

Adding new product



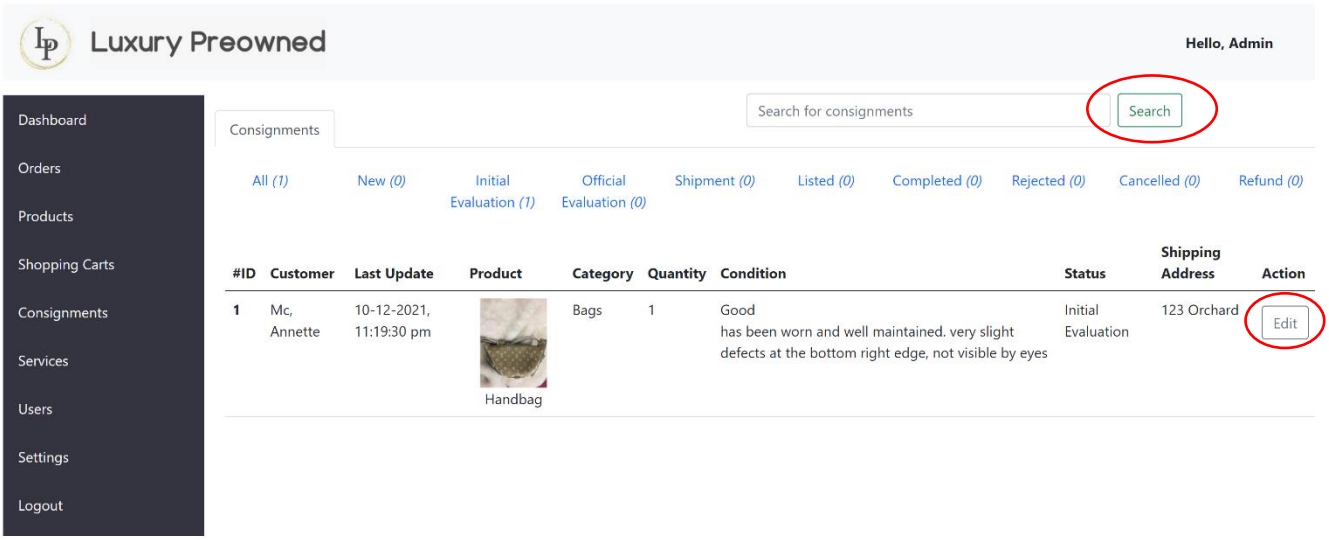
Description
On the products page: Admin can perform adding of new product. And the product will be listed on the website

5. Shopping cart management



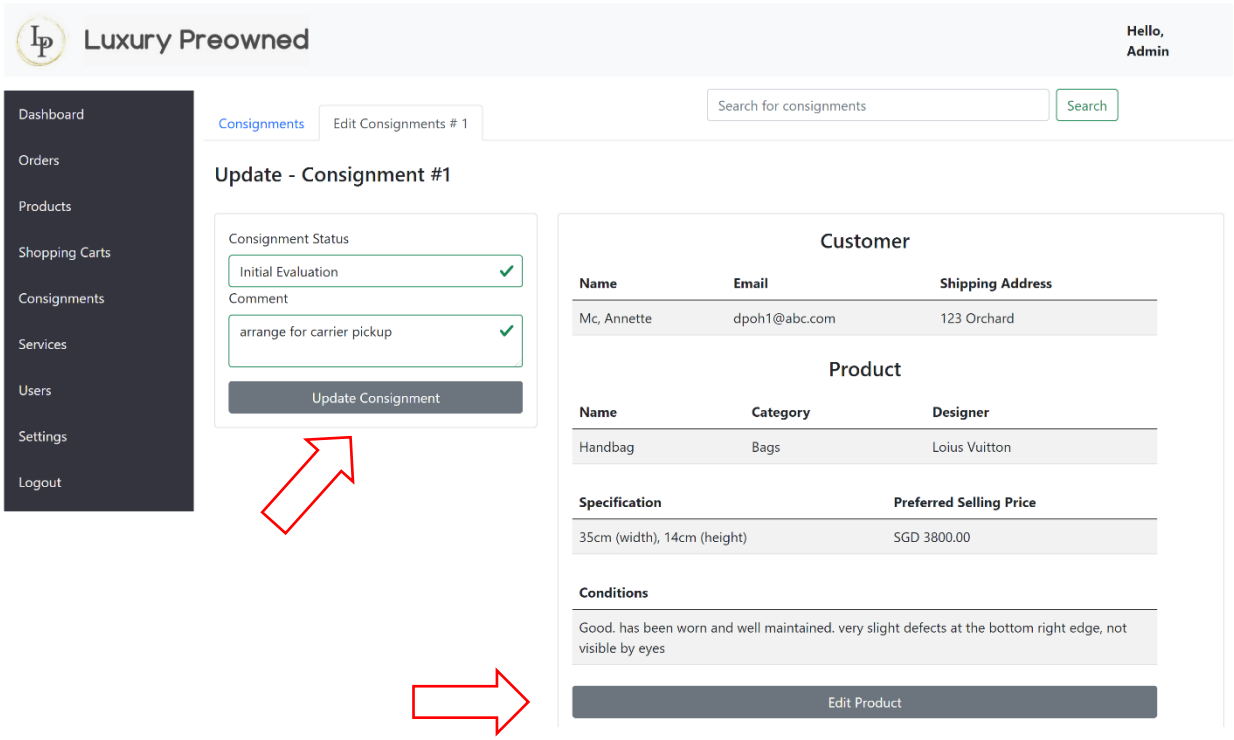
Description
On the shopping cart page: This page is mainly for future development where we trace the cart history and abandon cart to set email reminding customers of their abandon shopping carts with us in order to push more sales and converted to real transactions.

6. Consignment management



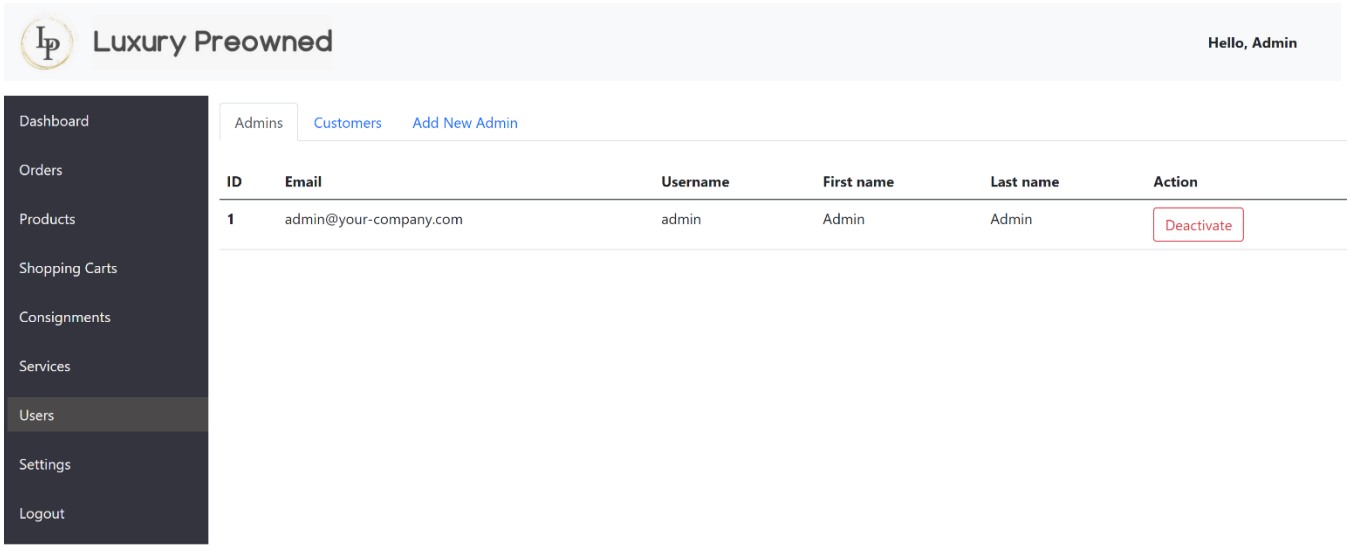
Description
On the consignment page: • Admin is able to view the consignment request that were submitted by customer via our portal. And is able to perform editing/updating consignment orders. • Admin can perform search of consignment by the keywords

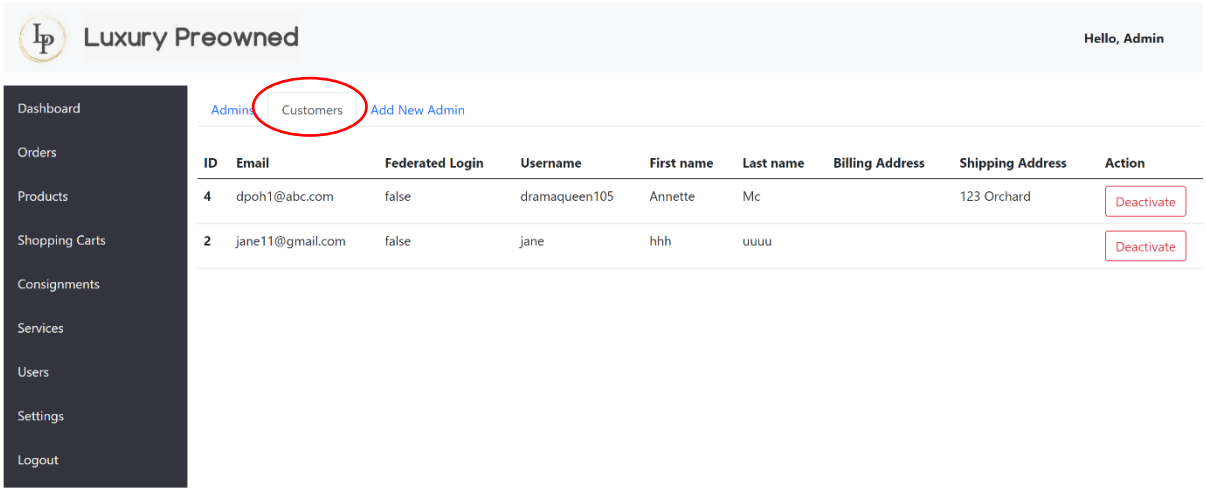
Editing / updating consignment order



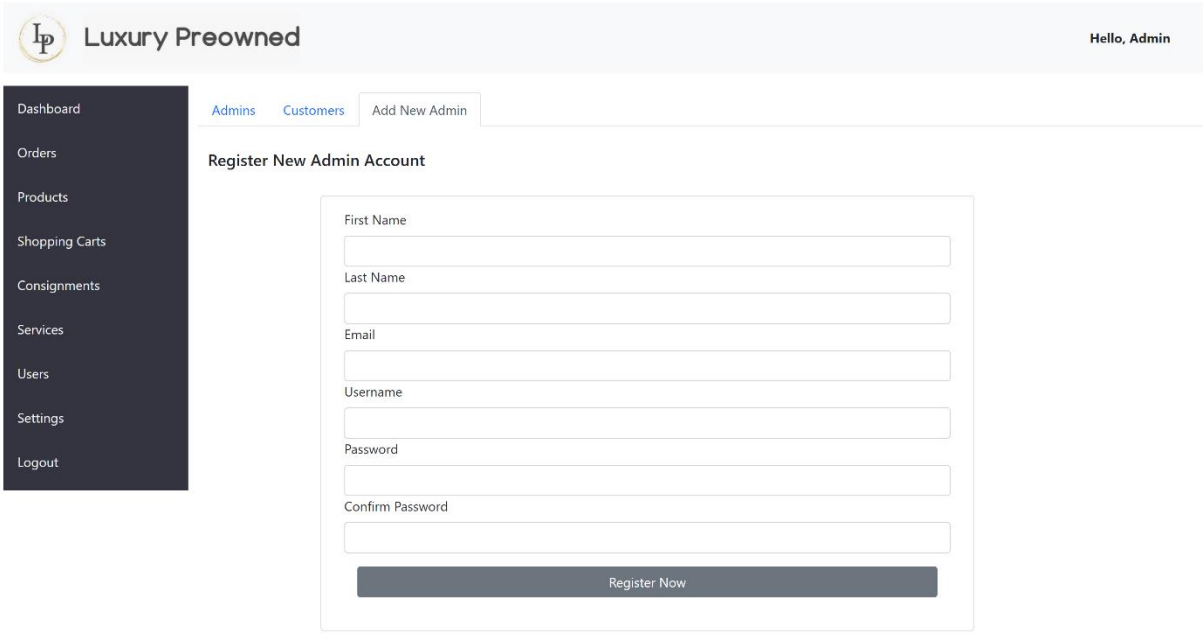
Description
On the consignment page: • When admin select edit the consignment order, they are able to update the status and comment including the shipment details • Admin can also edit the product details (that will bring to products) and that's can be a listing product

7. User management



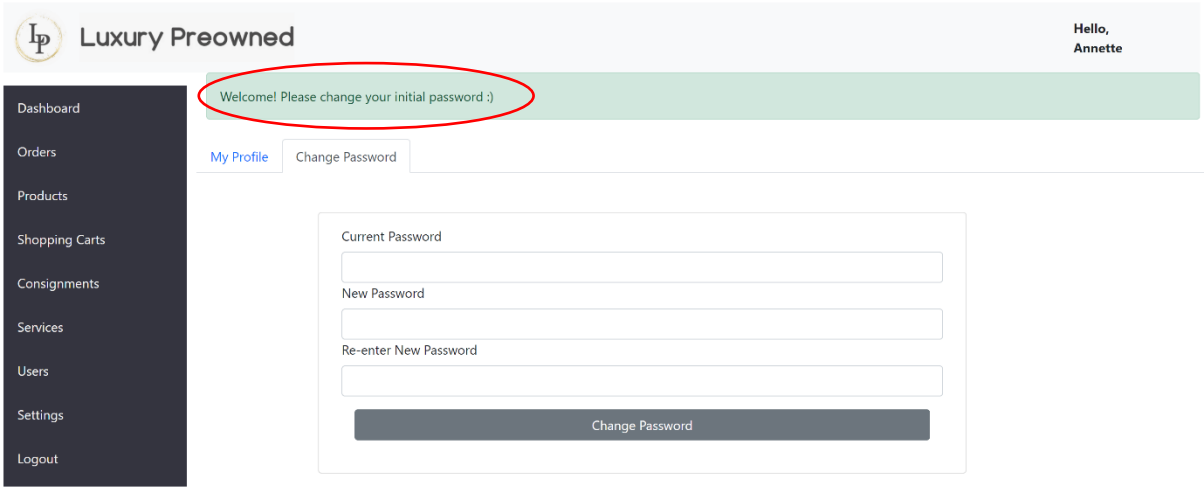


Add new admin

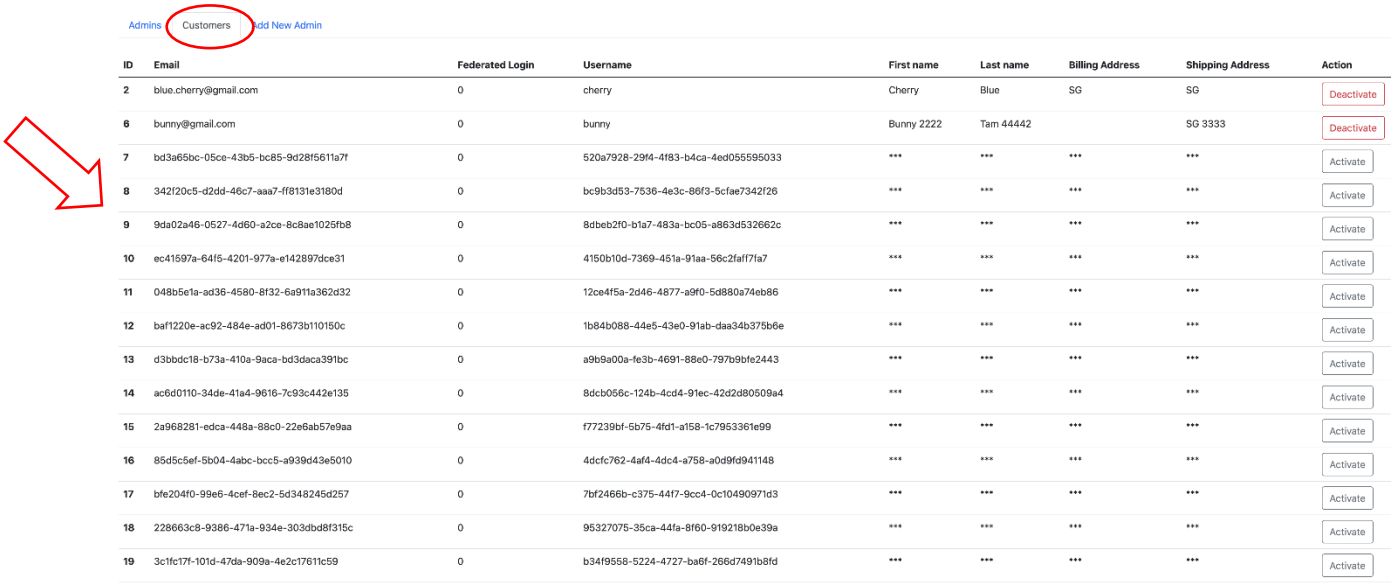


Description
On the user management page: • Admin is able to view the admin users, customer users and perform deactivation of the accounts. • Admin can create new admin user (admin users are unable to self-created their account, this task needs to be performed by an existing admin) • New created admin 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)



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

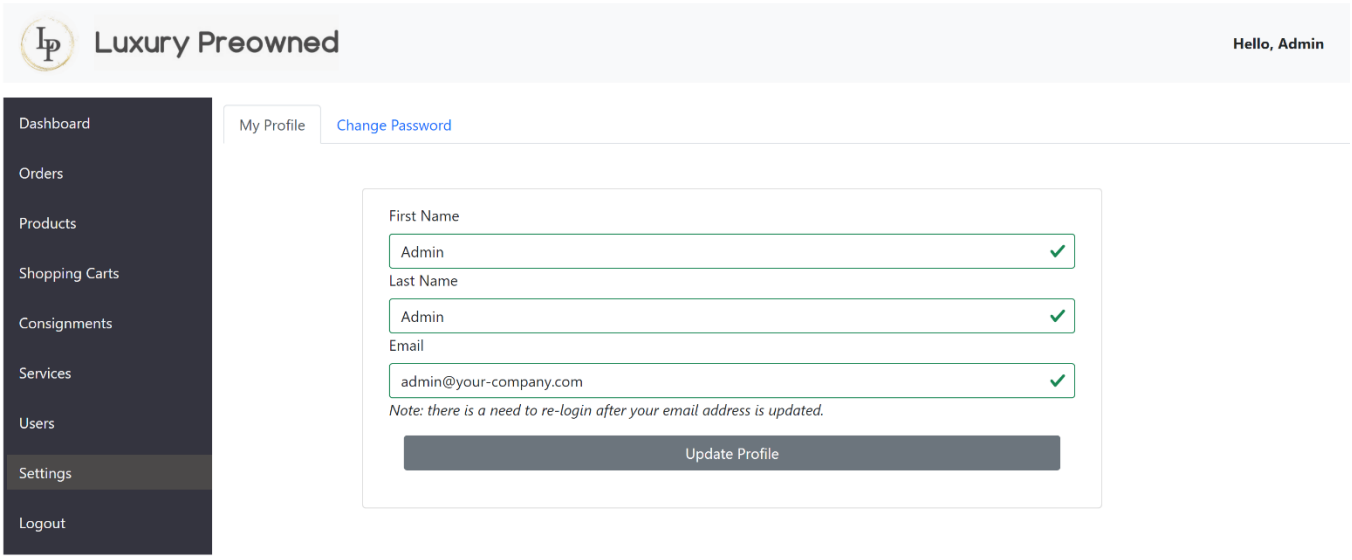


Admins | Customers | Add New Admin

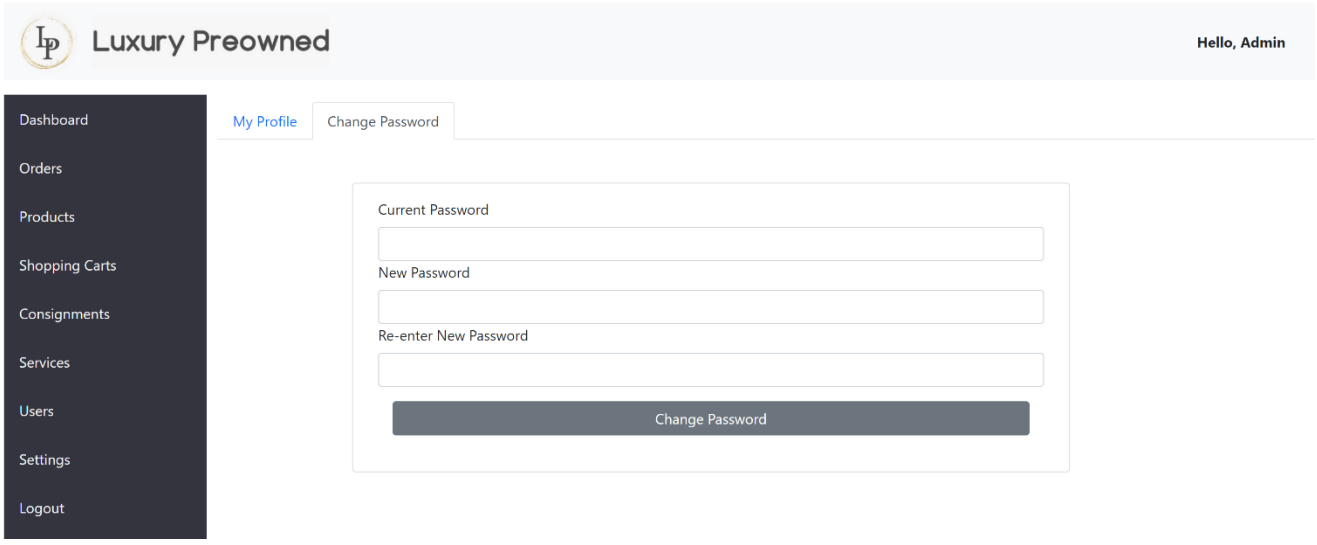
ID	Email	Federated Login	Username	First name	Last name	Billing Address	Shipping Address	Action
2	blue.cherry@gmail.com	0	cherry	Cherry	Blue	SG	SG	Deactivate
6	bunny@gmail.com	0	bunny	Bunny 2222	Tam 44442		SG 3333	Deactivate
7	bd3a65bc-05ce-43b5-bc85-9d28f5611a7f	0	520a7928-29f4-4f83-b4ca-4ed055595033	***	***	***	***	Activate
8	342f20c5-d2dd-46c7-aaa7-ff8131e3180d	0	bc9b3d53-7536-4e3c-86f3-5cfae7342f26	***	***	***	***	Activate
9	9da02a46-0527-4d60-a2ce-8c8ae1025fb8	0	8dbeb2f0-b1a7-483a-bc05-a863d532662c	***	***	***	***	Activate
10	ec41597a-64f5-4201-977a-e142897dce31	0	4150b10d-7369-451a-91aa-56c2faff7fa7	***	***	***	***	Activate
11	048b5e1a-ad36-4580-8f32-6a911a362d32	0	12ce4f5a-2d46-4877-a9f0-5d880a74eb86	***	***	***	***	Activate
12	baf1220e-ac92-484e-ad01-8673b110150c	0	1b84b088-44e5-43e0-91ab-daa34b375b6e	***	***	***	***	Activate
13	d3bbdc18-b73a-410a-9aca-bd3daca391bc	0	a9b9a00a-fe3b-4691-88e0-797b9bfe2443	***	***	***	***	Activate
14	ac6d0110-34de-41a4-9616-7c93c442e135	0	8dcb056c-124b-4cd4-91ec-42d2d80509a4	***	***	***	***	Activate
15	2a968281-edca-448a-88c0-22e6ab57e9aa	0	f77239bf-5b75-4fd1-a158-1c7953361e99	***	***	***	***	Activate
16	85d5c5ef-5b04-4abc-bcc5-a939d43e5010	0	4dcfc762-4af4-4dc4-a758-a0d9fd941148	***	***	***	***	Activate
17	bfe204f0-99e6-4cef-8ec2-5d348245d257	0	7bf2466b-c375-44f7-9cc4-0c10490971d3	***	***	***	***	Activate
18	228663c8-9386-471a-934e-303dbd8f315c	0	95327075-35ca-44fa-8f60-919218b0e39a	***	***	***	***	Activate
19	3c1fc17f-101d-47da-909a-4e2c17611c59	0	b34f9558-5224-4727-ba6f-266d7491b8fd	***	***	***	***	Activate

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

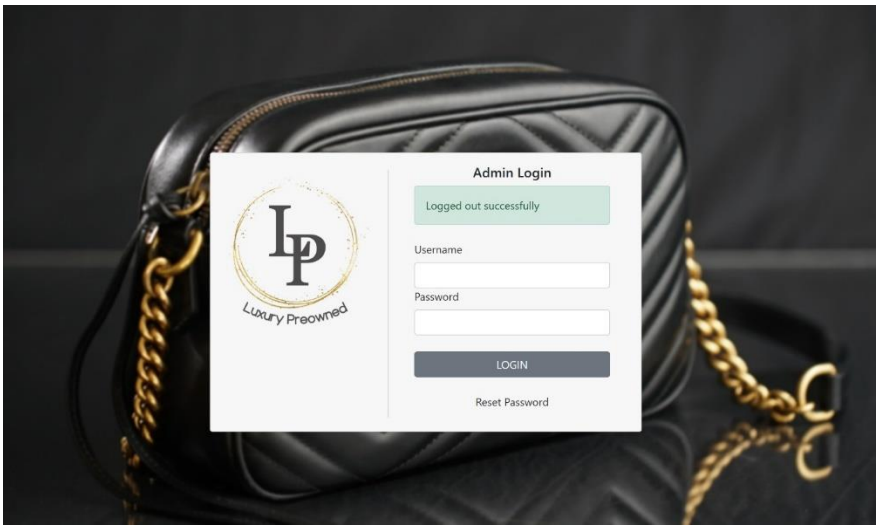


Change password



Description
On the setting page: • Admin is able to edit their own profile and change the password

9. Logout



Description
On the logout page: • Admin can logout from the page and it will bring them back to login page