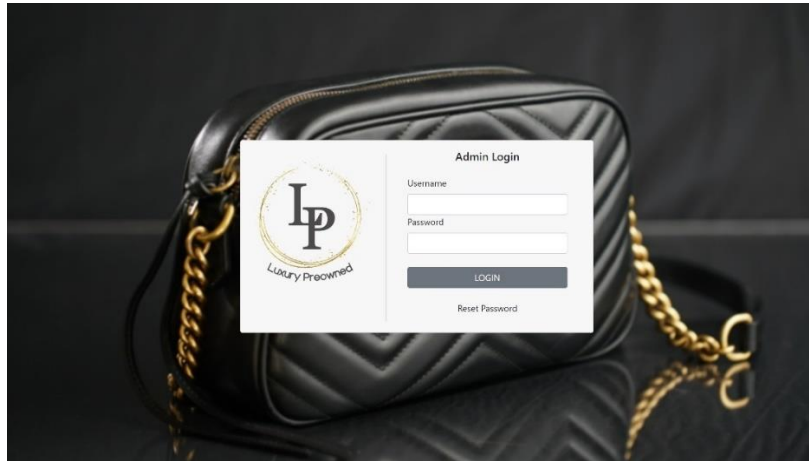


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Admin Portal

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)

 **Luxury Preowned**

Hello, Admin

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

Total Sales
S\$9100.00

Total Orders
2

Total Consignments
0

Orders

2 Pending	0 Processed	0 Cancelled	2 Total
---------------------	-----------------------	-----------------------	-------------------

Consignments

0 Pending	0 Processed	0 Cancelled	0 Total
---------------------	-----------------------	-----------------------	-------------------

Number of customers 6

Number of products 13

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

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
<p>On the orders page:</p> <ul style="list-style-type: none"> 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

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[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

[Products](#) [+ Add New](#)

Search for products


ID#	Image	Name	Stock	Price	Designer	Category	Last Update (SGT)	Consignment	Action
13		Small Dionysus bag	3	SGD2800.00	Gucci	Bags	08-12-2021, 2:03:31 pm	N/A	<input type="button" value="Edit"/> <input type="button" value="Deactivate"/>
12		Medium Hourglass bag	1	SGD2800.00	Gucci	Bags	08-12-2021, 1:43:27 pm	N/A	<input type="button" value="Edit"/> <input type="button" value="Deactivate"/>
11		Hacker Project mini Gucci Horsebit 1955	3	SGD3000.00	Gucci	Bags	08-12-2021, 1:35:49 pm	N/A	<input type="button" value="Edit"/> <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="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="Deactivate"/>

Description

On the products page:

- List of products will be 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 product from DB (for auditing trail purpose). Admin can click on deactivate the product to remove from listing on the website
- Admin can perform editing of the product

Adding new product


Luxury Preowned

Hello,
Admin

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Products
+ Add New

Search for products
Search

Create New Product Listing

Designer

Name

Selling Price (\$\$)

Retail Price (\$\$)

Stock Unit

Insurance id

Authentic

Tags

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


Luxury Preowned


Hello, Admin

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Abandoned cart
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Order#	Customer Name	Amount	Date	Method	Emails Sent	Date Last Sent	Action
1	Anonymous	\$50.00	08-12-2021, 11:31:08 pm	Email	0		<button>Send Abandoned Email</button>
1	Anonymous	\$51900.00	09-12-2021, 3:20:10 pm	Email	0		<button>Send Abandoned Email</button>
1	Anonymous	\$50.00	09-12-2021, 4:00:15 pm	Email	0		<button>Send Abandoned Email</button>
1	Annette Mc	\$56800.00	09-12-2021, 10:34:46 pm	Email	0		<button>Send Abandoned Email</button>
1	Anonymous	\$50.00	08-12-2021, 10:54:53 am	Email	0		<button>Send Abandoned Email</button>

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

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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	Edit

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

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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"> 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


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Hello, Admin

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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

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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

Luxury Preowned

Hello, Admin

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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, customers and perform deactivation of the account.
- 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.
- Admin is unable to create new account for customer. 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.


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-f18131e3180d	0	bc9b3d53-7536-4e3c-88f3-5cfae7342f26	***	***	***	***	Activate
9	9da02a46-0527-4d60-a2ce-8c8ae1025fb8	0	8dbeb2f0-b1a7-483a-bc05-a863d532662c	***	***	***	***	Activate
10	ec41597a-6415-4201-977a-e142897dce31	0	4150b10d-7369-451a-91aa-56c2faf171a7	***	***	***	***	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-88c0-22e8ab57e9aa	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

Luxury Preowned

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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**

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My Profile

Change Password

Current Password

New Password

Re-enter New Password

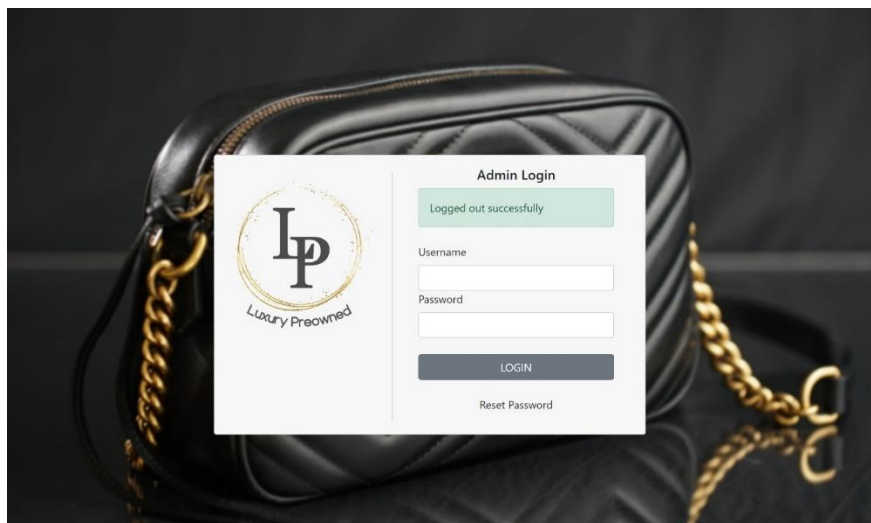
Change Password

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