

## Minutes of Meeting

July 14, 2019

Project Phase: 2

Attendees:

1. Ted Labindao
2. Trinmar Boado

### A. USER FLOW FOR NEW STORE

#### a. Create Store

- i. Create as required
- ii. Email confirmation
- iii. Prompt to Login
- iv. Log in

#### b. Getting Started

- i. Store Details
  1. Upload Store Logo (required)
  2. Upload Store Cover Photo (optional) >> system default if skipped
  3. Email Address (editable)
  4. Categories (editable)
  5. Market Regions (editable)>>> next
- ii. Business Detail >>> next
- iii. Store Portfolio >>> next
- iv. Avail Premium Account >>> display package choice >>> skip to avail "FREE ACCOUNT"
- v. SAVE
  1. Store Owner will be directed to the store dashboard
  2. Store Owner will be asked to publish store
  3. Store Owner click the Publish Store button to prompt next steps below

#### c. Publish Your Store

- i. Set delivery services (hide if store is services category only) >>> next
- ii. Set fuel and transpo charges (hide if store is products category only) >>> next
- iii. Set booking system (hide if store is products category only) >>> next
- iv. Add item >> Add Product/Services >>> next
- v. PUBLISH
  1. Store Owner will be directed to the Store Dashboard
  2. There should be a button where Store Owner can "VIEW STORE" preferably beside "STORE OWNER LOG-OUT" to see how their store looks like from shopper's view and check if publish was successful. "VIEW STORE" should open in new tab.

**Note:** In case of disconnection such as low battery, brownout, disconnected internet, Store Owner should be directed to where he is during the process upon re-logging in.

#### d. Prompt to advertise Store or Item

- i. A mechanism to encourage click of "Advertise Store/Item"

## **B. USER FLOW FOR PUBLISHED STORE**

- a. Store Owner dashboard auto expand upon opening and don't need to click menu icon
- b. Store Owner Dashboard Menu:
  - i. Item Management (default view)
    - 1. Add Product (hide if store is services category only)
      - a. List of products
      - b. Search function
      - c. Option to delete/edit
      - d. Option to advertise
    - 2. Add Services (hide if store is products category only)
      - a. List of services
      - b. Search function
      - c. Option to delete/edit
      - d. Option to advertise
    - 3. Manage Inventory (hide if store is services category only)
    - 4. Manage Booking System (hide if store is products category only)
    - 5. Manage Gift Wrapping Services (hide if store is services category only)
    - 6. Manage Delivery Services (hide if store is services category only)
    - 7. Manage Transpo and Fuel Charges (hide if store is products category only)
  - ii. Store Profile
    - 1. Edit Store
    - 2. Edit Business Details
  - iii. Manage Portfolio
  - iv. Manage User
  - v. Advertise Store/Item
  - vi. Security and Privacy Setting
  - vii. Account Setting
    - 1. Publish/Unpublish
    - 2. Deactivate Store
    - 3. Delete Store

## **C. FEATURES**

- a. **Manage Portfolio**
  - i. Allow multiple upload of photos/videos
  - ii. Allow multiple deletion of photos/videos
  - iii. Allow embed video from youtube and vimeo instead of uploading it
  - iv. Allow activation/deactivation of links
- b. **Manage User**
  - i. Prompt of payment upon creation of chargeable user
  - ii. Display start and user expiration
  - iii. Allow deletion of user
  - iv. Allow deleted user to be replaced by new user when user subscription is not yet expired.
- c. **Manage Booking System**
  - i. Allow edit of "unavailable" date instead of "set as available" only
  - ii. Allow user to set no. of slots available in AM and PM of the day.

**d. Advertise Store/Item**

- i. Allow option to advertise Store or Item
- ii. Show start and end date
- iii. Allow cancellation of ads (remove from the list)