



User Manual

Ak Maju Resources Sdn. Bhd.

14/1/2024

Faculty of Computing

Ak Maju Resources System:

<https://akmaju.000webhostapp.com/admin/index.php>

Prepared by:

Unicode

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1. Introduction

The purpose of this user manual is to provide guidelines to the employees of Ak Maju Resources to have better understanding on ways to operate this system. This is to ensure that the system can be fully utilized by the workers of Ak Maju, and the employees can acquire the basic skills in order to use the system according to their needs.

The system has multiple modules that can help assist the business of Ak Maju, and users that are allowed on using the system are only the registered users, which are the admin and staff of Ak Maju Resources. This is to ensure data integrity and security within the company remains reliable.

There are a total of 9 main components that form the system, which are the User Authentication module, the Dashboard module, the Employee module, the Category module, the Product module, the Customer module, the Quotation module, the Invoice module and the Payment module.

This system is divided between 2 parts in general, the admin part and the staff part. The admin has more access in terms of modifying stuff in the system, unlike staff that is only allowed to view the displayed information in regards to the system. The only modification allowed to the staff is that the staff is allowed to add new customers, as well as handle the payment made by the customer. Apart from that, most of the system features are in a view-mode only for the staff.

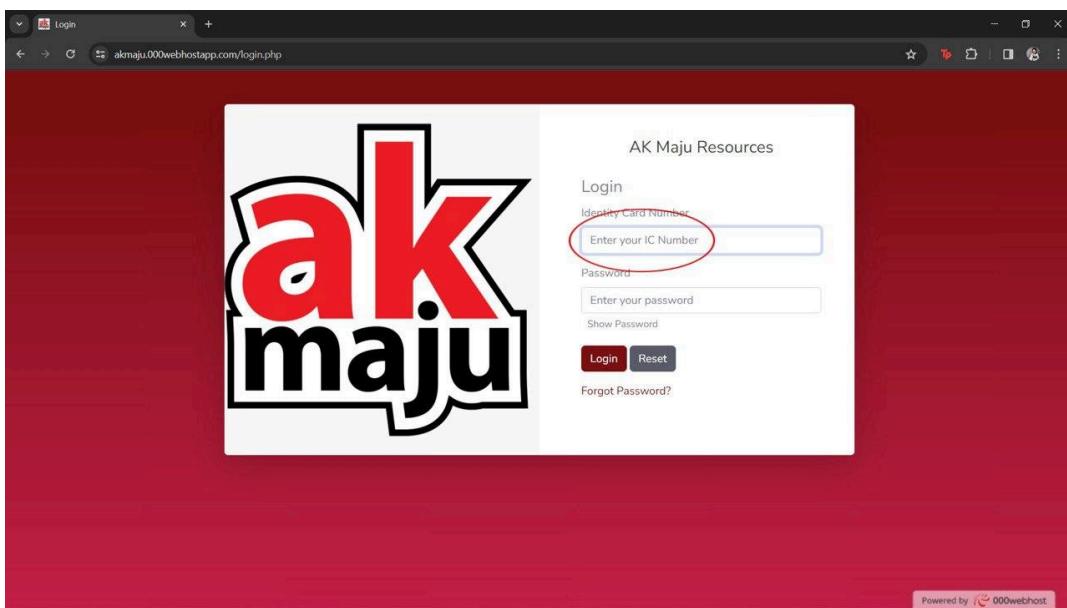
2. User Authentication

This User Authentication page is used to allow the employees of Ak Maju to be able to log into their account to have access to the Ak Maju System. In order to have their own account, the employees have to request their account to be registered by the admin. This is to avoid outsiders from gaining access to the system.

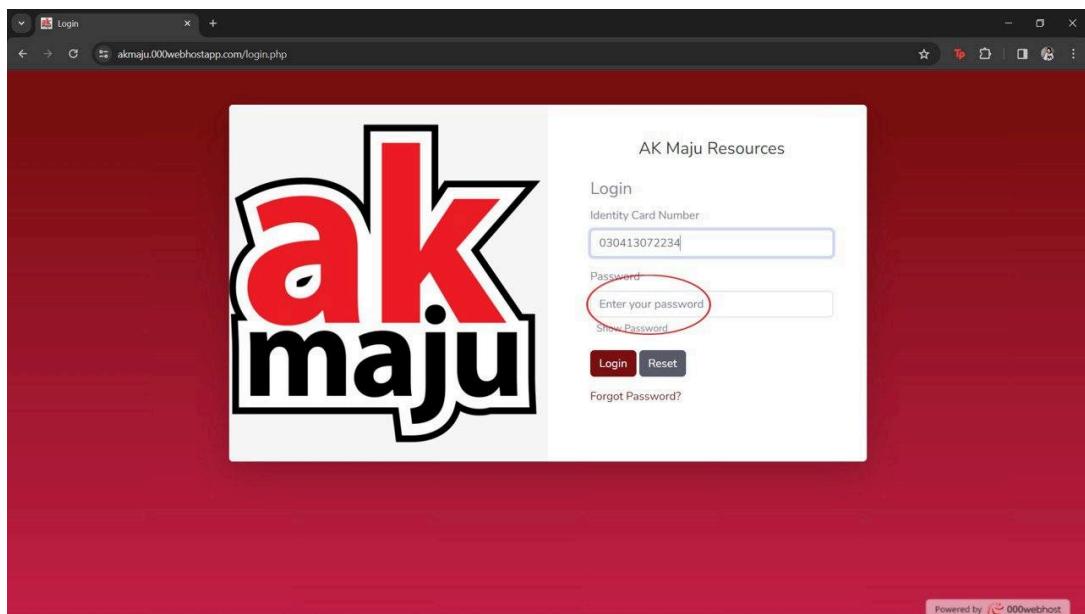
2.1. Login

[Video Link : Login](#)

1. Enter your registered identity card number.



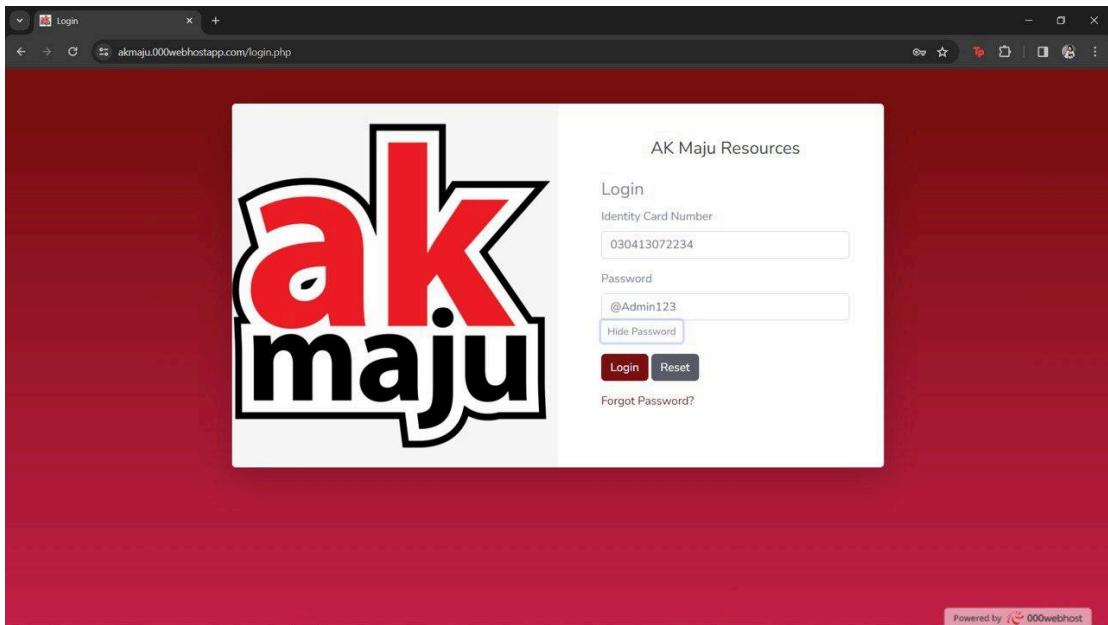
2. Enter your password.



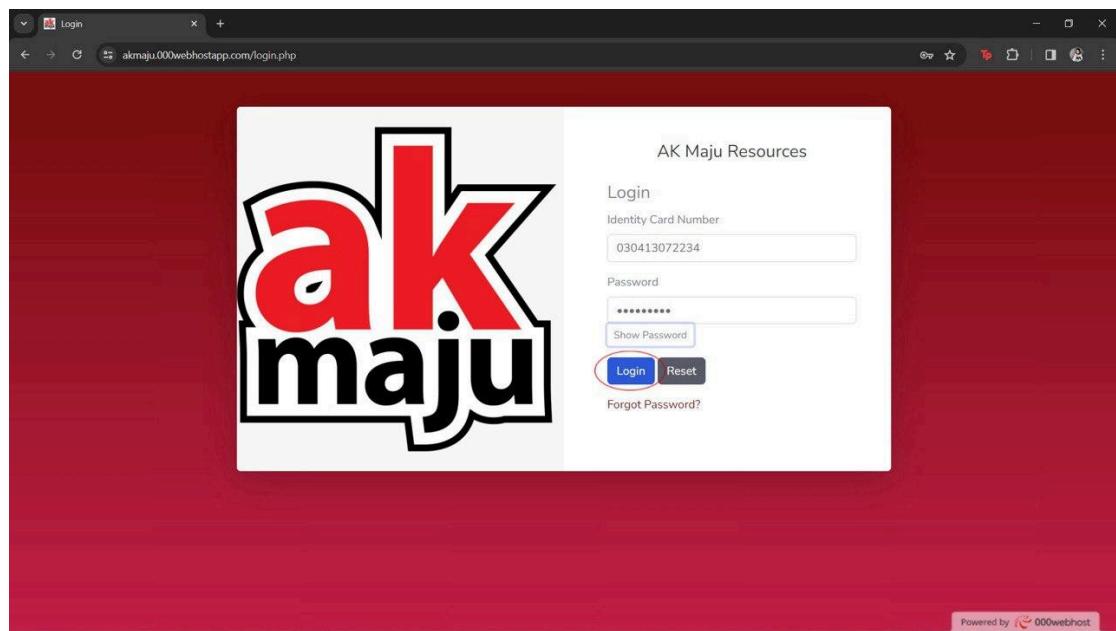
3. You can click on the “Show Password” to show your password.



4. Make sure that the password entered is the correct password.



5. Click the “Log In” button. Now, you are successfully logged into the system.

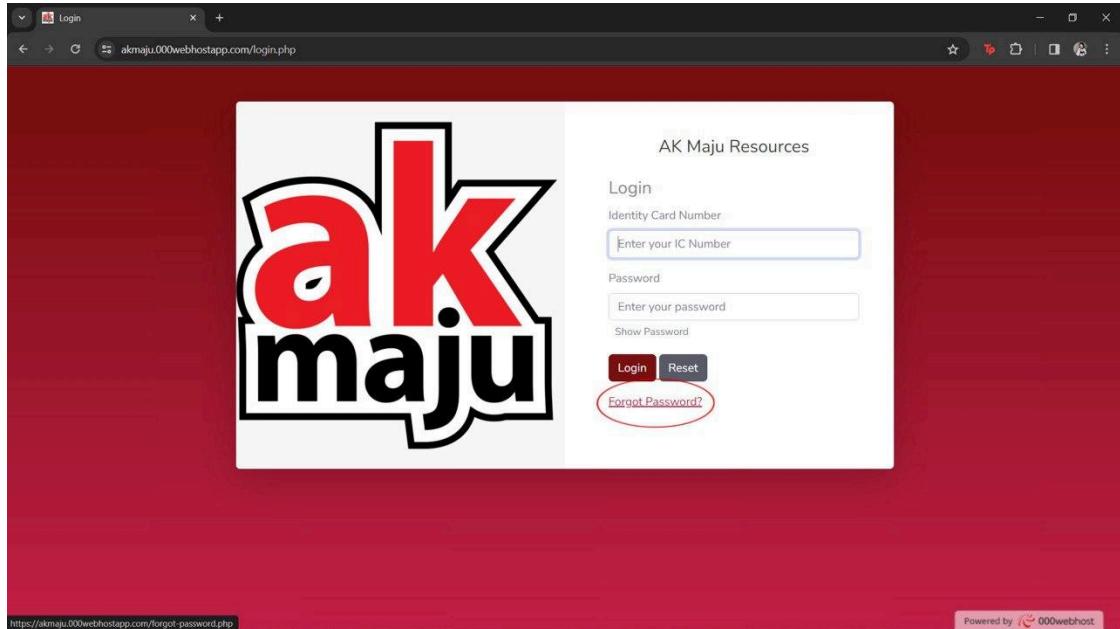


2.2. Forget Password

In case you forgot the password used for your registered account, you can reset your password through the Login page. Make sure that you know the email used to register the account.

[Video Link : Forgot Password](#)

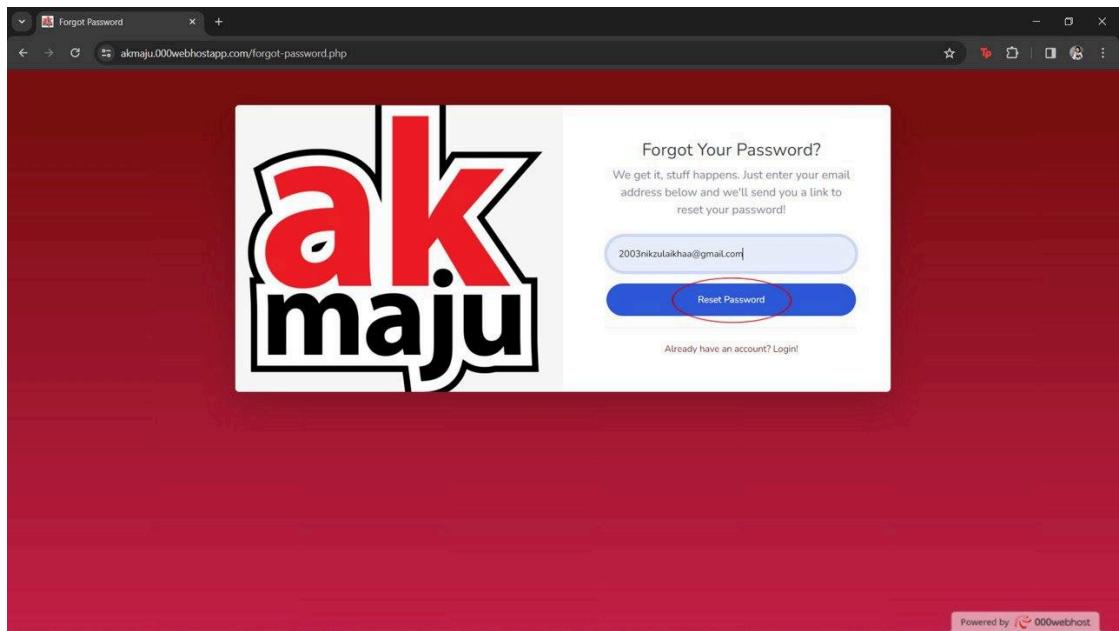
1. Click on the “Forgot Password?” to reset your password.



2. Enter the email address registered for the account at the field provided.



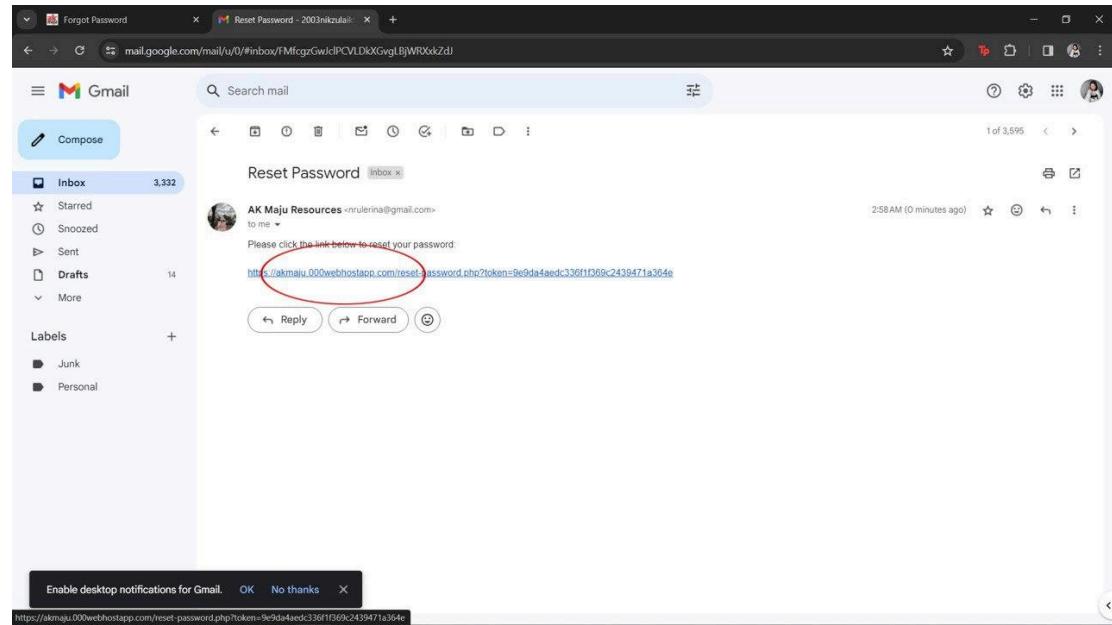
3. Click on the “Reset Password” button.



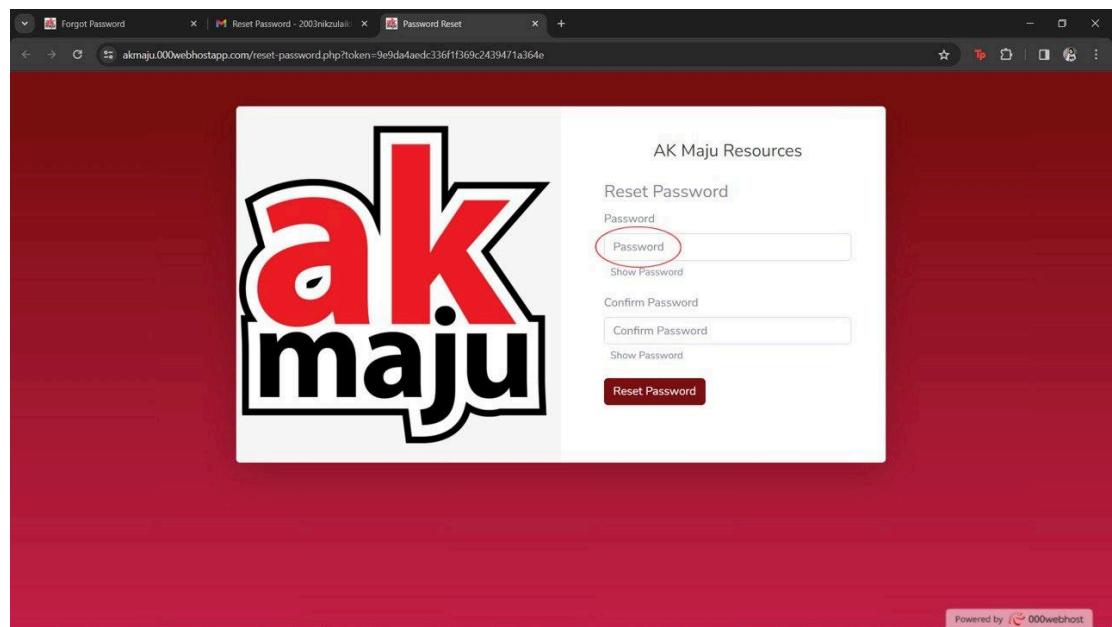
4. Wait till a pop up of “Email Sent” comes out. When it does, you can now check your email for the new link to reset your password.



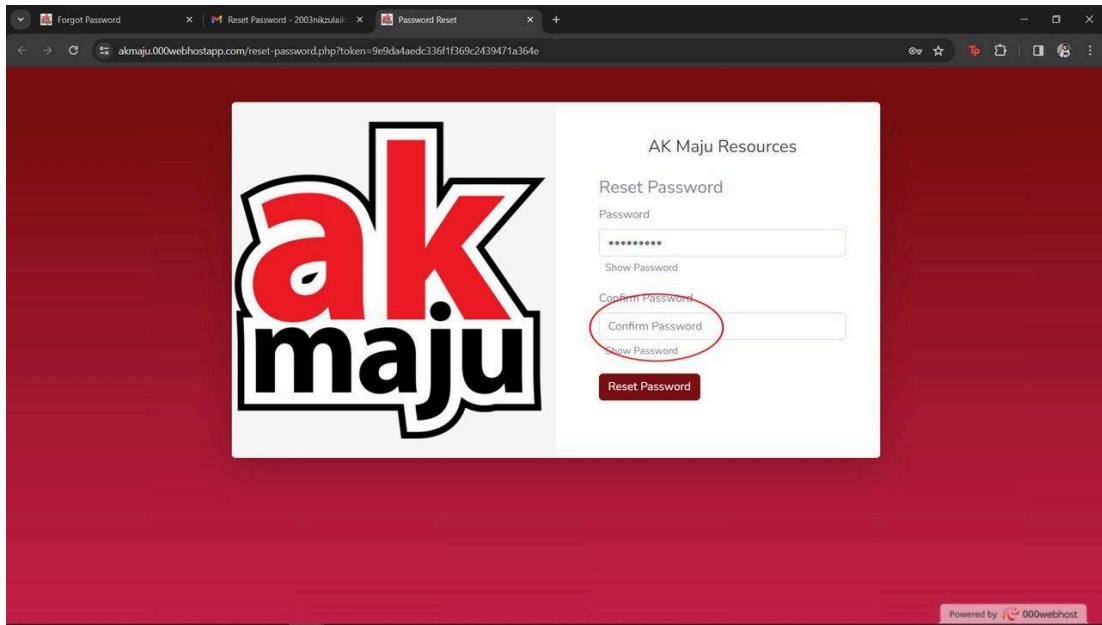
- Now go to your email, and click on the mail sent with the name of Ak Maju Resources. In case the mail does not appear in your inbox, do mind checking the spam folder as well. Click on the link provided in the mail.



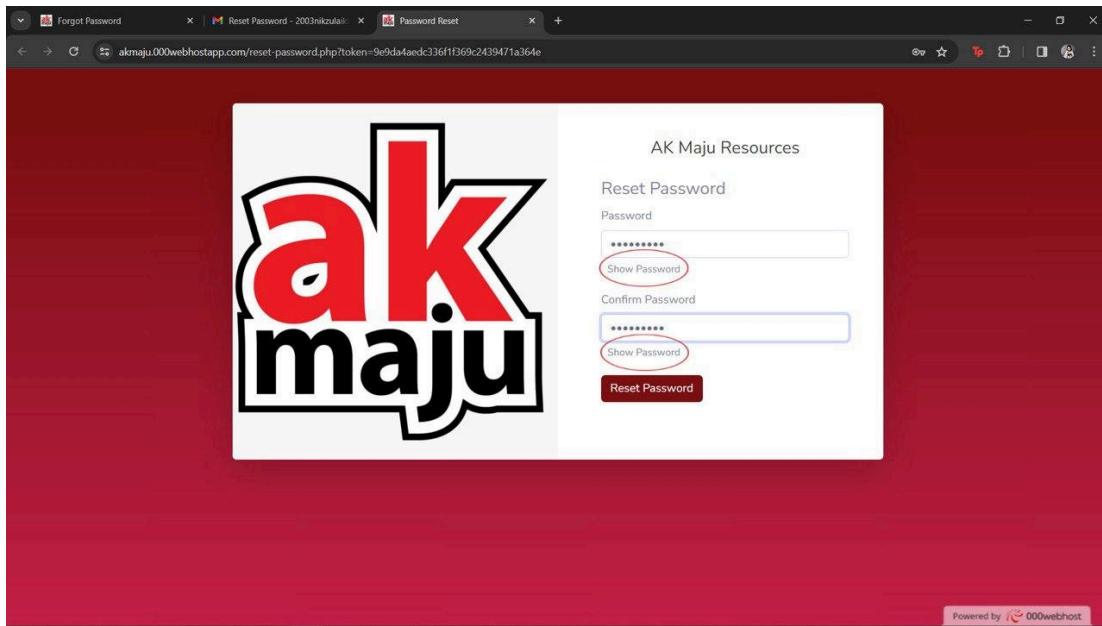
- The link will bring you to the reset password page. Now, fill in the new password desired.



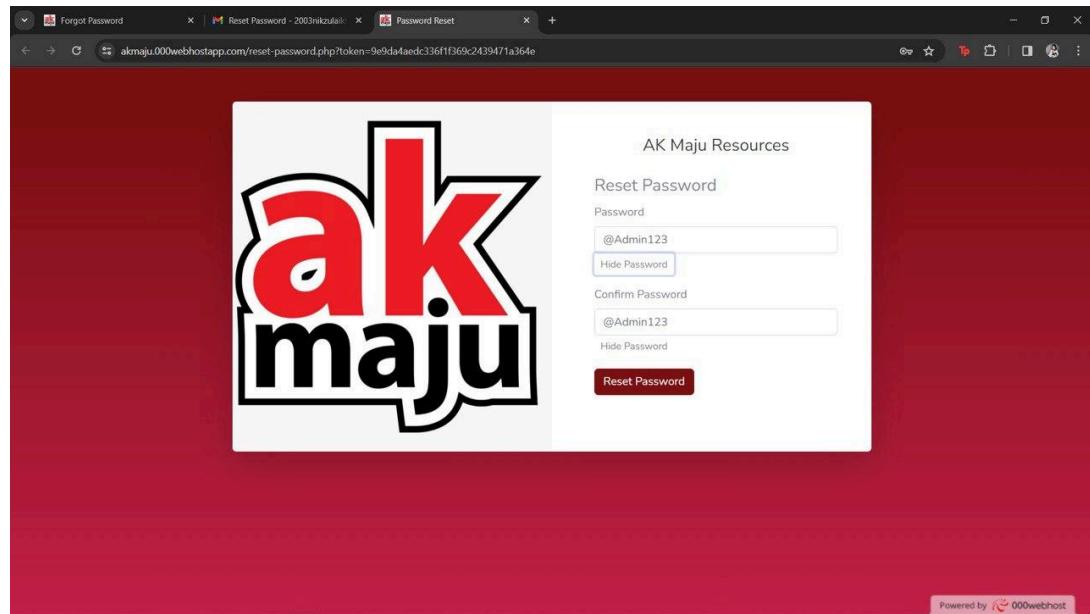
7. Fill in the confirm password field with the same password above.



8. You can click on the "Show Password" to show your password.



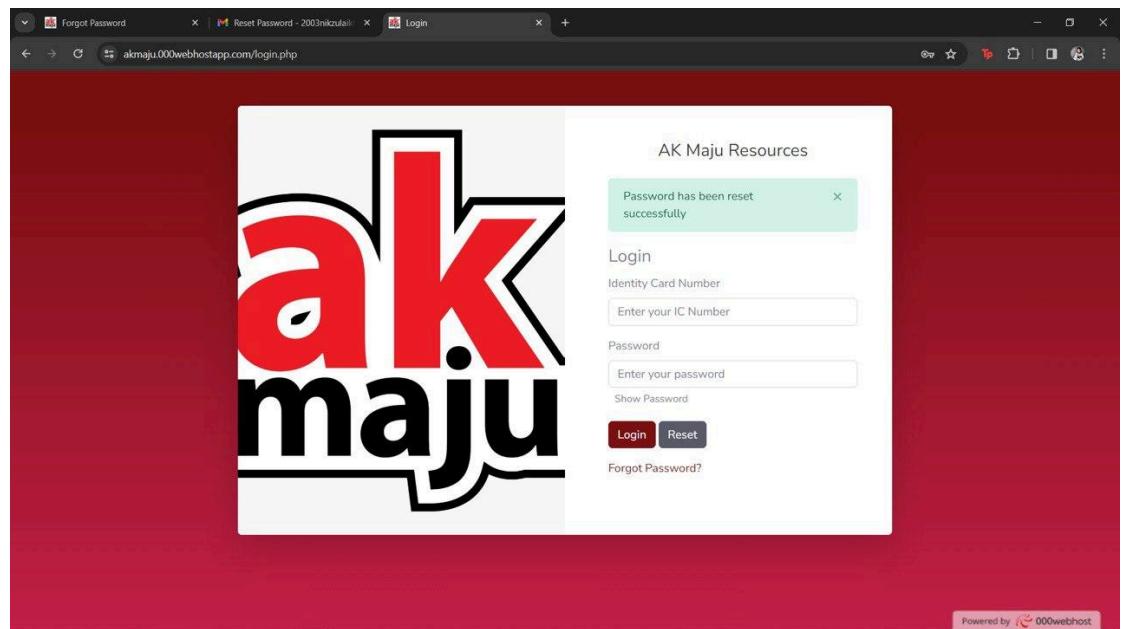
9. Make sure that both the passwords entered for the password and the confirm password filled are the new password.



10. Click the "Reset Password" button.



11. Now, your password has successfully been reset. You can log into your account now with the new password you just set.



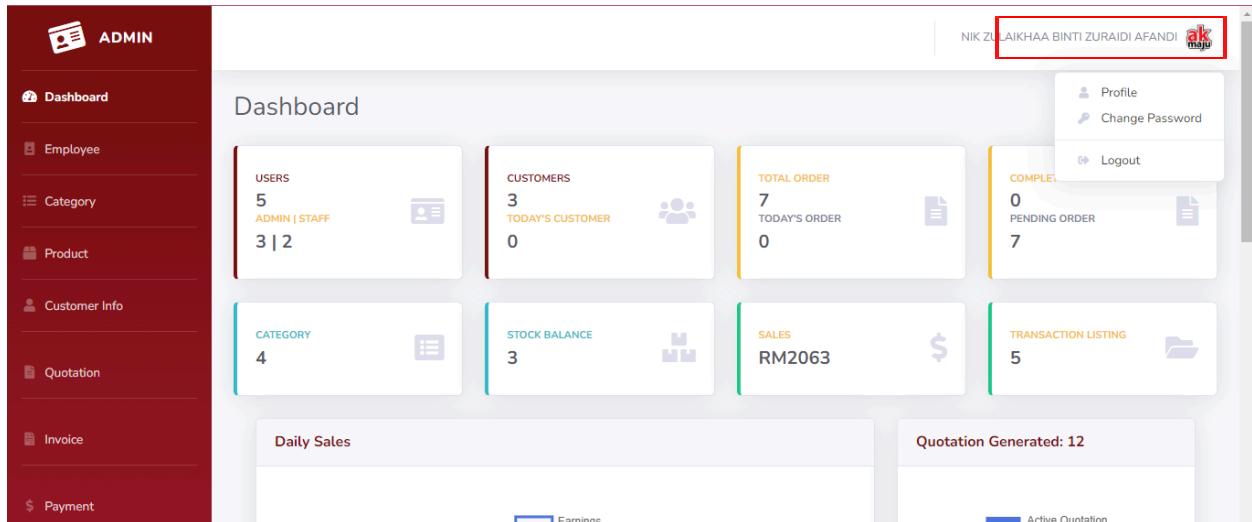
3. Dashboard

The Dashboard page is designed to display a summary of Ak Maju's business performance. The summary includes pie charts, area charts, and bar charts. Its purpose is to provide employees with an overview of the overall business performance. The dashboard also provides three important reports: the 'Stock Balance Report,' the 'Profit/Loss Report,' and the 'Transaction Listing Report'. Not necessarily on the dashboard page, employees can access profile settings and change their password using the provided options in the header.

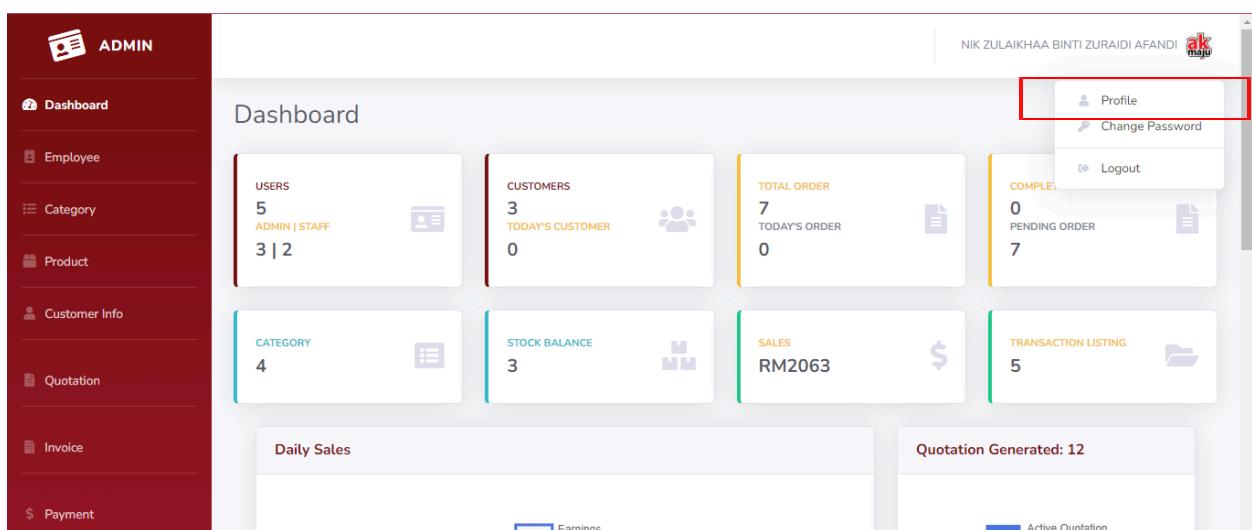
3.1 Change Profile

Change Profile.mp4

1. Click on the profile name on header



2. Then click 'Profile'



4. Employee will be navigate to profile information

The screenshot shows the 'Profile' section of the application. On the left is a dark red sidebar with the title 'ADMIN' at the top. Below it are several menu items: Dashboard, Employee (which is currently selected), Category, Product, Customer Info, Quotation, Invoice, and Payment. The main content area has a light gray background and is titled 'Profile'. Underneath is a section titled 'Profile Information'. It contains three input fields: 'Name' with the value 'NIK ZULAIKHA BINTI ZURAI DI AFANDI', 'Email' with the value 'nikzulaikha2003@gmail.com', and 'IC' with the value '030904141090'. At the bottom of this section are two buttons: a red 'Update' button and a gray 'Back' button. In the top right corner of the main content area, there is some small text: 'NIK ZULAIKHA BINTI ZURAI DI AFANDI' followed by a logo for 'ak maju'.

5. Employee can change name, ic and email then click update

This screenshot is similar to the previous one, showing the 'Profile' section. The 'Employee' menu item is still selected in the sidebar. The 'Profile Information' section has been modified: the 'Name' field now contains 'NIK ZULAIKHA', the 'Email' field contains 'nikzulaikha@gmail.com', and the 'IC' field contains '030904141092'. The 'Update' button at the bottom of the form is highlighted with a red rectangular border. The rest of the interface, including the sidebar and the top right corner, remains the same as the first screenshot.

6. Now the details have successfully changed

The screenshot shows a user interface for managing a profile. On the left, there is a vertical sidebar with a dark red background and white text, titled "ADMIN". It contains the following menu items:

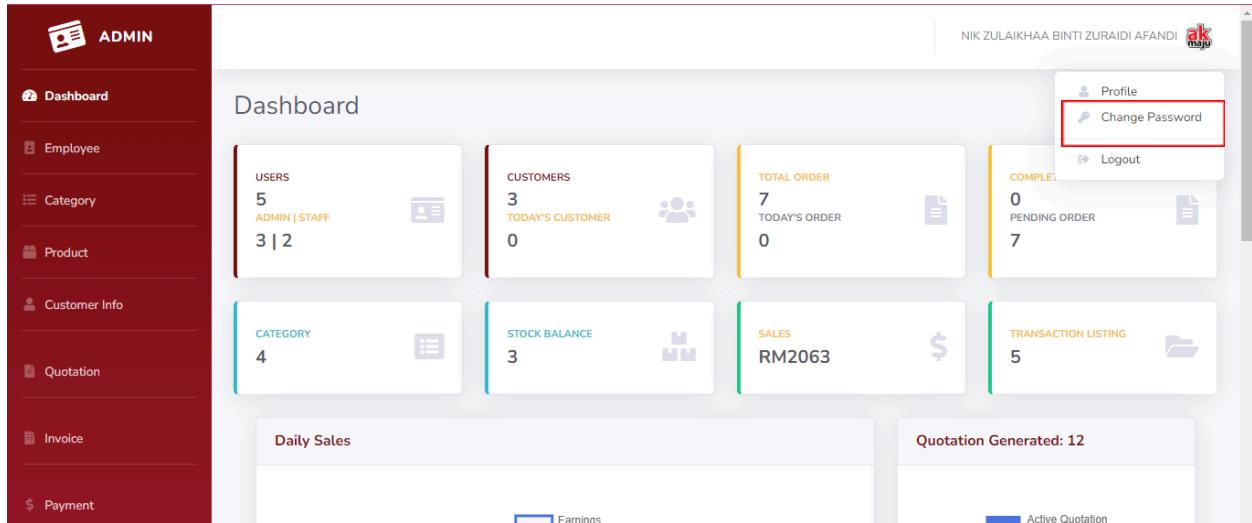
- Dashboard
- Employee
- Category
- Product
- Customer Info
- Quotation
- Invoice
- Payment

The main content area has a light gray background. At the top right, it displays "NIK ZULAIKHAA BINTI ZURAI DI AFANDI" and the logo "ak maju". Below this, the word "Profile" is centered above a section titled "Profile Information". A green notification bar at the top of this section says "Profile has been updated successfully" with a close button "X". The "Profile Information" section contains two input fields: "Name" with the value "NIK ZULAIKHAA" and "Email" with the value "nikzulaikhaa@gmail.com". Below these, another input field shows "IC" with the value "030904141092". At the bottom of this section are two buttons: a red "Update" button and a gray "Back" button.

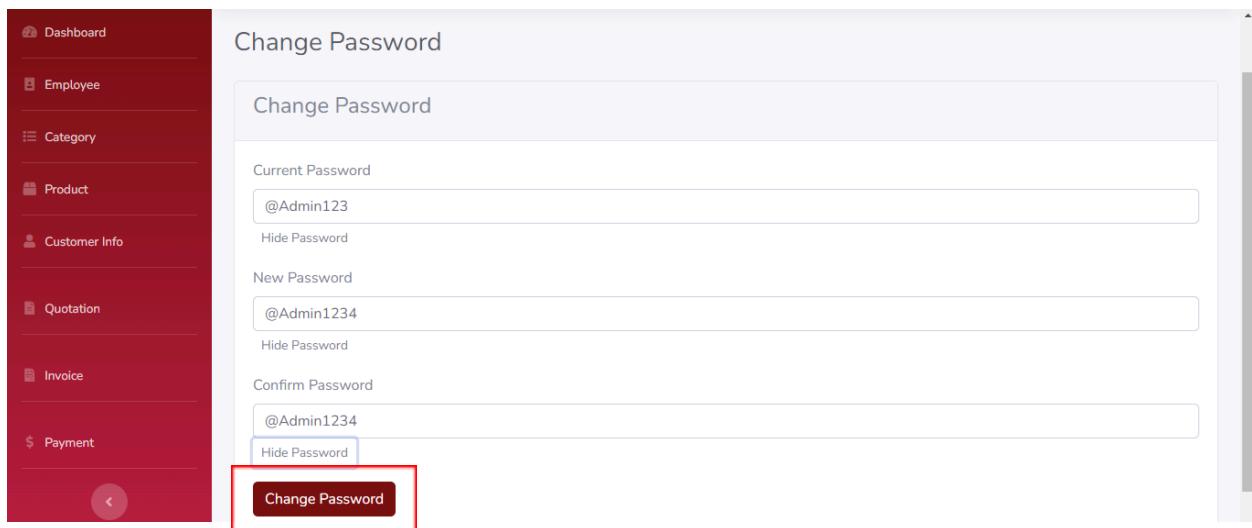
3.2 Change Password

Change Password.mp4

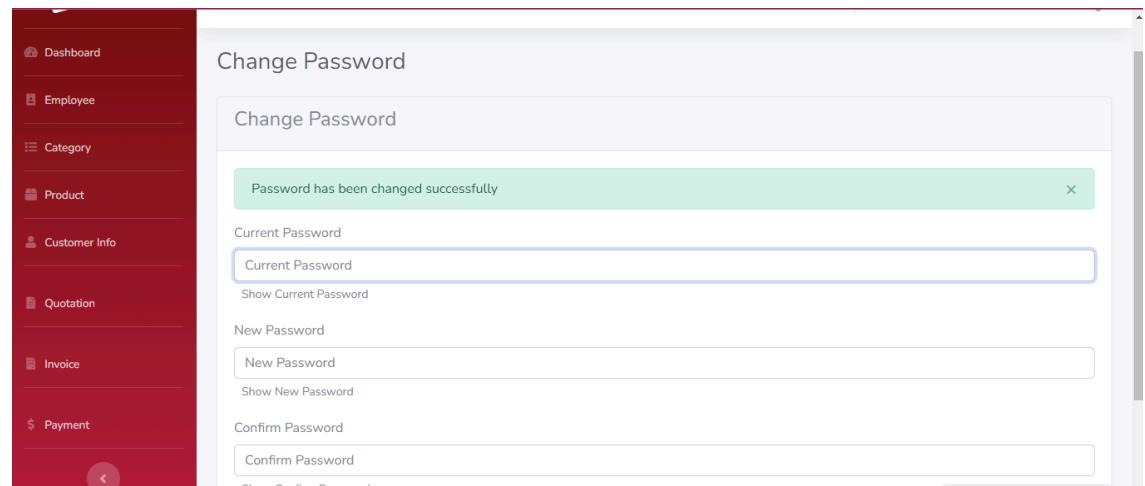
- Employee can click on 'change password'



- Employee will be navigated to change password page and will be ask to type the old password before proceed to the new password



3. User click 'change password' and password should be successfully changed



3.3 Report

[Report.mp4](#)

1. Open dashboard page

The screenshot shows the Admin dashboard with a sidebar on the left containing links for Dashboard, Employee, Category, Product, Customer Info, Quotation, Invoice, and Payment. The main area is titled 'Dashboard' and displays several cards. The 'STOCK BALANCE' card, which shows a value of 3, is highlighted with a red box. Other cards include 'USERS' (5), 'CUSTOMERS' (3), 'TOTAL ORDER' (7), 'COMPLETED ORDER' (0), 'CATEGORY' (4), 'SALES' (RM4844), and 'TRANSACTION LISTING' (4). Below the cards is a section for 'Daily Sales' and a note about 'Quotation Generated: 10'.

2. Click 'Stock balance' card for stock balance report

The screenshot shows the 'Stock Balance' report page. The sidebar on the left is identical to the dashboard. The main content area features the company logo 'ak maju' and contact information: AK MAJU RESOURCES SDN. BHD., No. 39 & 41, Jalan Utama 3/2, Pusat Komersial Sri Utama, Segamat, Johor, Malaysia- 85000. Phone: 07-9310717, 010-2218224 | Email: akmaju.acc@gmail.com. Company No: 1088436. Below this is a table titled 'STOCK BALANCE' with the following data:

ID	Product Name	Description	Category	Received Quantity	Used Quantity	Balance Quantity	Buying Price	Selling Price	Balance Stock Value
28	Sticker	Sticker Advertise	Printing	200	0	200	RM1,000.00	RM0.00	RM1,000.00
29	panel board	Good condition	Advertisement	12	12	0	RM1,320.00	RM1,800.00	RM0.00
30	LED Light	Good condition	Advertisement	15	0	15	RM1,800.00	RM0.00	RM1,800.00

A 'Print' button is located at the bottom left of the report area.

3. Click 'Sales' card for stock profit and loss report, fill in the other expenses total and click submit

ACCOUNT NAME	AMOUNT (RM)
SALES	2,063.00
COST OF SALES	4,120.00
GROSS PROFIT	-2,057.00
OTHER EXPENSES	0.00
NET PROFIT	0.00

4. Complete Profit and Loss report will be shown

ACCOUNT NAME	AMOUNT (RM)
SALES	2,063.00
COST OF SALES	4,120.00
GROSS PROFIT	-2,057.00
OTHER EXPENSES	0.00
NET PROFIT	-2,057.00

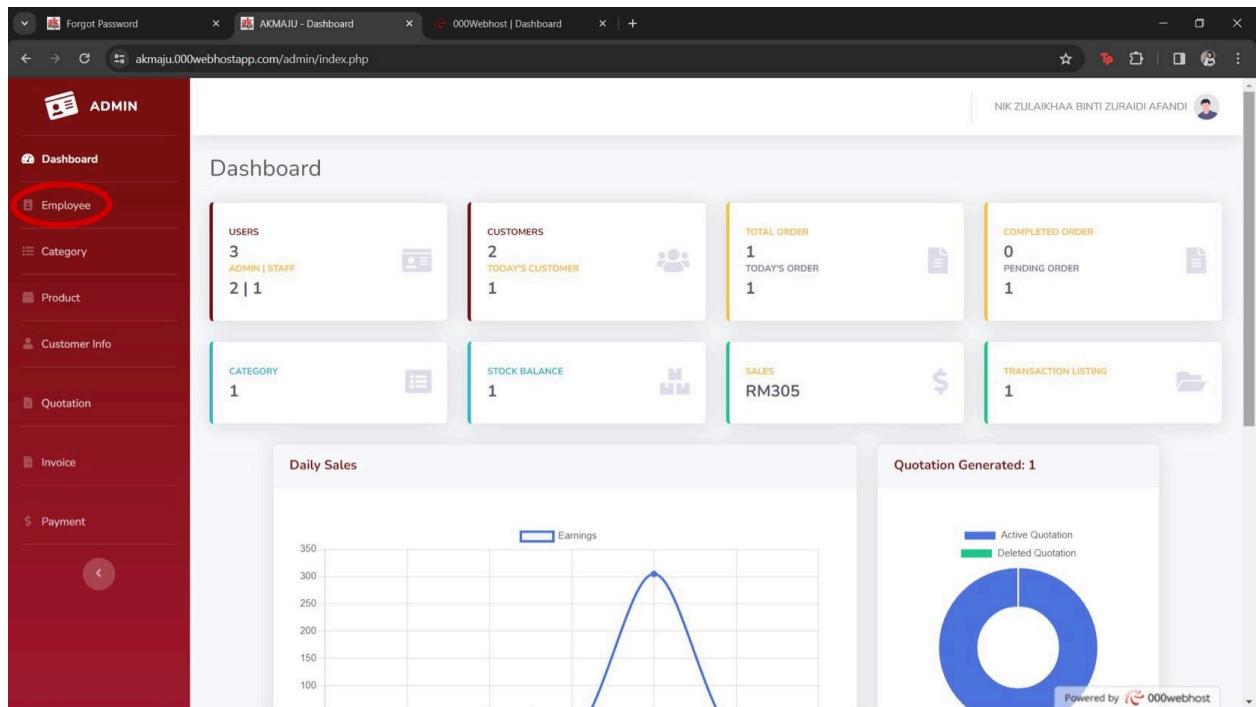
5. Click Transaction Listing card for Transaction Listing Report

AK MAJU RESOURCES SDN. BHD.
No. 39 & 41, Jalan Utama 3/2, Pusat Komersial Sri Utama, Segamat, Johor, Malaysia- 85000
Phone: 07-9310717, 010-2218224 | Email: akmaju.acc@gmail.com
Company No: 1088436

TRANSACTION LISTING					
Customer ID	Customer Name	Payment ID	Payment Method	Transaction Date & Time	Amount
13	PRINCESS AURORA NATATA DCOCO	22	Transfer	2024-01-11 17:24:25	RM317.00
15	JENNIE	23	Transfer	2024-01-12 05:51:09	RM346.00
15	JENNIE	24	Cash	2024-01-12 05:52:55	RM695.00
15	JENNIE	28	Cash	2024-01-13 21:28:19	RM690.00
15	JENNIE	27	Cash	2024-01-13 21:20:48	RM15.00

4. Employee

This page is dedicated for the usage of admin to manage the employees of Ak Maju Resources. This page is also where the admin has the power to create a new account for the employees of Ak Maju, and also be able to manage the employees of Ak Maju Resources. Click on the “Employee” section at the sidebar to navigate to the employee page.



The screenshot shows a web-based dashboard for 'AKMAJU - Dashboard'. The left sidebar, titled 'ADMIN', contains several menu items: Dashboard, Employee (which is circled in red), Category, Product, Customer Info, Quotation, Invoice, and Payment. The main content area is titled 'Dashboard' and includes various statistics and charts. At the bottom right of the dashboard, there is a note 'Powered by 000webhost'.

Category	Value
USERS	3
ADMIN STAFF	2 1
CUSTOMERS	2
TODAY'S CUSTOMER	1
TOTAL ORDER	1
TODAY'S ORDER	1
COMPLETED ORDER	0
PENDING ORDER	1
CATEGORY	1
STOCK BALANCE	1
SALES	RM305
TRANSACTION LISTING	1

Daily Sales chart showing Earnings peaking around RM300.

Quotation Generated: 1

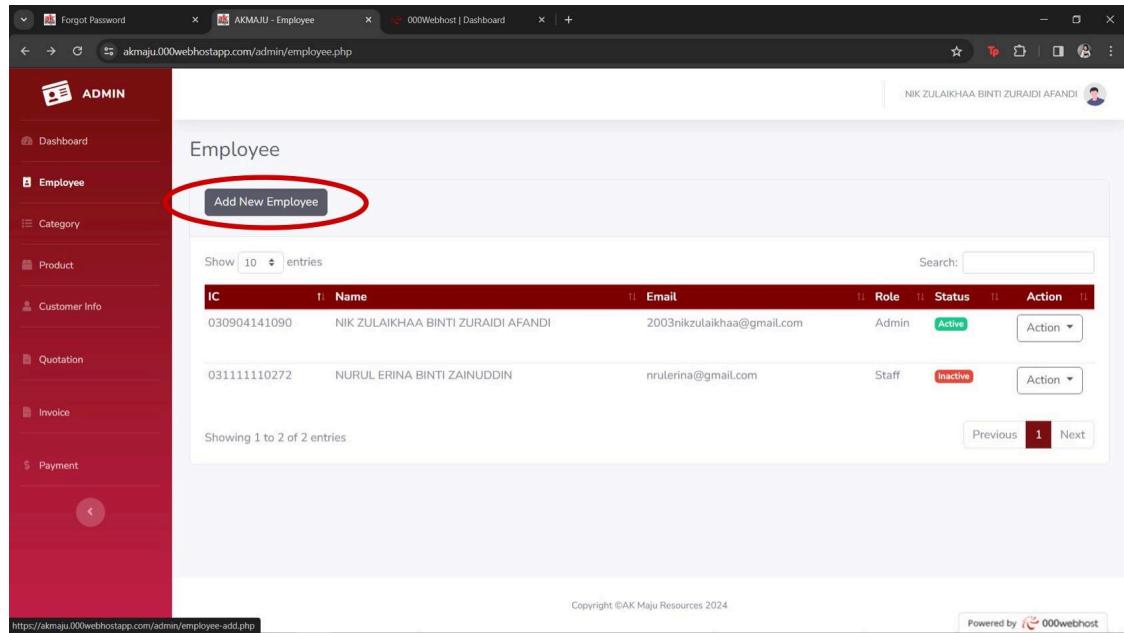
Legend: Active Quotation (Blue), Deleted Quotation (Green)

Video Link :

- i) [Navigate to Employee page](#)
- ii) [Add New Employee](#)
- iii) [Edit Employee](#)
- iv) [Delete Employee](#)

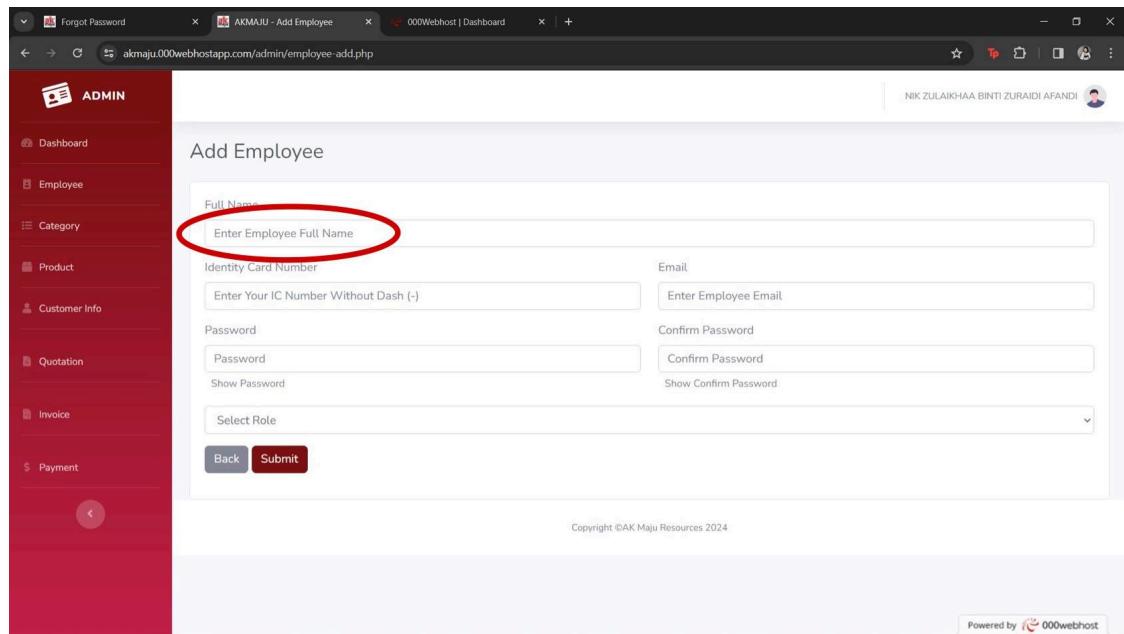
4.1. Add New Employee

1. Click on the “Add New Employee” button.



The screenshot shows the AKMaju Employee management system. On the left, there's a sidebar with a red background and white text, listing various admin functions: Dashboard, Employee (which is selected and highlighted in blue), Category, Product, Customer Info, Quotation, Invoice, and Payment. The main content area has a light gray background. At the top, it says "Employee". Below that is a large button labeled "Add New Employee" with a dark blue background and white text. This button is circled with a thick red line. To the right of the button is a table showing two employee entries. The columns are labeled "IC", "Name", "Email", "Role", "Status", and "Action". The first entry is for "NIK ZULAIKHA BINTI ZURAIIDI AFANDI" with an Admin role and Active status. The second entry is for "NURUL ERINA BINTI ZAINUDDIN" with a Staff role and Inactive status. Below the table, it says "Showing 1 to 2 of 2 entries". At the bottom of the page, there are links for "Previous" and "Next", and the URL "https://akmaju.000webhostapp.com/admin/employee-add.php". The footer contains copyright information and a "Powered by 000webhost" link.

2. Fill in the employee's full name at the provided field.



The screenshot shows the "Add Employee" form. The left sidebar is identical to the previous screenshot. The main form has a light gray background. It starts with a header "Add Employee". Below that is a section for "Full Name" with a text input field containing "Enter Employee Full Name". This input field is circled with a red line. There are other fields for "Identity Card Number" (with placeholder "Enter Your IC Number Without Dash (-)"), "Email" (with placeholder "Enter Employee Email"), "Password" (with placeholder "Password"), "Confirm Password" (with placeholder "Confirm Password"), and "Select Role" (a dropdown menu). At the bottom of the form are two buttons: "Back" and "Submit". The URL "https://akmaju.000webhostapp.com/admin/employee-add.php" is visible at the bottom of the page, along with the footer copyright and "Powered by 000webhost" information.

- Fill in the employee's identity card number at the provided field. Note that this IC number will be used by the employees to log into their account.

The screenshot shows a web-based administration interface titled 'AKMAJU - Add Employee'. On the left, there is a sidebar with a red background containing navigation links: Dashboard, Employee (which is selected and highlighted in blue), Category, Product, Customer Info, Quotation, Invoice, and Payment. The main content area has a white background and is titled 'Add Employee'. It contains several input fields:

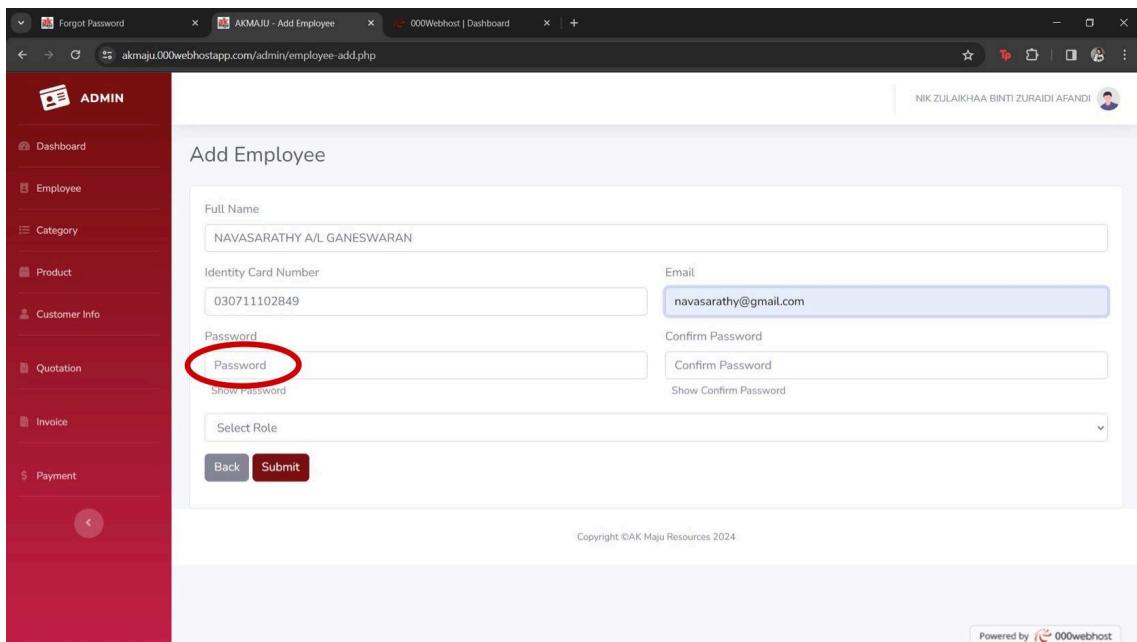
- Full Name: NAVASARATHY A/L GANESWARAN
- Identity Card Number: (This field is circled in red)
- Email:
- Password:
- Show Password:
- Confirm Password:
- Show Confirm Password:
- Select Role: A dropdown menu.

At the bottom of the form are two buttons: 'Back' and 'Submit'.

- Fill in the employee's email at the provided field. Note that this email will be used by the employees to reset their password at the login page.

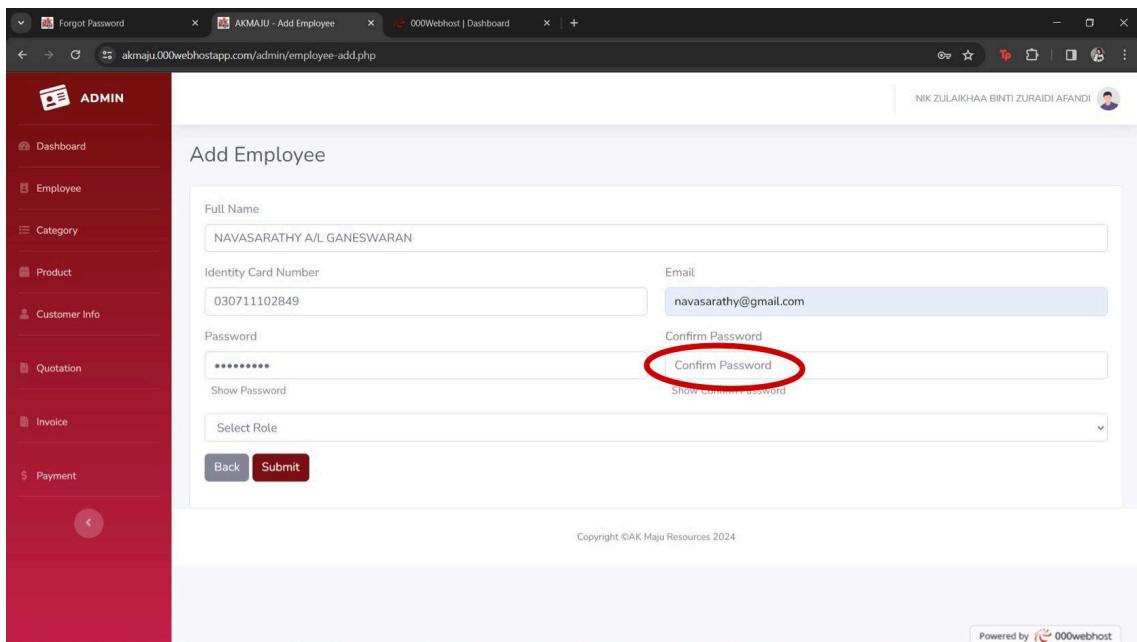
This screenshot is identical to the one above, showing the 'Add Employee' form. The 'Employee' link in the sidebar is still selected. The main form area shows the same fields: Full Name, Identity Card Number, Email, Password, Confirm Password, Select Role, and Back/Submit buttons. The 'Email' field () is circled in red, indicating it is the field to be filled in according to the instructions.

- Fill in the password field. This is just so that the employee can log into their account for the first time, and they are allowed to modify their password later on.



The screenshot shows the 'Add Employee' page from a web application. On the left, there's a red sidebar with various menu items like Dashboard, Employee, Category, Product, Customer Info, Quotation, Invoice, and Payment. The main area has a white background with a title 'Add Employee'. It contains several input fields: 'Full Name' (NAVASARATHY A/L GANESWARAN), 'Identity Card Number' (030711102849), 'Email' (navasarathy@gmail.com), 'Password' (circled in red), 'Confirm Password' (empty), and a dropdown for 'Select Role'. Below these are 'Back' and 'Submit' buttons. At the bottom, it says 'Copyright ©AK Maju Resources 2024' and 'Powered by 000webhost'.

- Fill in the confirm password field.



This screenshot is identical to the previous one, showing the 'Add Employee' form. The 'Password' field is filled with '*****' and the 'Confirm Password' field is empty. Both fields are circled in red. The rest of the form, including the sidebar and footer, remains the same.

7. Click on the “Show Password” and “Show Confirm Password” button.

The screenshot shows the 'Add Employee' form on a web browser. On the left is a red sidebar with various admin menu items. The main form has fields for 'Full Name' (NAVASARATHY A/L GANESWARAN), 'Identity Card Number' (030711102849), 'Email' (navasarathy@gmail.com), 'Password' (*****), and 'Confirm Password' (*****). Two buttons, 'Show Password' and 'Show Confirm Password', are located below the respective password fields and are circled in red. Other visible buttons include 'Back' and 'Submit'.

8. Check whether both passwords entered are the same.

This screenshot shows the same 'Add Employee' form after the 'Show Password' and 'Show Confirm Password' buttons were clicked. The 'Password' field now contains '@Admin123' and the 'Confirm Password' field also contains '@Admin123'. The other fields remain the same as in the previous screenshot.

9. Select the role that should be assigned to the employee that is currently being registered, whether the employee is an admin or staff.

The screenshot shows the 'Add Employee' page from a web application. On the left is a red sidebar with various administrative links: Dashboard, Employee, Category, Product, Customer Info, Quotation, Invoice, and Payment. The main area is titled 'Add Employee'. It contains fields for Full Name (NAVASARATHY A/L GANESWARAN), Identity Card Number (030711102849), Email (navasarathy@gmail.com), Password and Confirm Password (both masked with *****), and a 'Select Role' dropdown. The dropdown menu is open, showing three options: 'Select Role', 'Admin', and 'Staff'. The 'Admin' option is highlighted with a blue background. A red circle is drawn around this dropdown menu to indicate it as a step in the process.

10. Click on the button “Submit” to add the employee’s details into the system.

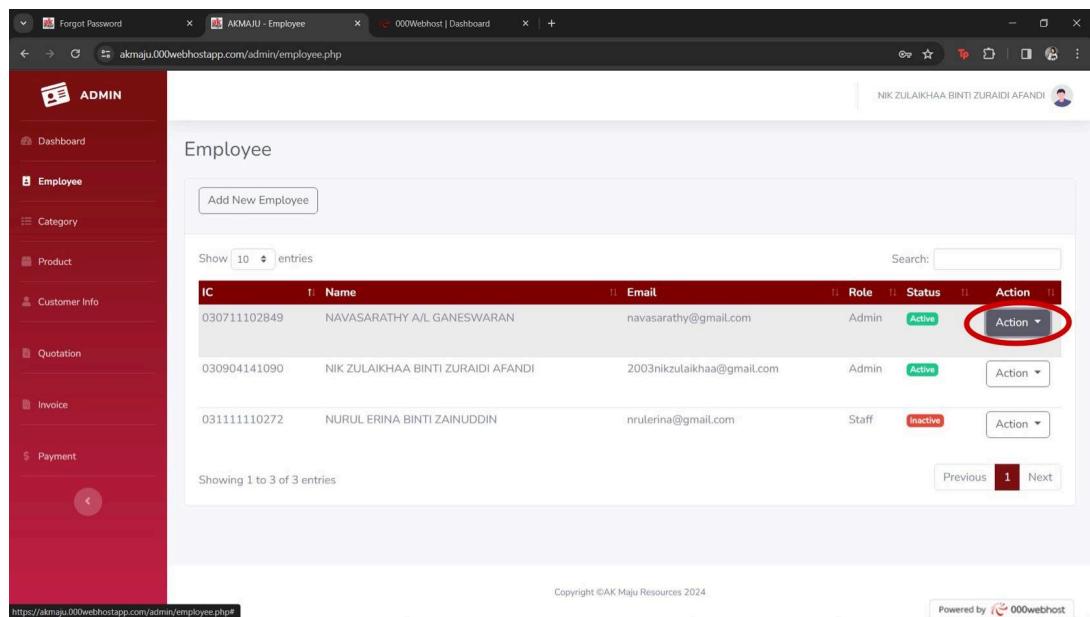
This screenshot shows the same 'Add Employee' page after the user has selected the 'Admin' role. The 'Select Role' dropdown now shows 'Admin' as the selected option. The 'Submit' button at the bottom of the form is highlighted with a red circle. The rest of the form fields remain the same as in the previous screenshot.

4.2. Manage Employee

Edit Employee

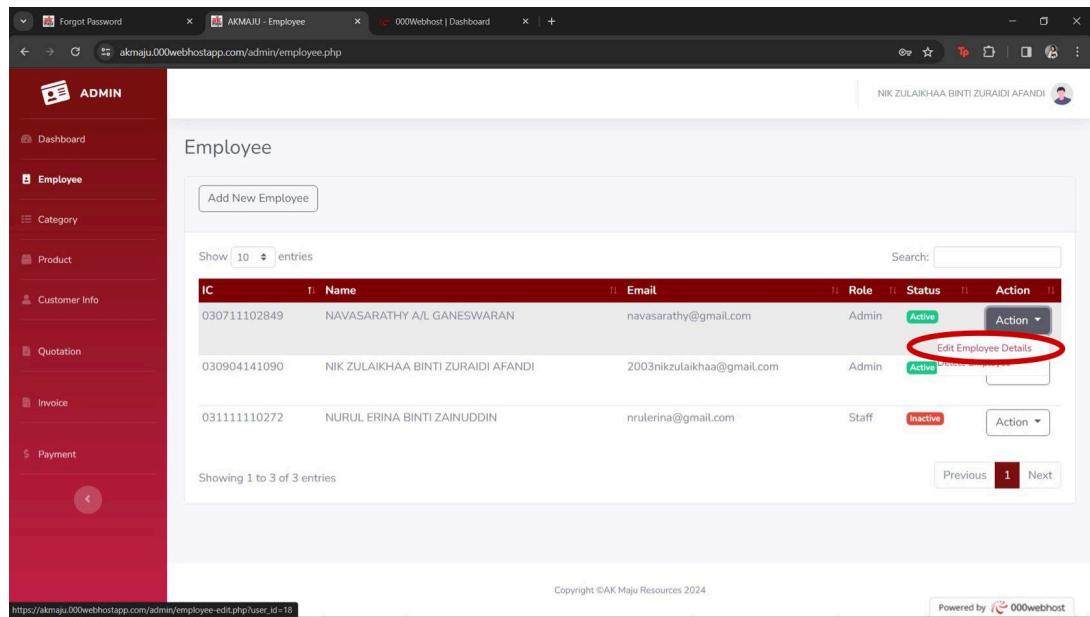
In case of any Ak Maju Resource employee change their email, or they have been raised to the Admin position from the Staff position, modification can be made.

1. Click on the “Action” dropdown button.



The screenshot shows the AKMAJU - Employee admin interface. On the left is a sidebar with 'ADMIN' at the top, followed by 'Dashboard', 'Employee' (which is selected and highlighted in blue), 'Category', 'Product', 'Customer Info', 'Quotation', 'Invoice', and 'Payment'. The main content area is titled 'Employee' and contains a table with three rows of employee data. The columns are labeled 'IC', 'Name', 'Email', 'Role', 'Status', and 'Action'. The first employee's row has a red circle around the 'Action' dropdown button. The second employee's row also has a 'Action' dropdown button. The third employee's row has a 'Staff' status and an 'Inactive' button. At the bottom of the table, it says 'Showing 1 to 3 of 3 entries'.

2. Click on the “Edit Employee Details” sentence.



This screenshot is identical to the previous one, showing the AKMAJU - Employee admin interface. The 'Employee' section is selected in the sidebar. The main table shows three employees. The first employee's 'Action' dropdown has a red circle around the 'Edit Employee Details' link. The other elements, including the table structure and footer, are identical to the first screenshot.

3. The page will display the current employee picked. You can choose to edit the employee's name, identity card number, email, or the role the employee holds. Once you are done modifying, you can click on the "Submit" button. The "Back" button is used in case you do not want to perform any modification to the employee's details.

The screenshot shows a web browser window with the title 'AKMAJU - Edit Employee Details'. The URL in the address bar is 'akmaju.000webhostapp.com/admin/employee-edit.php?user_id=18'. The page has a red sidebar on the left labeled 'ADMIN' with various menu items: Dashboard, Employee, Category, Product, Customer Info, Quotation, Invoice, and Payment. The main content area is titled 'Edit Employee Details' and contains three input fields: 'Full Name' (NAVASARATHY A/L GANESWARAN), 'Identity Card Number' (030711102849), and 'Email' (navasarathy@gmail.com). Below these fields is a 'Select Role' dropdown menu. At the bottom of the form are two buttons: 'Back' and 'Submit'. The status bar at the bottom right of the browser window displays 'Powered by 000webhost'.

Delete Employee

In case of any Ak Maju Resources employee resign, their accounts can be deleted so that they can no longer have access to the system. Note that once the employee has been deleted, it cannot be undone.

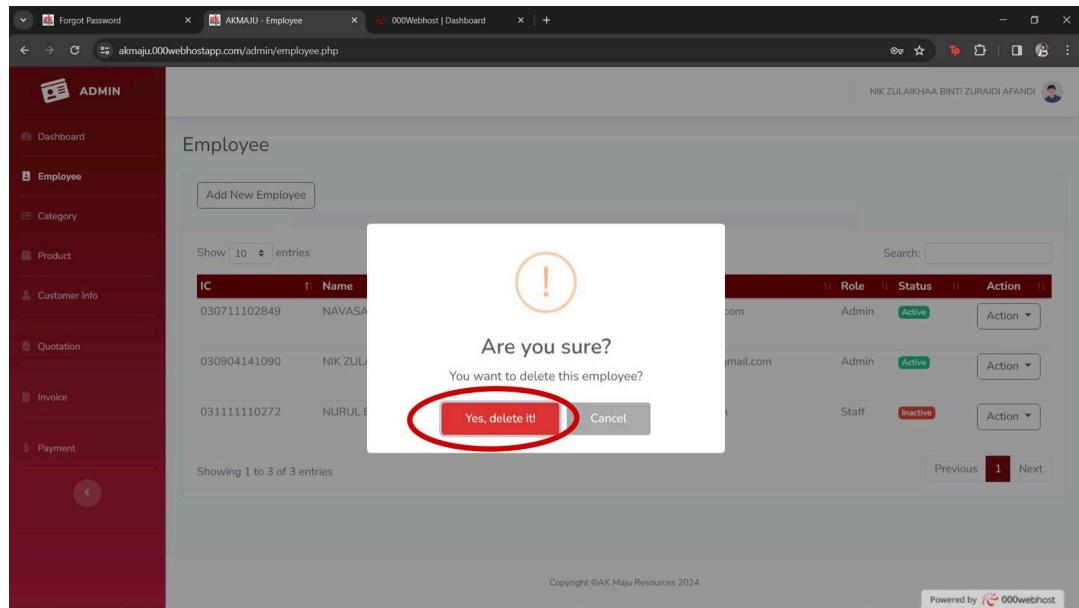
1. Click on the “Action” dropdown button.

The screenshot shows a web-based administration interface for managing employees. On the left is a vertical sidebar with a red background containing links for Dashboard, Employee (which is selected and highlighted in blue), Category, Product, Customer Info, Quotation, Invoice, and Payment. The main content area is titled 'Employee' and contains a table with three rows of data. The columns are labeled 'IC', 'Name', 'Email', 'Role', 'Status', and 'Action'. The first row shows an IC number of 030711102849, a Name of NAVASARATHY A/L GANESWARAN, an Email of navasarathy@gmail.com, a Role of Admin, a Status of Active, and an 'Action' dropdown menu. The second row shows an IC number of 030904141090, a Name of NIK ZULAIKHA BINTI ZURAIIDI AFANDI, an Email of 2003nikzulaikha@gmail.com, a Role of Admin, a Status of Active, and an 'Action' dropdown menu. The third row shows an IC number of 03111110272, a Name of NURUL ERINA BINTI ZAINUDDIN, an Email of nrulerina@gmail.com, a Role of Staff, a Status of Inactive, and an 'Action' dropdown menu. Below the table, a message says 'Showing 1 to 3 of 3 entries'. At the bottom right, there are 'Previous' and 'Next' buttons, and a URL bar at the bottom left shows the address https://akmaju.000webhostapp.com/admin/employee.php#.

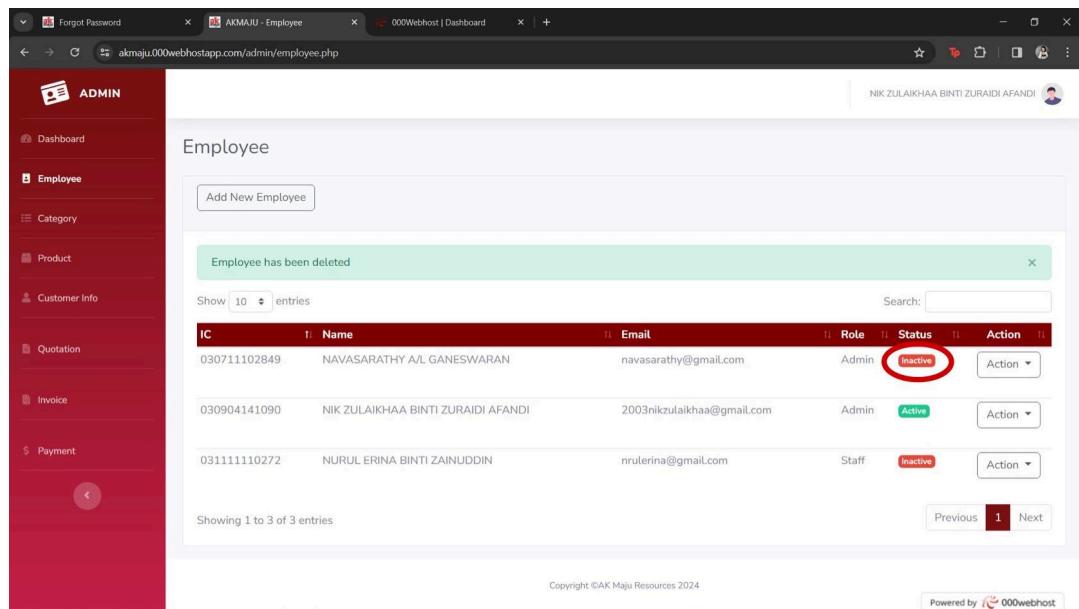
2. Click on the “Delete Employee” sentence.

This screenshot shows the same 'Employee' list page as the previous one, but with a different focus. The 'Action' dropdown menu for the second employee (IC 030904141090) has been opened, revealing a list of options. One of these options, 'Delete Employee', is highlighted with a red circle. The rest of the page remains the same, showing the three employee entries and the navigation controls.

3. A message alert will come out to double confirm the action, click on the “Yes, delete it!” button.

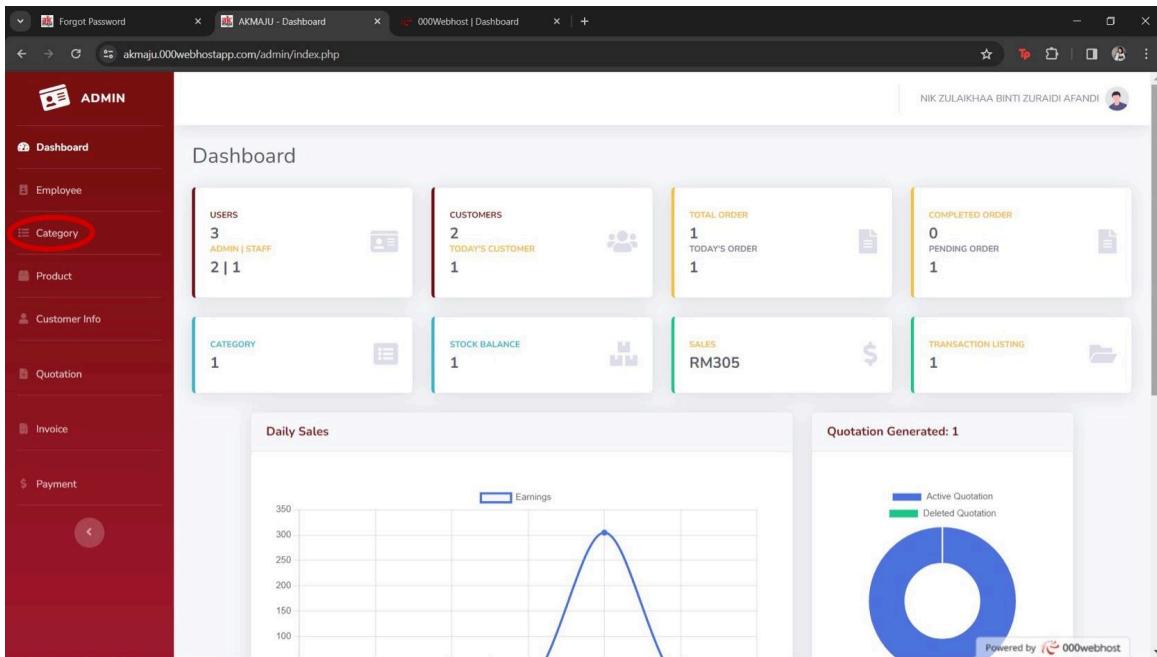


4. A confirmation message will pop out. You can see that the employee's status will now be displayed as "Inactive". The employee can no longer have access to the system.



5. Category

This page is used to indicate which services of Ak Maju are available to the customers. At this page, the Staff of Ak Maju can only view the said category, to check whether the services are available or not. But for the Admin side, the Admin has the authority to add a new category, or manage the category by editing the category's name or delete the category by changing its status. Click on the "Category" section at the sidebar to navigate to the category page.

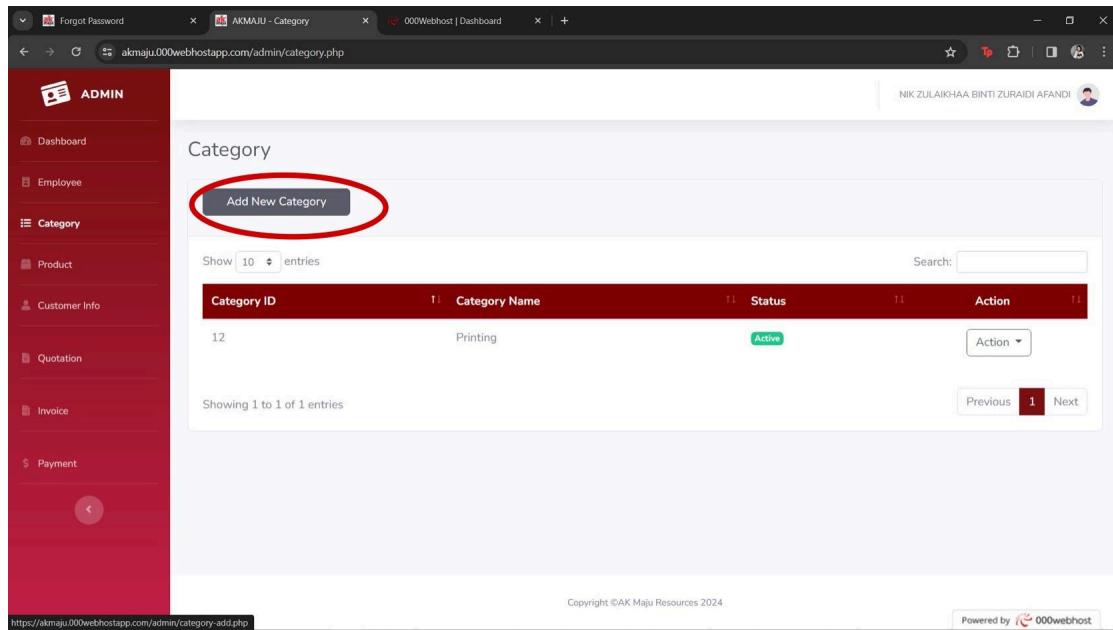


Video Link :

- i) [Navigate to Category page](#)
- ii) [Add New Category](#)
- iii) [Edit Category \(Active to Inactive\)](#)
- iv) [Edit Category \(Inactive to Active\)](#)
- v) [Delete Category](#)

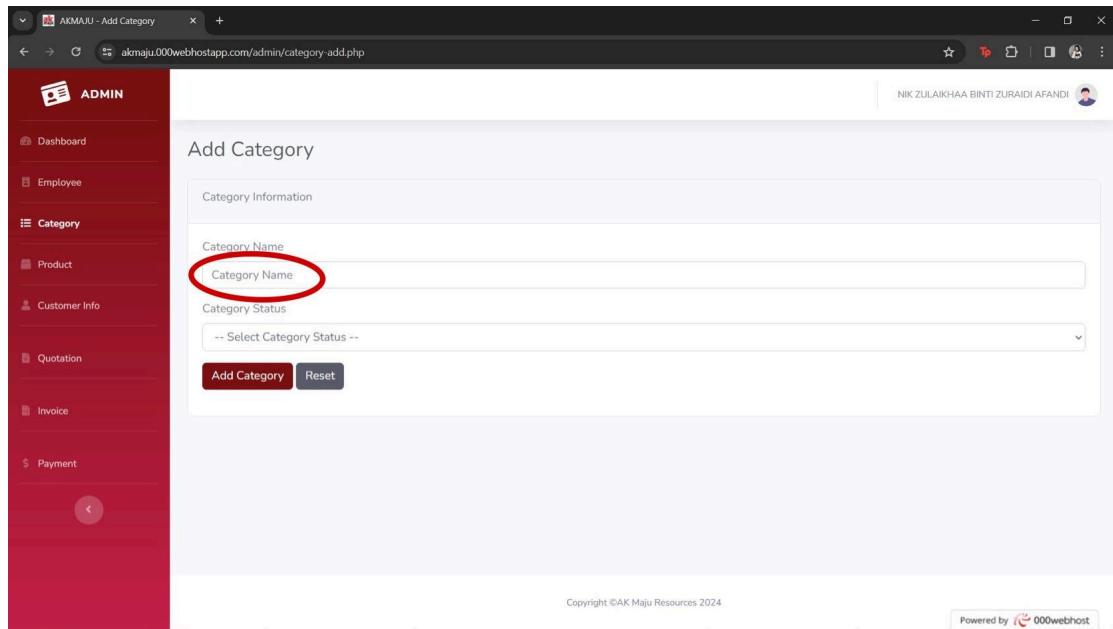
5.1. Add New Category

1. Click on the “Add New Category” button.



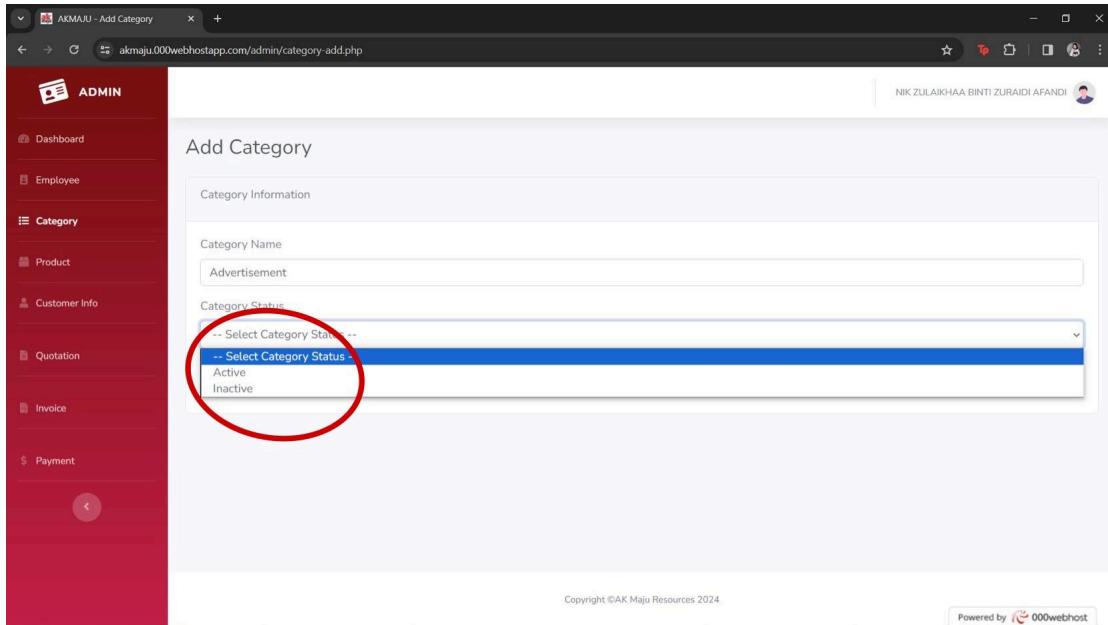
The screenshot shows the AKMAJU - Category page. On the left, there is a sidebar with a red background and white text, containing links for Dashboard, Employee, Category (which is currently selected), Product, Customer Info, Quotation, Invoice, and Payment. The main content area has a light gray background. At the top, there is a header bar with tabs for 'Forgot Password', 'AKMAJU - Category', and '000WebHost | Dashboard'. Below the header, the title 'Category' is displayed. In the center, there is a table with the following columns: Category ID, Category Name, Status, and Action. A single entry is listed: Category ID 12, Category Name 'Printing', Status 'Active', and Action 'Action ▾'. Above the table, there is a button labeled 'Add New Category' which is circled in red. Below the table, it says 'Showing 1 to 1 of 1 entries'. At the bottom of the page, there is a copyright notice 'Copyright ©AK Maju Resources 2024' and a footer bar with the text 'Powered by 000WebHost'.

2. Fill in the Category Name at the provided field.

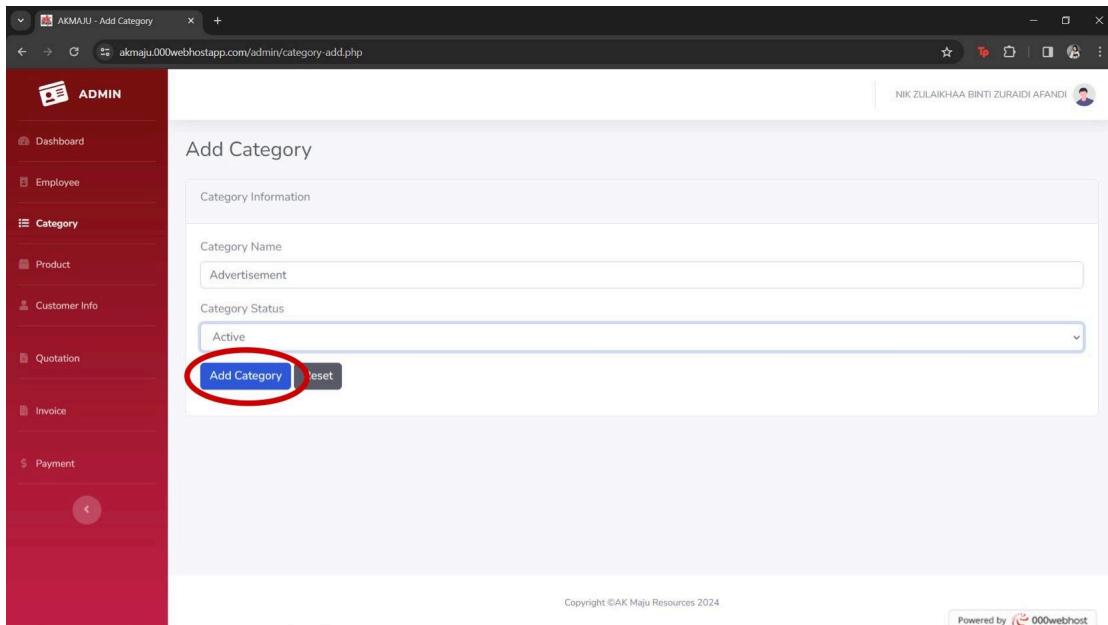


The screenshot shows the AKMAJU - Add Category page. The sidebar on the left is identical to the previous screenshot. The main content area has a light gray background. At the top, the title 'Add Category' is displayed. Below the title, there is a form titled 'Category Information'. It contains two fields: 'Category Name' and 'Category Status'. The 'Category Name' field is highlighted with a red circle. Below the fields are two buttons: 'Add Category' and 'Reset'. At the bottom of the page, there is a copyright notice 'Copyright ©AK Maju Resources 2024' and a footer bar with the text 'Powered by 000WebHost'.

3. Choose the category's status to be either "Active" or "Inactive".



4. Click on the "Add Category" button. The "Reset" button is to reset the whole field to be empty, so be aware of not accidentally clicking the button.



5. A pop out message indicates that the category has been added successfully. You can now use the category to add products accordingly.

The screenshot shows a web-based administration panel titled "AKMAIJ - Category". The left sidebar, titled "ADMIN", contains links for Dashboard, Employee, Category (which is selected and highlighted in red), Product, Customer Info, Quotation, Invoice, and Payment. The main content area is titled "Category" and features a button labeled "Add New Category". A green success message box displays the text "Category has been added successfully". Below this, a table lists three categories: "Printing" (Category ID 12, Status Active), "Advertisement" (Category ID 13, Status Active), and "Construction" (Category ID 14, Status Active). The table includes columns for "Category ID", "Category Name", "Status", and "Action". At the bottom of the table, it says "Showing 1 to 3 of 3 entries". The footer of the page includes a "Powered by 000webhost" logo.

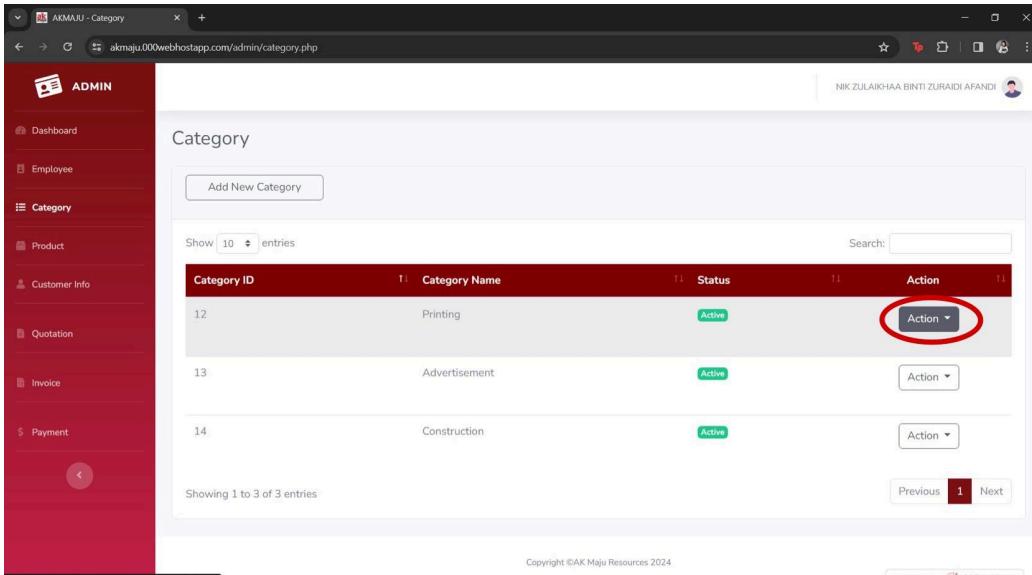
Category ID	Category Name	Status	Action
12	Printing	Active	Action ▾
13	Advertisement	Active	Action ▾
14	Construction	Active	Action ▾

5.2. Manage Category

Edit Category

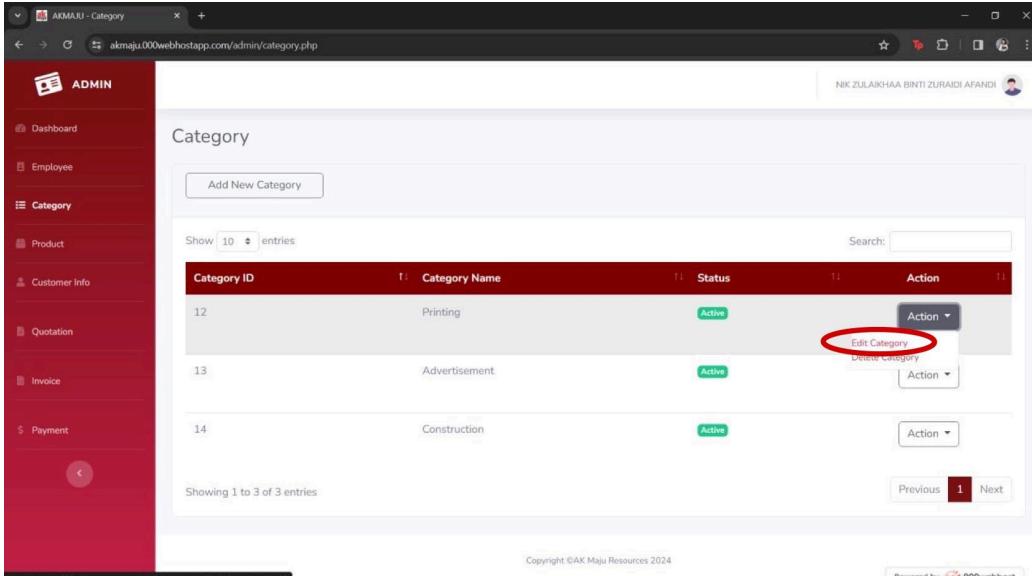
In case of which there should be modifications of the category's name, it can be modified here. The status of the category can also be modified from here, to change the category's status from active to inactive, or vice versa. Once the category has been set to inactive, the category and the product within can't be used in the quotation.

1. Click on the “Action” dropdown button.



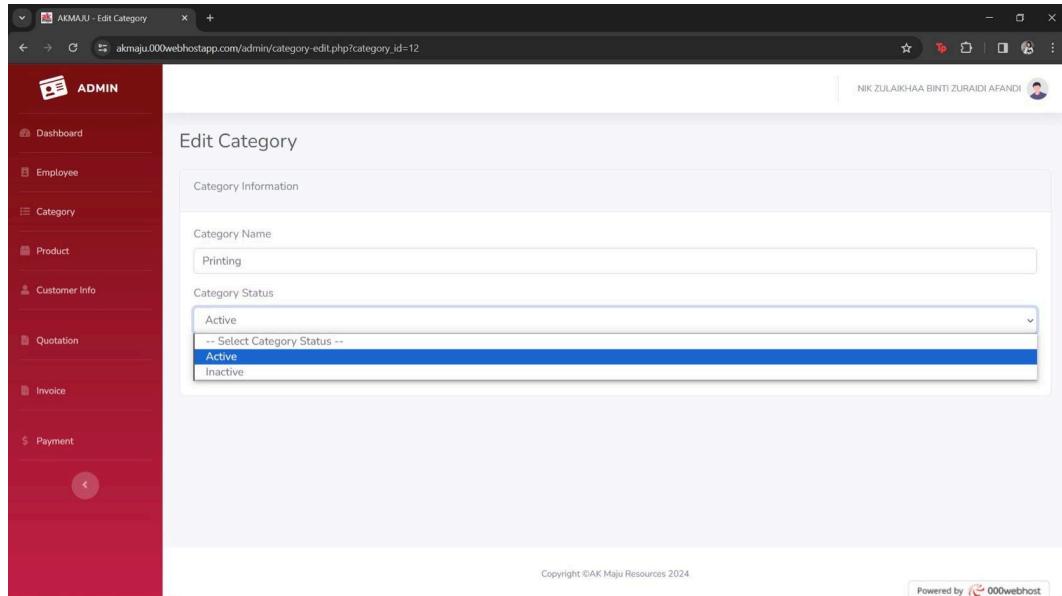
The screenshot shows the 'Category' section of the AKMaju Admin interface. On the left is a sidebar with links for Dashboard, Employee, Category (which is selected and highlighted in red), Product, Customer Info, Quotation, Invoice, and Payment. The main area displays a table of categories with columns for Category ID, Category Name, Status, and Action. The first row (Category ID 12, Name Printing, Status Active) has its 'Action' dropdown button circled in red. Below the table, it says 'Showing 1 to 3 of 3 entries'.

2. Click on the “Edit Category” sentence.

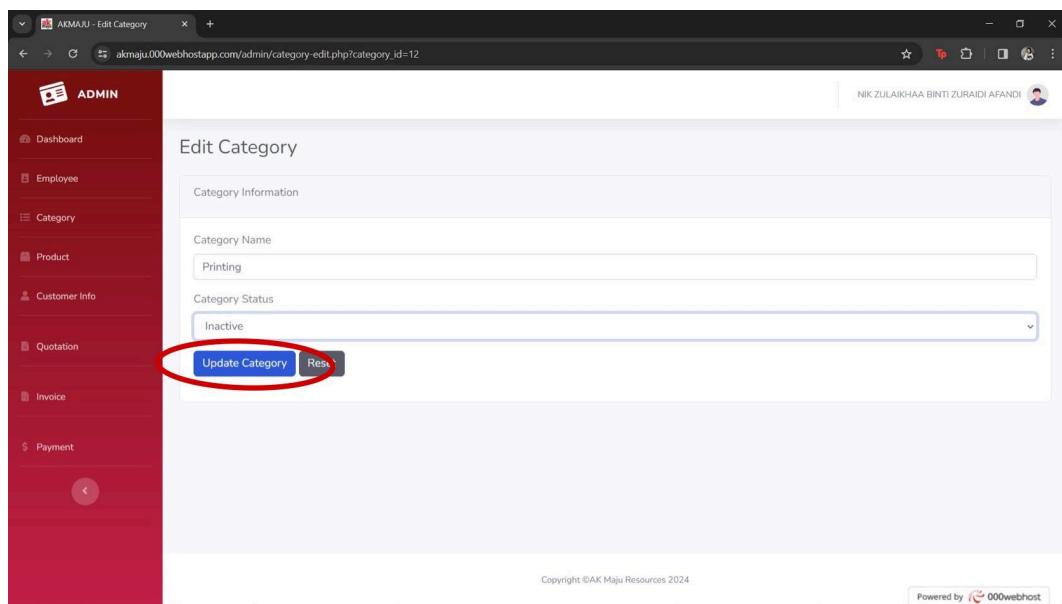


This screenshot shows the same 'Category' page as above, but with a mouse cursor hovering over the 'Edit Category' option in the dropdown menu of the 'Action' column for Category ID 12. A context menu is open with 'Edit Category' highlighted and circled in red. The rest of the table and sidebar are identical to the previous screenshot.

3. There, you can modify the Category Name or the Category status, you can change the category to be either active or inactive.



4. Click on the “Update Category” button.



5. A pop out message indicates that the category has been updated successfully.

The screenshot shows a web-based administration panel for 'AKMALLI - Category'. The left sidebar, titled 'ADMIN', includes links for Dashboard, Employee, Category (which is currently selected), Product, Customer Info, Quotation, Invoice, and Payment. The main content area is titled 'Category' and contains a success message: 'Category has been updated successfully'. Below this, there is a table with three entries:

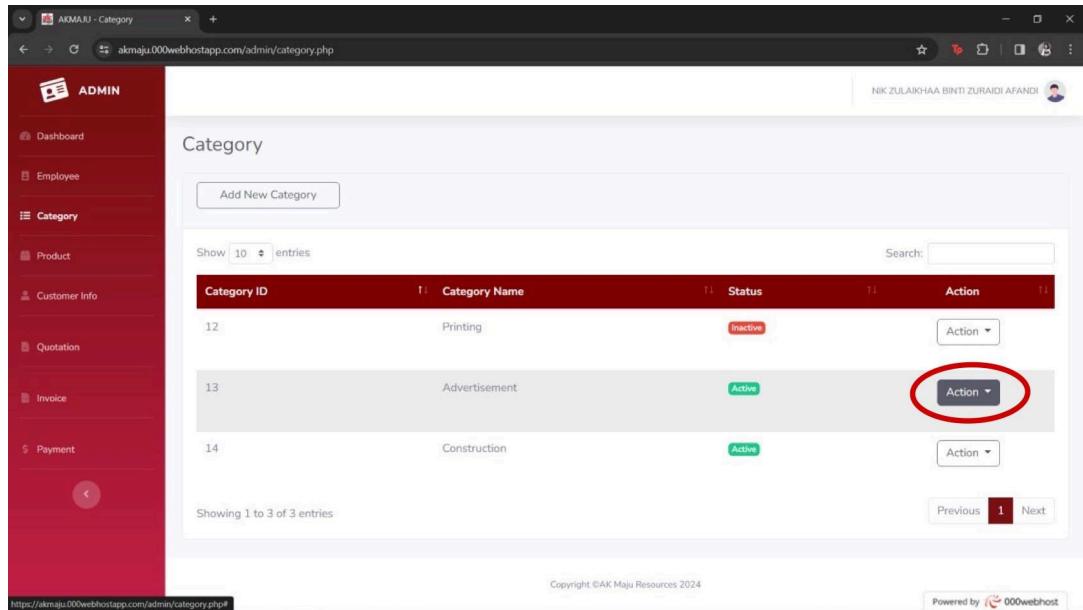
Category ID	Category Name	Status	Action
12	Printing	Inactive	Action ▾
13	Advertisement	Active	Action ▾
14	Construction	Active	Action ▾

At the bottom, it says 'Showing 1 to 3 of 3 entries' and features navigation buttons for 'Previous', '1', and 'Next'. The page is powered by 000webhost.

Delete Category

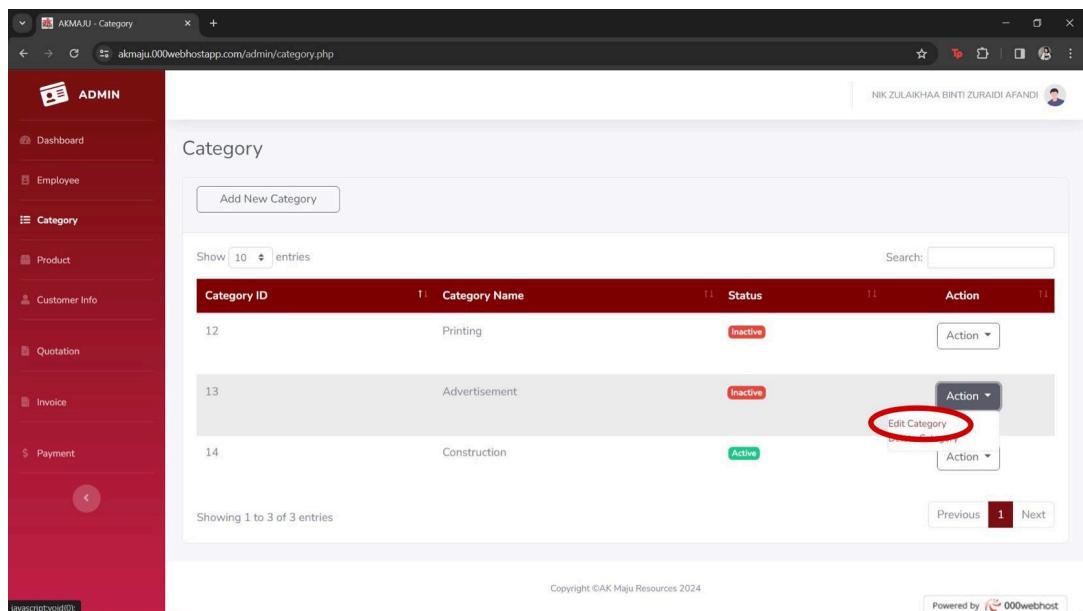
The active category can easily change its status by deleting the category. However, if you desire to re-active the category that has been deleted, you can modify the status at the edit category. Note that you are only allowed to delete categories that do not belong to any product yet.

1. Click on the “Action” dropdown button.



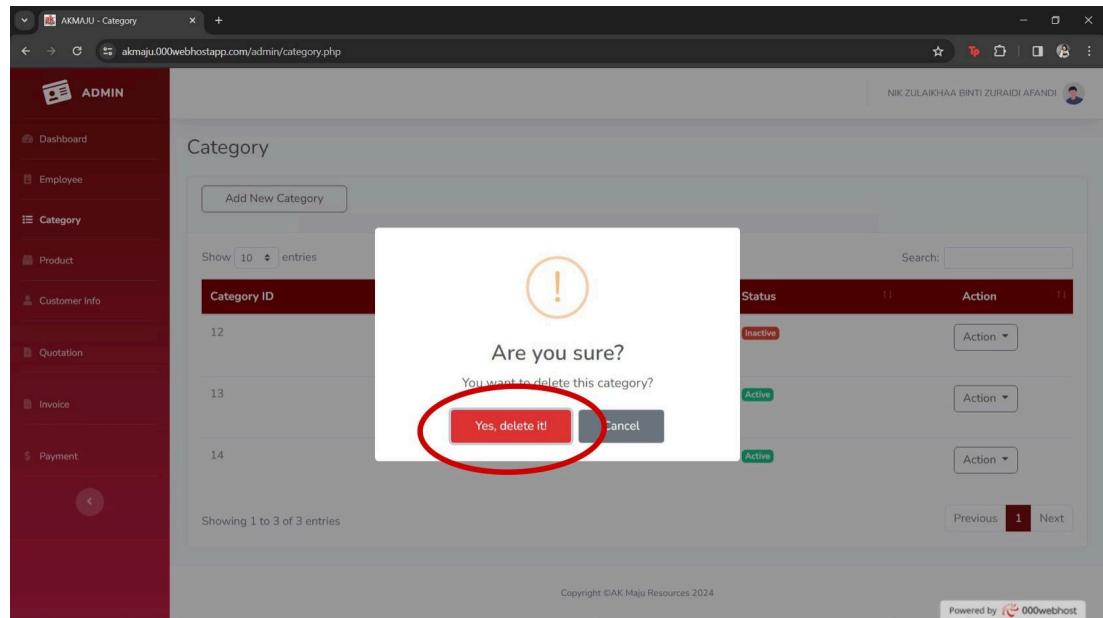
A screenshot of a web browser displaying the 'Category' section of the AKMaju Admin interface. The left sidebar shows navigation links for Dashboard, Employee, Category (which is selected), Product, Customer Info, Quotation, Invoice, and Payment. The main content area is titled 'Category' and contains a table with three entries. The table columns are 'Category ID', 'Category Name', 'Status', and 'Action'. The first entry (Category ID 12) has a status of 'Inactive' and an 'Action' dropdown button. The second entry (Category ID 13) has a status of 'Active' and an 'Action' dropdown button, which is highlighted with a red circle. The third entry (Category ID 14) has a status of 'Active' and an 'Action' dropdown button. Below the table, it says 'Showing 1 to 3 of 3 entries'. At the bottom right, there are 'Previous' and 'Next' buttons, and a copyright notice 'Copyright ©AK Maju Resources 2024'. The URL in the address bar is 'https://akmaju.000webhostapp.com/admin/category.php4'.

2. Click on the “Delete Category” sentence.

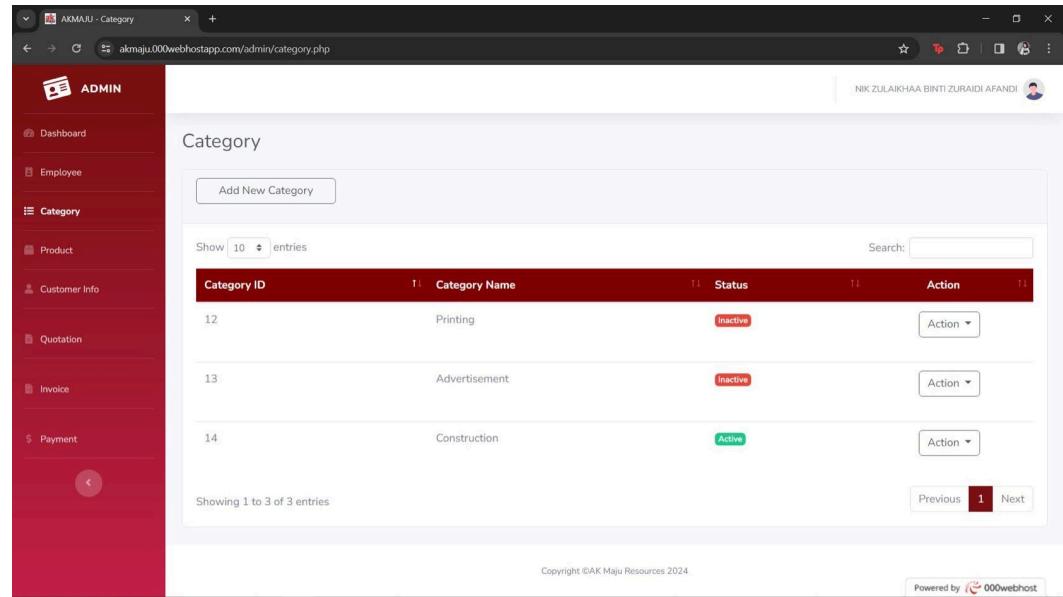


A screenshot of the same AKMaju Admin Category page as the previous one, but with a different action taken. The 'Action' dropdown button for category ID 13 now shows a submenu with the option 'Edit Category', which is highlighted with a red circle. The rest of the page remains the same, with the table showing three categories and the 'Edit Category' option circled.

3. A message alert will come out to double confirm the action, click on the “Yes, delete it!” button.



4. The category has been deleted. You can see that the category's status will now be displayed as “Inactive”. The category can no longer be used in adding new products.



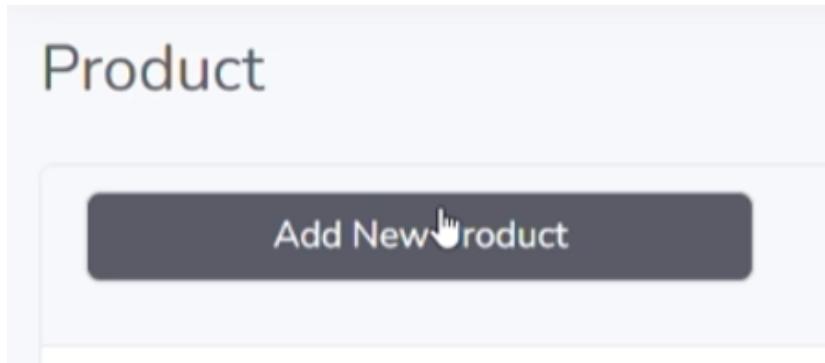
6. Product

This will be the main page for product, its main function is to manage inventory of company

The screenshot shows the Admin dashboard with a sidebar containing links like Dashboard, Employee, Category, Product, Customer Info, Quotation, Invoice, and Payment. The main area is titled 'Product' and shows a table with two entries. The table columns include ID, Name, Description, Category, Cost Price /Unit, Selling Price /Unit, Tax Code, Tax Amount, Discount percent, Discount Amount, Quantity, Status, and Action. The first entry is 'Sticker' with ID 28, and the second is 'panel board' with ID 29. Both entries have an 'Active' status and an 'Action' button.

6.1. Add Product

[Add Product.mp4](#)



1. We have to first press the add new product button to add items into the inventory

A screenshot of the 'Add Product' form. It contains fields for Product Name (LED Light), Product Category (Advertisement), Product Cost Price (100), Product Selling Price (120), Product Tax Code (0), Product Tax Amount (0), Product Discount Percent (0), Product Discount Amount (0), Product Quantity (12), Product Status (Active), and Product Description (Good condition).

2. Fill in all the details of the product into the table provided.

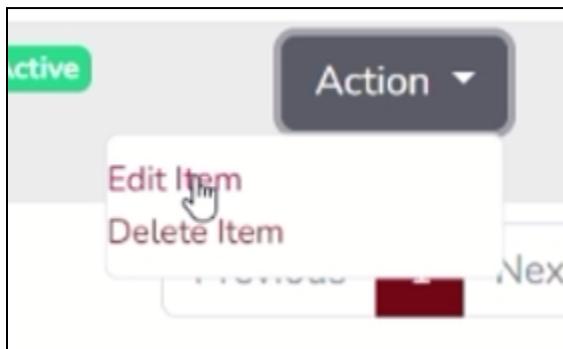


- Once filled in, press the blue add product button to save the product into inventory

- The new product will be saved into the product main page

6.2. Edit Product

[Edit Product.mp4](#)



- Press the action button and there will be a dropdown which will be shown, press edit item from that options

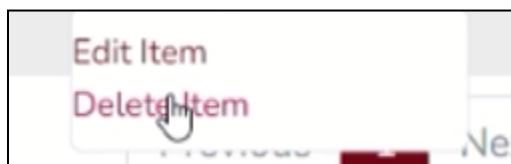
2. Update the new details of the item or product



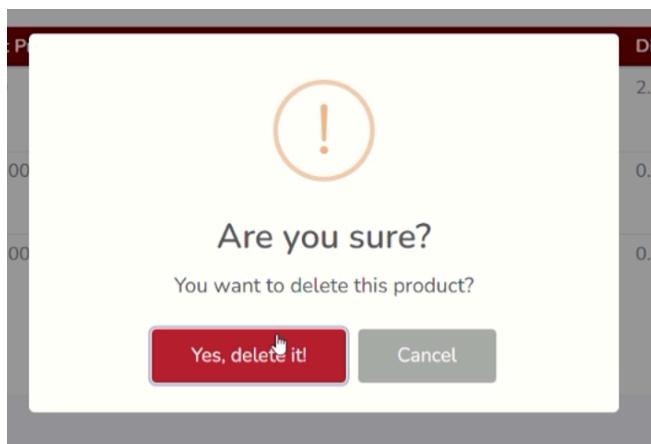
3. Press the update product button as a confirmation for the item to be edited

6.3. Delete Product

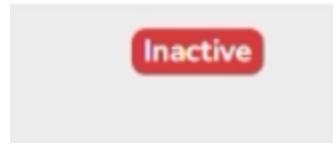
[delete Product.mp4](#)



1. Press the delete item button from the action dropdown



2. There will be a confirmation notification for it to delete the item



3. The status will be changed into inactive.



4. To undo the delete,simply go to action and edit product status to active

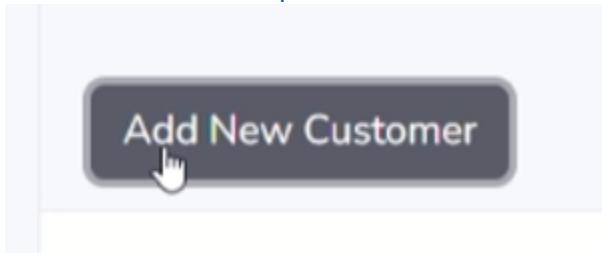
7. Customer

Customer Info						
Add New Customer						
Show 10 entries <input type="text" value="Search:"/> View Order						
Customer ID	Customer Name	Customer Address	Customer Phone Number	Customer Email	Customer Type	Customer Order
13	PRINCESS AURORA NATATA DCOCO	Lot 157G Lorong 5 Kampung Tengah	172789819	swayoongmin@gmail.com	Personal	View Order
15	JENNIE	yg	139204698	kimjennie@gmail.com	Personal	View Order

This will be the main page for customer info

7.1 Add New Customer

[Add Customer.mp4](#)



1. Simply press the add new customer button to generate a new customer

Add Customer

Full Name <input type="text" value="RUBILAN"/>	Phone Number <input type="text" value="0126765543"/>	Customer Type <input type="text" value="Personal"/>
Email <input type="text" value="rubilan@gmail.com"/>	Address <input type="text" value="No 49, jalan bidara 3,bandar botanic, 41200 Klang,Selangor"/>	
City <input type="text" value="Klang"/>	State <input type="text" value="Selangor"/>	Postcode <input type="text" value="41200"/>

2. Update the details of the customer into table provided

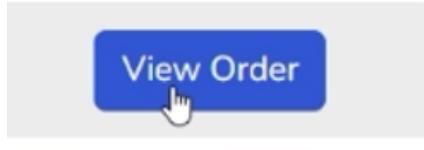


3. Press submit button as a confirmation for registering the new customer



4. The new customer will be shown in the customer main page.

7.2. Customer Order



1. Press view order button to navigate the current detail of customer's orders

Customer Quotation

Customer Information				
Customer Name	: RUBILAN			
Customer Phone	: 0126765543			
Customer Address	: No 49, jalan bidara 3,bandar botanic, 41200 Klang,Selangor 41200 Klang, Selangor			
Email	: rubilan@gmail.com			

Show 10 entries Search:

Quotation ID	Quotation Date	Status	Action
No data available in table			

Showing 0 to 0 of 0 entries Previous Next

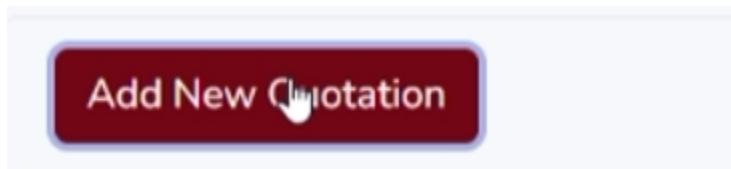
2. You can now view the customer order details

8. Quotation

Quotation										
Add New Quotation										
Show 10 entries										
Quotation ID	Quotation Date	Customer Name	Customer Address	Customer Phone Number	Customer Email	Customer Type	Status	Action		
33	12/01/2024 09:25:18 AM	JENNIE	Yg 81900 skudai, Johor	0139204698	kimjennie@gmail.com	Personal	Active	Action ▾		
32	12/01/2024 08:59:00 AM	PRINCESS AURORA NATATA DCOCO	Lot 157G Lorong 5 Kampung Tengah 47150 Puchong, Selangor	0172789819	swayoongmin@gmail.com	Personal	Deleted	Action ▾		
31	12/01/2024 08:58:35 AM	JENNIE	Yg 81900 skudai, Johor	0139204698	kimjennie@gmail.com	Personal	Active	Action ▾		
30	12/01/2024 06:08:41 AM	JENNIE	Yg 81900 skudai, Johor	0139204698	kimjennie@gmail.com	Personal	Active	Action ▾		
29	12/01/2024 05:51:56 AM	JENNIE	Yg 81900 skudai, Johor	0139204698	kimjennie@gmail.com	Personal	Active	Action ▾		
28	12/01/2024 05:25:58 AM	JENNIE	Yg 81900 skudai,	0139204698	kimjennie@gmail.com	Personal	Active	Action ▾		

This will be the main page for quotation, which will be used for managing quotation

8.1 Add New Quotation



1. Press the add new quotation button to add a quotation

Generate Quotation

Customer Information							
Customer Name	Select Customer						
Product	Select Product	Quantity	Quantity	Add Product			
Product	Quantity	Unit Price	Discount(%)	Discount Amount	Tax Code	Total Price	Action
Total Price 0.00							
Back	Generate Quotation						

2. Fill in the details of the quotation in the table provided

Customer Information	
Customer Name	Select Customer
Product	Select Customer
Product	Quantity
	RUBILAN

3. Select the customer from the dropdown generated from customer order

Product	Quantity
Product	Quantity

Back Generate Quotation

Select Product

- Sticker
- panel board
- LED Light

4. Next select the product from the dropdown generated by manage inventory

Add Product

5. Press add product to add material into quotation

Generate Quotation

Customer Information

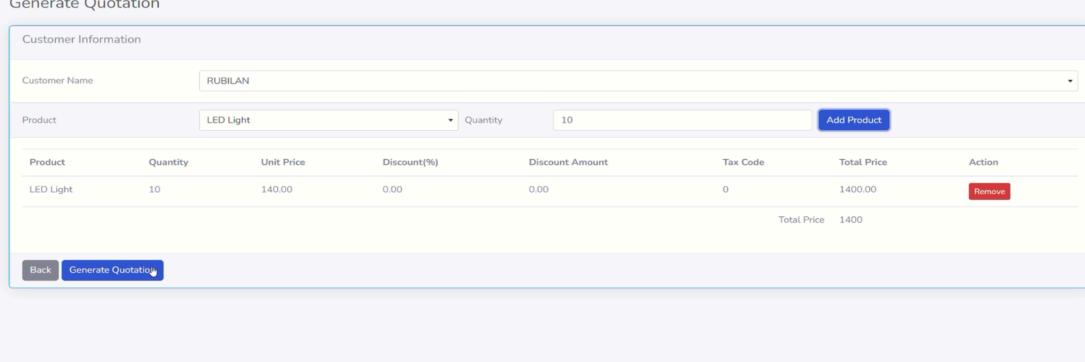
Customer Name	RUBILAN
---------------	---------

Product LED Light Quantity 10 Add Product

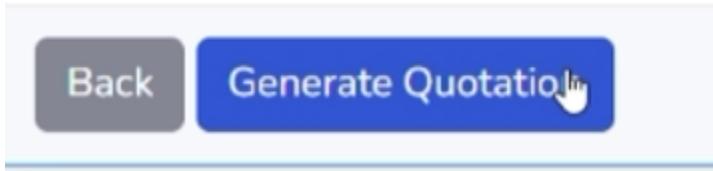
Product	Quantity	Unit Price	Discount(%)	Discount Amount	Tax Code	Total Price	Action
LED Light	10	140.00	0.00	0.00	0	1400.00	Remove

Total Price 1400

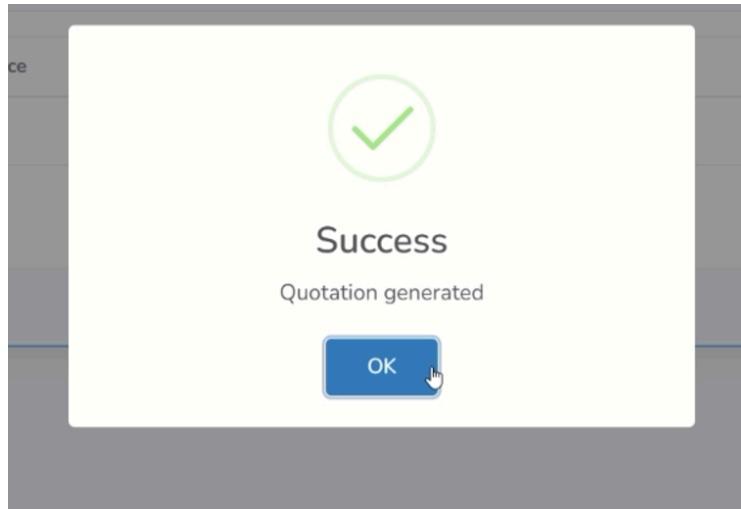
Back Generate Quotation



6. The page will look like this once done as it shows the quotation details



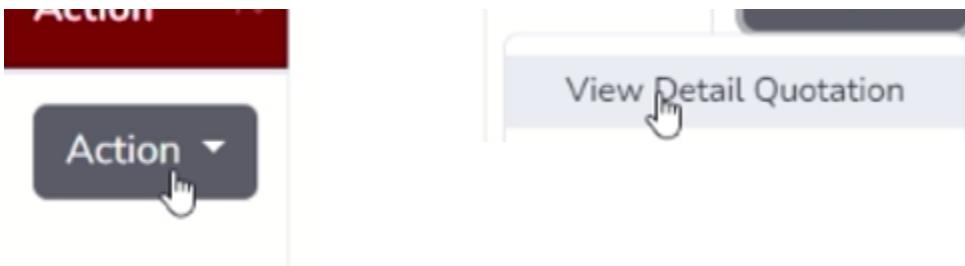
7. Press the generate quotation button as a confirmation to generate the quotation



8. Notification will pop up it is successfully generated

Quotation ID	Quotation Date	Customer Name	Customer Address	Customer Phone Number	Customer Email	Customer Type	Status	Action
34	12/01/2024 09:45:28 AM	RUBILAN	No 49, jalan bidara 3.bandar botanic, 41200 Klang,Selangor 41200 Klang, Selangor	0126765543	rubilan@gmail.com	Personal	Action	Action ▾

9. The quotation will be shown in quotation main page



10. Press view detail quotation from action dropdown

Quotation Generated



AK MAJU RESOURCES SDN. BHD.
No. 39 & 41, Jalan Utama 3/2, Pusat Komersial Sri Utama, Segamat, Johor, Malaysia- 85000
Phone: 07-9310717, 010-2218224 | Email: akmaju.acc@gmail.com
Company No: 1088436

Customer Information

Customer Name	: RUBILAN	Date	: 12/01/2024 09:45:28 AM
Customer Phone	: 0126765543	Email	: rubilan@gmail.com
Customer Address	: No 49, jalan bidara 3.bandar botanic, 41200 Klang,Selangor 41200 Klang, Selangor		
	Quotation No.: 34		

Product Details

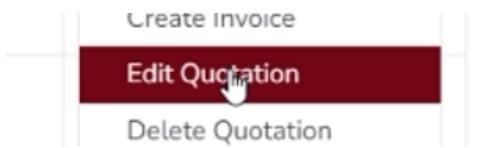
Product	Quantity	Unit Price	Discount(%)	Discount Amount	Tax Code	Total Price
LED Light	10	140.00	0.00	0.00	0	1,400.00
						Total Price 1,400.00

Print Quotation

11. The current quotation generated will be shown

8.2 Edit Quotation

[Edit Quotation.mp4](#)



1. Press edit quotation button to edit the quotation

41200 Klang,
Selangor

Product	Quantity	Quar
LED Light	10	Sticker panel board LED Light

Select Product

Back Generate Quotation

A screenshot of a mobile application showing a list of products. A dropdown menu titled 'Select Product' is open, displaying three options: 'Sticker', 'panel board', and 'LED Light'. The 'Sticker' option is currently selected. Below the table, there are two buttons: 'Back' and 'Generate Quotation'.

2. Fill in details of the edited detail

Selangor

Product	Quantity	Unit Price	Discount(%)	Discount Amount	Tax Code	Total Price
Sticker	20	15.00	2.00	2.00	g2	300.00
LED Light	10	140.00	0.00	0.00	0	1400.00
					Total Price	1700

Back Generate Quotation

A screenshot of a mobile application showing a table of product details. The table includes columns for Product, Quantity, Unit Price, Discount(%), Discount Amount, Tax Code, and Total Price. The data shows two items: Sticker (20 units at 15.00 each) and LED Light (10 units at 140.00 each). The total price is 1700. Below the table, there are two buttons: 'Back' and 'Generate Quotation'.

3. Update the new quotation which was edited.

8.3 View Detail and Print Quotation

[Video Link : View Detail and Print Quotation](#)

1. Press “view detail quotation” from action dropdown to view detail quotation

The screenshot shows a list of quotations. One quotation is selected, and a context menu is open over it. The menu includes options: Active (highlighted in green), Action (dropdown), View Detail Quotation (highlighted with a red circle), Create Invoice, Edit Quotation, and Delete Quotation.

Quotation ID	Quotation Date	Customer Name	Customer Address	Customer Phone Number	Customer Email	Customer Type	Status	Action
	12/01/2024 08:59:00 AM	PRINCESS AURORA NATATA DCOCO	Lot 157G Lorong 5 Kampung Tengah 47150 Puchong, Selangor	0172789819	swayoongmin@gmail.com	Personal	Active	Action

The screenshot shows the details of a generated quotation. It includes the company logo and address, followed by a section for Customer Information. The customer information listed is:

Customer Name	:	PRINCESS AURORA NATATA DCOCO	Date	:	12/01/2024 08:59:00 AM
Customer Phone	:	0172789819	Email	:	swayoongmin@gmail.com
Customer Address	:	Lot 157G Lorong 5 Kampung Tengah 47150 Puchong, Selangor	Quotation No.	:	32

2. Press “Print Quotation” to navigate the print page

The screenshot shows a software interface for managing quotations. On the left, there's a sidebar with tabs for Customer Info, Quotation (which is selected), Invoice, and Payment. The main area displays customer information: Name (PRINCESS AURORA NATATA DCOCO), Phone (0127289819), Address (Lot 157G Lorong 5 Kampung Tengah 47150 Puchong, Selangor), Date (12/01/2024 08:59:00 AM), Email (swayoongmin@gmail.com), and Quotation No. (32). Below this is a table of products: Sticker (Quantity 5, Unit Price 15.00, Discount(%) 2.00, Discount Amount 2.00, Tax Code g2, Total Price 75.00). At the bottom of the main area is a "Print Quotation" button, which is highlighted with a red oval.

3. Press “Print” to print the quotation

The screenshot shows the software displaying the quotation page on the left and a "Print" dialog box on the right. The print dialog box is titled "Print" and specifies "1 sheet of paper". It includes fields for Destination (set to "Microsoft Print to PDF"), Pages (set to "All"), Color mode (set to "Color"), Paper size (set to "Letter"), Scale (set to "Fit to page width" with a scale of 100%), and Pages per sheet (set to "1"). At the bottom of the dialog box are "Print" and "Cancel" buttons.

8.4 Delete Quotation

[Video Link : Delete Quotation](#)

1. Press “Delete Quotation” from action dropdown

The screenshot shows the 'Quotation' list page. On the left is a red sidebar with navigation links. The main area has a table with columns: on, Quotation Date, Customer Name, Customer Address, Customer Phone Number, Customer Email, Customer Type, Status, and Action. The first row shows a quotation for 'PRINCESS AURORA NATATA DCOCO' with phone number 0172789819. The 'Action' column for this row has a dropdown menu circled in red, containing options: View Detail Quotation, Create Invoice, Edit Quotation, and Delete Quotation.

on	Quotation Date	Customer Name	Customer Address	Customer Phone Number	Customer Email	Customer Type	Status	Action
	12/01/2024 08:59:00 AM	PRINCESS AURORA NATATA DCOCO	Lot 157G Lorong 5 Kampung Tengah 47150 Puchong, Selangor	0172789819	swayoongmin@gmail.com	Personal	Active	Action
	12/01/2024 08:58:35	JENNIE	yg 81900	0139204698	kimjennie@gmail.com	Personal	Active	Action

2. The confirmation alert will pop out , press “Yes, delete it!” button to proceed delete and “Cancel” to back to previous page

The screenshot shows the same 'Quotation' list page as before, but with a confirmation dialog box in the foreground. The dialog has a large exclamation mark icon and the text "Are you sure? You won't be able to revert this!". It contains two buttons: a red "Yes, delete it!" button and a blue "Cancel" button.

9. Invoice

9.1 Create Invoice

[Video Link : Create Invoice](#)

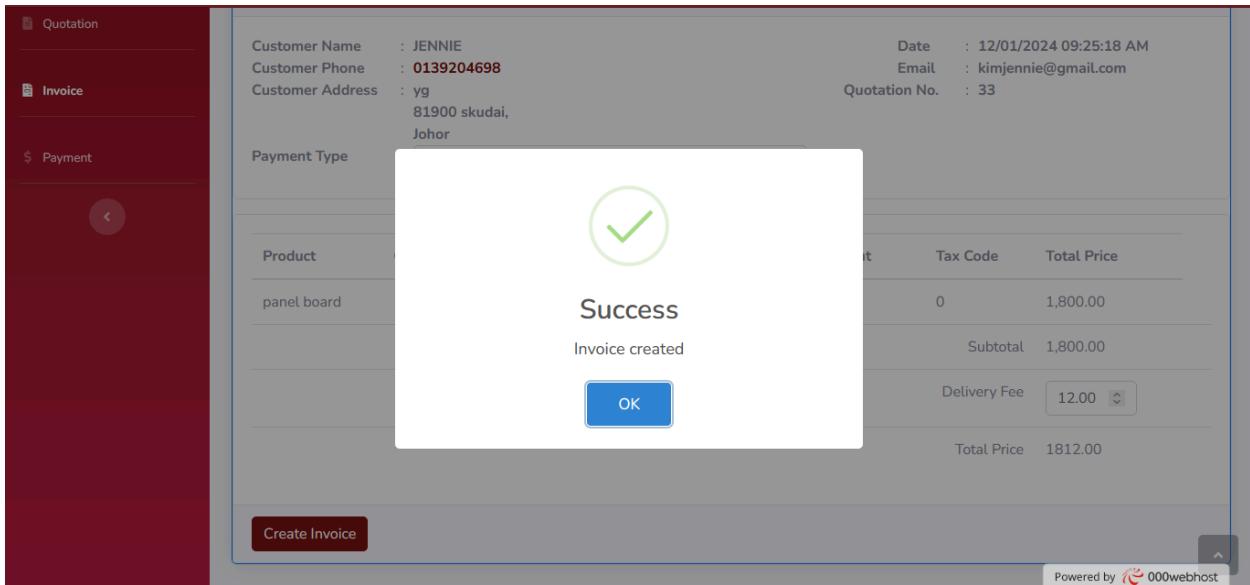
1. Press “Create Invoice” from action dropdown

The screenshot shows a 'Quotation' list page. On the left is a dark sidebar with various menu items like Dashboard, Employee, Category, Product, Customer Info, Quotation, Invoice, and Payment. The 'Quotation' item is currently selected. The main area displays a table with columns: on, Quotation Date, Customer Name, Customer Address, Customer Phone Number, Customer Email, Customer Type, Status, and Action. There are two rows of data. The second row corresponds to the user 'PRINCESS AURORA NATATA'. The 'Action' column for this row has a dropdown menu with options: View Detail Quotation, Create Invoice, Edit Quotation, and Delete Quotation. The 'Create Invoice' option is highlighted with a red circle.

2. Fill the details of invoice in the table provided

The screenshot shows the 'Create Invoice - 33' page. The left sidebar is identical to the previous one. The main area starts with the company details: AK MAJU RESOURCES SDN. BHD., address No. 39 & 41, Jalan Utama 3/2, Pusat Komersial Sri Utama, Segamat, Johor, Malaysia- 85000, phone 07-9310717, email akmaju.acc@gmail.com, and company no. 1088436. Below this is a 'Customer Information' section with fields for Customer Name, Customer Phone, Customer Address, and Payment Type. The 'Payment Type' field has a dropdown menu with options: Please select payment type, Cash, Transfer, Local Order, and another Please select payment type. To the right of these fields are the values: Date: 12/01/2024 09:25:18 AM, Email: kimjennie@gmail.com, and Quotation No.: 33. At the bottom is a large 'Create Invoice' button, which is circled in red. The page also includes a footer with 'Powered by 000webhost' and 'Total Price 1012.00'.

4. Alert will pop out once the invoice is successfully created



9.2 Edit Invoice

[Video Link: Edit Invoice](#)

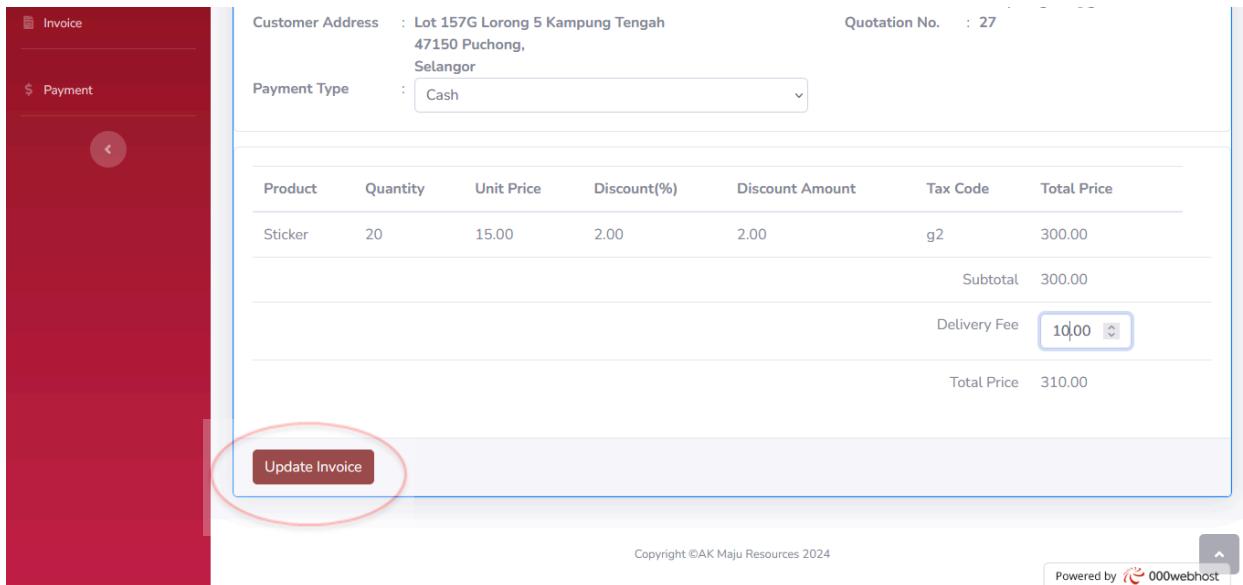
1. Press “Edit Invoice” from action dropdown

The screenshot shows the Admin dashboard with a sidebar containing links like Dashboard, Employee, Category, Product, Customer Info, Quotation, Invoice (which is selected), and Payment. The main area displays an 'Invoice' list with columns: on, Quotation Date, Customer Name, Customer Address, Customer Phone Number, Customer Email, Customer Type, Status, and Action. Two rows are visible: one for PRINCESS AURORA NATATA DCOCO and another for JENNIE. For the first row, a context menu is open over the 'Action' button, with 'Edit Invoice' highlighted and circled in red. The menu also includes View Invoice Detail, View DO, and Delete Invoice options.

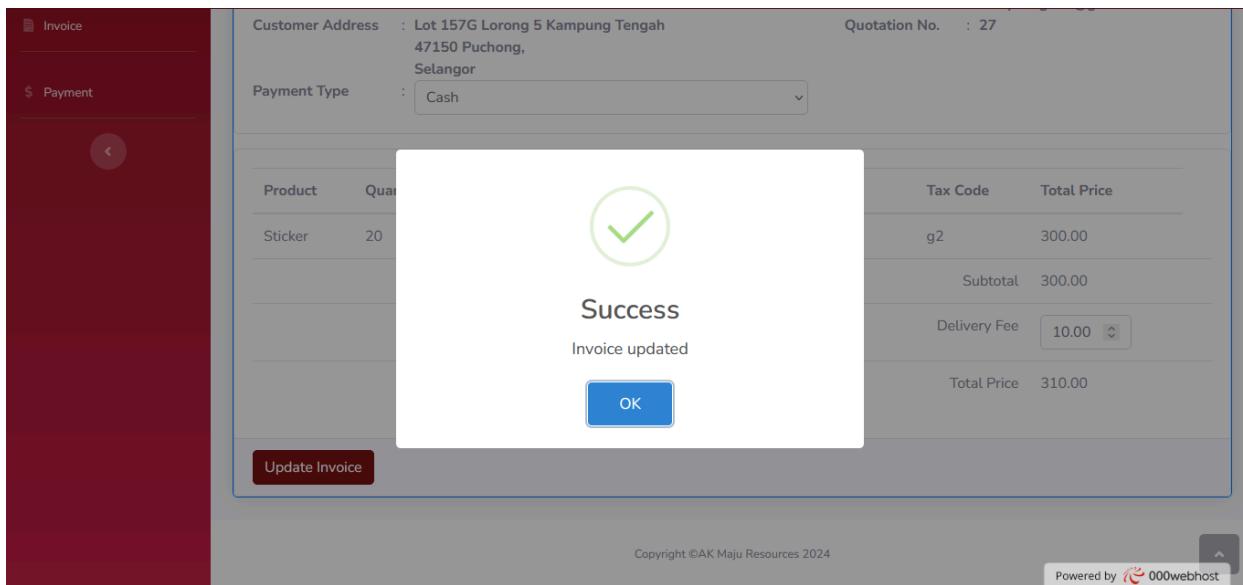
2. Fill in details of the edited detail

The screenshot shows the 'Update Invoice - 27' page. It features a logo for AK MAJU RESOURCES SDN. BHD. with address details: No. 39 & 41, Jalan Utama 3/2, Pusat Komersial Sri Utama, Segamat, Johor, Malaysia- 85000. The phone number is 07-9310717, and the email is akmaju.acc@gmail.com. The company number is 1088436. Below this is a 'Customer Information' section with fields for Customer Name, Customer Phone, Customer Address, and Payment Type. The Customer Name field is empty, and the Payment Type dropdown shows 'Cash' selected. To the right, there are summary details: Date (11/01/2024 05:23:39 PM), Email (swayoongmin@gmail.com), and Quotation No. (27). At the bottom right, it says 'Powered by 00webhost'.

3. Scroll down and press “Update Invoice” to update invoice



4. Alert will pop out once the invoice is successful updated



9.3 View Detail and Print Invoice

[Video Link : View Detail and Print Invoice](#)

1. Press “ View Invoice Detail ” in action dropdown

The screenshot shows the Admin dashboard with a sidebar containing links like Dashboard, Employee, Category, Product, Customer Info, Quotation, Invoice (which is selected), and Payment. The main area is titled 'Invoice' and displays a table of invoices. The second row from the top has its 'Action' dropdown menu open, with options: Active, Action (selected), View Invoice Detail (circled in red), Edit Invoice, View DO, and Delete Invoice.

on	Quotation Date	Customer Name	Customer Address	Customer Phone Number	Customer Email	Customer Type	Status	Action
	11/01/2024 05:23:39 PM	PRINCESS AURORA NATATA DCOCO	Lot 157G Lorong 5 Kampung Tengah 47150 Puchong, Selangor	0172789819	swayoongmin@gmail.com	Personal	Active	Action
	12/01/2024 05:25:58 AM	JENNIE	yg 81900 skudai, Johor	0139204698	kimjennie@gmail.com	Personal	Active	Action

The screenshot shows the 'Invoice Generated' page. It features the 'ak maju' logo and company details: AK MAJU RESOURCES SDN. BHD., No. 39 & 41, Jalan Utama 3/2, Pusat Komersial Sri Utama, Segamat, Johor, Malaysia- 85000. The phone number is 07-9310717, and the email is akmaju.acc@gmail.com. The company number is 1088436. The page also displays customer information: Customer Name (JENNIE), Customer Phone (0139204698), Customer Address (yg 81900 skudai, Johor), Customer Type (Personal), Date (12/01/2024 05:25:58 AM), Email (kimjennie@gmail.com), Quotation No. (28), and Payment Type (Local Order). At the bottom right, it says 'Powered by 000webhost'.

2. Press “Print Invoice” to navigate the print page

The screenshot shows a web-based application for managing invoices. On the left, there's a sidebar with 'Invoice' and 'Payment' buttons. The main content area displays customer information: Customer Phone (0139204698), Customer Address (yg 81900 skudai, Johor), Customer Type (Personal), Email (kimjennie@gmail.com), and Quotation No. (28). Below this is a table of products:

Product	Quantity	Unit Price	Discount(%)	Discount Amount	Tax Code	Total Price
Sticker	23	15.00	2.00	2.00	g2	345.00
					Subtotal	345.00
					Delivery Fee	0.00
					Total Price	345.00

A large red circle highlights the 'Print Invoice' button at the bottom of the page.

3. Press “Print Invoice” to print the invoice

The screenshot shows a 'Print' dialog box overlaid on the invoice page. The dialog includes fields for Destination (set to 'Microsoft Print to PDF'), Pages (set to 'All'), Color mode (set to 'Color'), Paper size (set to 'Letter'), Scale (with 'Fit to page width' selected), and Pages per sheet (set to '1'). At the bottom are 'Print' and 'Cancel' buttons.

9.4 Delete Invoice

[Video Link : Delete Invoice](#)

1. Press “Delete Invoice” from action dropdown

The screenshot shows the 'Invoice' section of a web application. On the left is a dark sidebar with various menu items: Dashboard, Employee, Category, Product, Customer Info, Quotation, Invoice (which is currently selected), and Payment. The main area is titled 'Invoice' and displays a table of invoices. The columns are: Quotation ID, Quotation Date, Customer Name, Customer Address, Customer Phone Number, Customer Email, Customer Type, Status, and Action. The second row (Quotation ID 28) shows details for 'JENNIE'. In the 'Action' column for this row, a dropdown menu is open, showing options: View Invoice Detail, Edit Invoice, View DO, and Delete Invoice. The 'Delete Invoice' option is highlighted with a red oval. At the bottom right of the page, there is a watermark 'Powered by 000webhost'.

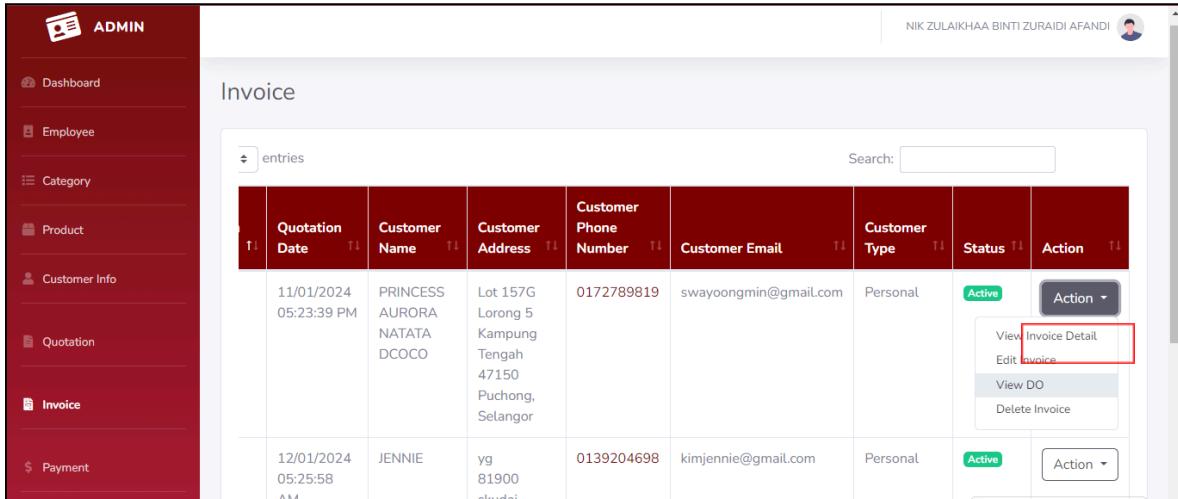
2. The confirmation alert will pop out , press “ Yes, delete it!” button to proceed delete and “Cancel” to back to previous page

This screenshot shows the same interface as the previous one, but with a modal dialog box centered over the table. The dialog has a large orange exclamation mark icon at the top. Below it, the text 'Are you sure?' is displayed, followed by the note 'You won't be able to revert this!'. At the bottom of the dialog are two buttons: a red 'Yes, delete it!' button and a blue 'Cancel' button. The background table and sidebar are visible through the semi-transparent modal.

9.5 View and print delivery order

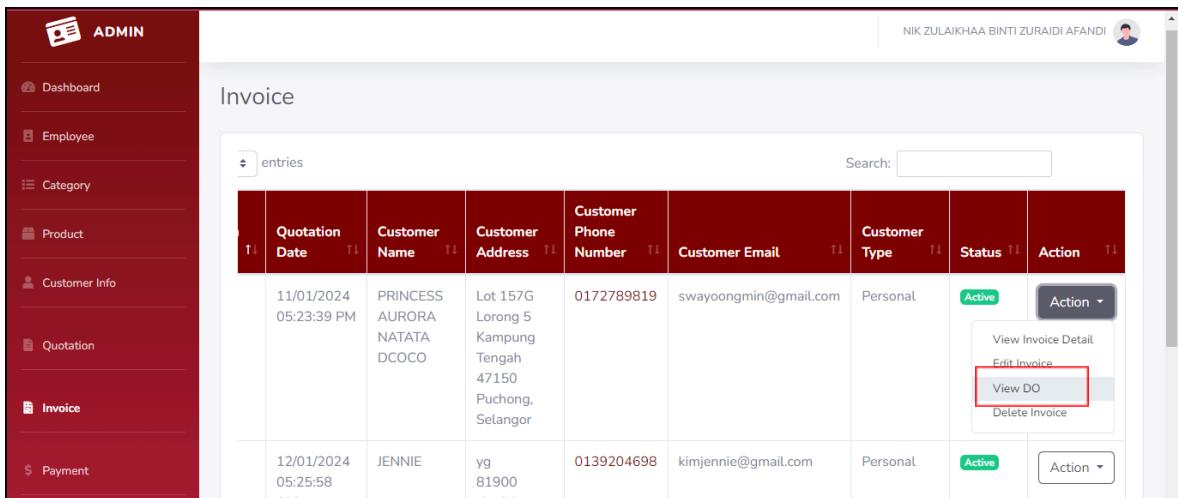
[View DO.mp4](#)

1. Click on 'Action' Dropdown' from invoice page



Quotation Date	Customer Name	Customer Address	Customer Phone Number	Customer Email	Customer Type	Status	Action
11/01/2024 05:23:39 PM	PRINCESS AURORA NATATA DCOCO	Lot 157G Lorong 5 Kampung Tengah 47150 Puchong, Selangor	0172789819	swayoongmin@gmail.com	Personal	Active	Action
12/01/2024 05:25:58	JENNIE	yg 81900	0139204698	kimjennie@gmail.com	Personal	Active	Action

2. Click on 'View Do'



Quotation Date	Customer Name	Customer Address	Customer Phone Number	Customer Email	Customer Type	Status	Action
11/01/2024 05:23:39 PM	PRINCESS AURORA NATATA DCOCO	Lot 157G Lorong 5 Kampung Tengah 47150 Puchong, Selangor	0172789819	swayoongmin@gmail.com	Personal	Active	Action
12/01/2024 05:25:58	JENNIE	yg 81900	0139204698	kimjennie@gmail.com	Personal	Active	Action

3. Now Employee can view DO detail

The screenshot shows a web-based application interface. On the left, a dark red sidebar menu titled 'ADMIN' lists several options: Dashboard, Employee, Category, Product, Customer Info, Quotation, Invoice, and Payment. The 'Invoice' option is currently selected. The main content area is titled 'Delivery Order'. It features a logo for 'ak maju' and company details: AK MAJU RESOURCES SDN. BHD., No. 39 & 41, Jalan Utama 3/2, Pusat Komersial Sri Utama, Segamat, Johor, Malaysia- 85000. Phone: 07-9310717, 010-2218224 | Email: akmaju.acc@gmail.com. Company No: 1088436. Below this, a section titled 'Customer Information' displays the following data:

Customer Name	:	PRINCESS AURORA NATATA DCOCO	Date	:	11/01/2024 05:23:39 PM
Customer Phone	:	0172789819	Email	:	swayoongmin@gmail.com
Customer Address	:	Lot 157G Lorong 5 Kampung Tengah 47150 Puchong, Selangor	DO No.	:	27
Customer Type	:	Personal	Terms of Payment : Cash		

4. Employee also can print the DO detail, just click 'Print'

This screenshot shows the same DO detail page as above, but with a red rectangular box highlighting the 'Print' button located at the bottom left of the main content area. The rest of the page displays the customer information and the table from the previous screenshot.

5. Now Employee can see the Print Detail

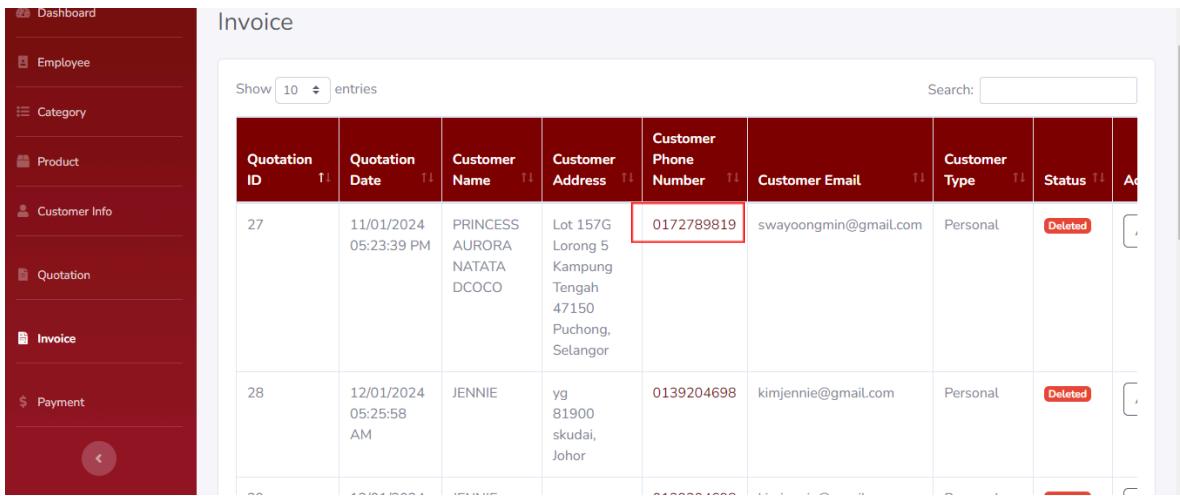
The screenshot shows a web-based point-of-sale (POS) system interface. On the left, there's a sidebar with sections for Customer Information, Customer Type, and a product list. The main area displays a receipt for a customer named PRINCESS AURORA NATATA DCOCO. The receipt includes details like phone number, address, and payment terms. To the right of the receipt is a 'Print' dialog box. The dialog has settings for Destination (set to HP DeskJet 2300 series), Pages (All), Copies (1), and Color (Color). At the bottom of the dialog are 'Print' and 'Cancel' buttons.

S.No	Product	Description	Quantity	Unit Price	Total Price
28	Sticker	Sticker Advertise	20	15.00	300.00
				Subtotal	300.00
				Delivery Fee	5.00
				Total Price	305.00

9.6 Send Document Through Customer's Whatsapp

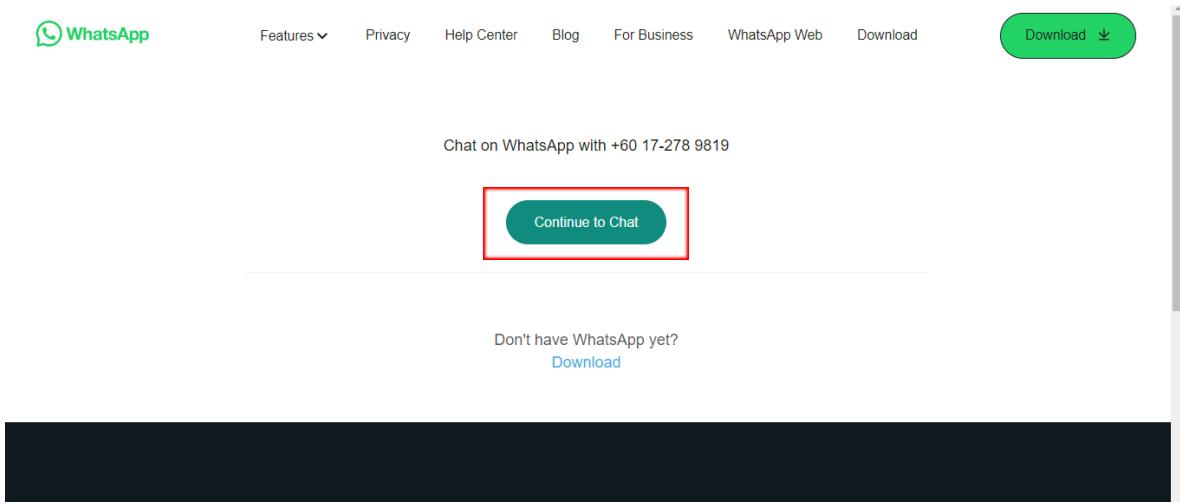
[Send Document to customer Whatsapp.mp4](#)

1. Click on the specific Customer Phone Number



Quotation ID	Quotation Date	Customer Name	Customer Address	Customer Phone Number	Customer Email	Customer Type	Status	Action
27	11/01/2024 05:23:39 PM	PRINCESS AURORA NATATA DCOCO	Lot 157G Lorong 5 Kampung Tengah 47150 Puchong, Selangor	0172789819	swayoongmin@gmail.com	Personal	Deleted	[Edit]
28	12/01/2024 05:25:58 AM	JENNIE	yg 81900 skudai, Johor	0139204698	kimjennie@gmail.com	Personal	Deleted	[Edit]

2. Employee will be navigate to whatsapp



10. Payment

This payment page shows the list of customers that have created their invoices. If they made their payment, the employee can attach the proof of payment on this page. The customer status will change from unpaid to paid.

10.1 Upload Proof of Payment

[Upload Proof of Payment.mp4](#)

1. Click on 'Payment' from navigation bar.

The screenshot shows a 'Payment' page with a table listing invoices. The table columns are: Payment ID, Quotation Date, Customer Name, Customer Phone Number, Payment Type, Payment Amount, Status, and Proof of Payment. Row 1 (Payment ID 28) has a 'Unpaid' status and a 'Choose PDF File' input field with a red border. Row 2 (Payment ID 29) has a 'Paid' status and a 'Paid' button. Row 3 (Payment ID 33) has a 'Paid' status and a 'Paid' button. The sidebar on the left is labeled 'ADMIN' and includes links for Dashboard, Employee, Category, Product, Customer Info, Quotation, Invoice, and Payment (which is highlighted).

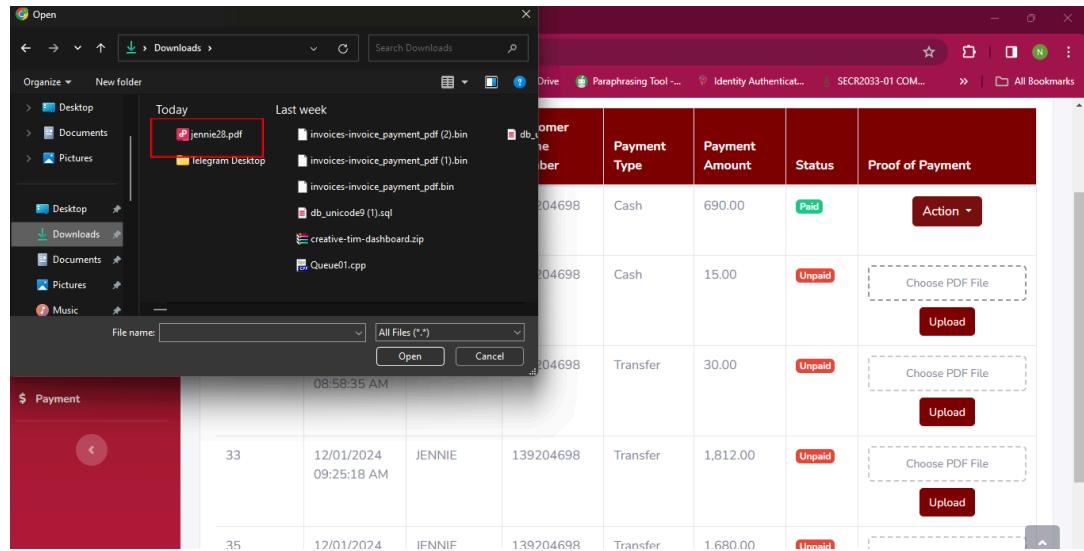
Payment ID	Quotation Date	Customer Name	Customer Phone Number	Payment Type	Payment Amount	Status	Proof of Payment
28	12/01/2024 05:25:58 AM	JENNIE	139204698	Local Order	345.00	Unpaid	<input type="file"/> Choose PDF File <button>Upload</button>
29	12/01/2024 05:51:56 AM	JENNIE	139204698	Transfer	690.00	Paid	<button>Action</button>
33	12/01/2024 09:25:18 AM	JENNIE	139204698	Transfer	1,812.00	Paid	<button>Action</button>

2. Click on 'Choose pdf file'.

The screenshot shows the same 'Payment' page as above, but the 'Choose PDF File' input field for Payment ID 28 is now highlighted with a red box. The rest of the page remains the same, showing the list of invoices and the sidebar.

Payment ID	Quotation Date	Customer Name	Customer Phone Number	Payment Type	Payment Amount	Status	Proof of Payment
28	12/01/2024 05:25:58 AM	JENNIE	139204698	Local Order	345.00	Unpaid	<input type="file"/> Choose PDF File <button>Upload</button>
29	12/01/2024 05:51:56 AM	JENNIE	139204698	Transfer	690.00	Paid	<button>Action</button>
33	12/01/2024 09:25:18 AM	JENNIE	139204698	Transfer	1,812.00	Paid	<button>Action</button>

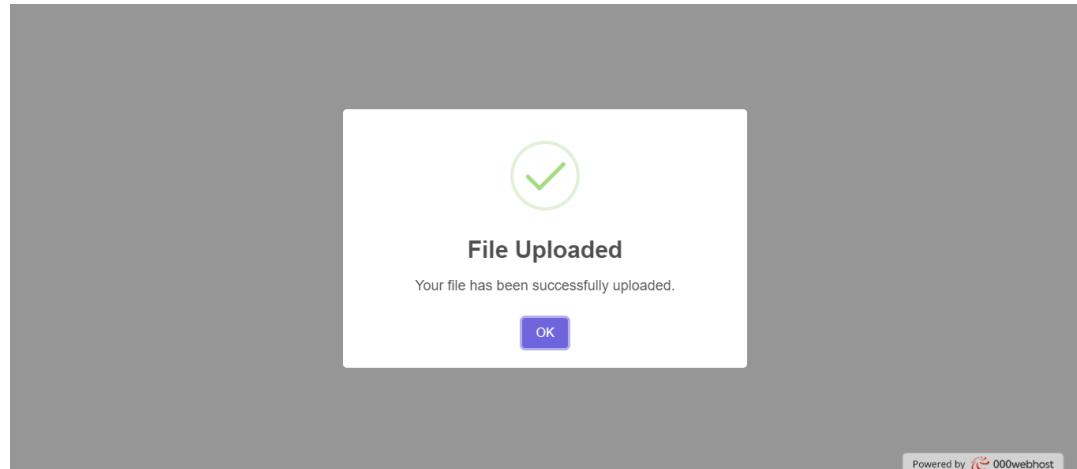
3. Click on the pdf file to upload.



4. Click 'Upload'

Payment ID	Quotation Date	Customer Name	Customer Phone Number	Payment Type	Payment Amount	Status	Proof of Payment
28	12/01/2024 05:25:58 AM	JENNIE	139204698	Local Order	345.00	Unpaid	<input type="button" value="Choose PDF File"/> <input type="button" value="Upload"/>
29	12/01/2024 05:51:56 AM	JENNIE	139204698	Transfer	690.00	Paid	Action
33	12/01/2024 09:25:18 AM	JENNIE	139204698	Transfer	1,812.00	Paid	Action
35	12/01/2024 09:25:18 AM	JENNIE	139204698	Transfer	1,680.00	Paid	

5. Alert will appear after file successfully uploaded.



Powered by  000webhost

6. Now the status change from 'unpaid' to 'paid'

10.2 View Proof of Payment

View Payment.mp4

- Click on 'Action' dropdown'

Payment ID	Quotation Date	Customer Name	Customer Phone Number	Payment Type	Payment Amount	Status	Proof of Payment
28	12/01/2024 05:25:58 AM	JENNIE	139204698	Local Order	345.00	Paid	Action
29	12/01/2024 05:51:56 AM	JENNIE	139204698	Transfer	690.00	Unpaid	Action
33	12/01/2024 09:25:18 AM	JENNIE	139204698	Transfer	1,812.00	Unpaid	Action

- Click on 'View Proof Of Payment'

Payment ID	Quotation Date	Customer Name	Customer Phone Number	Payment Type	Payment Amount	Status	Proof of Payment
29	12/01/2024 05:51:56 AM	JENNIE	139204698	Cash	690.00	Paid	Action
30	12/01/2024 06:08:41 AM	JENNIE	139204698	Cash	15.00	Paid	Action
31	12/01/2024 08:58:35 AM	JENNIE	139204698	Transfer	30.00	Unpaid	Action

- Now employee can view the file for proof of payment

DuitNow QR

Thank You,
Here's your transaction details.

Successful
Clicks Ref 625705356
DuitNow Ref 98518121
8 November 2023, 10:04:51 PM

Recipient Name NUR AISYAH BI Clicks Ref 625705356	Amount 22.50 (MYR) DuitNow Ref 98518121
Total 22.50	

Note: This is computer generated and no signature is required.

10.3 Modify Proof of Payment

Modify Payment.mp4

- Click on 'Action' dropdown'

Payment ID	Quotation Date	Customer Name	Customer Phone Number	Payment Type	Payment Amount	Status	Proof of Payment
28	12/01/2024 05:25:58 AM	JENNIE	139204698	Local Order	345.00	Paid	Action
29	12/01/2024 05:51:56 AM	JENNIE	139204698	Transfer	690.00	Unpaid	Action
33	12/01/2024 09:25:18 AM	JENNIE	139204698	Transfer	1,812.00	Unpaid	Action

- Click on 'Change Payment Proof'

Payment ID	Quotation Date	Customer Name	Customer Phone Number	Payment Type	Payment Amount	Status	Proof of Payment
29	12/01/2024 05:51:56 AM	JENNIE	139204698	Cash	690.00	Paid	Action
30	12/01/2024 06:08:41 AM	JENNIE	139204698	Cash	15.00	Paid	Action
31	12/01/2024 08:58:35 AM	JENNIE	139204698	Transfer	30.00	Unpaid	Action

- Click 'Yes' on the alert

Confirmation

Are you sure you want to change the payment proof?

Yes **No**

Payment ID	Quotation Date	Customer Name	Customer Phone Number	Payment Type	Payment Amount	Status	Proof of Payment
28	12/01/2024 05:25:58 AM	JENNIE	139204698	Local Order	345.00	Paid	Action
29	12/01/2024 05:51:56 AM	JENNIE	139204698	Transfer	690.00	Paid	Action
33	12/01/2024 09:25:18 AM	JENNIE	139204698	Transfer	1,812.00	Paid	Action
35	12/01/2024 09:55:55 AM	JENNIE	139204698	Transfer	1,680.00	Paid	Action

4. Now Employee can choose new file to upload

The screenshot shows a web-based administration interface. On the left, a sidebar menu titled 'ADMIN' lists various modules: Dashboard, Employee, Category, Product, Customer Info, Quotation, Invoice, and Payment. The 'Payment' item is currently selected. The main content area is titled 'Payment' and displays a table of payment records. The table has columns for Payment ID, Quotation Date, Customer Name, Customer Phone Number, Payment Type, Payment Amount, Status, and Proof of Payment. The first row (Payment ID 28) shows an 'Unpaid' status with a red button labeled 'Upload' next to a dashed box for PDF file selection. The second row (Payment ID 29) shows a 'Paid' status with a green button labeled 'Action'. The third row (Payment ID 33) also shows a 'Paid' status with a green button labeled 'Action'. At the bottom right of the table, there is a watermark that reads 'Powered by 000webhost'.

Payment ID	Quotation Date	Customer Name	Customer Phone Number	Payment Type	Payment Amount	Status	Proof of Payment
28	12/01/2024 05:25:58 AM	JENNIE	139204698	Local Order	345.00	Unpaid	<input type="button" value="Choose PDF File"/> <input type="button" value="Upload"/>
29	12/01/2024 05:51:56 AM	JENNIE	139204698	Transfer	690.00	Paid	<input type="button" value="Action"/>
33	12/01/2024 09:25:18 AM	JENNIE	139204698	Transfer	1,812.00	Paid	<input type="button" value="Action"/>