**Team-3**

**Moments of Meeting**

**(24-01-25)**

Key Points discussed in the Meet:

1. There will be no such thing as Requesting an Asset, they will be assigned from Asset Manager.
2. There will be types of Users - While adding a user, he can be

* User
* Admin with his own Asset Collection (issuer for that location)
* Super Incharge

1. Assets will be of two types when adding
   1. Consumable
   2. Not Consumables
2. Assets will also have status:
   1. In Stock
   2. Repairing
   3. Issued
3. Location can be broken down:
   1. Headquarter (or other office)
      1. Program (department)
         1. Users
4. Add Warranty and Insurance and Upload invoice feature for every asset (mutiple objects can have one invoice)
5. Handle Depreciation later
6. Once issued the asset stays with the user until the asset manager removes it manually (does not depend on location changing)
7. Adding categories and then inner type of Product / Asset is upto the admin with the collection.
8. Requested the client for sending the hierarchy of the assets and other institutional details .
9. Deployment should be done on institute owned local hosts.