

***Operating Lease Support System Phase-2 Project***

***for***

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***Functional Specification***

***FC.AB.4.4 Monitoring Complement Document***

Revision 1.0

**PT. Berlian Sistem Informasi**

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Document Control

|  |  |
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| **Number of Page** |  |

Revision History

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| **Date** | **Revision** | **Description** | **Author** |
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Distribution List

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Document Approval

By signing this document I acknowledge I have read the document and give the Project Management Team approval to proceed.

|  |  |  |  |
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1. Introduction
   1. Purpose

Functional Specification is a document to describe the detail of functions system which includes screen design, report, and logic formula. This document will be used for system development.

* 1. Scope

Functional Specification Document contains screen design, screen functionality, process flow, and data structure of FC.AB.4.4 Monitoring Complement Document for Phase-2.

Here are the scope for FC.AB.4.4 Monitoring Complement Document:

1. **AB.4.4.1 View Complement Document List**

To view document list from customer that needed for SKD Approval Process and Agreement Approval Process including status of completion.

Output from this document is:

1. PF.AB.4.4 Complement Document
   1. Definition, Acronyms, and Abbreviations
2. OPL = Operating Lease
3. DSF = Dipo Star Finance
4. BSI = Berlian Sistem Informasi
5. SKD = Surat Keputusan Direksi/ Board of Director’s Decree
   1. References

This functional specification document refers to **“To Be Design” AB. Marketing Process**, module:

1. AB.4 Marketing Operational Monitoring

* AB.4.4 Monitoring Complement Document

1. Configuration

* N/A

1. Detail Specification: FC.AB.4.4 Monitoring Complement Document
   1. Purpose

The Monitoring Complement Document screen is used by PIC Marketing Administration to view and update Complement Document from customers. This screen functions consist of view document compement list and update document complement status. Monitoring will be based on Agreement that has been created.

* 1. Screen of Configuration Access

Here are the access right for users:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| ***User*** | ***Create*** | ***Read*** | ***Update*** | **Authorization** |
| PIC Markerting Administration | - | V | V | - |
| Marketing Officer | - | V | - | - |
| Head of Branch | - | V | - | - |
| Head of Department | - | V | - | - |
| Regional Manager | - | V | - | - |
| Advisor | - | V | - | - |
| Director | - | V | - | - |
| President Director | - | V | - | - |
| Shareholder’s Meeting | - | V | - | - |

**Legend:**

V = Have the access

* 1. Screen Functionality

1. View lists of Complement Document
2. Input status of Complement Document
3. Update status Complement Document
4. Print Complement Document
   1. Operation Flow

Below is operation flow for Monitoring and print unit preparation process refer to **To Be Design Document Marketing Process**, **AB.2.1 Board of Director’s Decree/ Surat Keputusan Direksi (SKD)**:

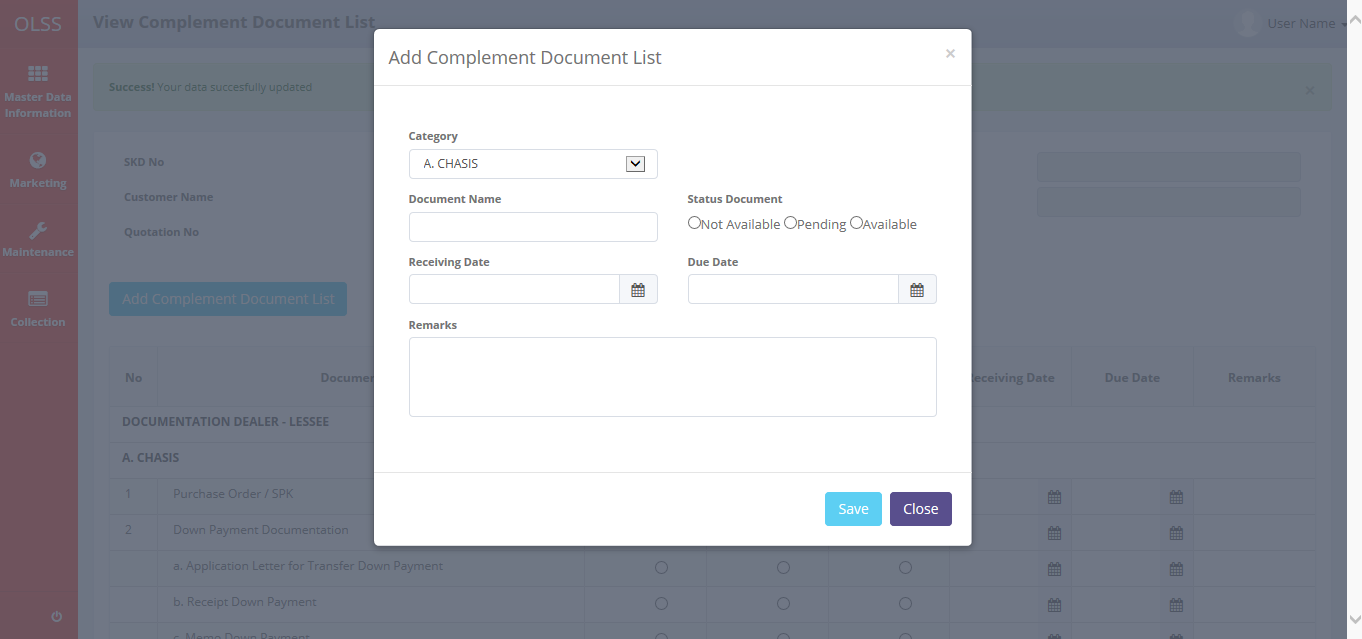
|  |  |
| --- | --- |
| **PIC PC** | **Process** |
|  | Agreement  (OPLAgreement)    SKD  (Tb\_MKT\_SKD)    Document Complent List  (Tb\_MKT\_DocComplementList)  Note:  Source  Output & Input    Document Complement  (Tb\_MKT\_DocComplement) |

* 1. Screen Design
* *Initial Screen Monitoring Complement Document for Update and Print Complement Document*

**

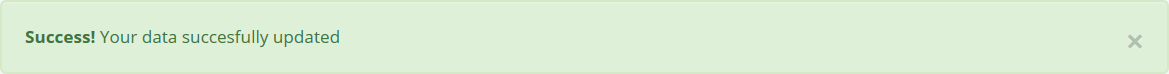
*Screen 1. Monitoring Complement Document*

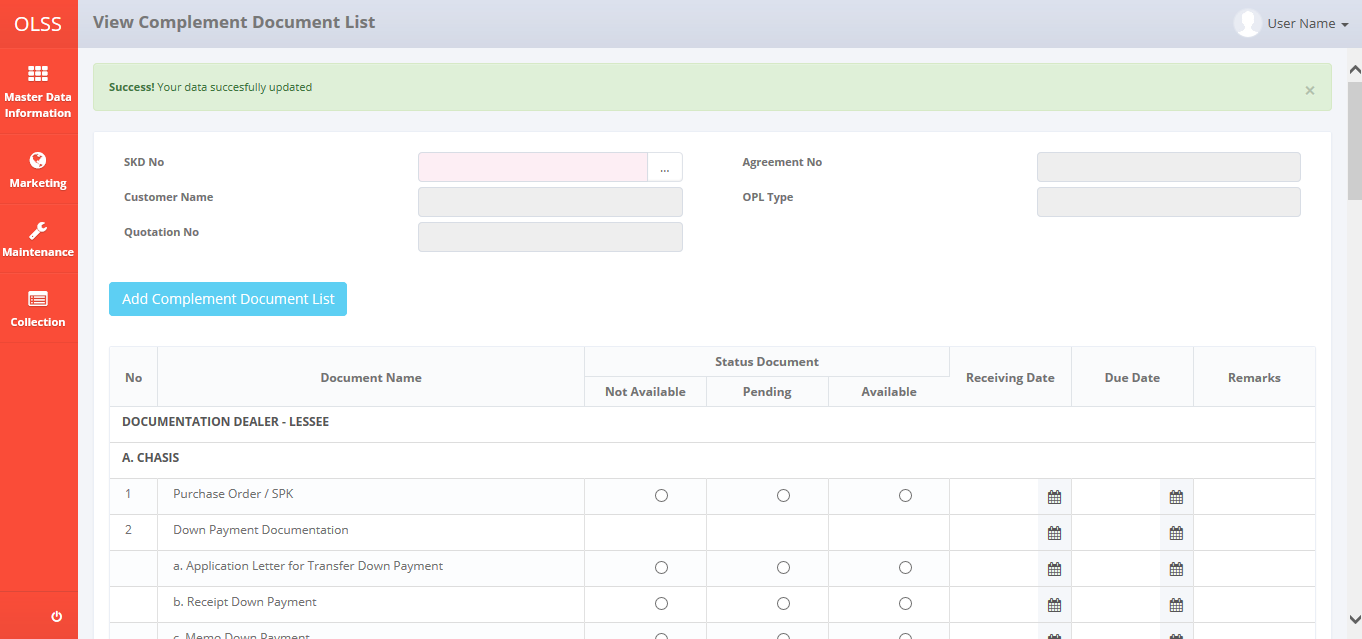
* *Pop Up Add Complement Document List*

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*Screen 2. Pop Up Add Complement Document List*

* *Notification after click Update*

**

**

*Screen 3. Notification after click Update*

* 1. Component Screen Functionality
  2. **View Complement Document List**

Here are the screen functions from each component in **Screen 1. View Complement of Document List**:

|  |  |  |  |
| --- | --- | --- | --- |
| ***No*** | ***Component*** | ***Name*** | ***Function*** |
| **Header** | | | |
| 1 | Label | View Complement Document list | View Complement Document list title |
| 2 | Search Box | SKD No | To select SKD No |
| 3 | Text Box | Customer Name | Displaying Customer Name |
| 4 | Text Box | Quotation No | To show Quotation No |
| 5 | Text Box | Agreement No | Displaying Agreement No |
| 6 | Text Box | OPL Type | Displaying OPL Type |
| **Document List Header** | | | |
| 7 | Label | No | Header Table |
| 8 | Label | Document Name | Header Table |
| 9 | Label | Status Document | Header Table with 3 colspan. |
| 10 | Label | Status Document 1 Ex:”Not Available” | Header Table  The headers values retrieved from table **OptionItemValues** joined with table **OptionItems** where **OptionItems.OptionItemsName** equals “Status Document” .  This headers dynamically generated based on OptionItems. So the number of header allows for less or more than **3**. |
| 11 | Label | Status Document 2  Ex:”Pending” |
| 12 | Label | Status Document 3  Ex:”Available” |
| 13 | Label | Receiving Date | Header Table |
| 14 | Label | Due Date | Header Table |
| 15 | Label | Remarks | Header Table |
| **Document List** | | | |
| 7 | Label | No | Displaying Number |
| 8 | Label | Document Name | Displaying Document list depends on Lease Category |
| 9 | Radio button1 | Status Document1 | Displaying some radio buttons, to be in check or uncheck. |
| 10 | Radio button2 | Status Document2 |
| 11 | Radio button3 | Status Document3 |
| 12 | Date Picker | Receiving Date | Displaying Receiving Date |
| 13 | Date Picker | Due Date | Displaying Due Date |
| 14 | Text Area | Remarks | To input remarks |
| **Revision History** | | | |
| 15 | Label | Revision History | Revision History Sub-Title |
| 16 | Label | User Name | Displaying User Name |
| 17 | Label | Date | Displaying Date |
| 18 | Label | Status | Displaying Status |
| **Footer** | | | |
| 19 | Button | Update | To update the complement document list |
| 20 | Button | Print Form | To print the form |

* 1. **Pop Up Add Complement Document List**

Here are the screen functions from each component in **Screen 2. Pop Up Add Document Complement List**:

|  |  |  |  |
| --- | --- | --- | --- |
| ***No*** | ***Component*** | ***Name*** | ***Function*** |
| 1 | Label | Add Complement Document list | View Complement Document list title |
| 2 | Drop down Box | Category | To select Category |
| 3 | Text Field | Document Name | To input Document Name |
| 4 | Radio Button1 | Not Available | Not Available status |
| 5 | Radio Button2 | Pending | Pending status |
| 6 | Radio Button3 | Available | Available status |
| 7 | Date picker | Receiving Date | To input Receiving Date |
| 8 | Date picker | Due Date | To input Due Date |
| 9 | Text Area | Remarks | To input Remarks |
| 10 | Button | Save | To Save the data inputted |
| 11 | Button | Close | To close the pop up screen |

* 1. Operation Description

|  |  |  |
| --- | --- | --- |
| **No.** | **Operation Name** | **Description** |
| 1 | Initial view of View Complement Document List | The screen for list of Complement Document:   1. Component Status;  |  |  |  |  | | --- | --- | --- | --- | | Component | Name/Caption | Status | Remark | | Label | View Complement Document list | Active |  | | Search Box | SKD No | Active | Mandatory depicted in red | | Text Box | Customer Name | Not Active | Input disabled | | Text Box | Quotation No | Not Active | Input disabled | | Text Box | Agreement No | Not Active | Input disabled | | Text Box | OPL Type | Not Active | Input disabled | | Label | No | Not Active |  | | Label | Document Name | Not Active |  | | Radio button | Status Document – Not Available | Active |  | | Radio button | Status Document – Pending | Active |  | | Radio button | Status Document –Available | Active |  | | Label | Receiving Date | Not Active |  | | Label | Due Date | Not Active |  | | Text Area | Remarks | Not Active |  | | Button | Update | Active |  | | Button | Print Form | Active |  | |
| 2 | Update Complement Document List | 1. Select the SKD Number from search box 2. Revision History will show the data, the data retrieved from Tb\_MKT\_DocComplement\_History. 3. Change the Status Document for each document item   Constraint:  If the row no radio button selected   * If the radio button “**Not Available**” checked, the remarks will be enable. Receiving date and due date will be set disable. * If the radio button “**Pending**” checked, the due date and Remarks will be enable. Receiving date will be set disable. * If the radio button “**Available**” checked, the receive date will be enable. Remarks and due date will be set disable.   If there is selected radio button in the row   * User can only change the status with “Pending” condition to another status. * If the radio button “**Not Available**” checked, the remarks will be enable. Receiving date and due date will be set disable. * If the radio button “**Available**” checked, the receive date will be enable. Remarks and due date will be set disable.  1. Click Update button to update the document complement form. 2. If there is any selecting radio button except “select another row from selected radio button Pending” then appears message:   **“Changing the status of the document on line [rowIndex] is not allowed.”**.   1. Update the following field (if needed) in the table Tb\_MKT\_DocComplement  * DocStatus * ReceiveDate * DueDate * Remarks * LastModifiedBy * LastModifiedDate  1. History Data will be stored in the table Tb\_MKT\_DocComplement\_History and Tb\_MKT\_DocComplement\_History\_Dtl  * Tb\_MKT\_DocComplement as **A** * Tb\_MKT\_DocComplement\_History as **B** * Tb\_MKT\_DocComplement\_History\_Dtl as **C**   Insert data to Tb\_MKT\_DocComplement\_History   * B.ProcessId = New Guid * B.OriginalID = A. IdTb\_MKT\_DocComplement * B.CreatedDate = Sys.CurrentDate * B.CreatedBy = Sys.CurrentUser * B.Action = “Update”   Insert data to Tb\_MKT\_DocComplement\_History\_Dtl   * C.ProcessId = New Guid * C. IdTb\_MKT\_DocComplement = A. IdTb\_MKT\_DocComplement * C.IdTb\_MKT\_SKD = A. IdTb\_MKT\_SKD * C.IdTb\_MKT\_DocComplementList = A. IdTb\_MKT\_DocComplementList * C.DocStatus = A. DocStatus * C.ReceiveDate = A. ReceiveDate * C.DueDate = A.DueDate * C.Remarks = A.Remarks * C.CreatedBy = A.CreatedBy * C.CreatedDate = A.CreatedDate * C.LastModifiedBy = A.LastModifiedBy * C.LastModifiedDate = A.LastModifiedDate   Alternative:   1. To add another document for complement document which is not depicted in Update Complement Document screen, can be done with these steps:    1. Click “Add Complement Document List” button     **Note: The Receiving Date date picker, Due Date date picker, and Remarks text area will be disabled until one of the Status Document is selected**   * 1. Select Category for document   2. Input Document Name   3. Select Status Document * If the selected status document is “Not Available”, the “Remarks” text field will be active * If the selected status document is “Pending”, the “Due Date” text field will be active * If the selected status document is “Available”, the “Receiving Date” text field will be active   1. Click Save button to add the document list into View Document Complement List screen |
| 3 | Print Complement Document | Input:   1. Operation Name 3. Update Complement Document List point 1-5 2. Click button Print   Process:   1. Operation Name 3. Update Complement Document List point 6 & 7   Output:   1. Print out form **PF.AB.4.4 Complement Document** |
| 4 | System error message | Process:   1. Any errors outside of application validation or that which cannot be handled by application such as errors when communicating with database, bugs, overloop, etc will generate an error message “System error. Please contact your administrator” 2. A log history will be generated for any error outside of application validation (same as Phase 1). This log record can be used for IT investigation should any cases appear in the system   Output:   1. A page with system error message will appear. |

* 1. Data Structure

**Tb\_MKT\_DocComplement**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| *Field Name* | *Data Type* | *Length* | *Source* | *Remarks* | *Nullable* | *Mandatory* |
| *IdTb\_MKT\_DocComplement* | *Integer* | *N/A* | *Tb\_MKT\_DocComplement.IdTb\_MKT\_DocComplement* | ***Primary Key*** | *NO* | *YES* |
| *IdTb\_MKT\_DocComplementList* | *Integer* | *N/A* | *Tb\_MKT\_DocComplementList.IdTb\_MKT\_DocComplementList* | ***Foreign Key*** | *NO* | *YES* |
| *IdTb\_MKT\_SKD* | *Integer* | *N/A* | *Tb\_MKT\_SKD.IdTb\_MKT\_SKD* | ***Foreign Key*** | *NO* | *YES* |
| *IdTb\_OPLAgreement* | *Integer* | *N/A* | *Tb\_OPLAgreement.IdTb\_OPLAgreement* | ***Foreign Key*** | *NO* | *YES* |
| Doc Status | *Integer* | *N/A* | *Tb\_MKT\_DocComplement.DocStatus* | *Refer from table OptionItemValues.* *IdOptionItemValue*  *The items value name contains “Pending”, “Available”, and “Not Available”* | *YES* | *NO* |
| Receive Date | *Date* | *N/A* | *Tb\_MKT\_DocComplement.ReceiveDate* | *Format “MM/dd/yyyy”* | *YES* | *NO* |
| Due Date | Date | *N/A* | *Tb\_MKT\_DocComplement.DueDate* | *Format “MM/dd/yyyy”* | *YES* | *NO* |
| Remarks | *Varchar* | *100* | *Tb\_MKT\_DocComplement.Remarks* |  | *YES* | *NO* |
| Created By | *Varchar* | *50* | *Tb\_MKT\_DocComplement.CreatedBy* |  | *NO* | *YES* |
| Created Date | *DateTime* | *N/A* | *Tb\_MKT\_DocComplement.CreatedDate* |  | *NO* | *YES* |
| Last Modified By | *Varchar* | *50* | *Tb\_MKT\_DocComplement.LastModifiedBy* |  | *YES* | *NO* |
| LastModifiedDate | *DateTime* | *N/A* | *Tb\_MKT\_DocComplement.LastModifiedDate* |  | *YES* | *NO* |

**Tb\_MKT\_DocComplementList**

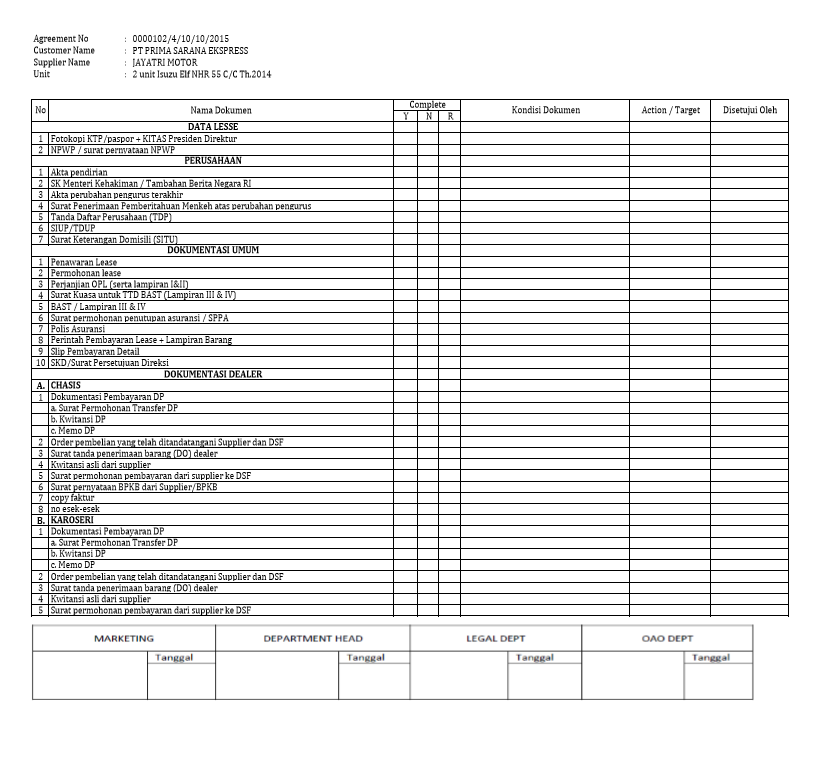
|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| *Field Name* | *Data Type* | *Length* | *Source* | *Remarks* | *Nullable* | *Mandatory* |
| *IdTb\_MKT\_DocComplementList* | *Integer* | *N/A* | *Tb\_MKT\_DocComplementList.IdTb\_MKT\_DocComplementList* | ***Primary Key*** | *NO* | *YES* |
| Doc Category Code | *Varchar* | *20* | *Tb\_MKT\_DocComplementList.DocCategoryCode* |  | *NO* | *YES* |
| Doc Category Description | *Varchar* | *50* | *Tb\_MKT\_DocComplementList. DocCategoryCode* |  | *YES* | *NO* |
| Doc Name Code | *Varchar* | *20* | *Tb\_MKT\_DocComplementList.DocNameCode* |  | *NO* | *YES* |
| Doc Name Description | *Varchar* | *50* | *Tb\_MKT\_DocComplementList. DocNameDescription* |  | *YES* | *NO* |
| *IsDelete* | *Boolean* | *N/A* | *Tb\_MKT\_DocComplementList. IsDelete* |  | *NO* | *YES* |
| *RemarksSys* | *Varchar* | *100* | *Tb\_MKT\_DocComplementList.RemarksSys* |  | *YES* | *NO* |
| Created By | *Varchar* | *50* | *Tb\_MKT\_DocComplementList.CreatedBy* |  | *NO* | *YES* |
| Created Date | *DateTime* | *N/A* | *Tb\_MKT\_DocComplementList.CreatedDate* |  | *NO* | *YES* |
| Last Modified By | *Varchar* | *50* | *Tb\_MKT\_DocComplementList.LastModifiedBy* |  | *YES* | *NO* |
| LastModifiedDate | *DateTime* | *N/A* | *Tb\_MKT\_DocComplementList.LastModifiedDate* |  | *YES* | *NO* |

* 1. Screen Item List

**PF.AB.4.4 Complement Document**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| *No* | *Content* | *Description* | *Source* | *Remarks* |
| 1 | Agreement No | Agreement No | OPLAgreement.AgreementNumber | *Where Tb\_MKT\_DocComplement.IdTb\_OPLAgreement = OPLAgreement.IdOPLAgreement* |
| 2 | Customer Name | Customer Name | OPLAgreement.CustomerCode | *Where Tb\_MKT\_DocComplement.IdTb\_OPLAgreement = OPLAgreement.IdOPLAgreement* |
| 3 | Supplier Name | Supplier Name | Supplier.IdSupplier | *Where Tb\_MKT\_DocComplement.IdTb\_MKT\_SKD = idTb\_MKT\_SKD.IdTb\_MKT\_SKD* ***AND*** *Tb\_MKT\_SKD.IdSupplier = Supplier.IdSupplier* |
| 4 | Unit | Unit | Tb\_MKT\_SKD\_Dtl.Qty | *Where Tb\_MKT\_DocComplement.IdTb\_MKT\_SKD = idTb\_MKT\_SKD.IdTb\_MKT\_SKD* ***AND*** *Tb\_MKT\_SKD.* |
| 5 | No | Doc Code | Tb\_MKT\_DocComplementList | *Where Tb\_MKT\_DocComplementList. IdTb\_MKT\_DocComplementList = Tb\_MKT\_DocComplement. IdTb\_MKT\_DocComplementList AND Tb\_MKT\_DocComplementList.* *LeaseCategory = OPl* |
| 6 | Nama Dokumen | Doc Name | Tb\_MKT\_DocComplementList | *Where Tb\_MKT\_DocComplementList. IdTb\_MKT\_DocComplementList = Tb\_MKT\_DocComplement. IdTb\_MKT\_DocComplementList* |
| 7 | Y | Available | Tb\_MKT\_DocComplement | *(*  *(Select ItemValuesName from OptionItemValues where OptionItems.OptionItemName=”Complement Document Status”)* ***==*** *Tb\_MKT\_DocComplement.DocStatus)* |
| 8 | N | Not Available | Tb\_MKT\_DocComplement | *(*  *(Select ItemValuesName from OptionItemValues where OptionItems.OptionItemName=”Complement Document Status”)* ***==*** *Tb\_MKT\_DocComplement.DocStatus)* |
| 9 | R | Pending | Tb\_MKT\_DocComplement | *(*  *(Select ItemValuesName from OptionItemValues where OptionItems.OptionItemName=”Complement Document Status”)* ***==*** *Tb\_MKT\_DocComplement.DocStatus)* |
| 10 | Kondisi Dokumen | Remarks | Tb\_MKT\_DocComplement | *Tb\_MKT\_DocComplement.Remarks* |
| 11 | Action / Target | Due Date | Tb\_MKT\_DocComplement | *Tb\_MKT\_DocComplement.DueDate* |
| 12 | Disetujui Oleh | Empty | - | *-* |

**PF.AB.4.4 Complement Document**



12

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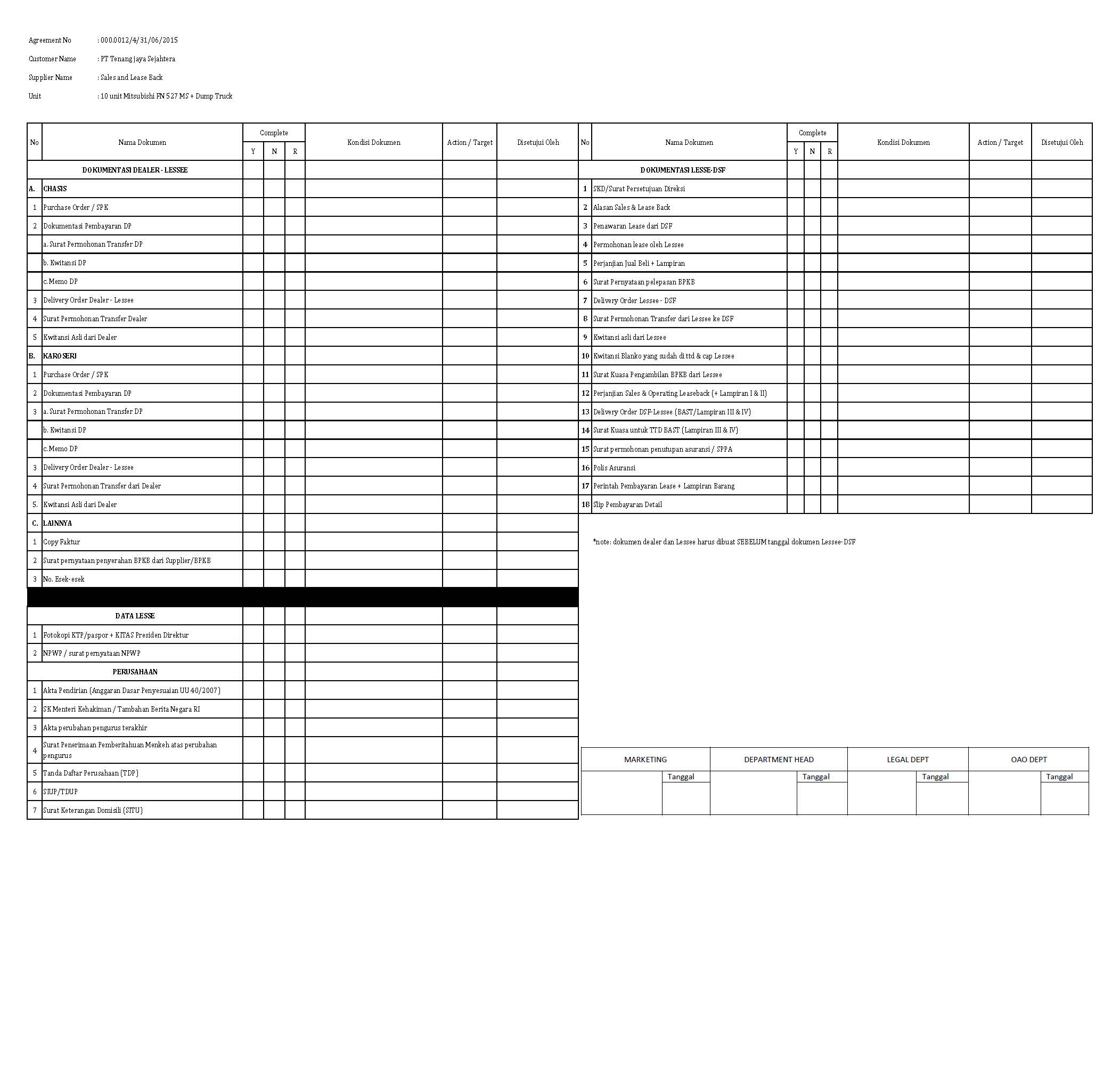
4

3

2

1

*Screen 2. Print Form Complement Document - Normal*

****

12

11

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7

6

6

5

4

3

2

1

*Screen 3. Print Form Complement Document - Leaseback*

* 1. Entity Relationship Diagram

****