
THE SWATCH GROUP
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ebizframe


Enterprise
Resource
Planning [ERP]
Solution

General document guidelines and assumptions

- You are requested to carefully review all of the points, and revert if any point is missed out during various discussions/ demos done till now.
- Points Strike-through were discussed as part of various discussions/ demos done till now, but these points/customizations will not be provided due to technical and functional feasibility in the product.
- This POS solution/functionality is part of a compressive software package with integrated ebizframe ERP.
- There will be various functionalities /keens/ reports output which will come from POS solution as well as integrated ebizframe ERP. Following is the table which on broad level explains where these functionalities will be available.
- Formats for the Reports which are to be accessed from POS are to be provided.

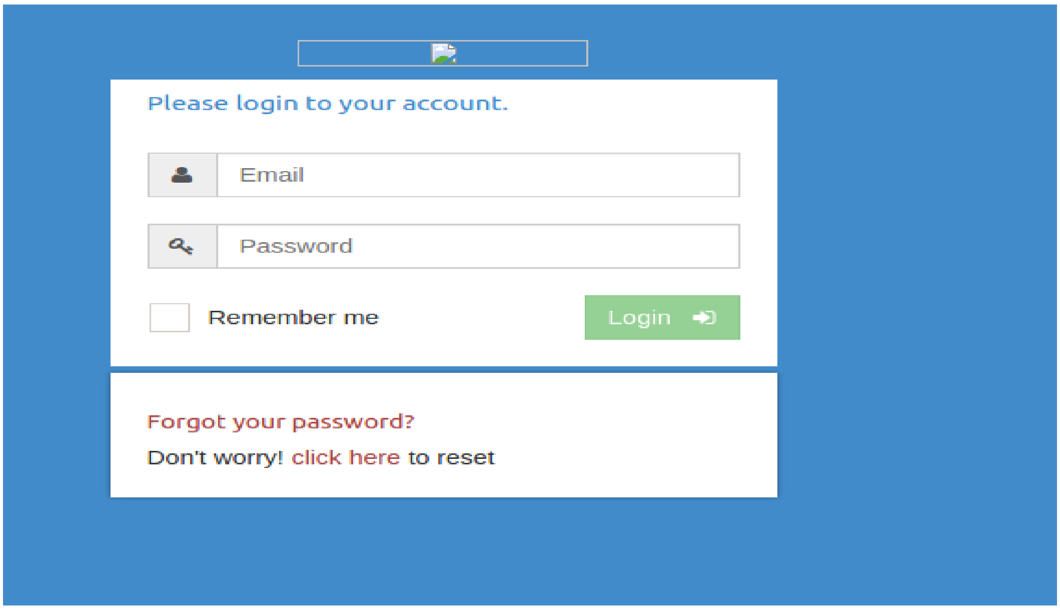
Functionality	POS/ERP
New Store Opening	ERP
User Creation (ERP & POS)	ERP
Master Creation (All except customer)	ERP
Customer Creation	POS
Creation of Sales Invoice	POS
Sales Return & Credit note generation	POS
Credit note settlement against invoice	POS
Access Control for POS users	POS
Raise Purchase Order of Stock from Wholesale	ERP
Raise Purchase Order of Stock from other Vendors	ERP
GRN against PO	ERP
Purchase Return to Wholesale	ERP
Stock Transfer to other Stores	ERP
Financial Entries	ERP
Financial Consolidations (reports)	ERP
Inventory Related Reports	ERP
Sales related reports	ERP
Purchase related reports	ERP
Daily Opening/Closing Operations	POS
Z report	POS
Credit note print	POS
Invoice print & re-print	POS
Issue of Battery and Straps(FOC) to customers	POS
Creation of Acknowledgment slip for watches for repair	ERP

POS System/Module

These were the changes which were finalized on 7th June 2016 which are to be done on the POS system on Front office transactions.

Screen: Login Screen

Purpose: This is the login page in which the user will enter user name and password.



Changes required:

- ✓ E-mail is to be changed to User name
- ✓ Remember me option is to be removed.
- ✓ Forget password option is to be removed.
- ✓ Password complexity
  - The password should be at least 8 characters long and contain alphanumeric characters.
  - First name and last name of the user should not be present anywhere within the password.
  - Password cannot be re-used ever for a particular user.
  - Account should be locked in case of 5 invalid attempts are made during logging-in for a 10 minutes period.

Screen: Dash Board

Purpose: This is the default landing page comes once user successfully logs in.

Date	Reference No	Customer	Status	Total	Payment Status	Paid
-05-02 17:00:28	SALE/POS/2016/05/0113	Walk-in Customer	Completed	55,000.00	Paid	55,000.00
-05-05 16:46:12	SALE/POS/2016/05/0115	Walk-in Customer	Completed	55,000.00	Paid	55,000.00
-05-05 17:42:48	SALE/POS/2016/05/0116	Walk-in Customer	Completed	12,000.00	Paid	12,000.00
-05-05 17:59:07	SALE/POS/2016/05/0117	Walk-in Customer	Completed	12,000.00	Paid	12,000.00
-05-05 20:07:37	SALE/POS/2016/05/0118	Walk-in Customer	Completed	12,000.00	Paid	12,000.00
-05-05 21:12:11	SALE/POS/2016/05/0119	Walk-in Customer	Completed	12,000.00	Paid	12,000.00
-05-06 17:43:50	SALE/POS/2016/05/0120	Walk-in Customer	Completed	12,000.00	Paid	12,000.00
-05-06 18:03:47	SALE/POS/2016/05/0121	Walk-in Customer	Completed	12,000.00	Paid	12,000.00
-05-06 18:08:20	SALE/POS/2016/05/0122	Walk-in Customer	Completed	12,000.00	Paid	12,000.00
-05-06 18:10:28	SALE/POS/2016/05/0123	Walk-in Customer	Completed	12,000.00	Due	0.00

Changes Required:

- ✓ Sales executive will not see this screen after login; he will go directly to POS Main screen.
- ✓ In case of Manager logging in this dashboard should come with following features:
  - ○ Menu for selecting period. The option will have following for selection under the period.
    - ▪ Today's sales
    - ▪ This month sales
    - ▪ Last month sale (Jan-Dec Calendar Year)
    - ▪ Period selection (user can choose starting date & end date).
    - ▪ YTD sale (calendar year).
  - ○ Menu for selecting transaction type. The option will have the following for selection under the period.
    - ▪ Sales
    - ▪ Sales Return
    - ▪ Stock Transfer
- ✓ Reference No is to be changed to Invoice No.
- ✓ Quotations and Supplier options are to be removed.
- ✓ The format for Sales Overview on the Dashboard will be

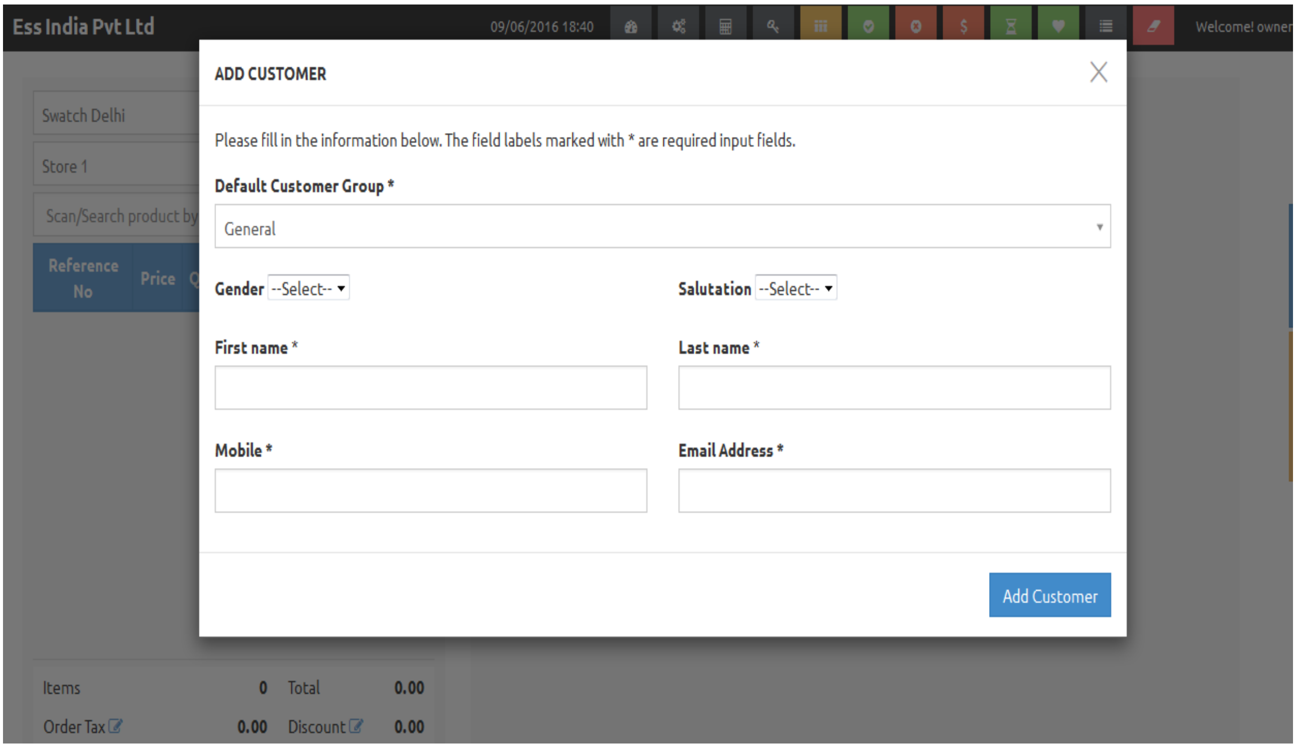
MRP, Discount, Discount %, Basic, Tax Amt., Total

- ✓ No product can be added from the retail Solution. Only Current stock of each product at current store can be viewed.
- ✓ Last login time is to shown on dashboard and pos screen.
- ✓ Add expense option is to be removed.

Note:- The detailed reports are discussed in the reports section on page no 13-14 in this scope.

Screen: Add Customer

Purpose: This is the screen using which the new customer is created in POS.

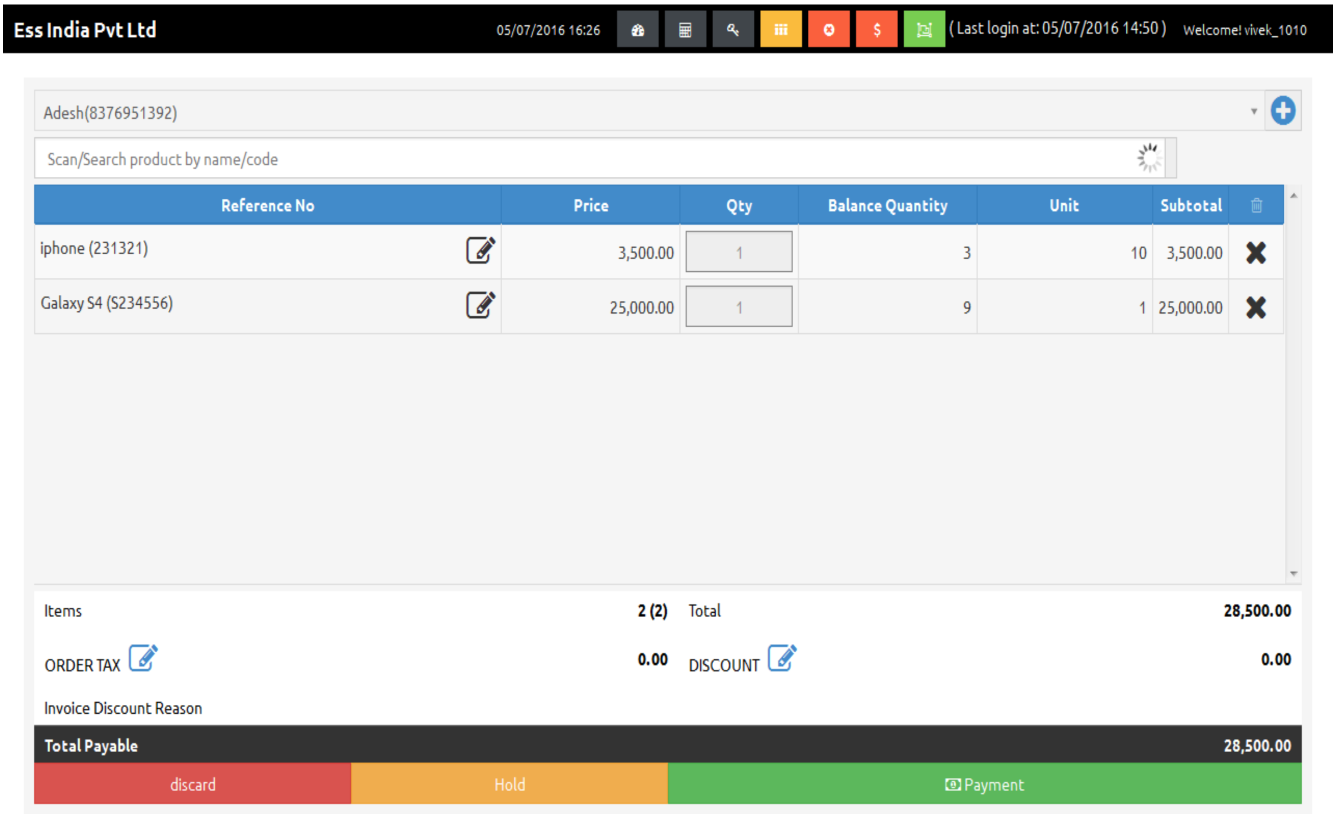


Changes Required:

- ✓ Customer data needs to be replicated/shared across all stores.
- ✓ Customer data should be accessible at SGI HO, i.e. Delhi office
- ✓ Company option is to be removed.
- ✓ Name is to be split in first name and last name.
- ✓ Following fields (to be added if not already available) should be mandatory and they must appear on page in same sequence in which they are mentioned below:
  - Gender
  - Salutation
  - First name
  - Last name
  - Phone
  - Email
- ✓ Upon selecting Gender Male, the Salutation to be changed to “Mr.” and can be edited only to “Dr”.
- ✓ Upon selecting Gender Female , the Salutation to be changed to “Ms” with option to change Mrs., Miss or Dr.
- ✓ Phone number field to be changed to MOBILE ~~with validation of 10 digits and country code, if not Indian mobile number.~~
  - Country code validation will not be provided however 10 digits validation will be provided.

Screen: POS Screen

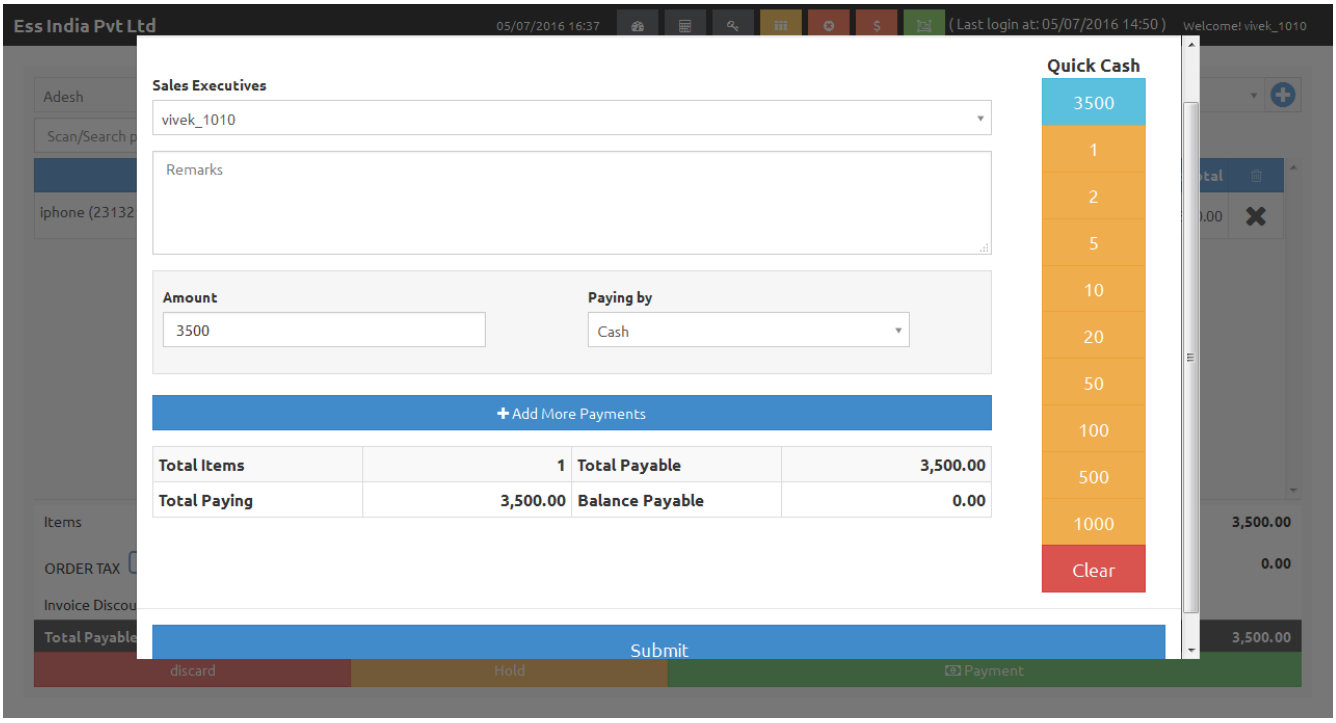
Purpose: This is the screen using which user will do billing to customer. Left area of the screen provides the option to add new customer and product. Right area of the screen shows images of the product. Top section of the screen shows options available like sales return, opening register, close register etc.

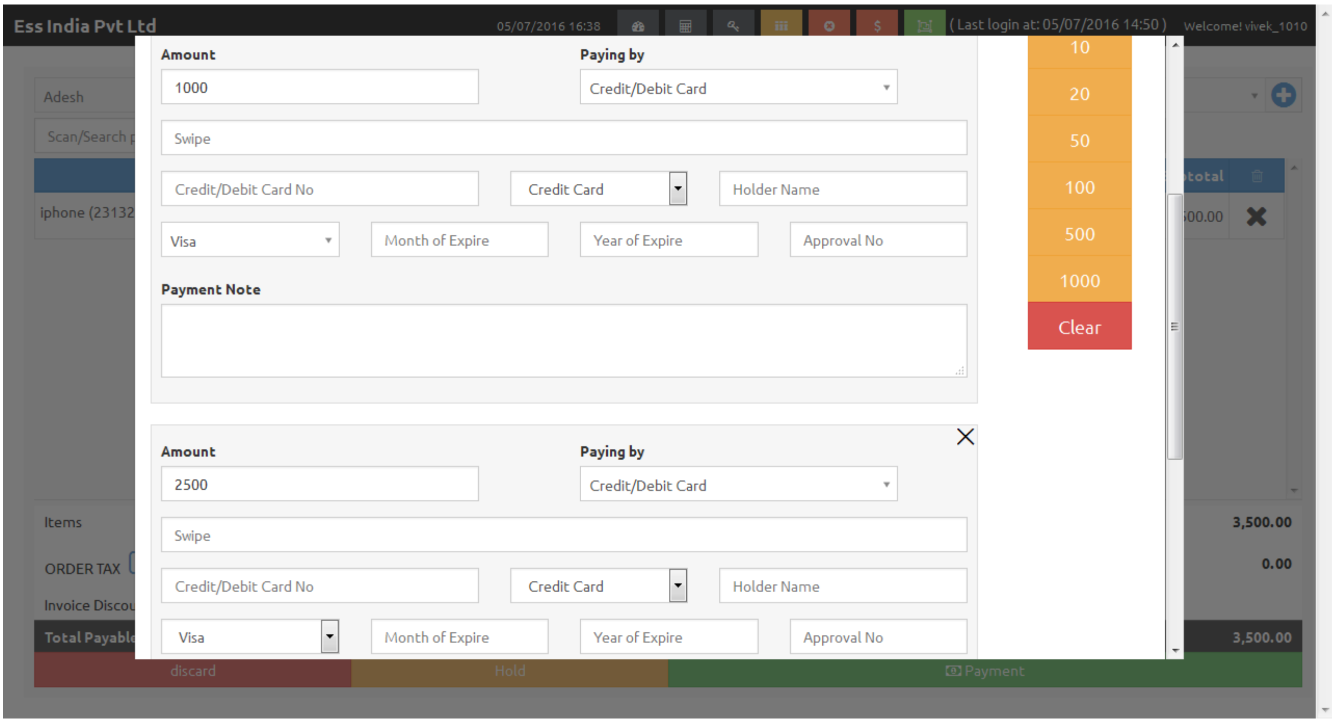


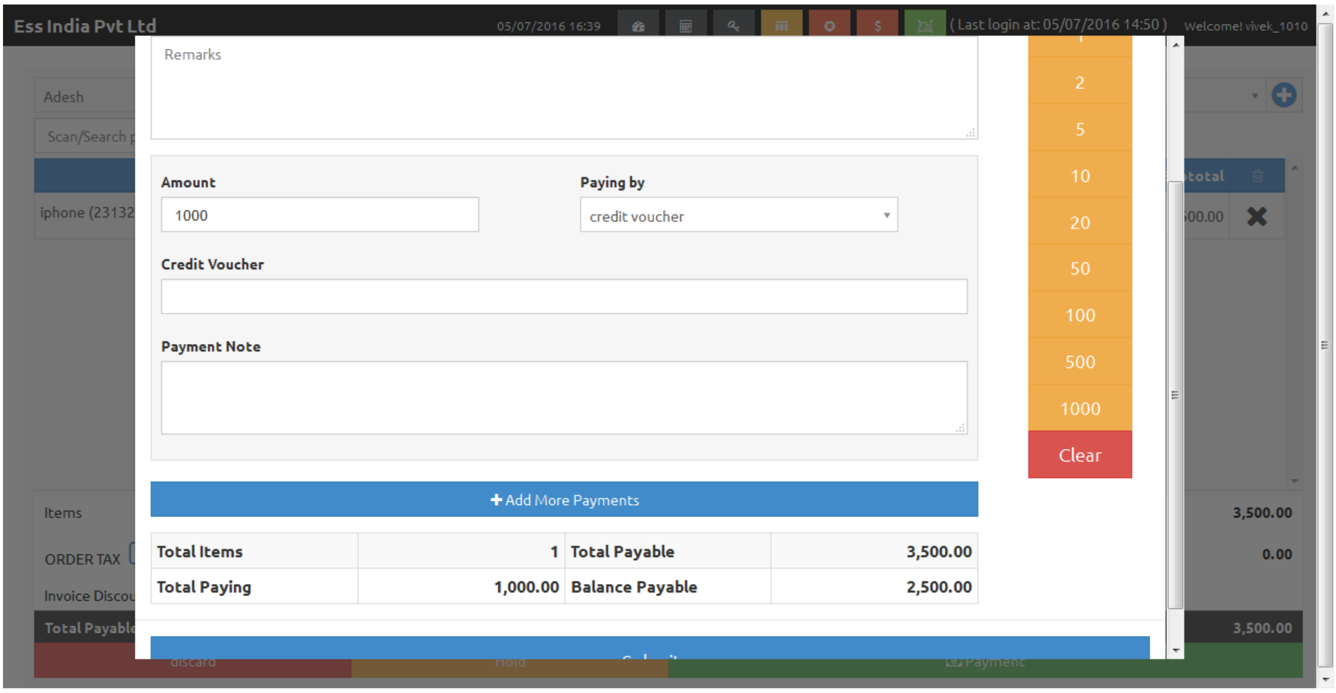
Changes Required:

- ✓ In case of more than 1 quantity same item will come as separate line item.
- ✓ In single invoice multiple MRP can be billed of single item based on LOT(s) available.
- ✓ Selection of lot should be on FIFO basis automatically, no changes by user would be allowed in selection of LOT.
- ✓ Order, bill options to be removed from POS screen.
- ✓ Available stock will be shown for selected item.
- ✓ If the quantity of the product is zero in the stock, Invoicing/billing cannot be done for that product. Also, the product will not be shown on the POS product selection.
- ✓ Store wise & product wise tax will be defined.
- ✓ Pan no should come while invoicing if amount is greater than 2 lakhs.
- ✓ ~~The layout of the screen will as same as in the Temporary Solution.~~
    - Screen is web based developed on different platform having different look & feel, so emphasis will be given on making it as presentable as possible. Please review the screen shot mentioned above.
- ✓ Existing customers will be selected by using Contact No stored in the database.

Screen: - Payment Screen
Purpose: - This screen is used to capture the payment mode and details of the customer for the invoice.





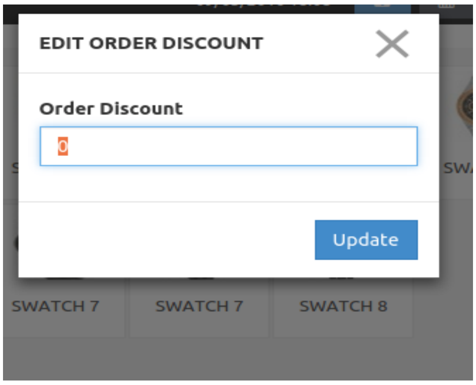


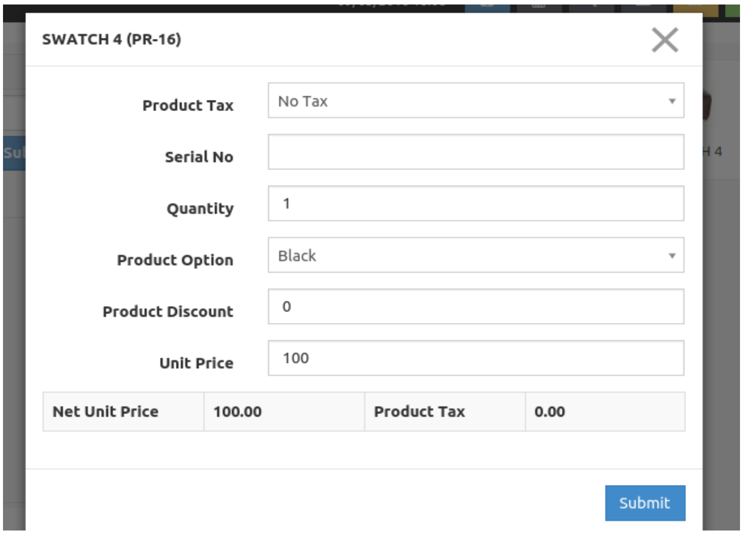
Changes Required:

- ✓ Drop down menu for the name of the sales executive is to be added to the screen. By default, it will show the name of the Sales Executive who is logged in.
- ✓ Security code is to be changed to Approval No.
- ✓ During payment through card, all the details should be picked automatically in card wiping.
- ✓ If card is swiped, user (sale executive) has to select whether it is DEBIT or CREDIT Card.
- ✓ Cheque option for payment is to be removed.
- ✓ In case of Credit Note , if new invoice value is less than Credit Note, same Credit Note will be updated , for balance amount, with same expiry date as original credit note (2 months from sales return/exchange)
- ✓ Sale note and staff note are to be combined into remarks field.
- ✓ Payment note option is to be removed when paying by Cash.
- ✓ Discoverer card option to be removed from card options. Only Amex, Visa, MasterCard and Maestro card option will be available.
- ✓ Remove partial payment option, Invoice can be done once invoice amount is equal to amount paid by the customer.
- ✓ Remove 5000 and add 5, 2, 1 denomination when paying by cash.

Screen: - Discount Screen

Purpose: - This Screen is used to apply discount on the invoice during billing through POS.

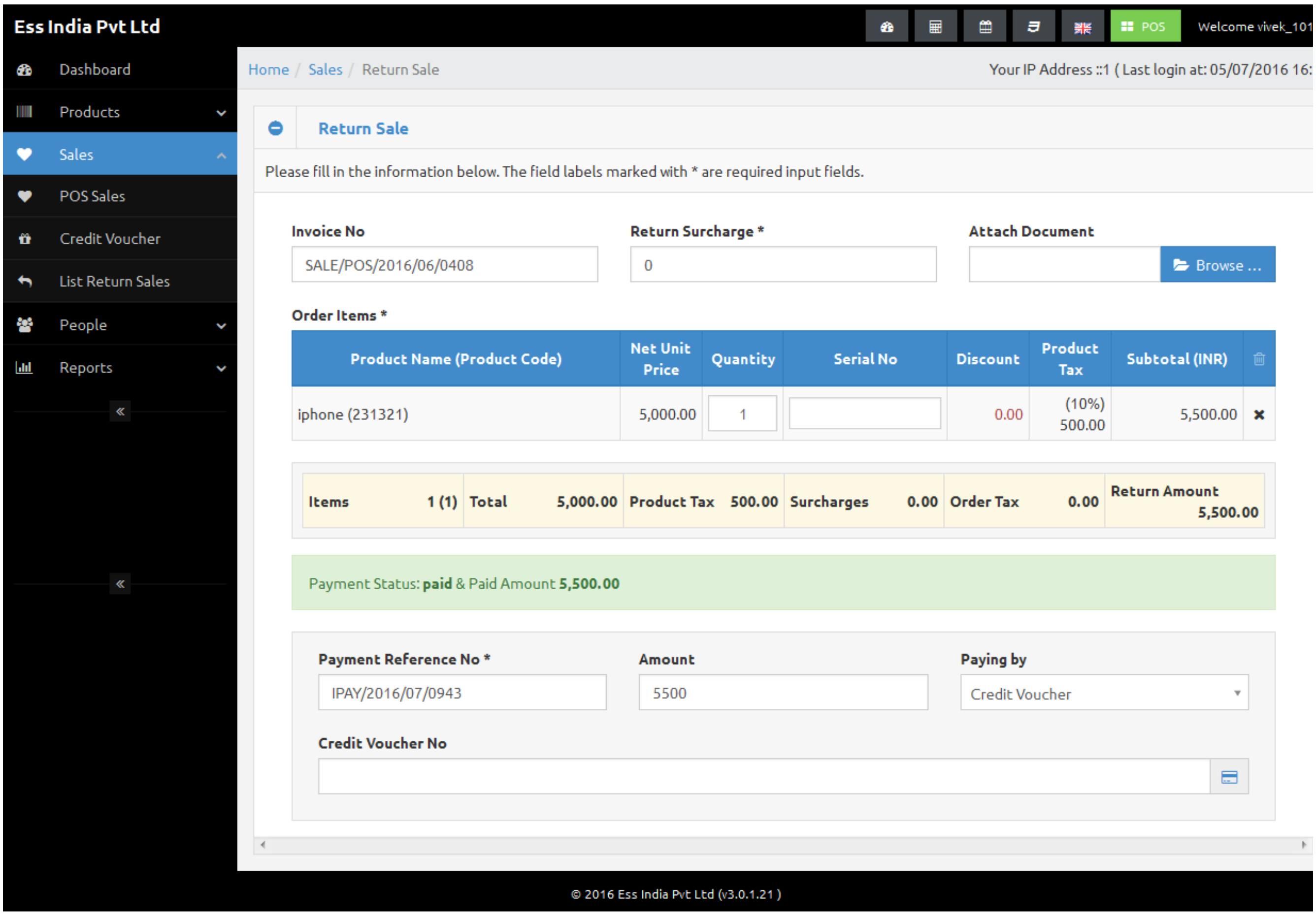




Changes Required:-

- ✓ User wise discount (upto 10%) will be defined in user master.
- ✓ Discount will be entered in percentage; the calculation should be done automatically.
- ✓ Discount can be applied either on the whole invoice or on a single line item.
- ✓ Product Tax is to be selected automatically as per the Tax applicable on type of item (Watch/Bijoux/Strap etc.).
- ✓ Serial number is mandatory only for Serialized Brands Watches only (Omega, Rado, Longines & Tissot). Not applicable on Bijoux/Cosmetics/Leather. This requirement will be managed in ERP while opening a new brand.
- ✓ Product Discount is to be changed to Discount Percentage.
- ✓ Option for Employee Discount (40%) is to be given.
- ✓ Option for Replacement Discount (35%) for watches as per old watch replacement policy (2-5 years) for non-working watches.

Screen: - Sales Return Screen
Purpose: - This screen is used in case a customer wants to return one or more product which he has purchased from the Store.



Changes Required:-

- ✓ Credit note should be generated in case of sales return.

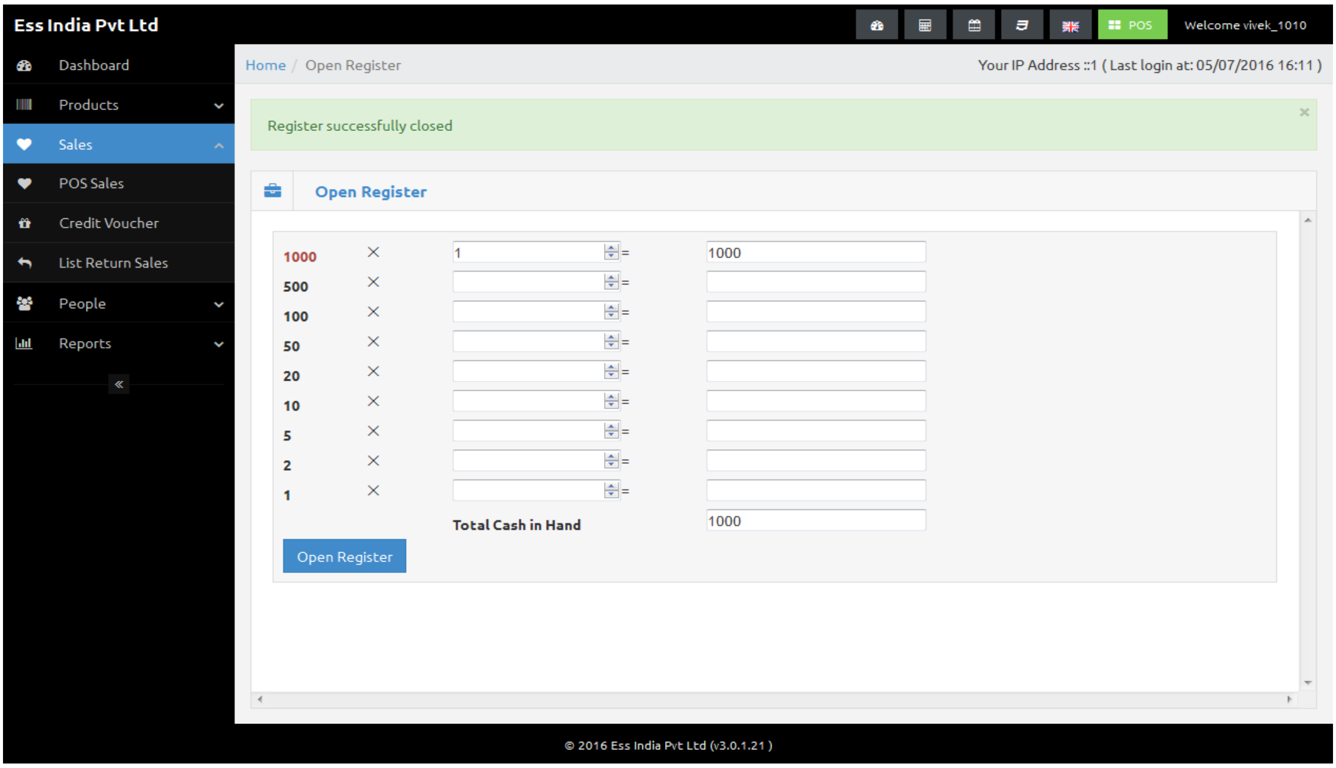
- ✓ Sales Return can be done at any store. The process for the same is defined below:-
  - Assume Sale is done from Store 1 and the customer wants to exchange the watch at Store 2.
  - Store 2 will intimate Store 1, and Store 1 will make the sales return for the Customer and will send the credit note to Store 2. Inventory of Store 1 will be increased and Store 2 will send the watch physically to Store1.
  - The Store 2 will give the credit note to the customer.
  - In case of Exchange, Store 2 will issue the new watch to the customer and stock of Store2 will decrease.
- ✓ User wise access to the sales return (allowed/not allowed) will be specified.
- ✓ Validity of the credit voucher is predefined i.e. 60 days. A grace period of 10 days can be given by approval from the Head Office/Regional manager.
- ✓ A drop down of Predefined reasons for exchange is to be provided which will be mandatory to select.
- ✓ In case of promotions applied on the sales return, credit note is generated for the billed amount and not on the MRP.

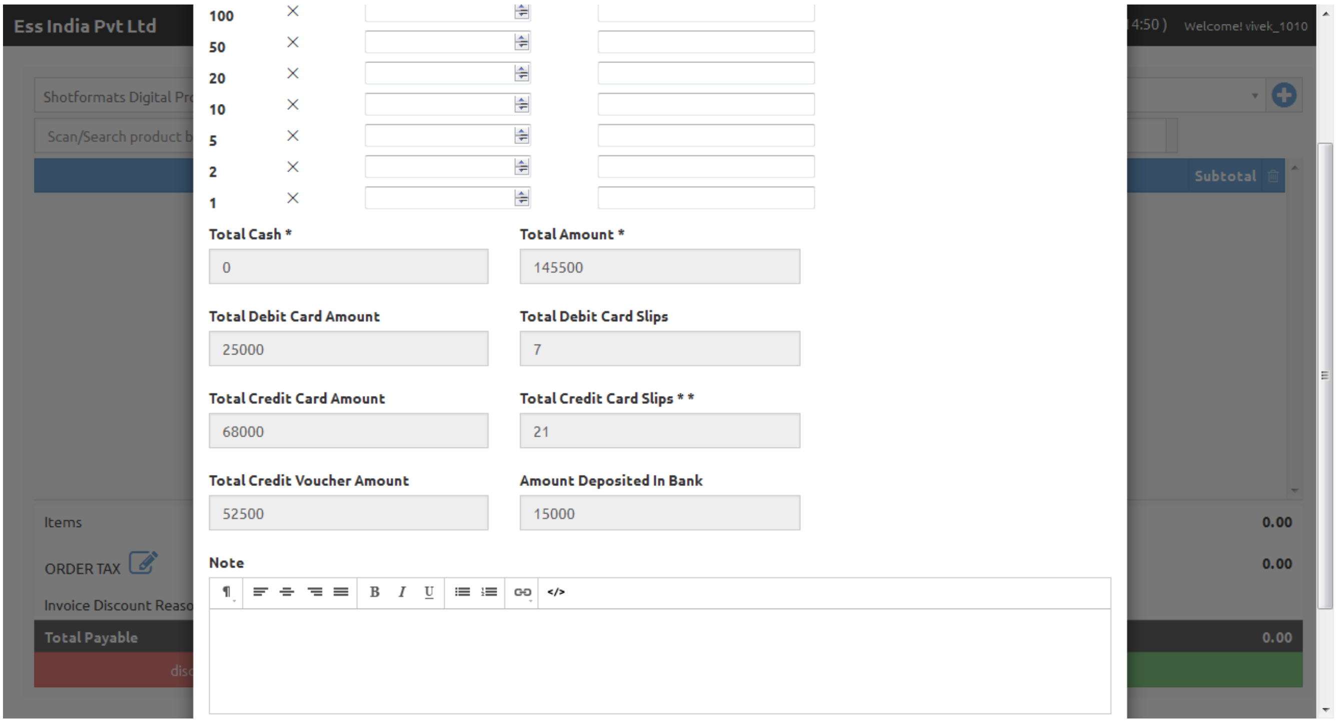
- ✓ Credit note generated must have invoice no and invoice date, expiring date printed on the screen.
- ✓ Invoice for return can be searched either by invoice no or customer's contact no.
- ✓ Card is to be changed to voucher no which will have the format

(Store-id/year/CN-transaction no).

Screen: - Opening/Closing register screen.

Purpose: - This screen is used to enter the cash in hand before starting daily transaction for POS. This has to be entered manually by the Sales executive before starting any transaction. No transaction can be done until value has been entered in the opening register.

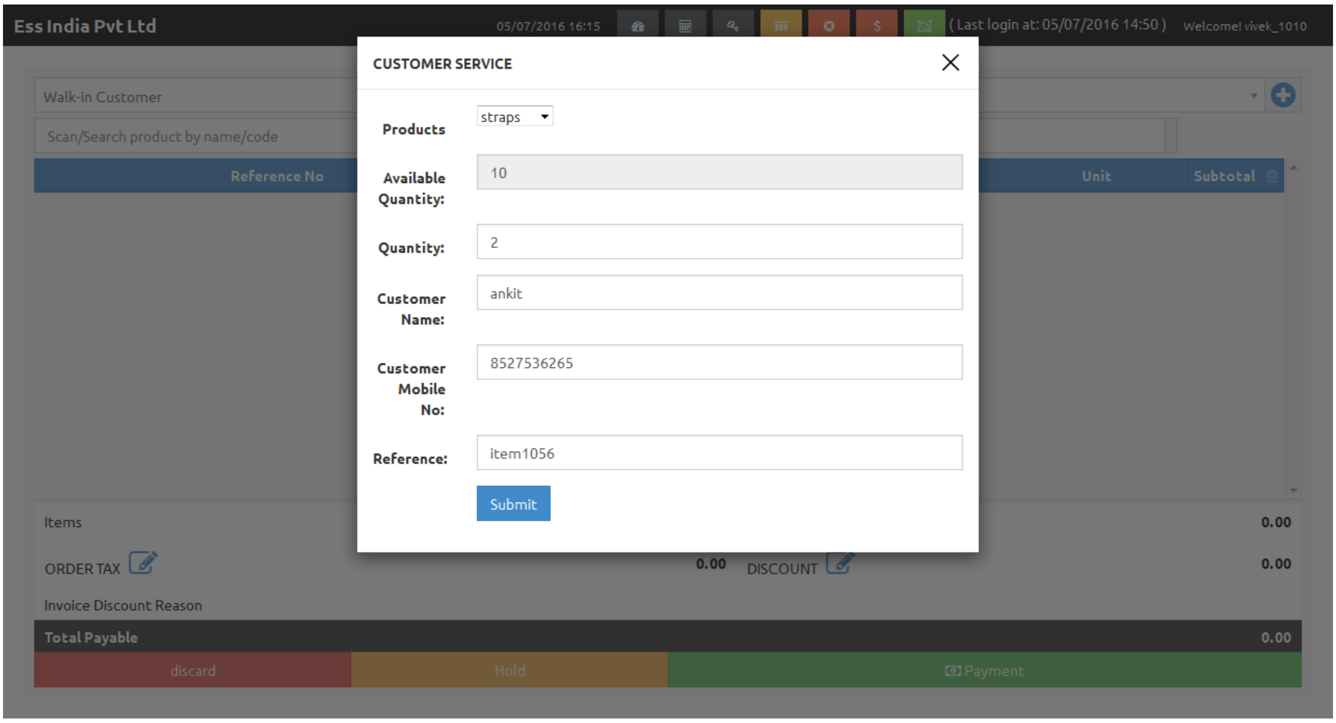




Changes Required:-

- ✓ Shift should be closed daily after transactions have been done for the day.
- ✓ Denominations of the currency should also be captured in Opening/Closing register, And the amount should be calculated accordingly.
  Rs 5, Rs 2, Rs 1 is to be added along with rest of the denominations.
- ✓ Only after closing of shift, Type Z report can be accessed.
- ✓ One try to correct the data entered should be given if there is a mismatch in amount of opening and closing register.
- ✓ Once data has been entered in opening/closing register, it cannot be viewed during the day.
- ✓ Footfalls to be recorded in the system at the end of the day which will be manually entered while closing the daily register.
- ✓ As discussed, there will be no process to change the discrepancy. It will be shown on the Type Z report.
- ✓ Separate option for capturing credit card and debit card amount is to be given.
- ✓ Closing amount of cash should be equal to next day opening amount.

Screen:- Customer Service Screen
Purpose:- The purpose of the screen is to replace batteries straps and others accessories FOC to customer.

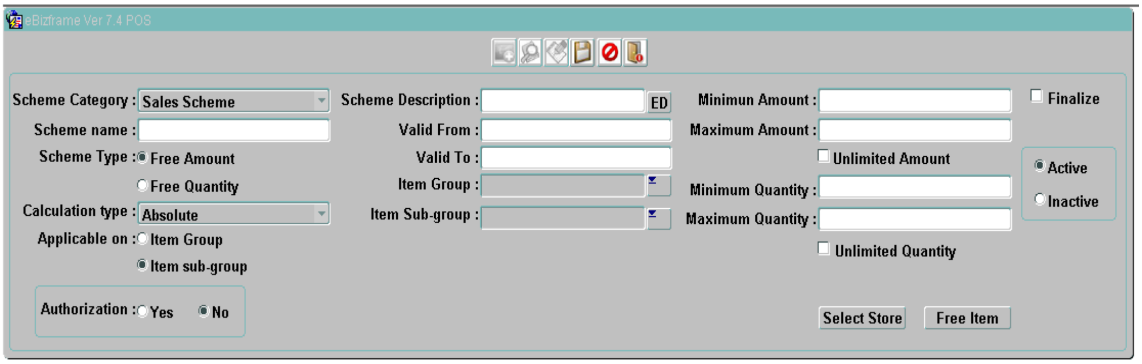


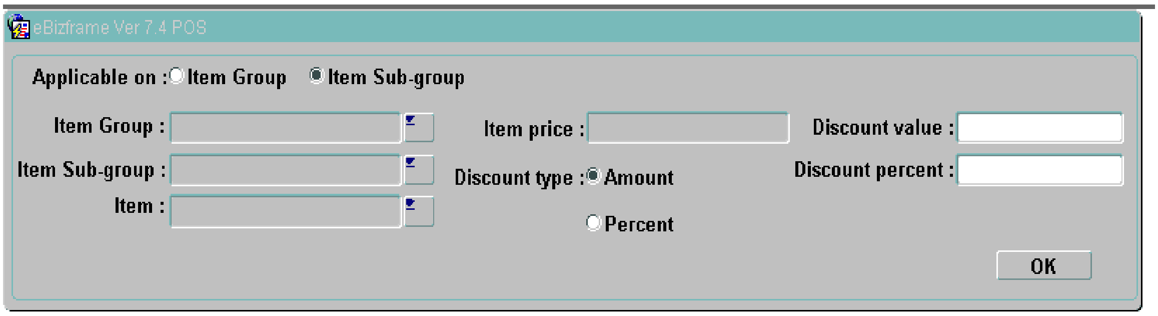
Miscellaneous changes:-

- ✓ Daily expenses are to be entered in the back office retail ERP finance module solution accessible at store remotely.
- ✓ Delete Sale option is to be removed from POS screen.
- ✓ Option for replacing battery, straps and accessories free of cost is to be provided.
- ✓ Option for creating new roles from per-existing roles is to be given.
- ✓ Item Master replication from WH to Retail system (local database of a store should replicate Item Master for the brand defined)

Sales Promotions & Gift cards

- ✓ These will be defined store wise.
- ✓ These will have validity period (From date & To date)
- ✓ Promotions will be of following types:-
  - On invoice: Irrespective of the items in the invoice, scheme will be applicable on invoice value. For example, on purchase of 10,000 RS 5 % Flat discount.
  - On Item: Promotions applicable on items i.e. on purchase of X item Y is free.
- ✓ More than one promotion will not be applicable in single invoice.

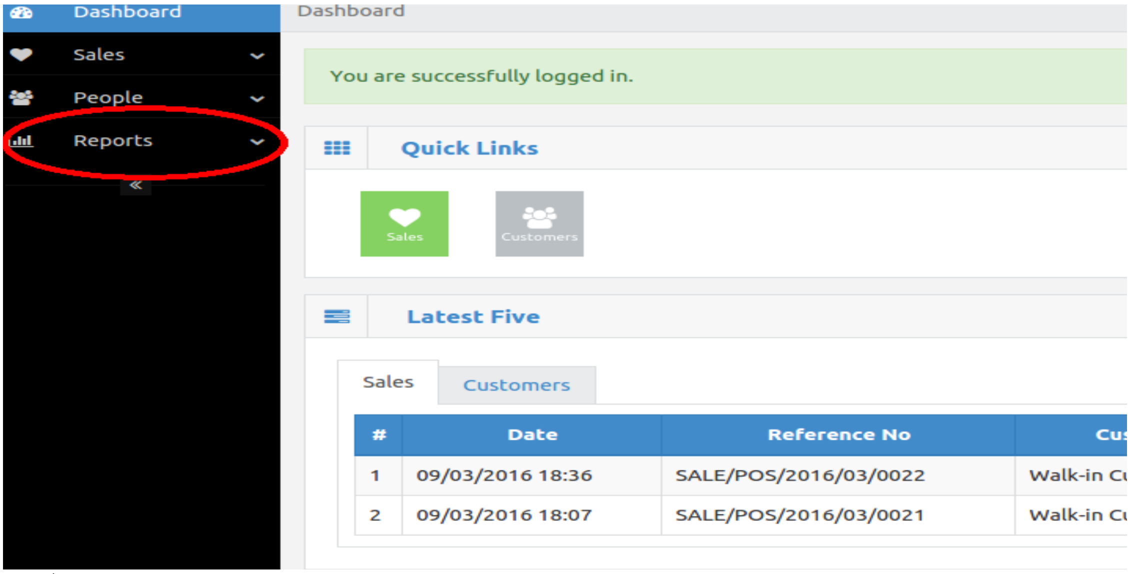




Reports Section

This is separate section which will contain all the reports. It can be accessed from the dashboard itself. Following are the reports which will be present.

- ✓ Sales reports of Promotional schemes only

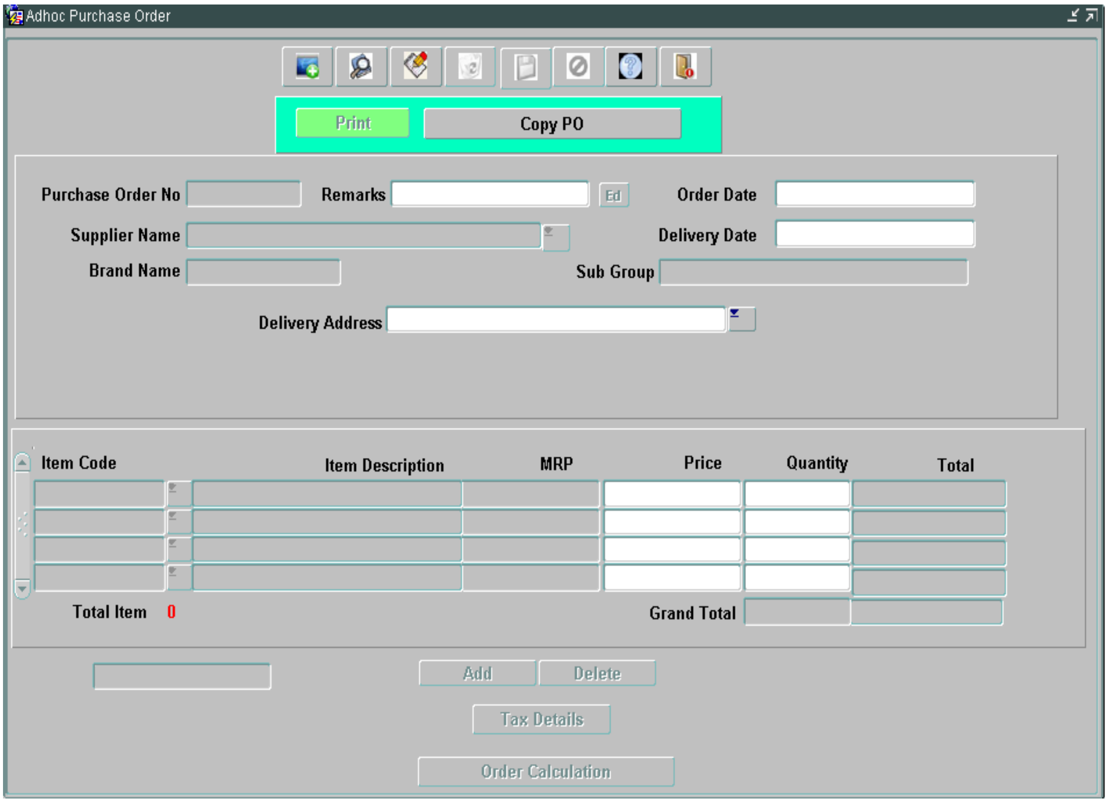


- ✓ Sales Return for a period.
- ✓ Stock Transfers (In & Out) for a period.
- ✓ Current Inventory report (with MRPs if multiple MRPs for same reference available in store).
- ✓ Type Z report.
- ✓ All the other Report will be provided in the ERP .

ERP/Purchase Module

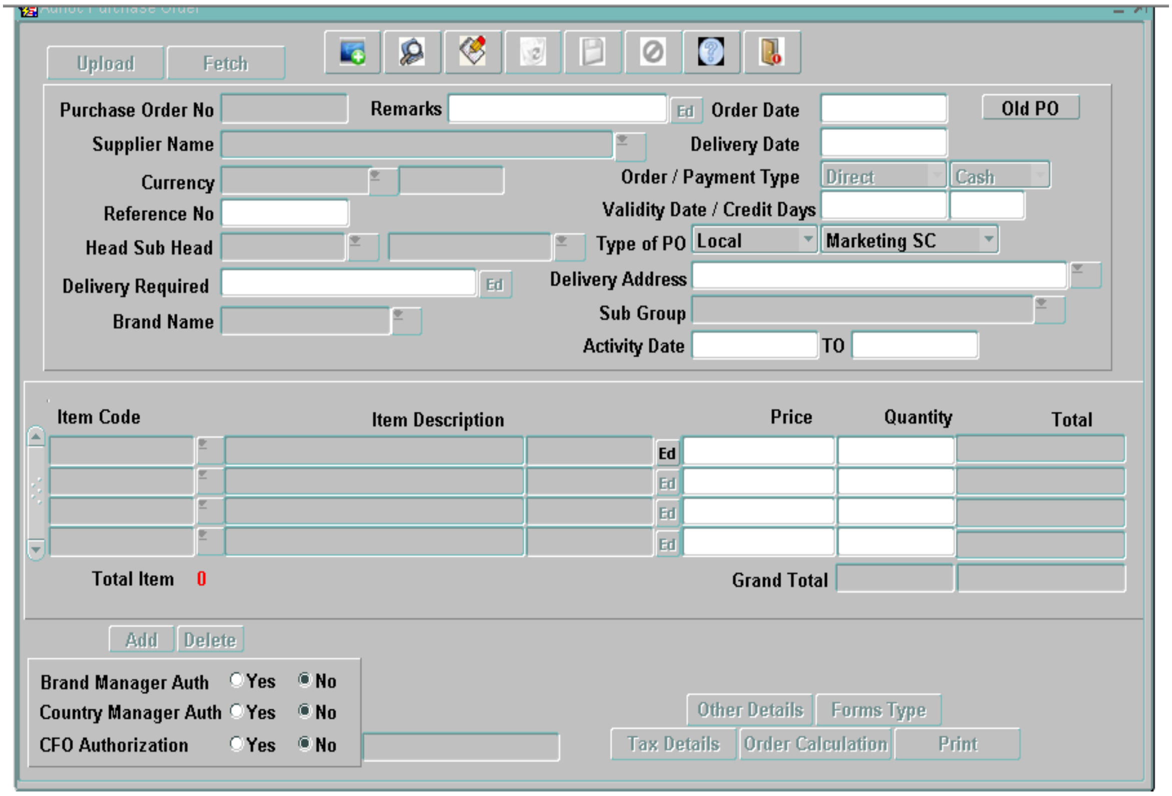
Screen: - Purchase Order Screen

Purpose:- This screen is used to raise purchase order in Retail Solution ERP against sales invoice generated in Wholesale ERP. The details of the PO is automatically captured from the Sales Invoice. This screen will be used to generate PO from both warehouse and Service Center. However, the process of GRN/Stock In will be different in both the cases.



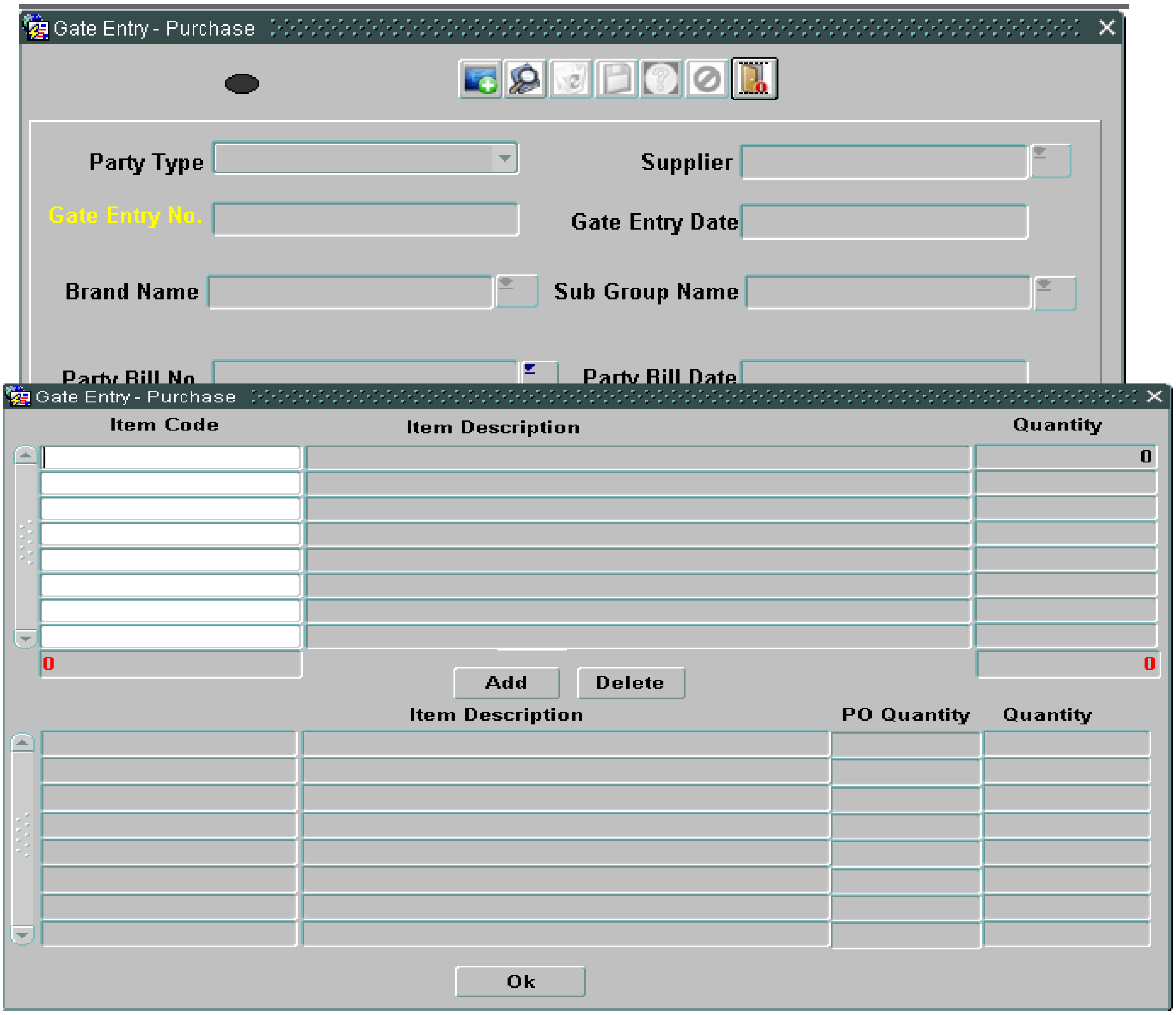
Screen: - Purchase order Manual

Purpose: - This screen is used to create PO for Swatch Group India(Retail) Pvt Ltd. From vendors other than Swatch Group India Pvt Ltd. (wholesale entity).

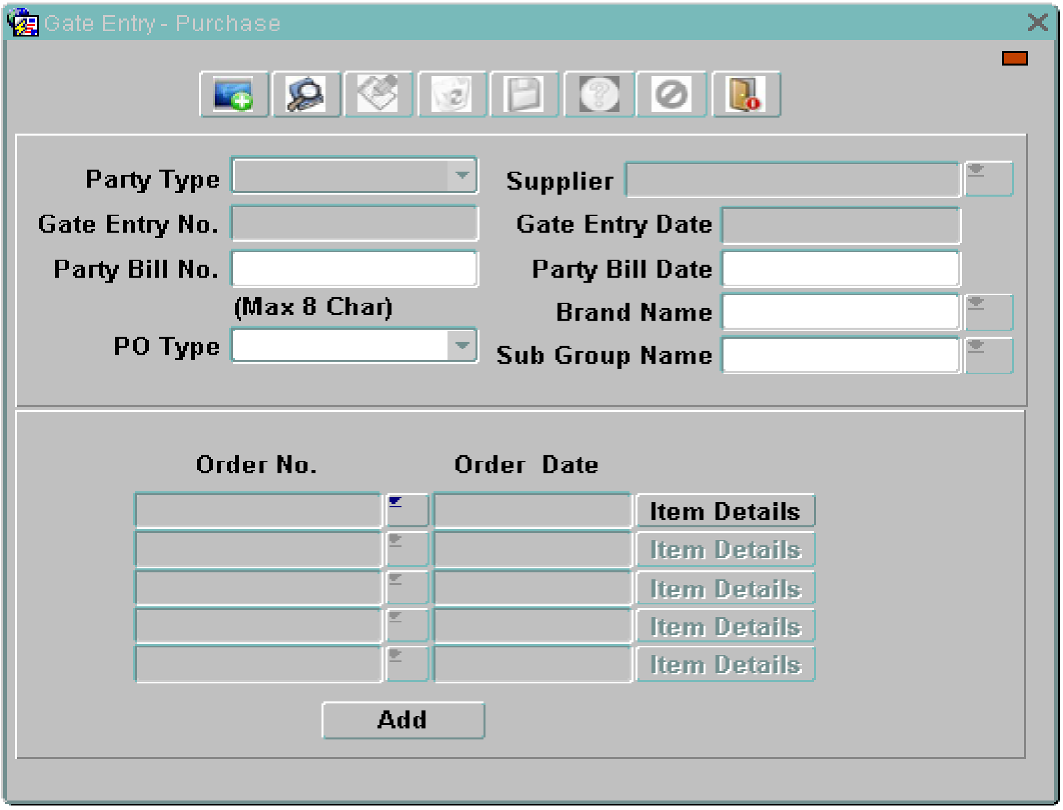


ERP/Inventory Module

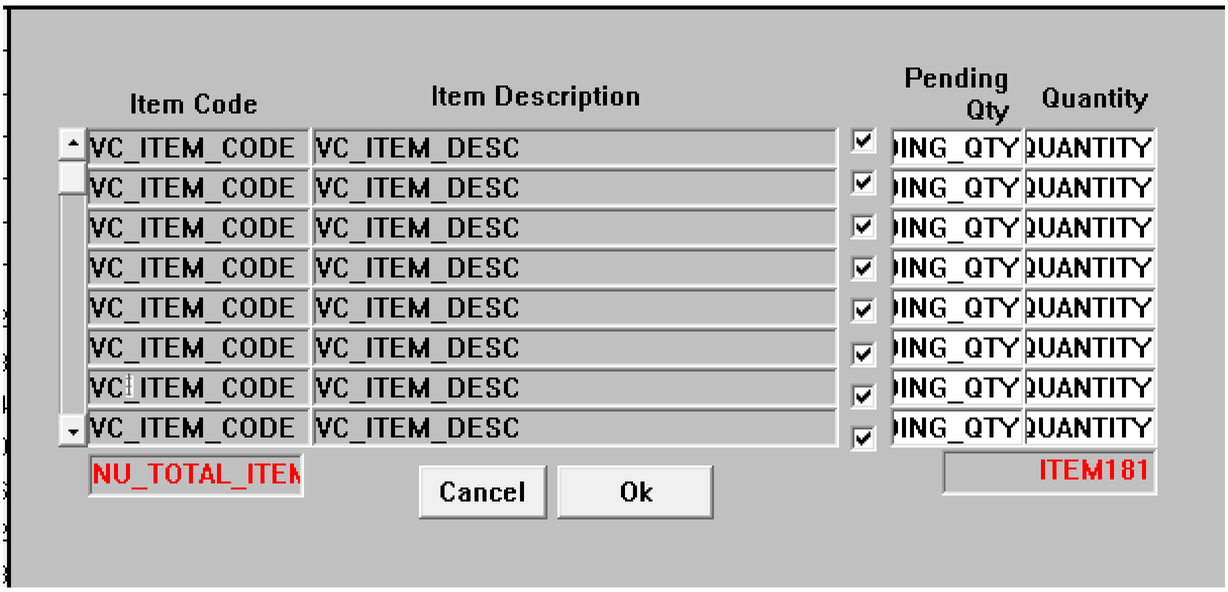
Screen:- GRN /Stock-In Screen (for watches,accessories and eyes)
Purpose:- This screen is used to physically scan each and every reference during GRN process at the store.



Screen:- GRN /Stock-In Screen (ALL except watches, accessories/straps and eyes)
Purpose:- This screen will be used to do GRN for SAV components , Varios of PO's raised from

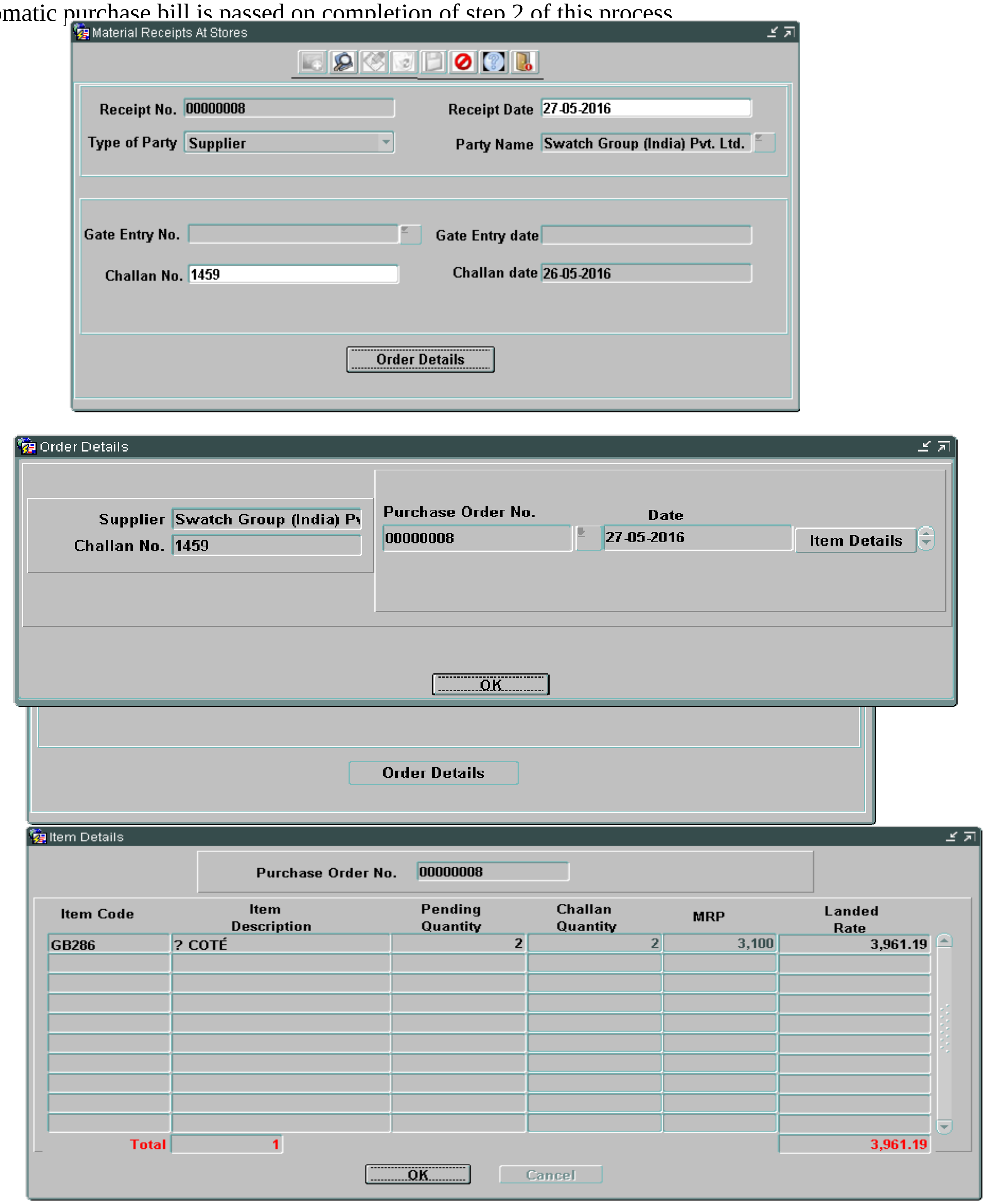


Service Center and manual PO's which are created.

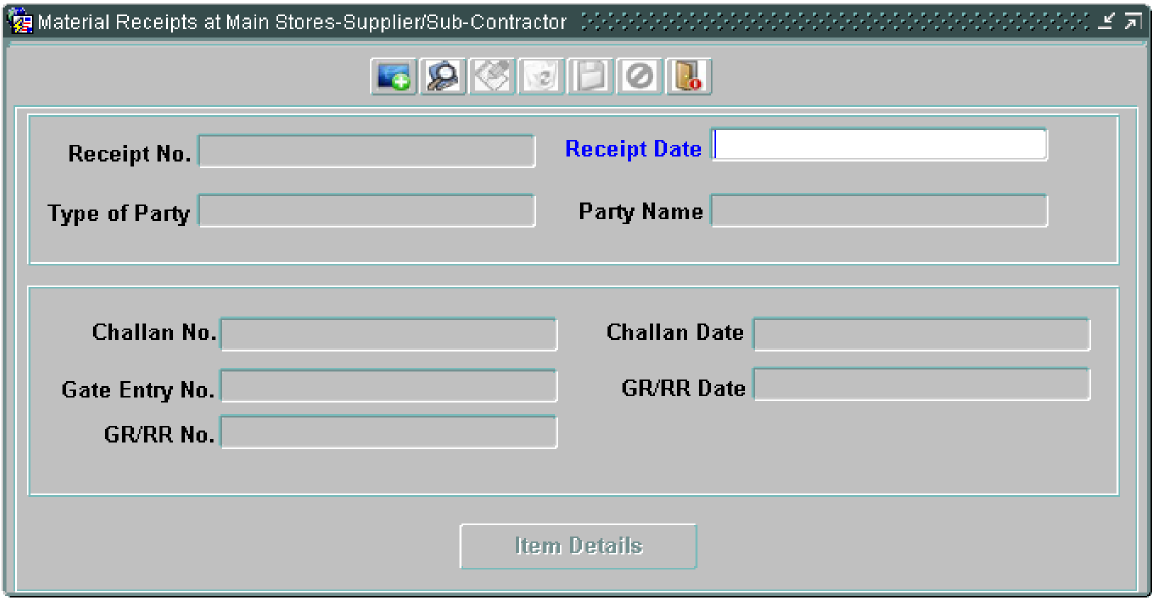


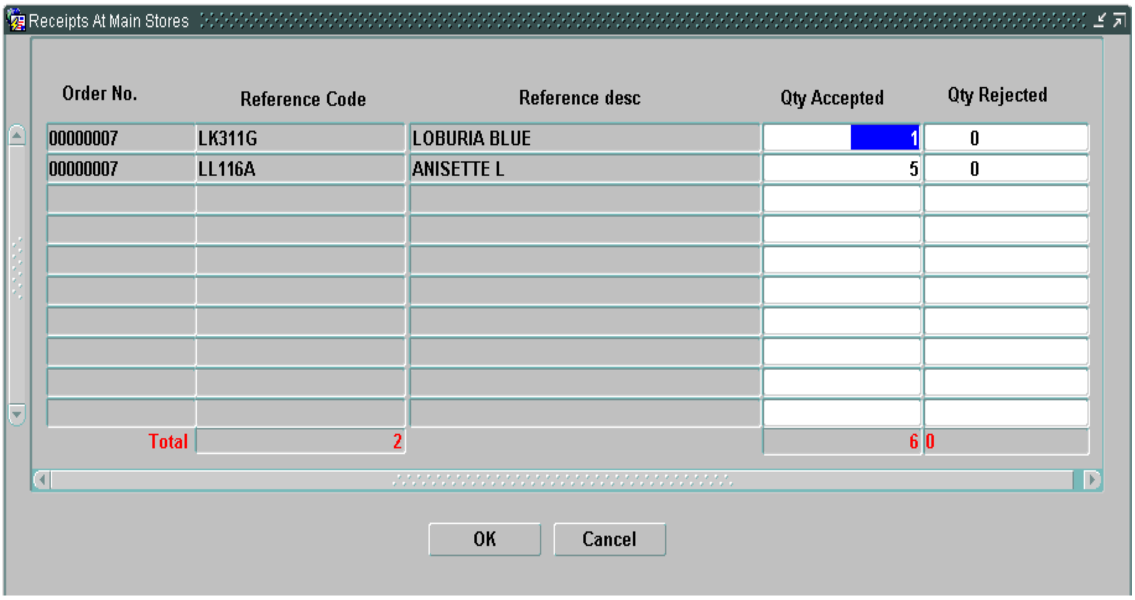
Screen: - Material Receipt Step1.

Purpose:- These screen are used to update the received stock in the ERP and POS system. An automatic purchase bill is passed on completion of step 2 of this process



Screen: - Material Receipt Step2

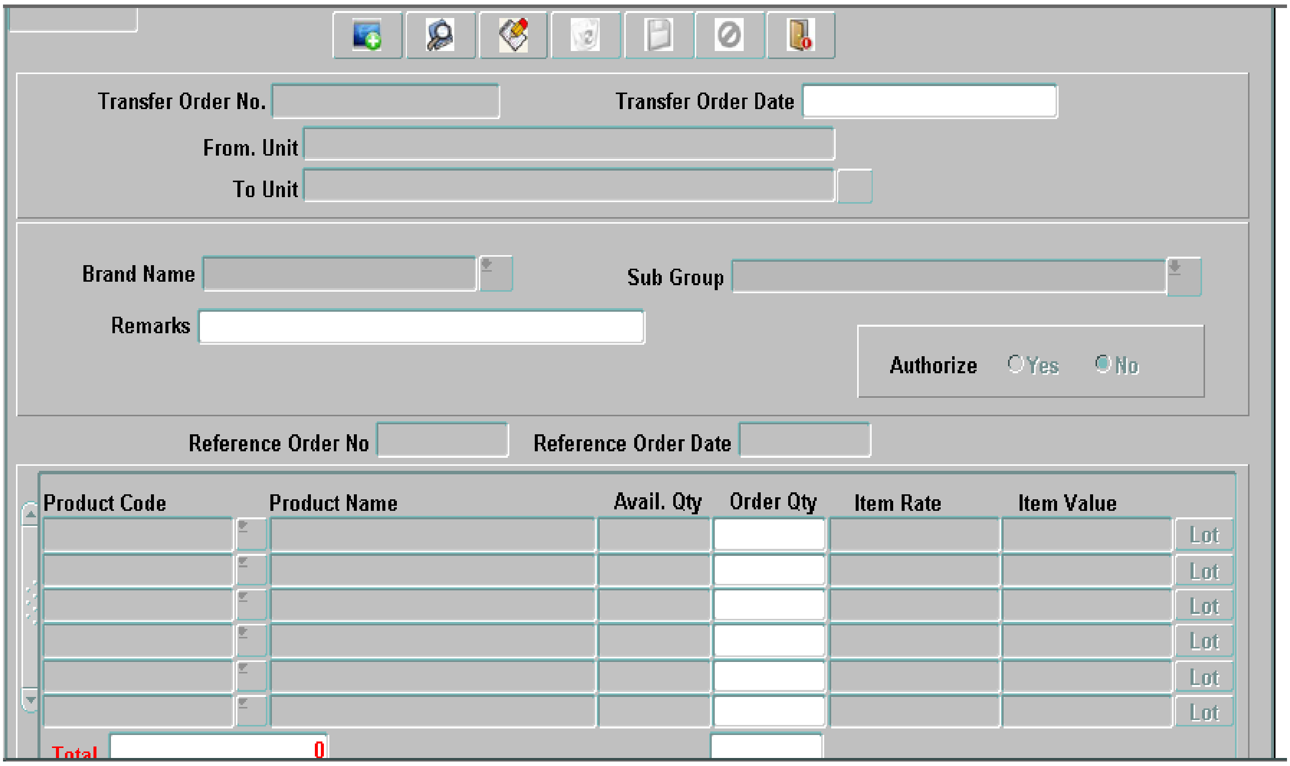




ERP/Sales Module

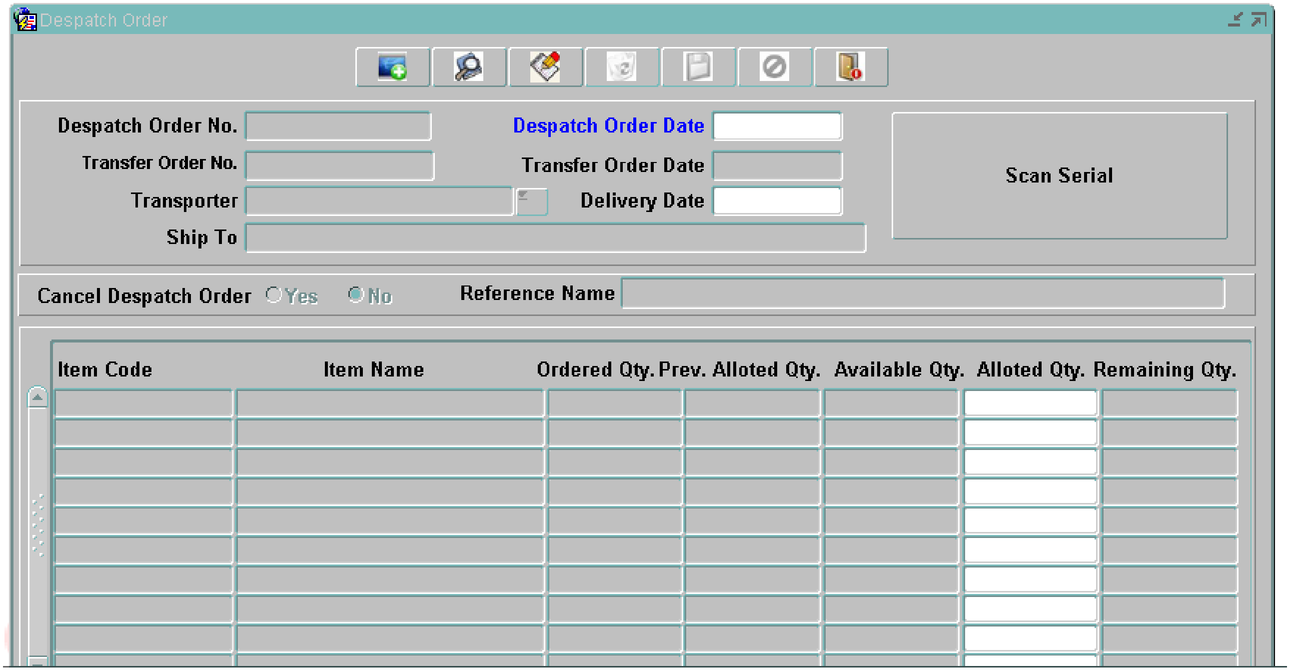
Screen: - Stock Transfer

Purpose: - The purpose of this screen is to create a transfer order from one store to another store.

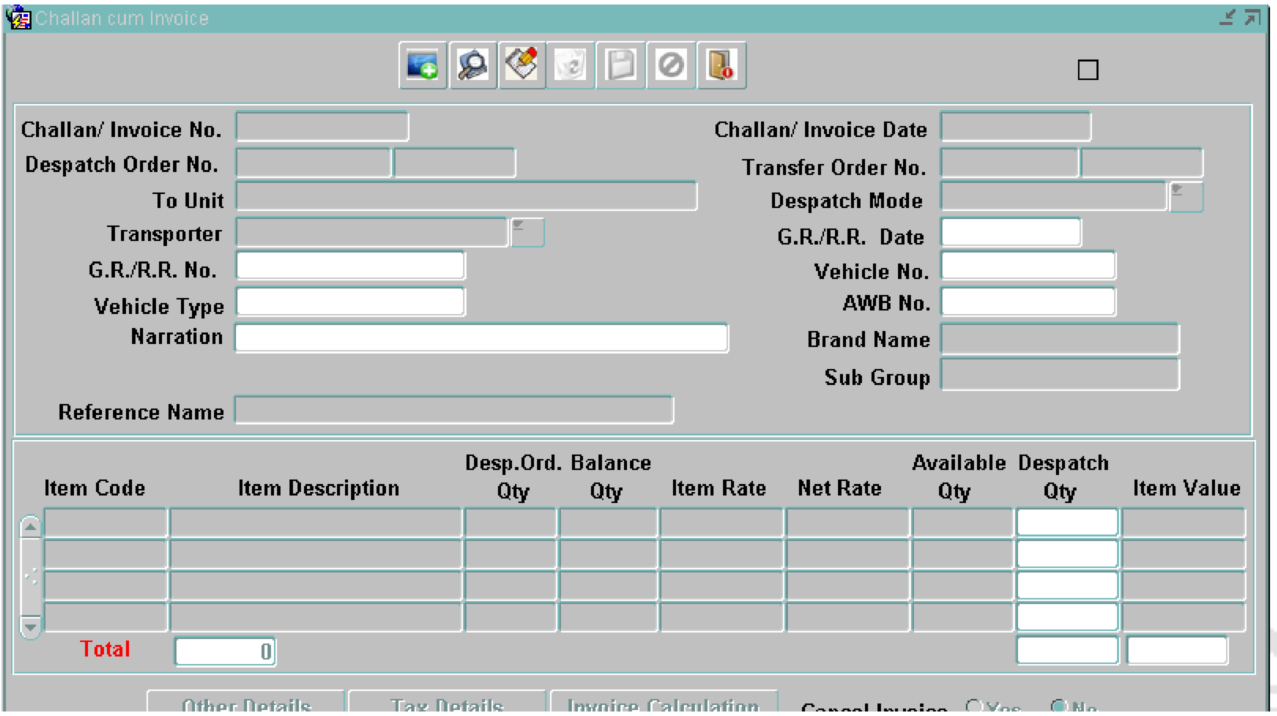


Screen: - Dispatch Order

Purpose: - This screen is used to generate dispatch order against transfer order which is generated.



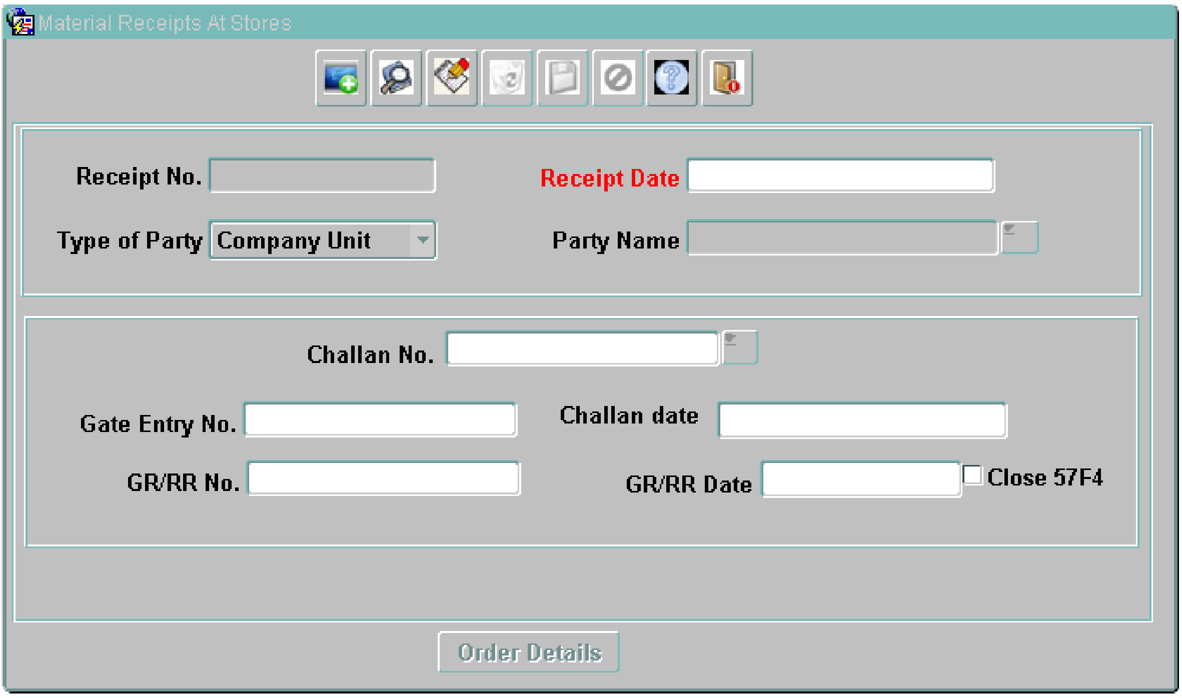
Screen: - Challan cum Invoice
Purpose: - The purpose of this screen is to create Challan cum invoice against the dispatch order which needs to be send along physical stock.



ERP/Inventory

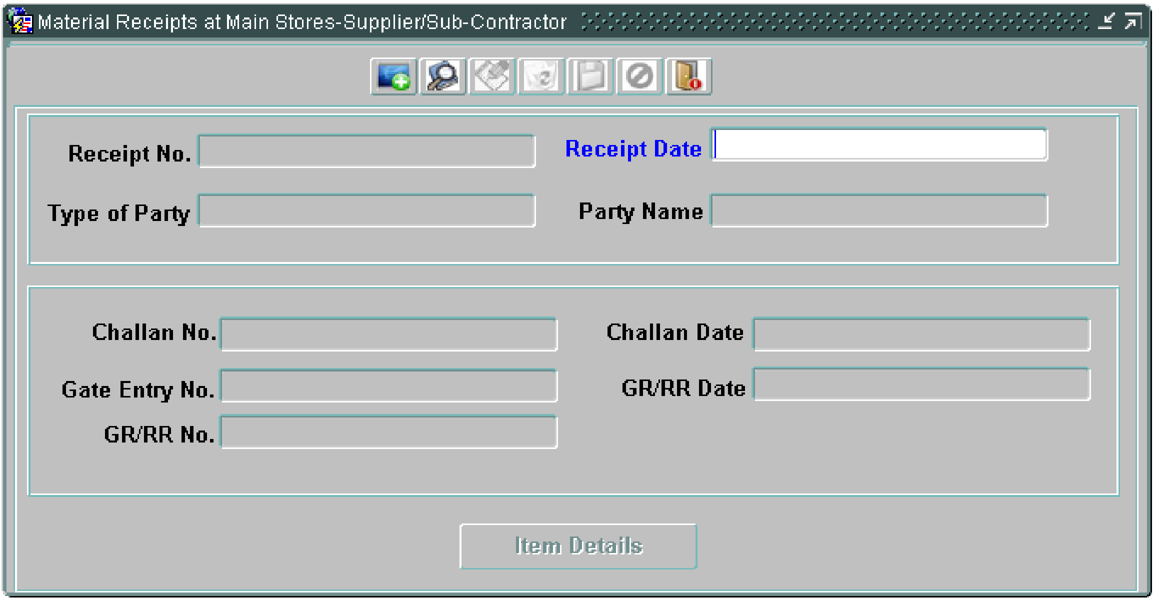
Screen: -Material Receipt at Store (Company Unit) Step 1.

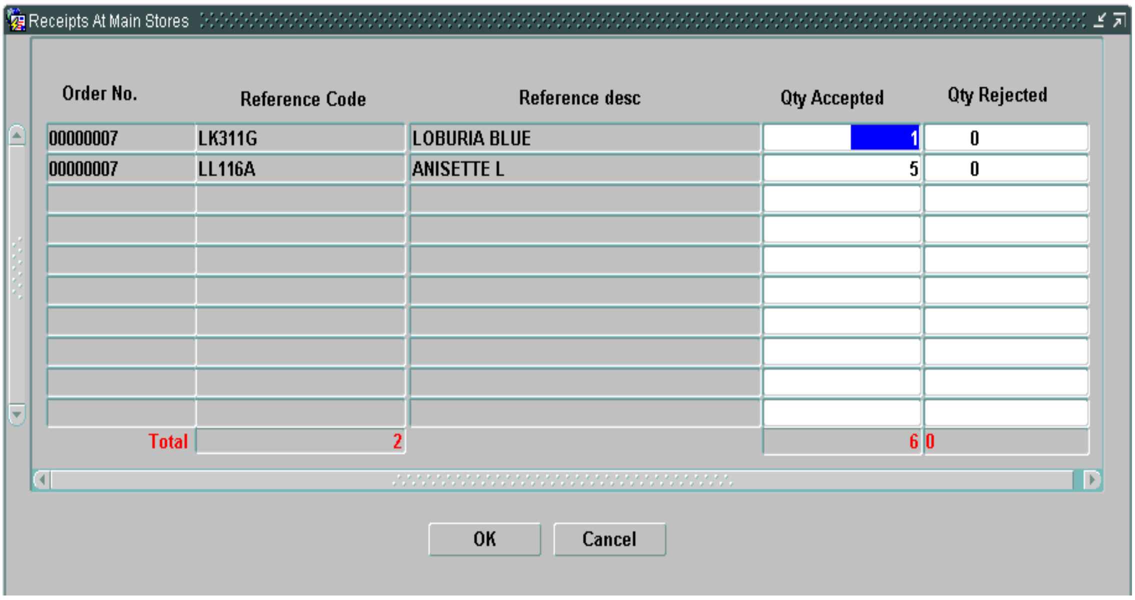
Purpose: - This is the first step of taking the stocks in which are received via stock transfer from other store. It generates a receipt which is further used to complete the inventory updation process in the system.



Screen: -Material Receipt at main store (Inventory Updation) Step 2.

Purpose: - The purpose of this screen is to complete the stock inwards process and update the inventory of the store.

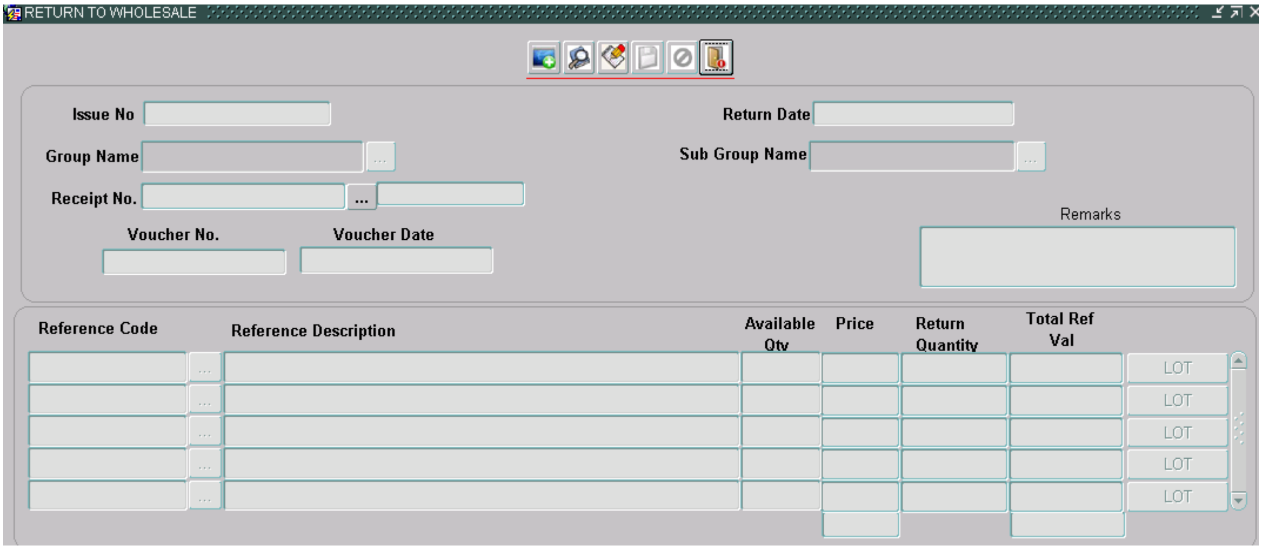




ERP/Purchase Module

Screen: -Purchase return to wholesale

Purpose: - The purpose of this screen is to do a purchase return of the stock which was purchased from wholesale. This will be done against a single invoice.

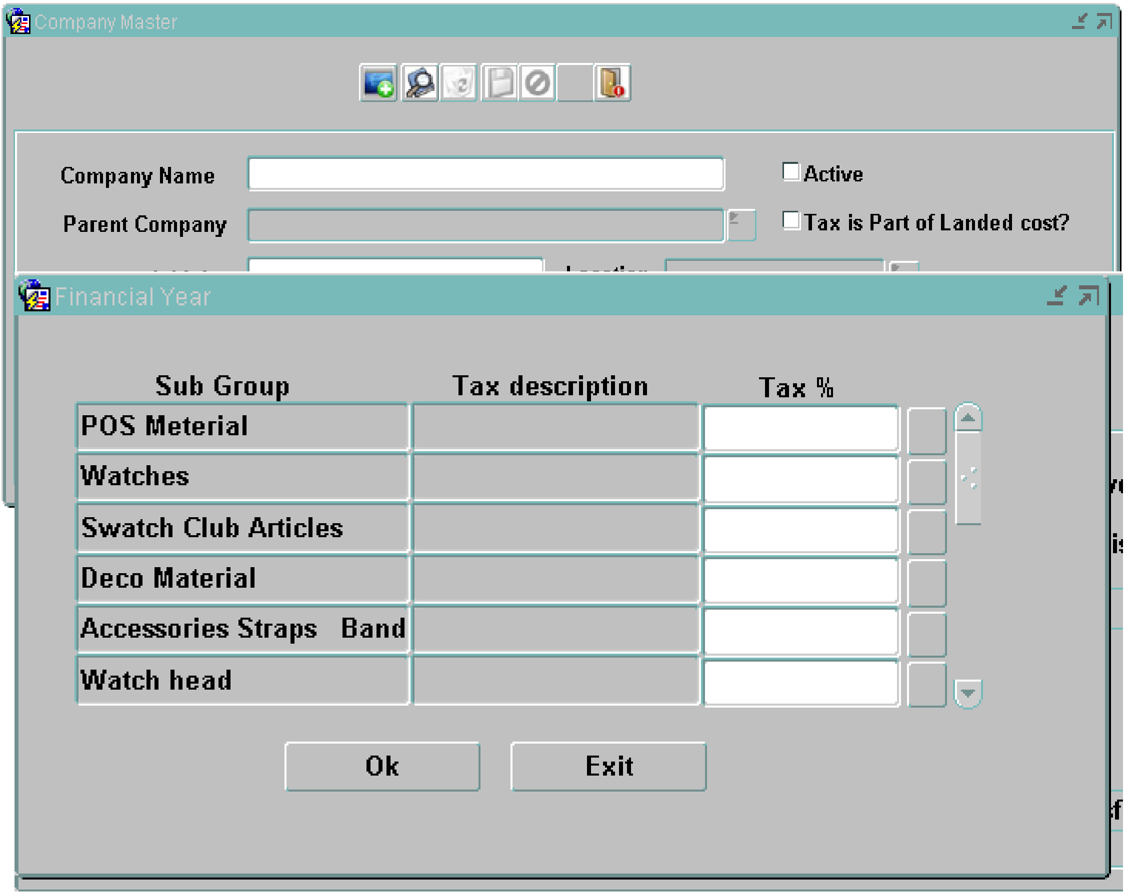


Changes Required:-

- ✓ Each Reference will be scanned.
- ✓ Option to select reference irrespective of the invoice number.
- ✓ All quantities of a specific reference will have same price, in case of multiple MRP different return orders will be made.
- ✓ This screen will be used to return the stock to Swatch Group India Pvt Ltd(Wholesale Entity) only.

Screen:- Company Master

Purpose:- The purpose of this screen is to open a new store, define what taxes are applicable in the store etc.



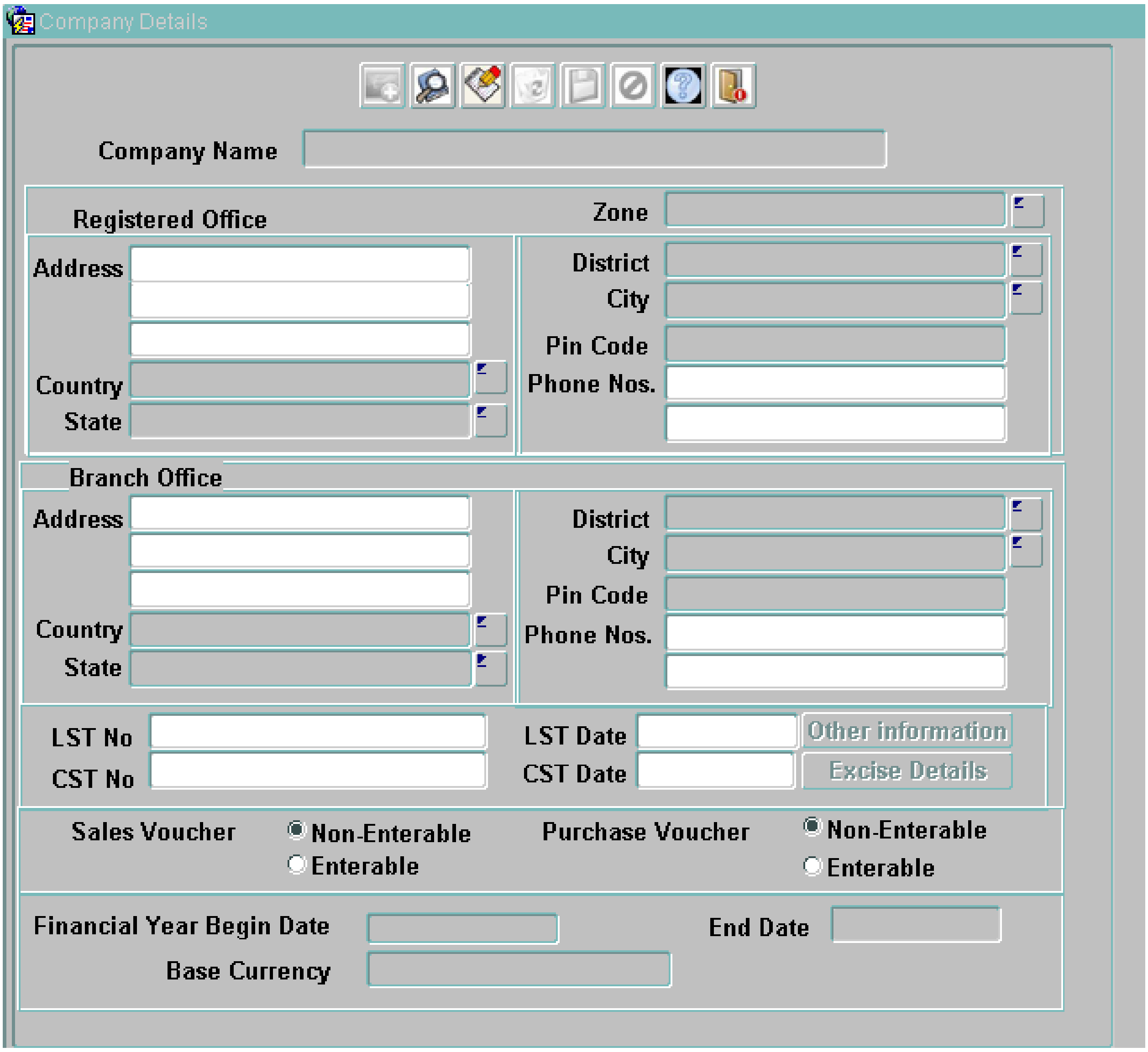
Changes Required: -

- ✓ Option to Change tax percentage on sub group with respect to maximum effective date.

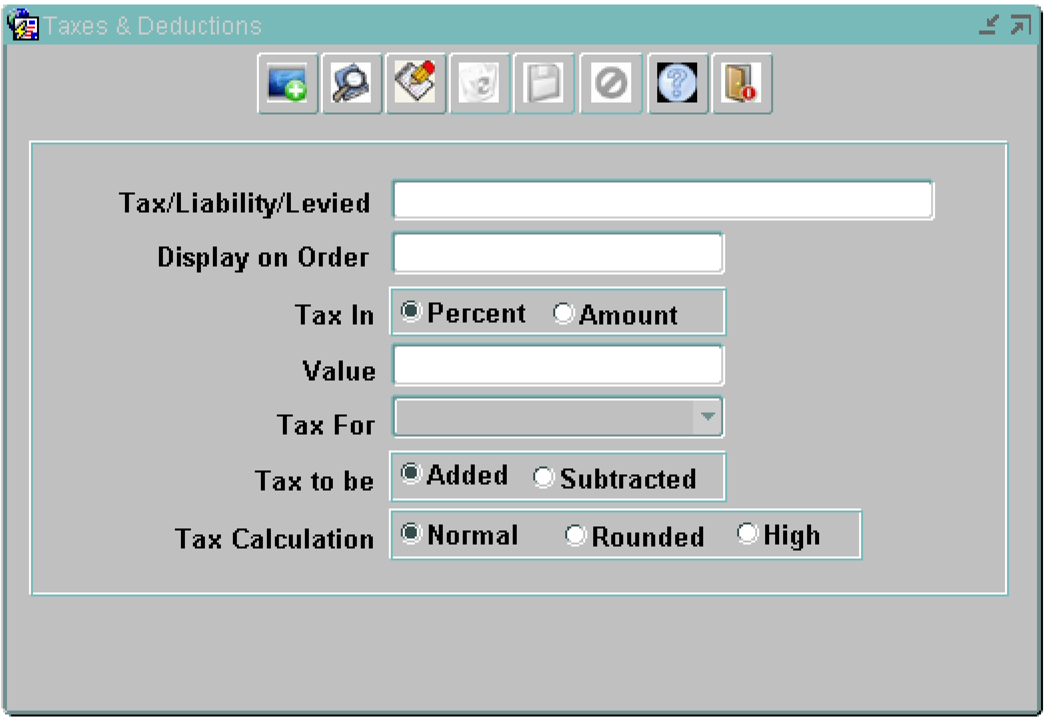
ERP/Finance Module

Screen:- Company Details

Purpose:- The purpose of this screen is to enter Address , Pan No , Tin No of the Store which will be printed on the invoice.

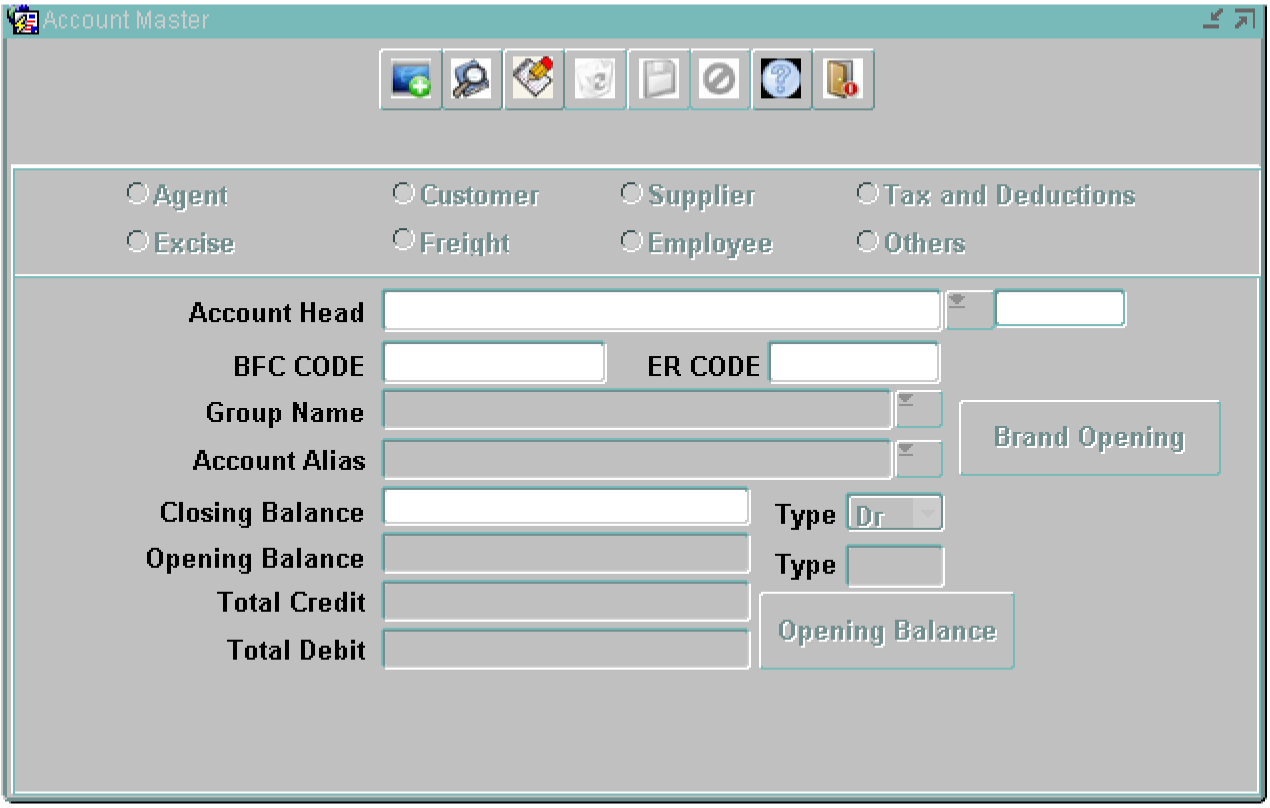


Screen: - Tax Creation.
Purpose: - The purpose of this screen is to add , view, edit tax applicable on various transaction.

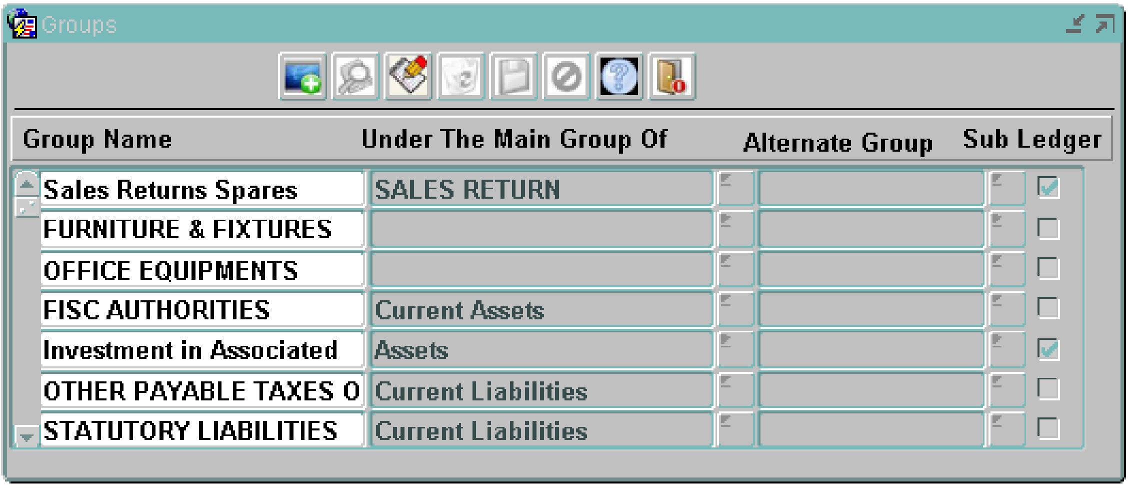


Screen: - Finance Account Creation

Purpose: - The purpose of this screen is to open financial account of various supplier, customers and GL accounts etc.

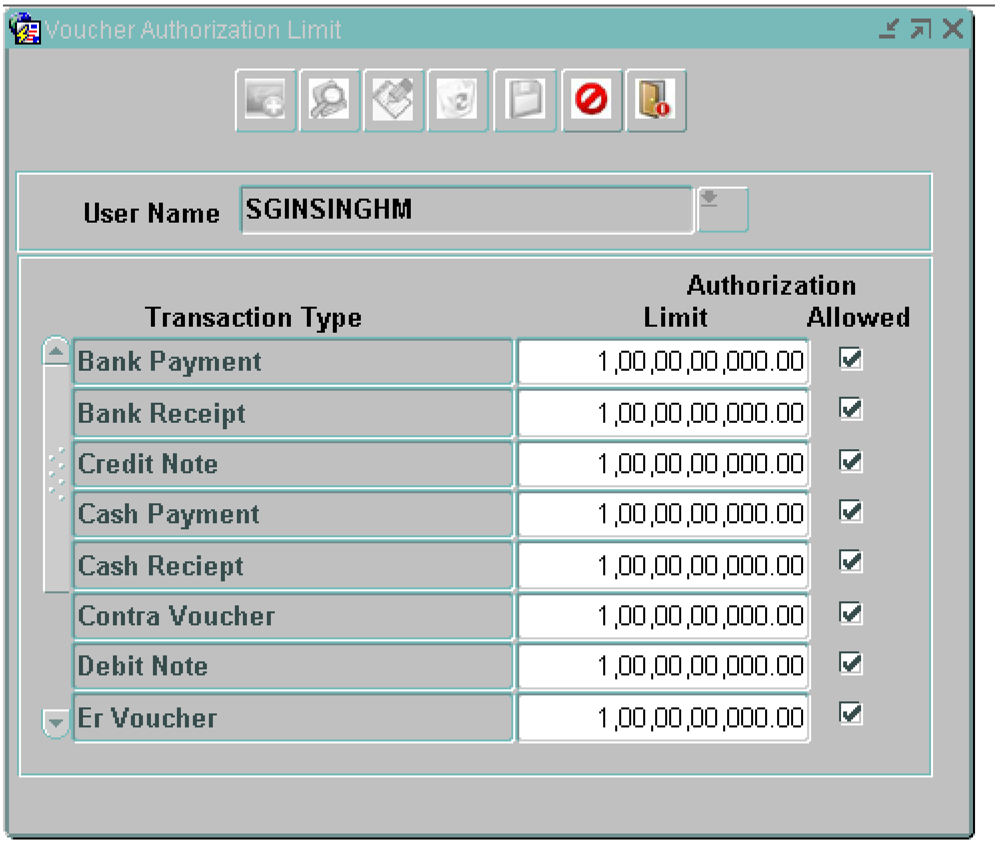


Screen: - Finance groups.
Purpose: - The purpose of this screen is to add, view groups for linking with finance GL accounts.

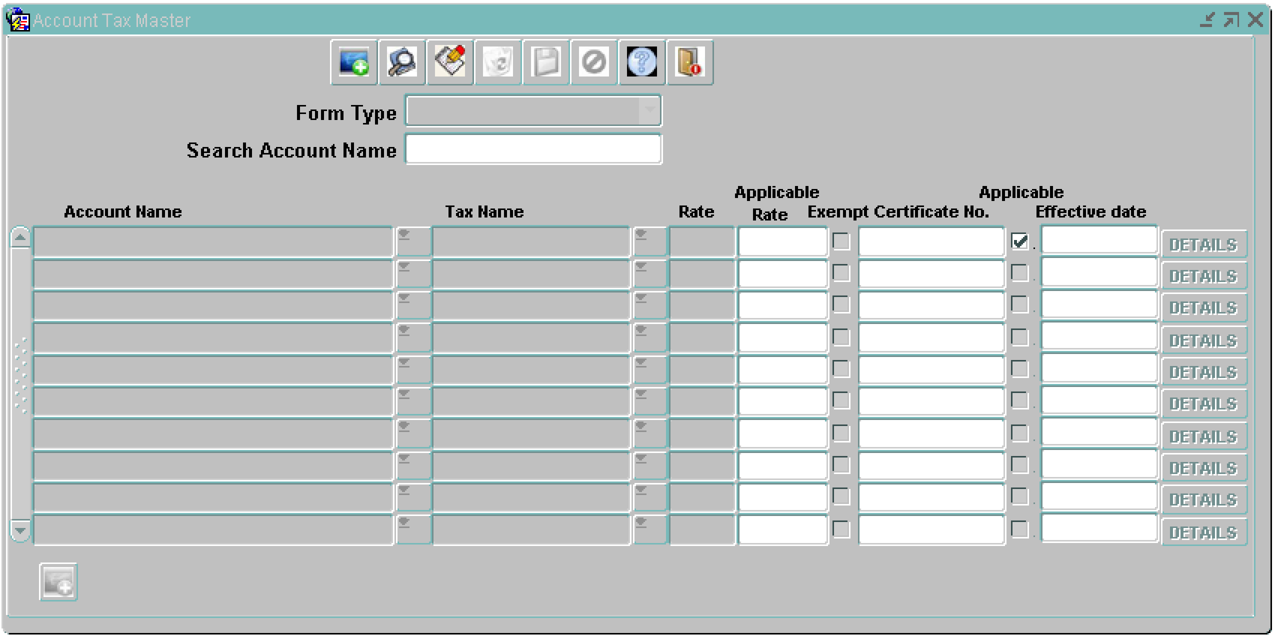


Screen: - Voucher limit Authorization.

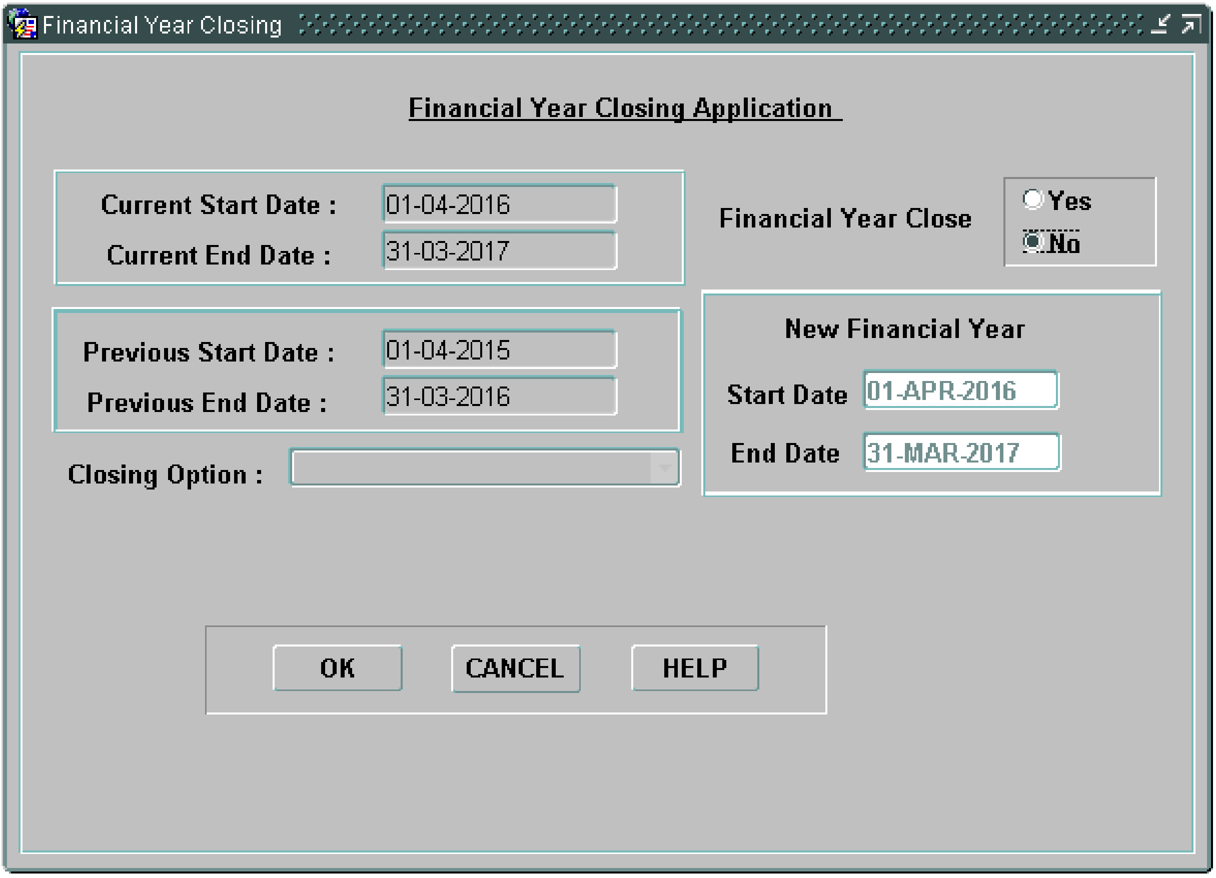
Purpose: - The purpose of this screen is to define the max amount of financial voucher that can be authorized by the user.



Screen: - Accounts Tax
Purpose: - The purpose of this screen is to assign taxes to different vendors.



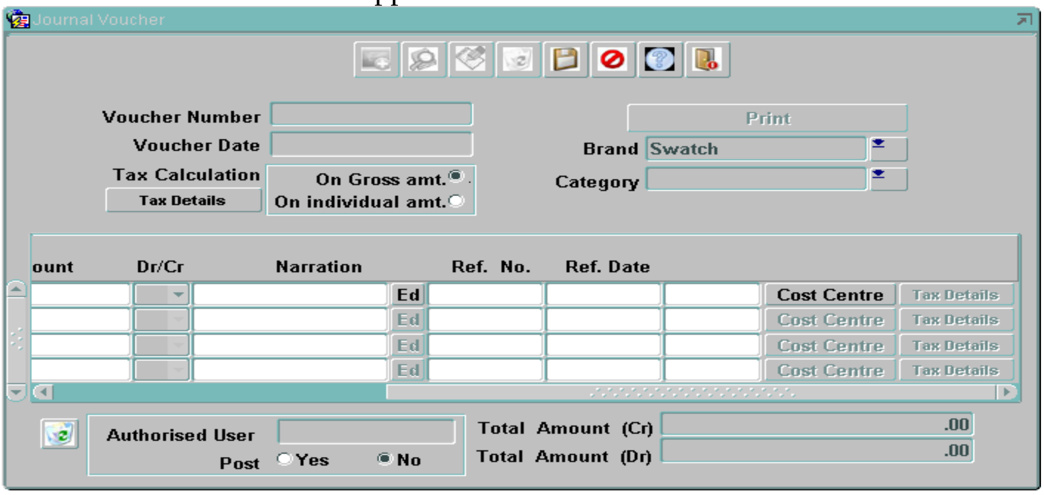
Screen: - Financial Year Closing
Purpose: -This screen is used to perform the period end closing and financial year closing and open the next financial year.

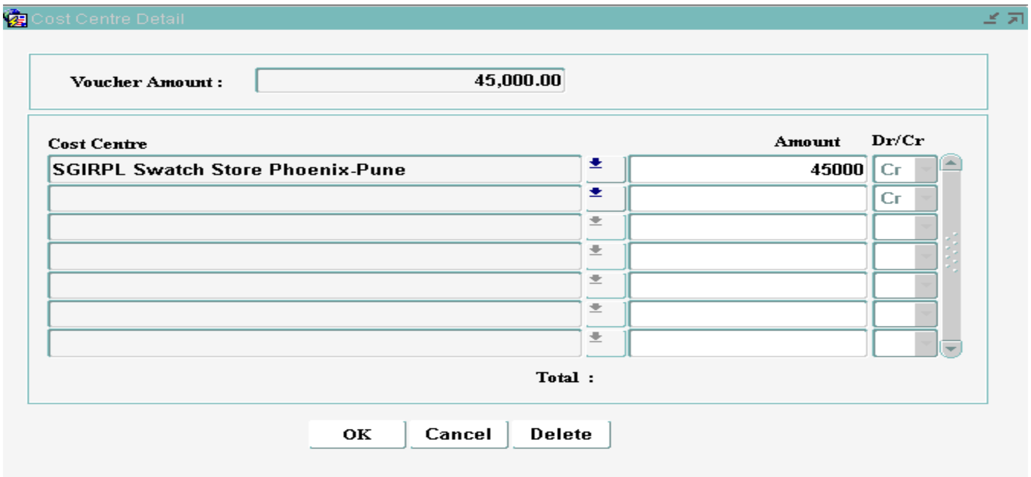


ERP/Finance Module

Option to enter Cost Center in Financial vouchers will be provided. Cost center is automatically created while opening of a new Store through company master form in Administrator Module.This functionality will be provided in these vouchers

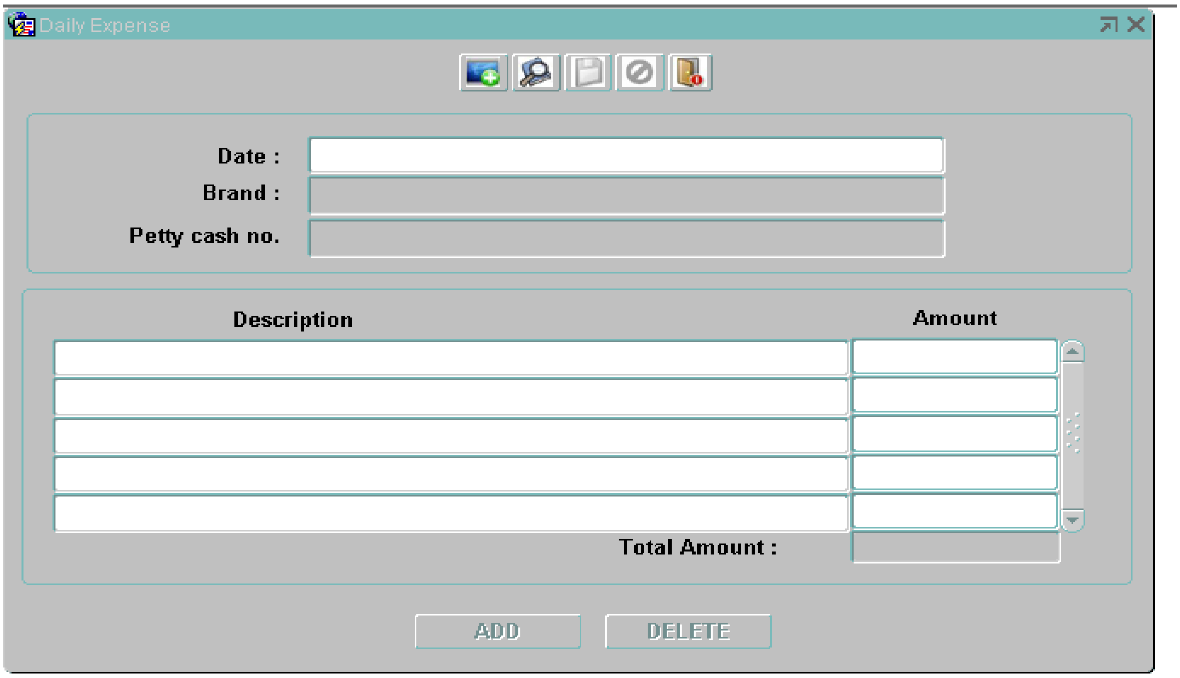
- Journal Voucher
- Payment Voucher
- Purchase Voucher
- Sales Voucher
- Expense Voucher
- Receipt Voucher
- Debit Note to Supplier
- Credit Note to Supplier





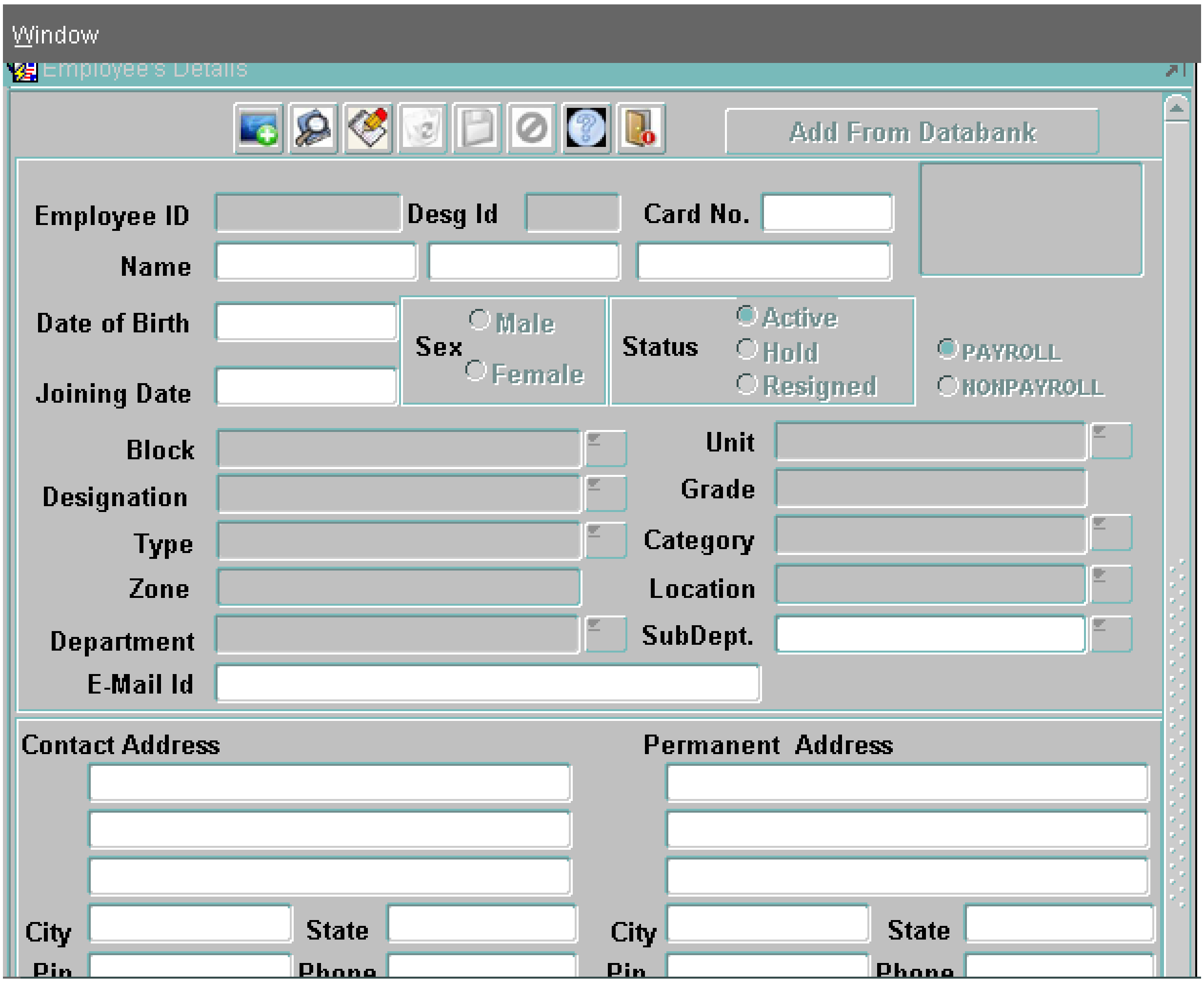
Screen: - Daily Expense

Purpose: - This screen is used to enter daily expense done at the store from petty cash.



Screen: - Employee Creation

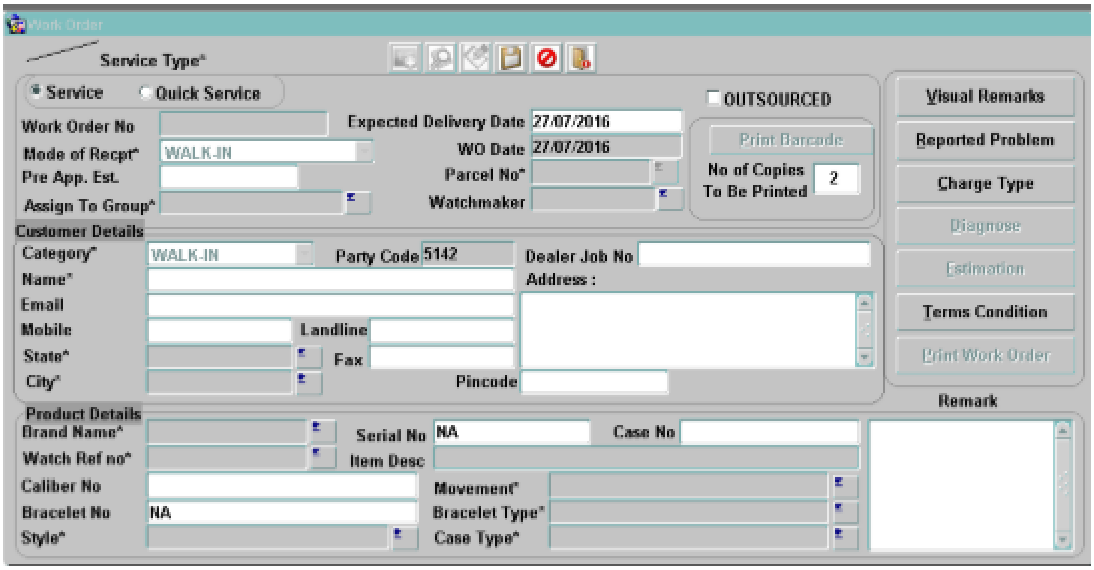
Purpose: - Purpose of this screen to add new employees in the system for the sole purpose of booking expense.

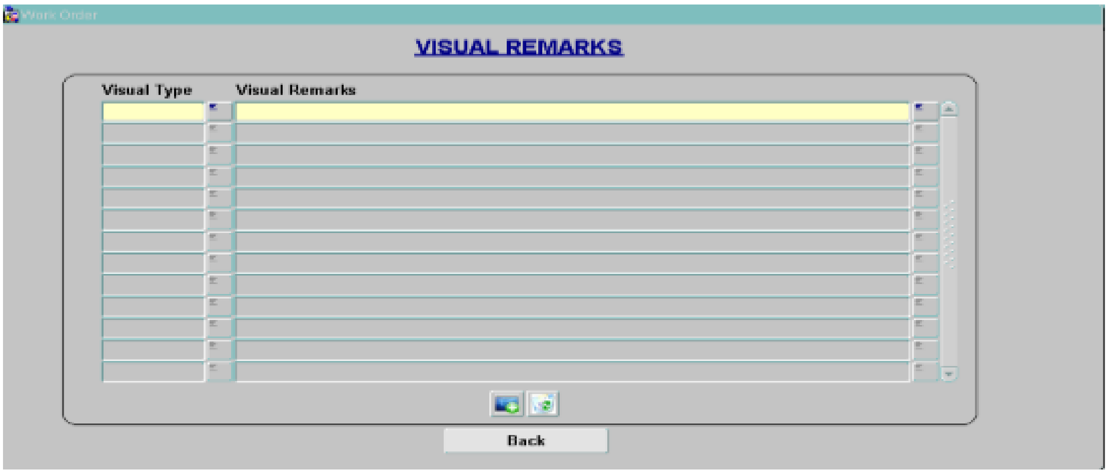


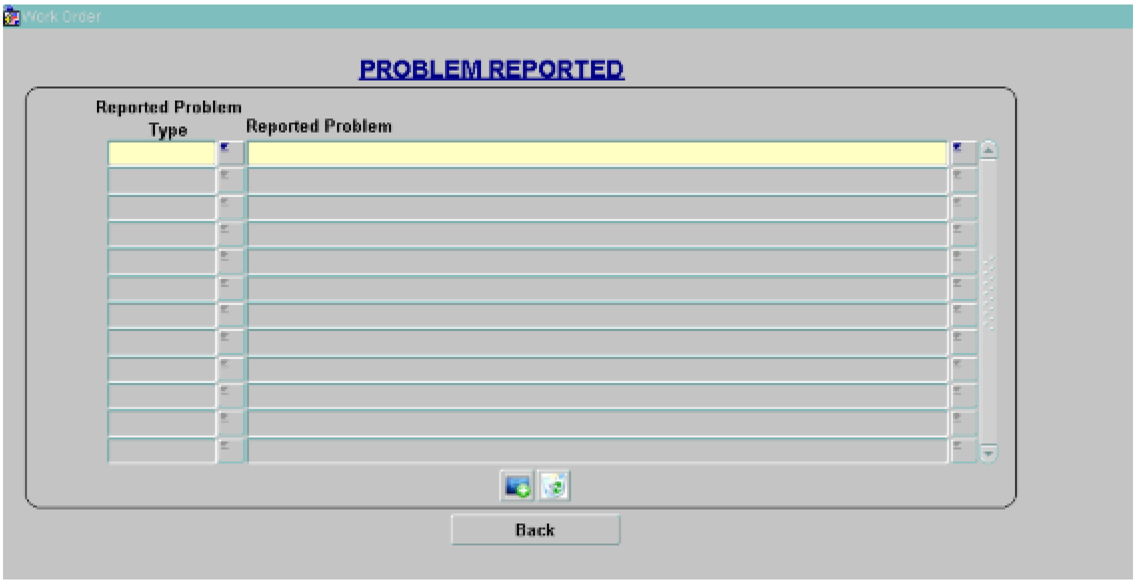
ERP/Customer-Service Module

Screen:-Work Order Creation

Purpose: - The purpose of this screen is to capture customer's details and details of the reference. Screen along with visual remarks (which will be predefined in a master), problem reported and selection of terms and conditions on the invoice print of service.







- The above created work orders will be replicated to a new work orders in CS module of wholesale.
- CS will raise invoice to respective store and the store will further invoice to customer for the chargeable repairs of the work order.