Orion User Manual

Original Vision Systems

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# Introduction

Welcome to the Orion User Manual.

First, we would like to thank you for choosing our product and hope you will have a pleasant experience. This manual contains all the essential information needed for the user to make full use of the program, it contains descriptions of all the system functions and capabilities, contingencies and alternate modes of operation, and step-by-step procedures for system access and use, there is also the use of graphics for ease of use.

## What’s covered?

This manual will cover the following:

* All of the system’s nine subsystems
* Detailed explanation of system functions
* Possible errors in specific system functions
* All general errors that are possible
* how to get HELP in the system
* Detailed explanation of all screens in the system
* Detailed explanation of all reports generated by the system
* Explanation of the backup and restore procedure
* Explanation of how the on-line HELP function could be activated or used

# Contact Information

## 1.1 Introduction

In this section we provide the contact details for future help with the system. There is an option where you can contact one of the members of Original Vision Systems. Questions may be answered and will be given clarity on any functionalities in the system.

## 1.2 Contact Information

Contact the team if you require any queries, concerns or information about the system.

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## 1.3 Conclusion

This section now contains all the contact details of the Open Vision Systems Team members

# System Implementation Procedure

## Introduction

The System Implementation Procedure is described here for the User Manual

## Hardware and Software requirements

### Hardware Requirements

* A mobile Device running iOS/Android operating system
* A laptop/Desktop computer with a compatible browser and operating system Microsoft Windows 10 or later
* Microsoft SQL Server Database
* Note: All device needs an internet connection

### Software Requirements

* 500GB hard drive disk (More with be recommended)
* 4GB RAM (8GB RAM would be recommended)
* Intel Core i5 Processor (2.5Ghz)

## Implementation Procedure

* Orion system is an online system and therefore requires no installation. Once can access the system online by using the following URL: https:// It also requires one to login with valid credentials.
* The sampling system mobile application is an online system and therefore requires no installation.

## Conclusion

The system implementation procedures were described here for the User Manual.

# Backup and restore

This option was not selected on the complexity matrix by the Open Vision System team for their Orion system.

# Controls

## Introduction

The controls of the Orion system are listed and described here for the User Manual.

## General Controls

Main Controls

|  |  |
| --- | --- |
| Control | Descriptions |
| Menu Item | The menu item is the list of items displayed on the left-hand side of the screen. This allows quick and easy navigation between pages. When referred to, the name of the specific menu item will be disclosed. Some items have an arrow displayed next to it, which indicates that more pages are available under the item. These can be accessed by clicking on the item. |
| Textbox | Textboxes can be used to enter specific information |
| Dropdown list | Dropdown list contains information stored in the database. They provide more than one option where the user can choose the needed information from. |
| Table | A table displays information stored in the database. The columns in the table can be filtered with the use of the filter functionality. |
| Tabs | Details are displayed on the same screen, just in different tabs. It sections the information begin shown into separate tabs |
| Labels | Labels are disable controls. They are just there to provide information and no changes can be made to them. |

## Conclusion

The controls of the Orion system were listed and described here for the User Manual.

# Help Function

## Introduction

The help functionality of the Orion system is explained and described upon here for the User manual.

## How to get help

## Conclusion

The help functionality of the Orion system was explained and described upon here for the User Manual.

# System Functionality

## Introduction

This section will contain the explanation and display of the systems controls and functionality for the Orion system.

## System Functionalities

### User Subsystem

#### Login

#### Reset Password

#### Logout

### Customer Subsystem

#### Place order

#### Browse products

#### View Product details

#### Add to cart

#### View Cart

#### Remove item from Cart

#### Empty Cart

#### Checkout

#### Make payment

#### Return Order

#### Add to Wishlist

#### View Wishlist item

#### Remove Wishlist item

#### Search order

#### View Order

#### Track Order

### 3. Employee Subsystem

#### Book Shift

#### Search Customer

#### Edit Customer

#### Add customer

#### Search sale

#### Assign credit note

#### Search Quotation

#### Accept/Reject Quotation

#### Make Quotation

#### View for delivery

#### Pack Order

#### Assign order to delivery

#### Complete Delivery

### 4. Admin Subsystem

#### Add user

#### Search user

#### Remove user

#### Edit user

#### Open cash register

#### Close cash register

#### Define user permission/ access rights

#### Search shift

#### Add shift

#### Edit Shift

#### Remove shift

### 5. Product Subsystem

#### Search product

#### Add product

#### Edit product

#### Delete product

#### Manufacture/Package product

#### Do stock take

#### Transfer stock

#### Search product type

#### Add Product type

#### Edit product type

#### Remove product type

#### Search raw material

#### Add raw material

#### Edit raw material

#### Remove raw material

### 6. Reporting Subsystem

#### Generate weekly sales report

#### Generate monthly sales report

#### Generate product list

### 7. Settings Subsystem

#### Add discount

#### Edit discount

#### Remove discount

#### Add branch

#### Edit branch

#### Remove branch

#### Add payment type

#### Edit payment type

#### Delete Payment type

#### Add registers

#### Edit registers

#### Remove registers

#### Add VAT rate

#### Edit VAT rate

#### Remove VAT rate

#### Search Branch

#### Search Payment Type

### 8.Supplier Subsystem

#### Add supplier

#### Edit supplier

#### Search supplier

#### Place supplier order

#### Search supplier order

#### Cancel supplier order

#### Return supplier order

#### Update supplier order

#### Receive Supplier order

#### Place back order

### 9. Production Subsystem

#### Create Recipe

#### Search Recipe

#### Update Recipe

#### Delete Recipe

#### Create Job

#### Edit job

#### Remove job

#### Search job

#### Start job

#### Finish job