**Forms for Data Entry:**

1. **Receiving Form**:

**\*\*Receiving Form\*\***

* + Ingredient: [Dropdown list of ingredients]
  + Quantity Received: [Numeric field]
  + Unit: [Dropdown list of units]
  + Supplier: [Text field]- Date Received: [Date picker]

1. **Production Log Form**:

**\*\*Production Log Form\*\***

* + Product: [Dropdown list of products]
  + Ingredient Used: [Dropdown list of ingredients]
  + Quantity Used: [Numeric field]
  + Unit: [Dropdown list of units]
  + Date of Production: [Date picker]

1. **Waste Log Form**:

**\*\*Waste Log Form\*\***

* + Ingredient: [Dropdown list of ingredients]
  + Quantity Wasted: [Numeric field]
  + Reason for Waste: [Text field]
  + Unit: [Dropdown list of units]
  + Date: [Date picker]

1. **Prep Log Form**:

**\*\*Prep Log Form\*\***

* + Task: [Text field]
  + Ingredient Prepared: [Dropdown list of ingredients]
  + Quantity Prepared: [Numeric field]
  + Unit: [Dropdown list of units]
  + Employee: [Text field]
  + Date: [Date picker]

**Lists to Store Data:**

1. **Inventory List**:

| Ingredient | Unit | Current Stock | Receiving | Used in Production | Waste | New Stock |

|------------|------|---------------|-----------|--------------------|-------|-----------|

| Example | kg | 100 | 25 | 30 | 2 | 93 |

1. **Production List**:

| Product | Ingredient Used | Quantity Used | Unit | Date of Production |

|---------|-----------------|---------------|------|--------------------|

| Bread | Flour | 10 | kg | 01/01/2024 |

1. **Waste List**:

| Ingredient | Quantity Wasted | Reason for Waste | Unit | Date |

|------------|-----------------|------------------|------|------|

| Flour | 1 | Spillage | kg | Today|

1. **Prep List**:

| Task | Ingredient Prepared | Quantity Prepared | Unit | Employee | Date |

|------------|---------------------|-------------------|------|----------|------|

| Dough Prep | Flour | 20 | kg | John Doe | Today|

**Relationships Between Forms and Lists:**

**Receiving Form** updates the **Receiving** column in the **Inventory List**.

**Production Log Form** updates the **Used in Production** column in the **Inventory List** and adds entries to the **Production List**.i

**Waste Log Form** updates the **Waste** column in the **Inventory List** and adds entries to the **Waste List**. **Prep Log Form** is used for internal tracking and can be related to the **Production List** to ensure prepared ingredients are used accordingly.

**Cash Drawer Log Form** adds entries to the **Cash Drawer List** for financial tracking.

Each form is designed to capture specific data that feeds into the corresponding list, ensuring real-time updates to your inventory levels and providing a comprehensive view of your bakery’s operations. 📈🍞