# VENDOR/Tasker

# Customer also can register as VENDOR using same phone number. Remember need do verification by OTP.

* As for VENDOR, there will be another login page for them with their own Dashboard. Dashboard need show some detail:
  + Vendor Task Coming
  + All Report
  + Create Voucher
  + Marketing Tools
  + Financial Report

VENDOR > 1st TAB Vendor Profile

* Contains personal details like
  + VENDOR NAME,
  + MOBILE NUMBER (grayed out), If change phone number need using OTP verify (Cannot same, system will do checking)
  + Company Name, (Cannot same, system will do checking)
  + COMPANY ADDRESS,
  + EMAIL ADDRESS (grayed out)
  + PASSWORD (a button / link besides this PASSWORD field for VENDOR to click in order to change the password),
  + ACCOUNT STATUS (grayed out),
  + RATING / LEVEL (grayed out)
  + TOTAL POINTS AVAILABLE (grayed out)
  + Vendor must upload company register document- (MUST Upload 3-5 document). Compulsory upload document is admin SET
* When tasker write company profile description. Content cannot have email n phone number. system need do check. Before save in system, it will auto delete it.
* Can upload photo of service. But basic is 10 images. If want upload more image so need buy image modules from “Marketing Tools”
* Rating/ Level will determined by TOTAL of point that Vendor has and ADMIN will be able to set privileges for different level of vendor.
* For example in ADMIN PANEL, ADMIN to set if POINTS that VENDOR has :

0 – 5000 POINTS === > ☆

5001 – 15000 POINTS === > ☆☆

15001 – 25000 POINTS === > ☆☆☆

25001 – 50000 POINTS === > ☆☆☆☆

> 50001 POINTS === > ☆☆☆☆☆

* With this Ratings, ADMIN will have to do manual work to set selective payment / collection etc. that not to be set from the ADMIN PANEL. These Ratings just viewable for USER to see as how confident / reliable this VENDOR is only.
* As for the POINTS available for VENDOR, this is different points collection like what been practiced by USER.
* VENDOR collects points via **REDEMPTION by USER** and also **completed service job**. So when USER redeemed any voucher / product using USER’s points, these points will be transferred to the owner of the voucher == > VENDOR. With such accumulative points, VENDOR will have to make sure they do not purposely lower down the Redemption points in order to get more voucher redeemed as if VENDOR does so, their accumulated points will be slowly increased. (their Rating will remain low)
* Last, it will also show to VENDOR that during the same month, this VENDOR is in which Ranking of the most Redeemable items / VENDOR for the month. Example, if now is April 10, At this 1st Tab > Dashboard of VENDOR, it will show:

CURRENT RANKING OF THE MONTH : #3

* + In this ranking, **system will show out 1- xxx** top company that most customer download voucher. BUT this function to show out is admin set. May be will set 10,15,20…50.
* How the calculation works ?
  + When USER redeemed any Voucher, it will stamp the date / month as well as from which VENDOR, and the script will auto sum it up upon VENDOR’s Dashboard loads.
  + If 1000 USERS redeemed Voucher from VENDOR A, 103 USERS redeemed from VENDOR B, 10 USERS redeemed from VENDOR C …. And 100000 USERS redeemed from this VENDOR.
  + It means this VENDOR has the most redeemed Voucher for April, thus, CURRENT RANKING OF THE MONTH will list out #1. This is to show Vendors on their popularity / ranking so that they will know their standing and any plans to enhance their ranking.

**VENDOR > 2nd TAB Create Voucher**

* Vendor **create x set vouchers** in system so inside wallet must have amount to cover this voucher because system will deduct amount when user redeem this voucher. **Amount charger** will set by admin. System just lock that amount. If lastly the date of voucher is closing and vendor don’t want continue this voucher so system will release the BALANCE AMOUNT into wallet.
* This Tab will list out the entire current Voucher that VENDOR created. Details like Voucher name, when Voucher added by VENDOR, how many Voucher been redeemed, Voucher Points, Details / Description of Voucher, Status of the Voucher and Action.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Voucher  Name | Added Date **[Can Sort]** | Expired Date  **[can sort]** | Voucher  Details / Desc | Voucher  Required Points | Total been  Redeemed | Status | Action |
| 10% on  Accs | 1/1/2017 |  | This voucher  entitled …… | 2000 POINTS | 32 | ACTIVE |  |
| 15%  on laptop | 3/2/2017 |  | This voucher  entitled …… | 3500 POINTS | 106 | INACTIVE |  |

* When vendor create voucher, **need get approved by admin** and each voucher create need select Country[default is Malaysia], State, category, child category and state service.
* There will be a CREATE NEW VOUCHER button available so that VENDOR will be able to add new Voucher accordingly.
  + Example as above, VENDOR can see how many Vouchers been created with the details including the total of Vouchers been redeemed by USER already. VENDOR can click on the EDIT button (under Action) to update the details / Points / STATUS to INACTIVE (so that USER will no longer see this Voucher from this VENDOR)
* When VENDOR clicks on the LINK under TOTAL BEEN REDEEMED, it will open new page / tab showing / dropping down all the activity in Monthly basic.
  + For example when VENDOR clicks on the 1st Voucher (32 been redeemed), new tab will opened and it will list out in table format on monthly redemption activity.

|  |  |
| --- | --- |
| 2017 JANUARY | 2 |
| 2017 FEBRUARY | 1 |
| 2017 MARCH | 15 |
| 2017 APRIL | 14 |

* With this, VENDOR will get a clearer picture on which month, the voucher would be more popular by USER .
* **Display all in graph.**
* Each voucher download can have icon print format to print out
* Once USER clicks on any of the products@ Service (Basically it will be just a voucher / digital product) to be redeemed, it will go to another page of the voucher like below :
* Need **Mention State, country**. Easy customer know this voucher is under what state

Diagram

Description automatically generated

* Once USER clicks OK, it will send to printer to print this out and the TOTAL Points of the USER will be directly deducted from USER account. This transaction will be recorded into database as well. At the same time, the same voucher template will be sent to USER via email (based on the email keyed in by USER during the Registration.
* The HISTORY of the redemption will be shown at this page as well but on another TAB for it with basic data such as, date of redemption, product that had been redeemed, expiry date of the voucher total points deducted for this voucher.
* **VENDOR > 3nd TAB [Your Tasker ->Browse Task, My Tasks, Cancel Task]**
* If successful complete service job and tasker need **customer signature in system**. Then the record will sent to admin. Admin will approved then get reward point.
* Can use this point to active some module if not enough point can pay money from wallet.
* Tasker need approve the task cancel. If user cancel job too many time, admin will alert. So admin need set amount penalty, x% cancel job.
* Show the icon to tasker. Cannot more than x% from admin set.
* Have penalty from admin.
* **VENDOR > 4nd TAB [My wallet ->**[**https://demo.yo-gigs.com/dashboards**](https://demo.yo-gigs.com/dashboards)**]**
* User pay amount into admin account as **hold fund** [Like Freelancer.com].
* If vendor complete job - but **user no release amount** so vendor can **sent photo as proof to admin and customer signature that they sign in system**.
* So admin will **investigate and manually release**. But need show in **report**.
* VENDOR > 4nd TAB[VIP Package]
* Module phone - When user post task, all tasker cannot view customer phone number. If he signup package so he will see customer phone number.
* Apply VIP package – can chat with customer. But content of chatting need do to checking. Cannot have email format and phone number
* VIP plan - allow tasker upload x images of his products/ services
* Allow vendor upload videos
* VENDOR > 5th TAB [Marketing Tools -- <https://demo.yo-gigs.com/dashboard>]
* Vendor create voucher need select **country**(default as Malaysia), **State**, **category** and **subcategory**.
* **Expired time for this campaign**
* Customer download 1 voucher will deduct wallet vendor.
* After user redeem voucher, system will **sent email** to them and let them print in email. Or direct print function
* If wallet vendor not enough money so needs sent SMS or WhatsApp to them as a alert. And website alert them. Admin also will call them.
* **Module Advertisement**
* **Ads for Company under child category**
* Vendor company profile detail will show in **first page** in that category and subcategory. And also vouchers that create.
* When user post job/task. so, **vendor company, video, photo, review** also display in first page.
* System will show to vendor/tasker the ads price NOW because this price is bids function. If want vendor company show in first ranking so need higher bid..So if they price is biggest so ranking will show in first.
* System will **default amount for new ads for that subcategory.**
* **All this bids function need set date start and date end.**
* When expired coming soon, alert vendor. alert that vendor want “continue”. But admin also can set **FREE** for some period
* VENDOR > 6th TAB [Chat with Admin]
* Any complain can chat with admin
* VENDOR > 7th TAB [My wallet - <https://demo.yo-gigs.com/dashboard>]
* Need fill up form like
  + -Bank Name
  + -Bank Account
  + Admin need manually release amount
  + Report of financial. Like admin have release money or not
  + Report of history wallet
* VENDOR > 8th TAB [My Profile <https://demo.yo-gigs.com/user/edit_interests>]
* Vendor need write down his knowledge and skill in short description.
* Must make sure vendor type description cannot key in phone and email.
* Need do checking We can use a bot which will filter few names or words, Such as 1- @ 2- gmail or other emails 3- Numbers above 5 letters 4- .com. Need auto delete
* Every product and images **need wait admin approve**.
* Vendor can update category and child category. Select Multicategory
* Vendor > 9th TAB - Report
  + Need display all report.
    - Report Financial
    - Report Voucher
    - Report Task Service
    - Report Marketing Tools
* Agent to find new vendor join this system
  + Agent will get x% commission from job
    - Example: Agent A find vendor B to join in system. Vendor B get business and complete. And that job value is RM 500.00
    - So agent will get x % from that amount
    - Admin also will collect 2-5% commission.
  + Commission will get until y years