# **User Manual for**

## **Alphageek Sales Mobile Application**

## **Introduction**

## **About Alphageek Software**

Alphageek software is a web-based modern technology to conduct all essential operations which include managing all merchandising and sales works smoothly and efficiently with sales application.

It's a digital solution for managing the desired tasks for different client and project in a structural way.

The role permission system makes this system more compatible and practical controlling for multiple users with required privacy.

## **User Characteristics**

Alphageek sales application is designed for multiple users at a time.

## **Key Features**

The highlighting features of Sales application are enlisted below.

## **Modules**

Sales and Order Generator

Sales Invoice

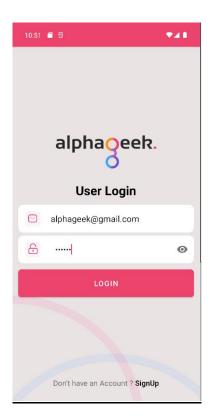
**Inventory Management** 

## Signup page



A new user will type name, email address and password. Then click on Registration button.

## **Login Page**



User will type email address and password. A device request will be sent to sales admin of alphageek. After making active user and accept device request, user can log in to the mobile application.

#### Main Dash board



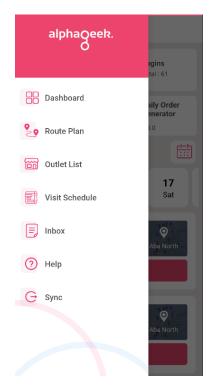
Sales application main dash board has three modules, profile and sync button.

Sales & Order Generator

Sales Invoice

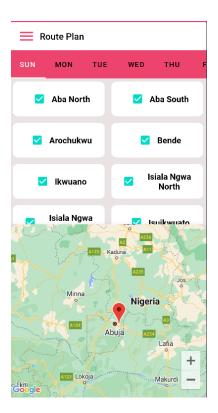
**Inventory Management** 

Side Menu bar



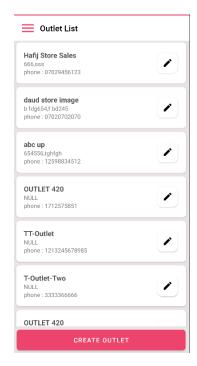
Sales application side menu bar contains Route Plan, Outlet List, Visit Schedule, Inbox, Help, Sync sub module.

#### **Route Plan**

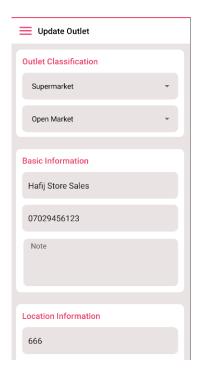


User can see the day wise route plan area in the map allocated for him/her by the admin.

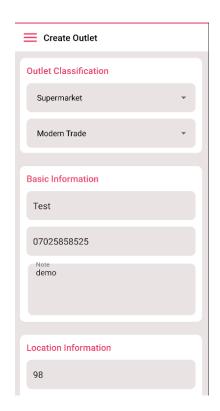
#### **Outlet List**



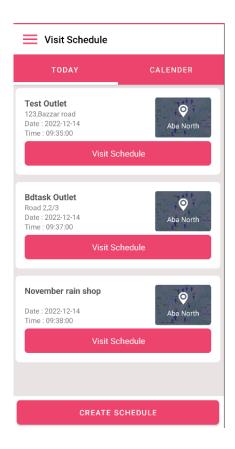
User can see the list of outlet under the route plan he/she allocated.

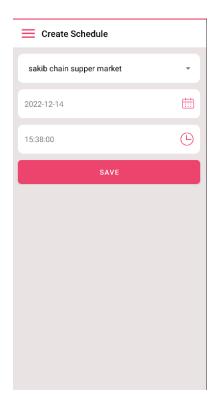


User can update the outlet information.



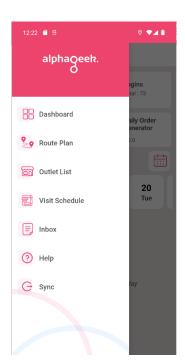
User can create outlet as well.





User can create visit schedule

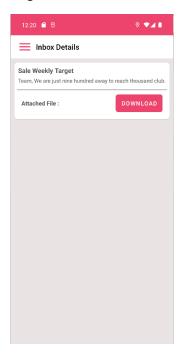
## Inbox



Admin can send message to user. User have to open side menu bar and click on inbox button.



In this inbox screen user will find messages.

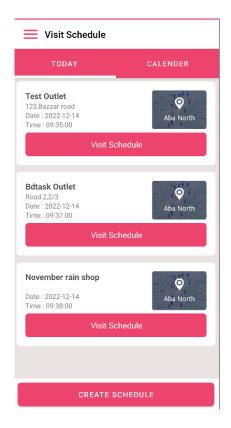


User can view the message detail and download the attachment.

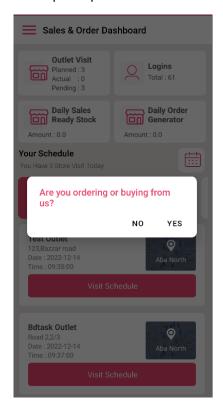
#### No sale visit



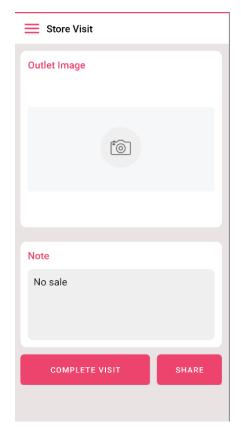
User have to go to the main dash board and click on sales & order generator module, press sync button if needed.



From the visit schedule list user have to pick a planned visit schedule.



A pop up message will be appeared. For no sale visit user have to click on No.

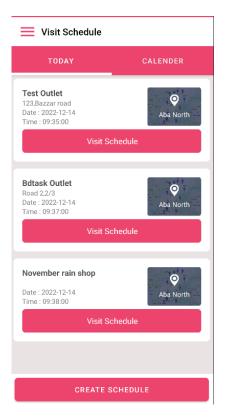


In No Sale visit, user have to take a image and note. If user want to share this data, he/she has to click on Share button. If user want to complete the visit, he/she have to click on complete visit.

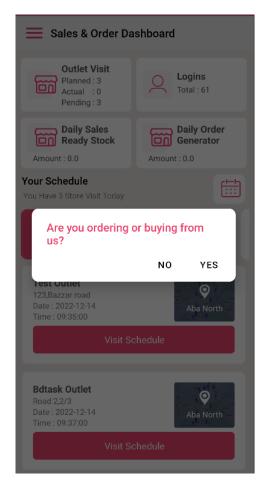
## **Ready Stock Sale Visit**



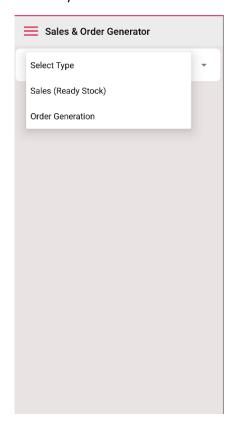
User have to go to the main dash board and click on sales & order generator button, press sync button if needed.



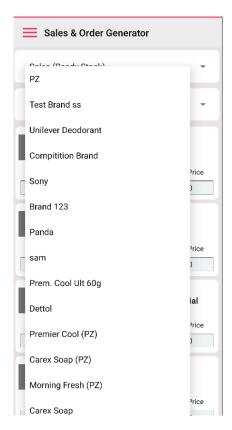
User have to pick a planned visit schedule.



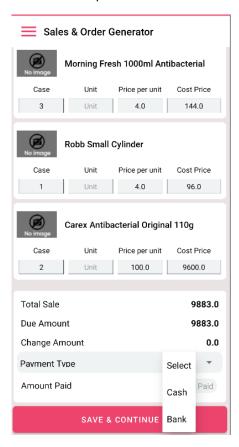
User have to press on Yes button for ready stock sale.



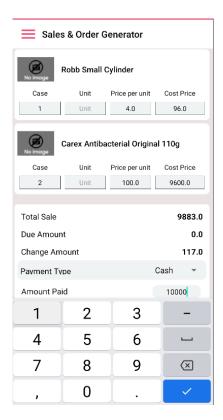
User have to select sale type. User will select ready stock sale.



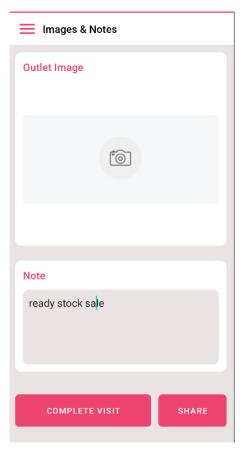
User will choose the brand name from the drop box.



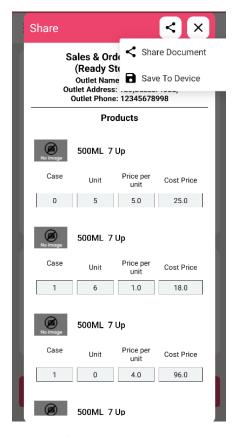
User will fill up the case of available product for ready stock sale. Payment type and amount paid field will be fill up by the user.



User have collect full payment while doing ready stock sale.



While doing ready stock sale, user will capture an image and note.

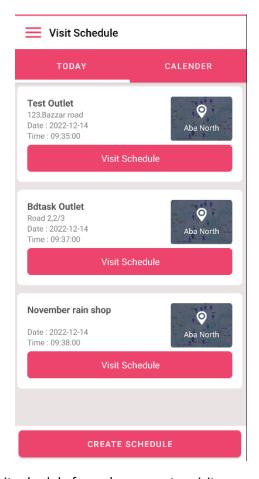


If user want to share this information, he/she will press share button and press complete visit button.

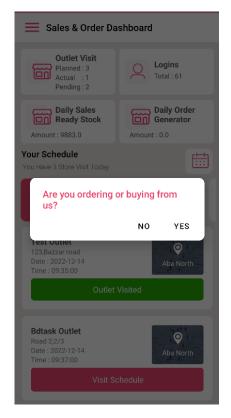
#### **Order Generator**



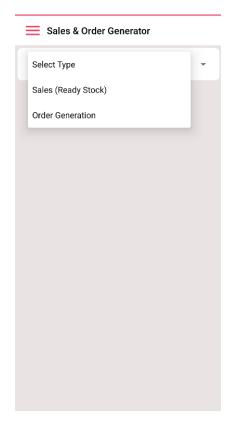
User have to go to main dash board for order generator visit, press sync button if needed.



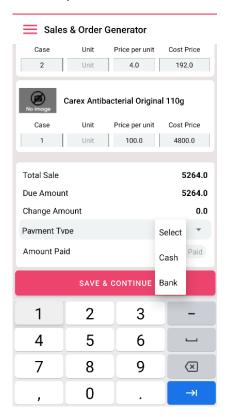
User have to pick planned visit schedule for order generator visit.



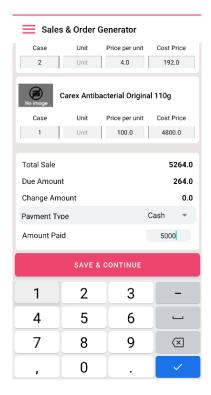
User have to press yes button to start order generator visit.



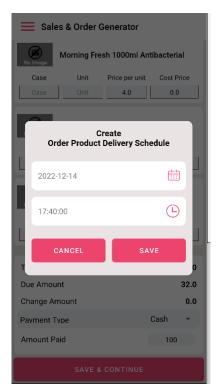
User will choose order generator from drop box.



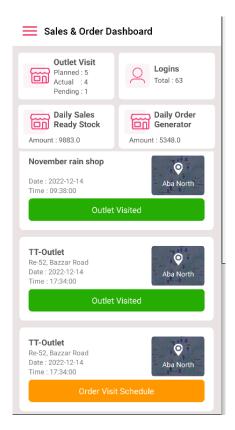
User have to input unit, case quantity of product for order generator sale.



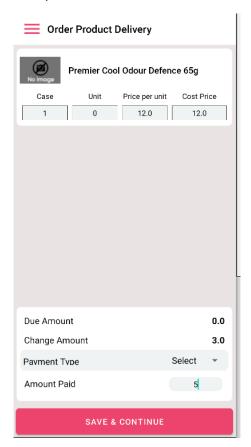
User will input full or partial amount while doing order generator works.



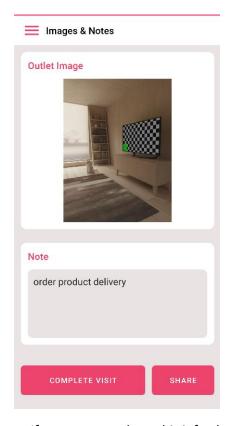
User will create order product delivery schedule.



From the visit schedule list, user will pick the order.



User will collect due amount (if any) and press save & continue button.



User will capture a image and note. If user want to share this info., he/she will press share button.

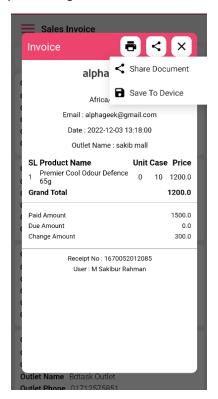
## **Sales Invoice**



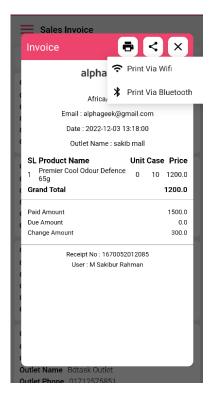
User will go to main dash board and click sales invoice module, press sync button if needed.



User can search desired invoice by searching from this list.



If user want to share this invoice he/she need to press the share button and select share type.

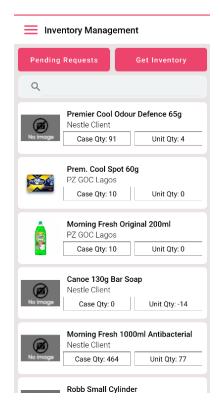


User can print the invoice by pressing print button. He/she may choose printer type.

## **Inventory Management**

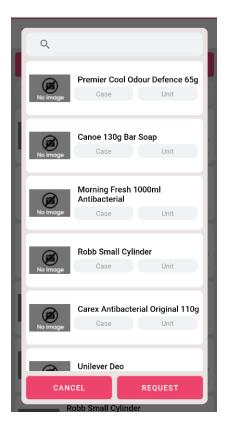


User will go to the main dash board and click on inventory management module, press sync button if needed.

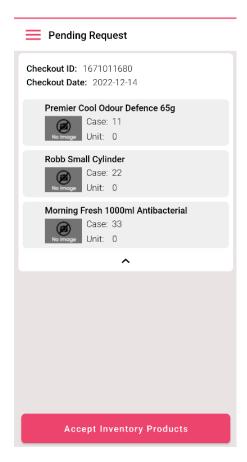


In this list available product for ready stock sale, unit and case quantity are visible.

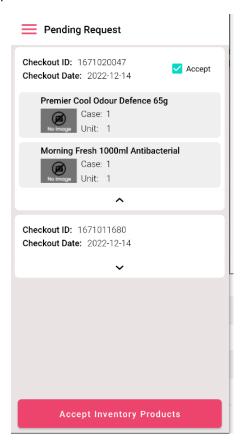
## **Get Inventory Request**



User can place an inventory request to sales admin.

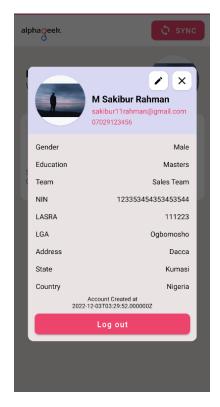


User can see the inventory request status.

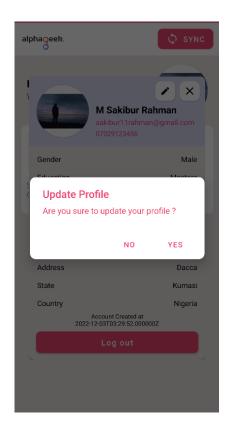


User can accept inventory product.

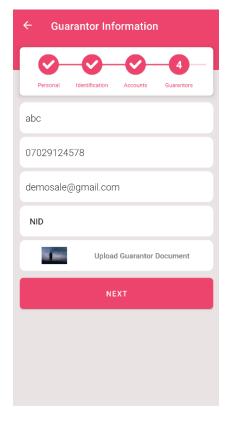
## **User Profile Update**



User can view, update own profile. User can Logout by pressing logout button.



User can update own profile information by pressing yes button.



User can update personal, identification, accounts, guarantor information.