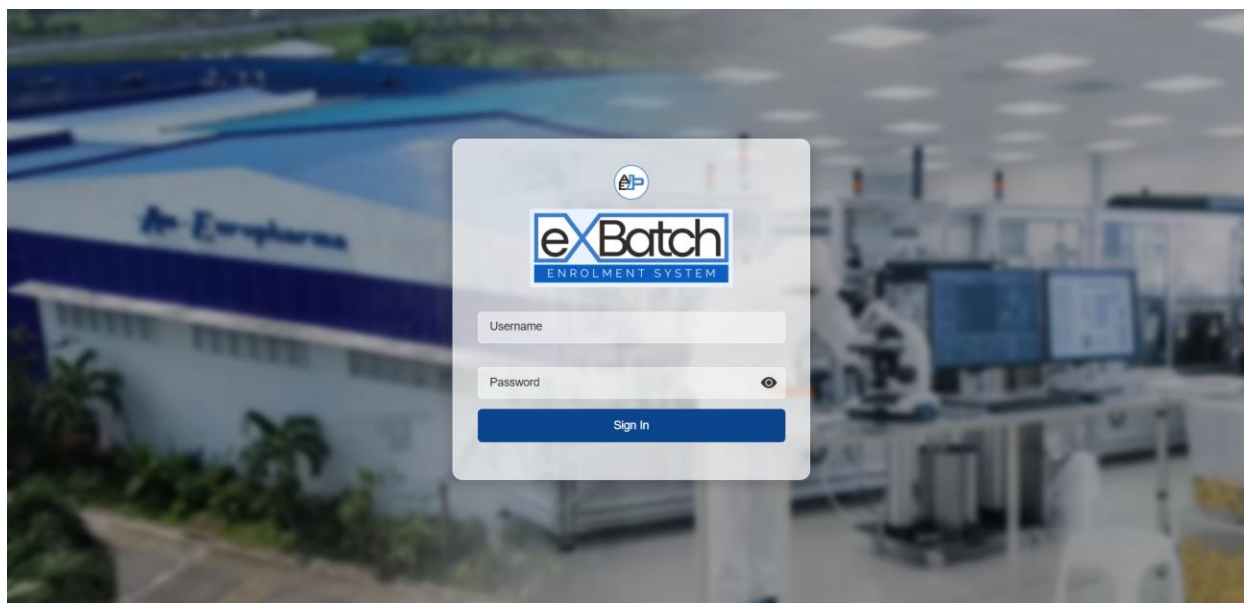


Project/System Name	eXBatch Enrolment System
Description/Objective	The eXBatch Enrolment System is a web-based application designed to streamline the enrolment of batch numbers for Toll-supplied materials into the EXACT system. It supports role-based access for administrators, approvers, and requestors, enabling efficient submission, review, and tracking of batch enrolment requests.
Tools and Development Technologies Used	HTML, CSS, PHP, JavaScript, Bootstrap, MySQL

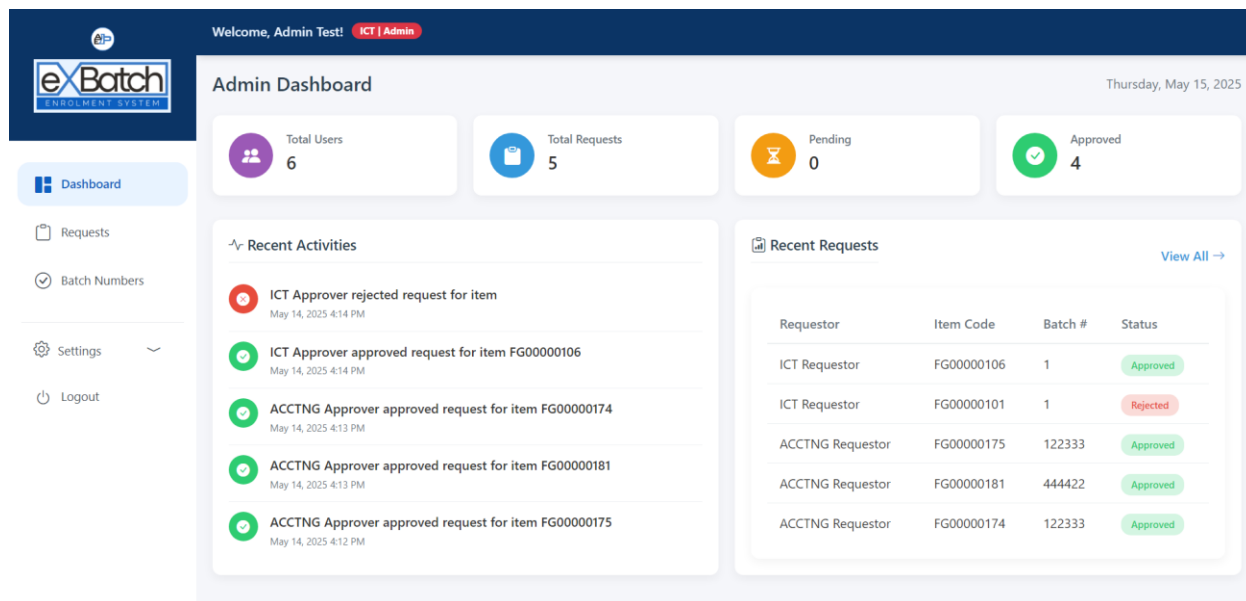
LOGIN PAGE



eXBatch Enrolment System Login Interface, where users will log into the system wherein they will input their assigned Username and Password by the Admin. To access the system's functions, allowing only authorized users (administrators, approvers, and requestors) to access their respective dashboards and functionality based on their assigned roles.

ADMIN USER

ADMIN DASHBOARD



The Admin Dashboard serves as the central overview interface for system administrators, providing real-time summaries and activity monitoring. Key features include:

STATISTICS OVERVIEW – Quick summary cards displaying key metrics:

- Total Users – Displays the total number of registered users.
- Total Requests – Shows the total number of item requests made.
- Pending Requests – Shows the total number of item requests made.
- Approved Requests – Displays the number of approved requests.

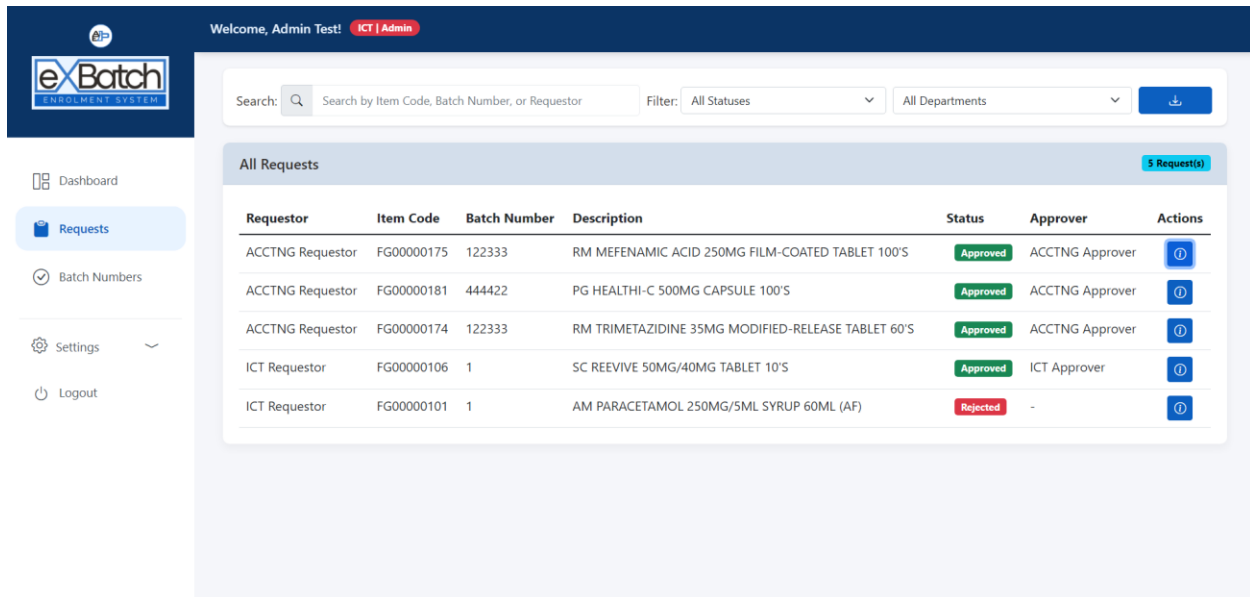
RECENT ACTIVITIES – Logs user actions in real-time, categorized by role:

Admin	<ul style="list-style-type: none">– Added a new user– Added a new department
Approver	<ul style="list-style-type: none">– Approved a request– Rejected a request
Requestor	<ul style="list-style-type: none">– Submitted a request– Edited an existing request

RECENT REQUESTS – Displays a summary of the latest submitted requests, including:

- Requestor Name
- Item Code
- Batch Number
- Request Status (Approved or Rejected)

REQUESTS PAGE



The screenshot shows the eXBatch Requests Page interface. At the top, there's a navigation bar with the eXBatch logo and a welcome message: "Welcome, Admin Test! ICT | Admin". Below this is a search bar with a magnifying glass icon and the text "Search by Item Code, Batch Number, or Requestor". To the right of the search bar are two dropdown menus: "Filter: All Statuses" and "All Departments". A blue button with a download icon is also present.

On the left side, there's a sidebar with navigation links: "Dashboard", "Requests" (highlighted), "Batch Numbers", "Settings", and "Logout".

The main content area is titled "All Requests" and shows a table with 5 requests. The table has the following columns: Requestor, Item Code, Batch Number, Description, Status, Approver, and Actions.

Requestor	Item Code	Batch Number	Description	Status	Approver	Actions
ACCTNG Requestor	FG00000175	122333	RM MEFENAMIC ACID 250MG FILM-COATED TABLET 100'S	Approved	ACCTNG Approver	Details
ACCTNG Requestor	FG00000181	444422	PG HEALTHI-C 500MG CAPSULE 100'S	Approved	ACCTNG Approver	Details
ACCTNG Requestor	FG00000174	122333	RM TRIMETAZIDINE 35MG MODIFIED-RELEASE TABLET 60'S	Approved	ACCTNG Approver	Details
ICT Requestor	FG00000106	1	SC REEVIVE 50MG/40MG TABLET 10'S	Approved	ICT Approver	Details
ICT Requestor	FG00000101	1	AM PARACETAMOL 250MG/5ML SYRUP 60ML (AF)	Rejected	-	Details

The Requests Page provides administrators with a comprehensive view of all item requests submitted by users across departments. It is designed for efficient tracking and management of request statuses and details.

- **Search and Filter**

- Search by Item Code, Batch Number, or Requestor.
- Filter requests by Status (e.g., Approved, Rejected) and Department.

- **All Requests Table** – Displays a list of all submitted requests with the following columns:

- Requestor – The user who submitted the request.
- Item Code – The unique code of the requested item.
- Batch Number – The batch identifier for the request.
- Description – Item details including name, dosage, and packaging.
- Status – Current status of the request (Approved/Rejected).
- Approver – Name of the person who approved the request (if applicable).
- Actions – A “Details” button to view full request information.

DETAILS MODAL

The screenshot shows the eXBatch Enrolment System interface. A 'Request Details' modal is open, displaying the following information:

Request Details	
Requestor Name	ACCTNG Requestor
Department	ACCTNG
Item Code	FG00000175
Batch Number	122333
Description	RM MEFENAMIC ACID 250MG FILM-COATED TABLET 100'S
Status	Approved
Approver Name	ACCTNG Approver
Created At	2025-05-14
Approved At	2025-05-14

The modal also includes a 'Close' button at the bottom right. The background interface shows a sidebar with navigation options (Dashboard, Requests, Batch Numbers, Settings, Logout) and a main area with a search bar and a table of requests.

- **Request Details (Accessible via the Action Button):**
 - Created At – The Date when the request was submitted.
 - Approved At – The Date when the request was approved (if applicable).

- **Download Function** – Admin can export the list of requests to a PDF file.
 - If filters are applied (e.g., Approved status, specific Department), only the matching entries will be included in the exported PDF.
 - If no filters are applied, the export will include all requests in the system.

Example 1:

Filter – Approved

Approved Requests Report

05/15/2025

No.	Requestor	Item Code	Batch No.	Description	Approver	Created	Approved
1	ACCTNG Requestor (ACCTNG)	FG00000175	122333	RM MEFENAMIC ACID 250MG FILM-COATED TABLET 100'S	ACCTNG Approver	05/14/2025	05/14/2025
2	ACCTNG Requestor (ACCTNG)	FG00000181	444422	PG HEALTHI-C 500MG CAPSULE 100'S	ACCTNG Approver	05/14/2025	05/14/2025
3	ACCTNG Requestor (ACCTNG)	FG00000174	122333	RM TRIMETAZIDINE 35MG MODIFIED-RELEASE TABLET 60'S	ACCTNG Approver	05/14/2025	05/14/2025
4	ICT Requestor (ICT)	FG00000106	1	SC REEVIVE 50MG/40MG TABLET 10'S	ICT Approver	05/14/2025	05/14/2025

Example 2:

Filter – Approved (Status), ICT (Department)

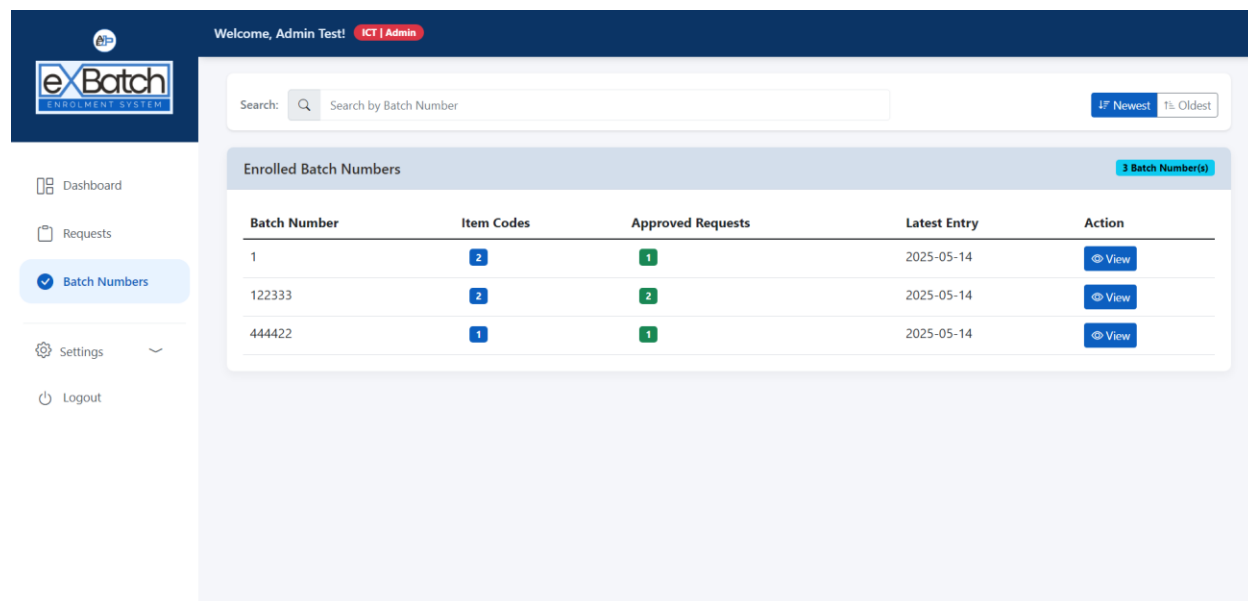
Approved Requests Report

05/15/2025

ICT

No.	Requestor	Item Code	Batch No.	Description	Approver	Created	Approved
1	ICT Requestor	FG00000106	1	SC REEVIVE 50MG/40MG TABLET 10'S	ICT Approver	05/14/2025	05/14/2025

BATCH NUMBER PAGE



The screenshot shows the 'Batch Number' page in the eXBatch Enrolment System. The page has a dark blue header with the user name 'Welcome, Admin Test!' and a red 'ICT | Admin' button. A sidebar on the left contains navigation links: Dashboard, Requests, Batch Numbers (selected), Settings, and Logout. The main content area features a search bar with the placeholder 'Search by Batch Number' and a sort dropdown set to 'Newest'. Below the search bar is a table titled 'Enrolled Batch Numbers' with 3 batch numbers. The table has columns for Batch Number, Item Codes, Approved Requests, Latest Entry, and Action. Each row has a 'View' button in the Action column.

Batch Number	Item Codes	Approved Requests	Latest Entry	Action
1	2	1	2025-05-14	View
122333	2	2	2025-05-14	View
444422	1	1	2025-05-14	View

The Batch Number page provides a streamlined interface for managing and viewing enrolled batch entries in the eXBatch Enrollment System.

ENROLLED BATCH NUMBERS:

- **Search and Sort function**
 - Specifically for Batch Number queries
 - Newest/Oldest based on Latest Entry Date
- **Enrolled Batch Numbers Table** – This table displays an overview of all registered batch numbers with the following columns
 - Batch Number – Unique identifier for each batch.
 - Item Codes – Total number of item codes linked to the batch.
 - Approved Requests – Count of item codes that have been approved.
 - Latest Entry – Date of the most recent item code entry in the batch.
 - Action (View Button) – Allows users to view item code details within the selected batch.

BATCH NUMBER DETAIL VIEW

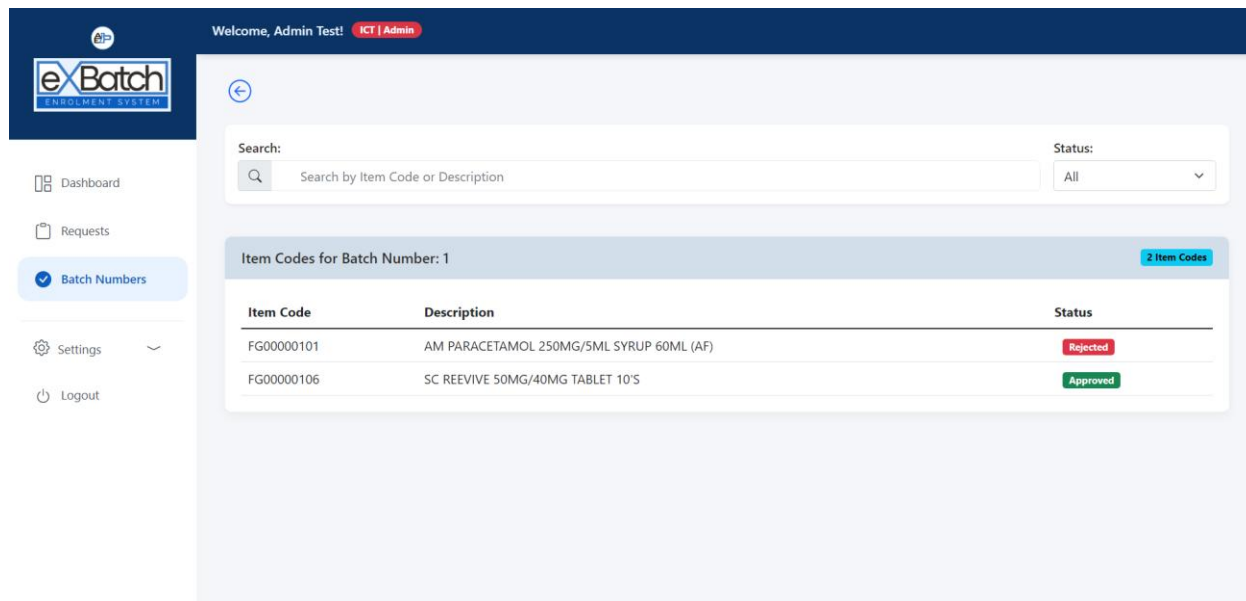
- **Search and Filter Function**

- Search by Item Code or Description
- Filter by Status

Clicking the View button opens a detailed table listing all Item Codes under the selected batch. This secondary table includes:

- Item Code – Unique identifier for the product.
- Description – Product name and specification.
- Status – Indicates whether the item has been Approved or Rejected.

VIEW ACTION (BATCH NUMBER DETAIL VIEW)



The screenshot displays the eXBatch ENROLMENT SYSTEM interface. The top navigation bar includes the company logo, a welcome message for 'Admin Test', and a user profile dropdown. The left sidebar contains navigation links for Dashboard, Requests, Batch Numbers (selected), Settings, and Logout. The main content area shows the 'Batch Number Detail View' for Batch Number 1. It features a search bar with a magnifying glass icon and a status filter dropdown set to 'All'. Below the search bar, a table lists item codes for the selected batch. The table has three columns: Item Code, Description, and Status. Two items are listed: one with status 'Rejected' and one with status 'Approved'.

Item Code	Description	Status
FG00000101	AM PARACETAMOL 250MG/5ML SYRUP 60ML (AF)	Rejected
FG00000106	SC REEVIVE 50MG/40MG TABLET 10'S	Approved

SETTINGS – USER

USER MAINTENANCE

Welcome, Admin Test! ICT | Admin

User List Add User

Search users by name, username or role...

Username	Name	Department	Role	Status	Actions
admin	Admin Test	ICT	Admin	Active	
approver_acctng	ACCTNG Approver	ACCTNG	Approver	Active	
requestor_acctng	ACCTNG Requestor	ACCTNG	Requestor	Active	
approver_ict	ICT Approver	ICT	Approver	Active	
requestor_ict	ICT Requestor	ICT	Requestor	Active	
admin2	ara basilio	ICT	Admin	Active	

The User Maintenance interface provides administrative control for managing user accounts within the system. It includes the following features:

USER PAGE FEATURES:

- **Search Function**
 - Search user by name, username, or role
- **Activate/Deactivate Account**
 - Administrators can toggle the user's account status between Active and Inactive
 - Inactive users cannot log in or perform any system actions
 - Users with the Admin role cannot be deactivated
 - A lock icon or disabled toggle appears for Admin users to prevent accidental deactivation

ADD NEW USER FORM

The screenshot displays the eXBatch Enrolment System interface. On the left is a sidebar with navigation links: Dashboard, Requests, Batch Numbers, Settings (expanded), Users (selected), Departments, and Logout. The main content area is titled 'Welcome, Admin Test! ICT | Admin'. It features a 'User List' table and an 'Add New User' modal form.

User List Table:

Username	Name	Department	Role	Status	Actions
admin	Admin Test	ICT	Admin	Active	[Edit] [Delete]
approver_acctng	ACCTNG Approver	ACCTNG	Approver	Active	[Edit] [Delete]
requestor_acctng	ACCTNG Requestor	ACCTNG	Requestor	Active	[Edit] [Delete]
approver_ict	ICT Approver	ICT	Approver	Active	[Edit] [Delete]
requestor_ict	ICT Requestor	ICT	Requestor	Active	[Edit] [Delete]
admin2	ara basilio	ICT	Admin	Active	[Edit] [Delete]

Add New User Form:

Username:

Password:

Confirm Password:

First Name:

Last Name:

Department:

Role:

- **User List Table** – Displays all registered users
- **Add User** – Allows the administrator to create a new user by entering the following details:
 - Username
 - Password
 - Confirm Password (must match the password for validation)
 - First Name
 - Last Name
 - Department
 - Role (Admin, Approver, Requestor)

EDIT USER MODAL

Welcome, Admin Test! ICT | Admin

eXBatch
ENROLMENT SYSTEM

Dashboard
Requests
Batch Numbers
Settings
Users
Departments
Logout

User List

Search users by name, us

Username
admin
approver_acctng
requestor_acctng
approver_ict
requestor_ict
admin2

Edit User

Username
requestor_ict
Username cannot be modified

Password

First Name
ICT

Last Name
Requestor

Department
Information and Communication Technology (ICT)

Role
Requestor

Update User

Role	Status	Actions
Admin	Active	Edit Delete
Approver	Active	Edit Delete
Requestor	Active	Edit Delete
Approver	Active	Edit Delete
Requestor	Active	Edit Delete
Admin	Active	Edit Delete

Add User

- **Edit User**
 - Username cannot be modified
 - The Confirm Password field only appears if the Password field is modified.

SETTINGS – DEPARTMENT

DEPARTMENT MAINTENANCE

The screenshot displays the 'Department List' interface. At the top, there's a search bar labeled 'Search departments by name or code...'. Below it is a table with the following data:

Department Name	Department Code	Actions
Information and Communication Technology	ICT	
Accounting	ACCTNG	
Logistics	LOG	

The sidebar on the left includes links for Dashboard, Requests, Batch Numbers, Settings, Users, Departments (highlighted), and Logout. The top navigation bar shows 'Welcome, Admin Test!' and 'ICT | Admin'.

The Departments Page allows administrators to manage the list of departments within the system. It includes the following features:

- **Search Function**
 - Search user by Department Name or Department Code

- **Department List Table** – Displays all existing departments in a searchable table format with the following columns:
 - Department Name
 - Department Code
 - Edit – Modify department details
 - Delete – Remove the department from the system

ADD NEW DEPARTMENT FORM

The screenshot displays the eXBatch Enrolment System interface. On the left is a sidebar with navigation links: Dashboard, Requests, Batch Numbers, Settings, Users, Departments (highlighted), and Logout. The main content area is titled 'Welcome, Admin Test! ICT | Admin'. It features a 'Department List' table and an 'Add New Department' form.

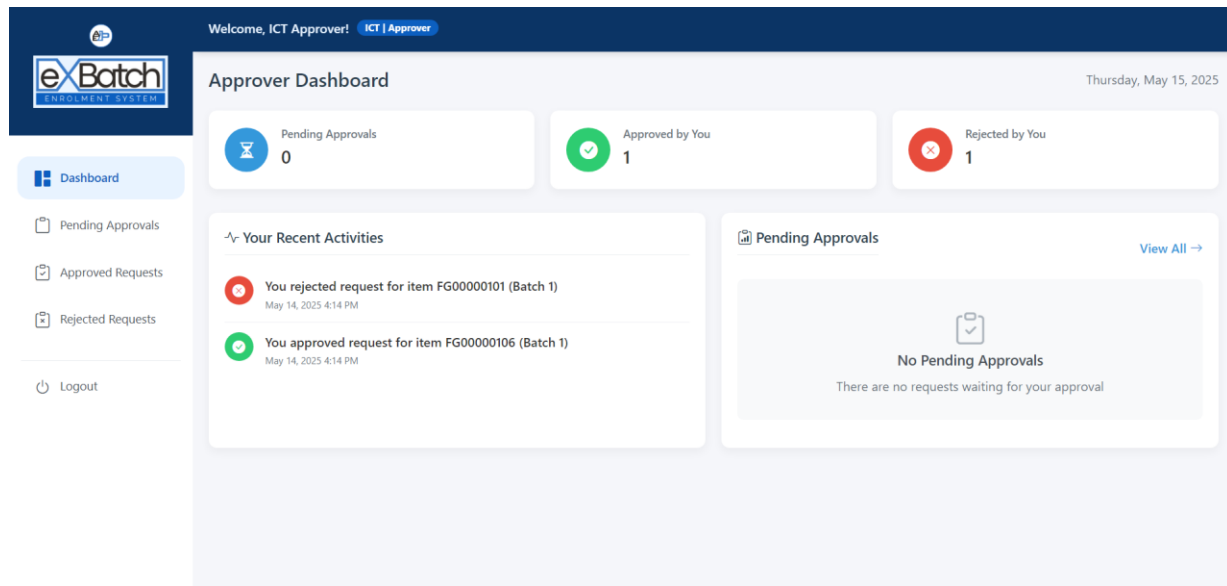
Department Name	Department Code	Actions
Information and Communication Technology	ICT	Edit Delete
Accounting	ACCTNG	Edit Delete
Logistics	LOG	Edit Delete

The 'Add New Department' form on the right includes input fields for 'Department Name' and 'Department Code', and a blue 'Add Department' button.

- **Add Department** – Enables the creation of new departments by specifying:
 - Department Name
 - Department Code

APPROVER USER

APPROVER DASHBOARD



The Approver Dashboard serves as the central interface for users assigned the Approver role. It provides a quick overview into the status of approval requests.

STATISTICS OVERVIEW

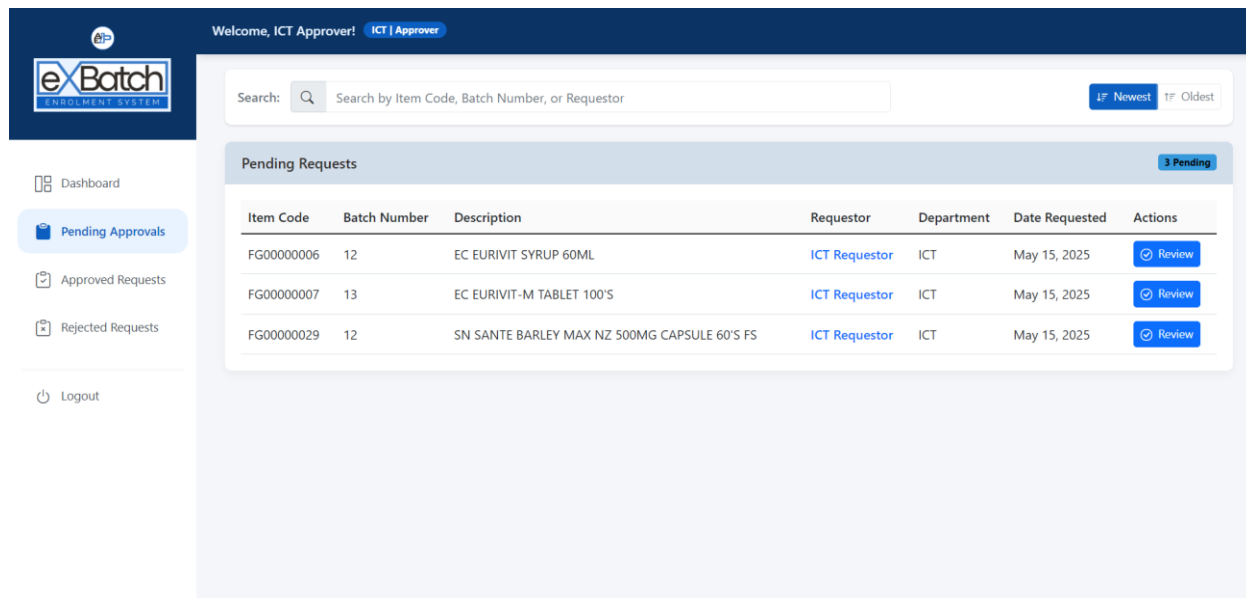
- **Pending Approvals** – Displays the number of requests awaiting the approval
- **Approved by the User** – Shows the total of requests approved by the user.
- **Rejected by the User** – Indicates the number of requests rejected by the user.

User's Recent Activities – List of the latest actions taken by the approver, including:

- Approved requests
- Rejected requests

Pending Approvals Panel – A quick view area showing any items currently awaiting approval.

PENDING APPROVALS PAGE



Welcome, ICT Approver! [ICT Approver](#)

Search: Search by Item Code, Batch Number, or Requestor 1st Newest 1st Oldest

Pending Requests 3 Pending

Item Code	Batch Number	Description	Requestor	Department	Date Requested	Actions
FG00000006	12	EC EURIVIT SYRUP 60ML	ICT Requestor	ICT	May 15, 2025	Review
FG00000007	13	EC EURIVIT-M TABLET 100'S	ICT Requestor	ICT	May 15, 2025	Review
FG00000029	12	SN SANTE BARLEY MAX NZ 500MG CAPSULE 60'S FS	ICT Requestor	ICT	May 15, 2025	Review

Dashboard
Pending Approvals
Approved Requests
Rejected Requests
Logout

The Pending Approvals Page allows the Approver to manage and act on incoming requests from users within the same department. This page includes the following key features:

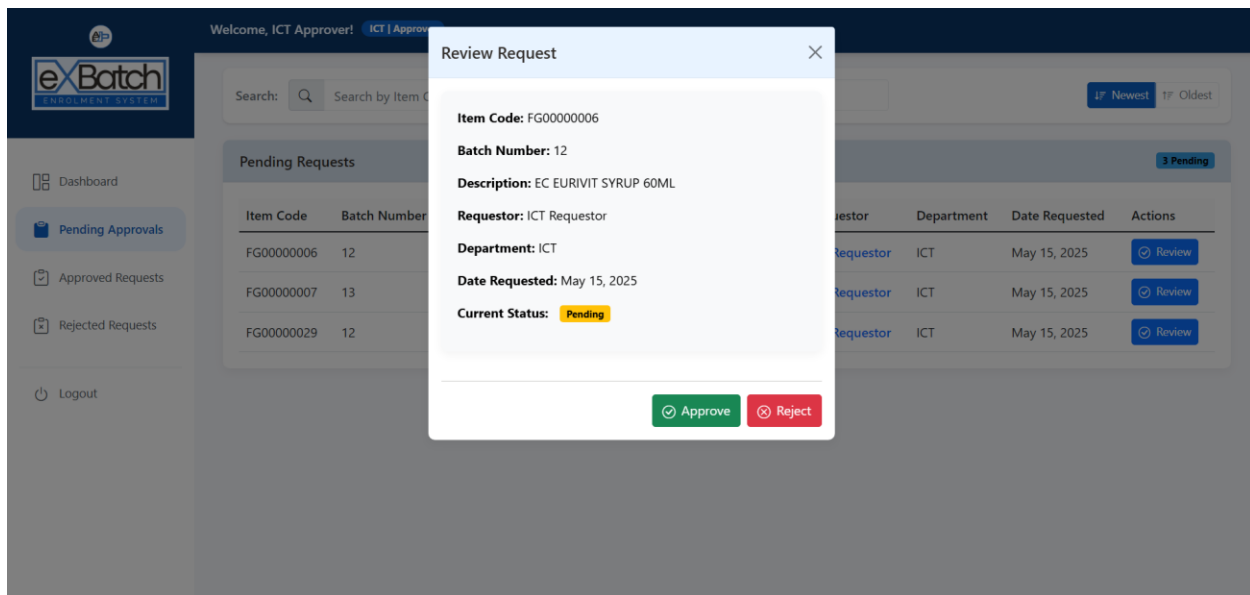
Search and Sort Function

- Search requests by item code, batch number, or requestor name.
- Sort by newest and oldest entries.

Pending Requests Table

- Displays a list of submitted requests with relevant details such as item code, batch number, description, requestor name, department, and date requested. Only requests from users in the same department are shown.

REVIEW REQUEST MODAL



Review Button

- Each row has a Review button that opens a modal window where the approver can approve or reject the specific request based on the information provided.

Validation Constraint on Approval

- Before an approval is finalized, the system performs a duplicate check in the EXACT system using the combination of Item Code and Batch Number.
- If a matching record is found in the EXACT system, the approval will not proceed.
- The system prevents the action and notifies the approver that the request already exists, ensuring no duplicate records are created.
- Once successfully approved, the action is automatically recorded in the EXACT System, ensuring real-time synchronization between the eXBatch platform and the external inventory system.

APPROVED REQUESTS PAGE

Welcome, ICT Approver! [ICT Approver](#)

Search: Search by Item Code, Batch Number, or Requestor 1st Newest 1st Oldest

Approved Requests 2 Approved

Item Code	Batch Number	Description	Requestor	Department	Approval Date	Details
FG00000029	12	SN SANTE BARLEY MAX NZ 500MG CAPSULE 60'S FS	ICT Requestor	ICT	May 15, 2025	View
FG00000106	1	SC REEVIVE 50MG/40MG TABLET 10'S	ICT Requestor	ICT	May 14, 2025	View

The Approved Requests Page displays a list of all requests that have been approved by the current approver. It provides a clear overview and access to previously approved items.

Search and Sort Function

- Search approved requests by item code, batch number, or requestor name.
- Sort by newest or oldest approval date.

Approved Request Table

- Lists all approved requests with the following details: item code, batch number, item description, requestor, department, and date of approval.

Details - View Button

- Each entry includes a View button that opens the full request details for review or reference purposes.

REJECTED REQUESTS PAGE

The screenshot displays the 'Rejected Requests' page in the eXBatch system. The header includes a welcome message for the 'ICT Approver' and a search bar with the placeholder 'Search by Item Code, Batch Number, or Requestor'. Sorting options for 'Newest' and 'Oldest' are available. A sidebar on the left contains navigation links: Dashboard, Pending Approvals, Approved Requests, Rejected Requests (highlighted), and Logout. The main content area shows a table titled 'Rejected Requests' with a red badge indicating '1 Rejected' item. The table has columns for Item Code, Batch Number, Description, Requestor, Department, Date Rejected, and Actions. One entry is listed with Item Code FG00000101, Batch Number 1, Description AM PARACETAMOL 250MG/5ML SYRUP 60ML (AF), Requestor ICT Requestor, Department ICT, and Date Rejected May 14, 2025. An eye icon and a 'View' button are in the Actions column.

Item Code	Batch Number	Description	Requestor	Department	Date Rejected	Actions
FG00000101	1	AM PARACETAMOL 250MG/5ML SYRUP 60ML (AF)	ICT Requestor	ICT	May 14, 2025	View

Search and Sort Function

- Search rejected requests by item code, batch number, or requestor name.
- Sorting options include newest or oldest date rejected.

Rejected Request Table

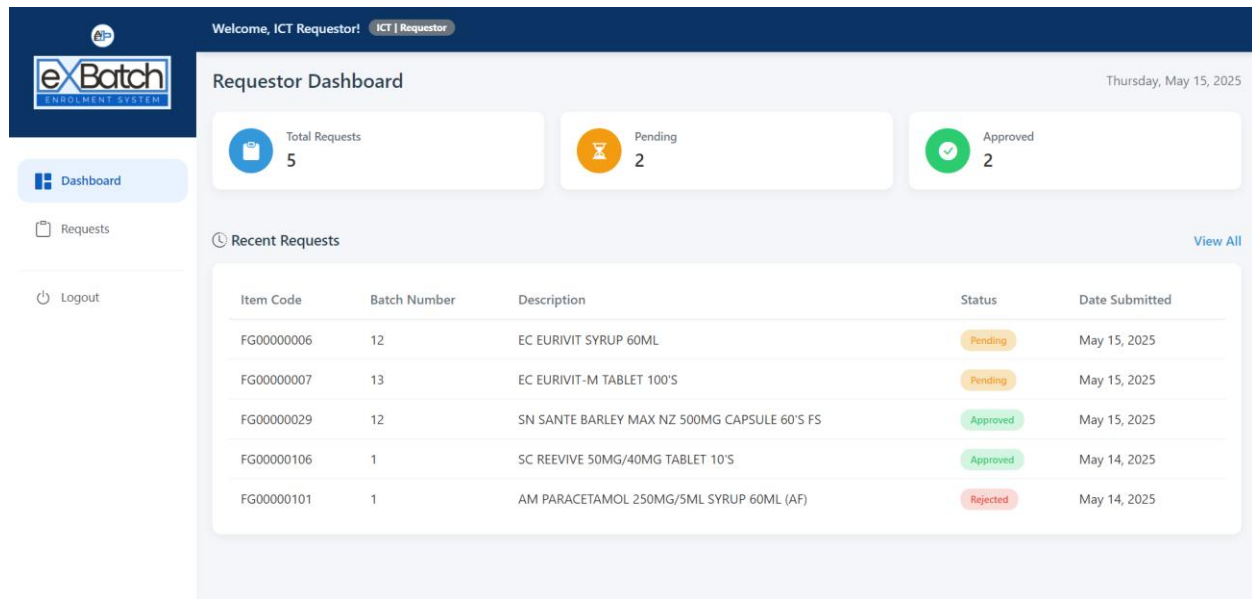
- Presents a list of rejected requests with key details such as item code, batch number, description, requestor, department, and date of rejection.

Details - View Button

- Each request entry includes a View button that opens the full details of the rejected request for further reference or verification.

REQUESTOR USER

REQUESTOR DASHBOARD



The Requestor Dashboard provides a comprehensive overview of the user's submitted requests, helping track the status of each item at a glance.

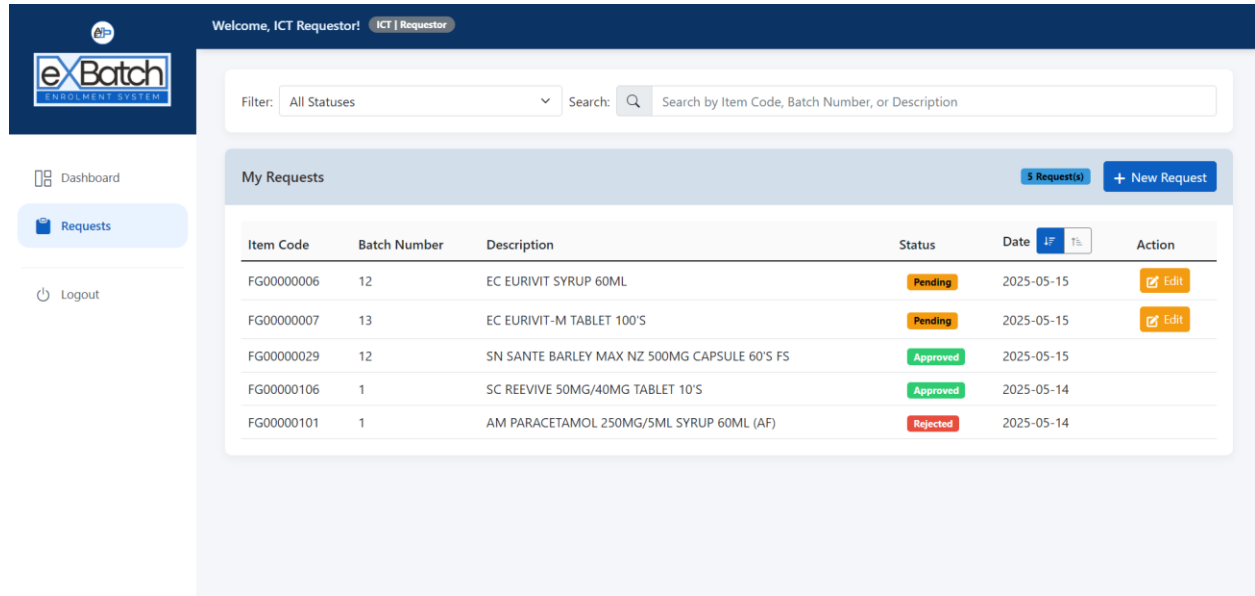
STATISTICS OVERVIEW

- **Total Requests** – Displays total number of submitted requests
- **Pending Requests** – Displays number of Request waiting for approval
- **Approver Requests** – Displays number of Submitted approved requests

Recent Requests Table

- Lists the most recent submissions with relevant details such as Item Code, Batch Number, Description, Status (Pending, Approved, or Rejected), and Date Submitted.

REQUESTS PAGE



The screenshot shows the 'My Requests' page in the eXBatch system. The page has a dark blue header with the user's name 'Welcome, ICT Requestor!' and a 'Requestor' role indicator. A sidebar on the left contains navigation links for 'Dashboard', 'Requests' (highlighted), and 'Logout'. The main content area features a filter dropdown set to 'All Statuses' and a search bar. Below these is a table titled 'My Requests' with 5 requests. The table columns are Item Code, Batch Number, Description, Status, Date, and Action. The status values are Pending, Pending, Approved, Approved, and Rejected. Each row has an 'Edit' button.

Item Code	Batch Number	Description	Status	Date	Action
FG00000006	12	EC EURIVIT SYRUP 60ML	Pending	2025-05-15	Edit
FG00000007	13	EC EURIVIT-M TABLET 100'S	Pending	2025-05-15	Edit
FG00000029	12	SN SANTE BARLEY MAX NZ 500MG CAPSULE 60'S FS	Approved	2025-05-15	
FG00000106	1	SC REEVIVE 50MG/40MG TABLET 10'S	Approved	2025-05-14	
FG00000101	1	AM PARACETAMOL 250MG/5ML SYRUP 60ML (AF)	Rejected	2025-05-14	

The Requests Page allows users to view, manage, and submit enrolment requests. It includes the following key features:

Search and Filter Function

- Search by Item Code, Batch Number, or Description
- Filter requests based on their Status

Requests Table

- Displays a list of all requests submitted by the currently logged-in user. Each entry shows the Item Code, Batch Number, Description, Status (Pending, Approved, or Rejected), Submission Date, and an Edit button (when applicable).

ADD NEW REQUEST MODAL

The screenshot shows the 'New Request' modal form. It has a sidebar on the left with 'Dashboard', 'Requests', and 'Logout' options. The modal itself has a title bar with a close button. Inside, there are three rows of input fields. The first row is pre-filled with Item Code 'FG00000021', Batch Number '0001', and Description 'RM PARACETAMOL 120MG/5ML SYRUP 15ML'. The second row has Item Code 'FG00000035', Batch Number '0002', and Description 'SC GLUTA-WHITE 100MG/25MG CAPSULE 100'. The third row has Item Code 'FG00000040', Batch Number '0001', and Description 'TG DIURETAB 20MG TABLET 100'S'. A 'Submit Requests' button is at the bottom right, and a '+ Add Another Request' button is at the bottom left of the modal.

New Request Submission – A New Request button opens a modal form for submitting a new batch enrolment request.

- Item Code
- Batch Number
- Description (auto-filled and disabled)
 - The Description field is automatically populated based on the selected Item Code, and cannot be manually edited. This data is dynamically retrieved from the EXACT system.

Validation Constraint

- Before a new request is submitted, the system performs a duplicate check against existing records in the EXACT system using the Item Code and Batch Number combination.
- If a matching record is already present in EXACT, the system blocks the submission and notifies the user.
- The request will not be submitted or saved if it already exists, ensuring no duplicate enrolments are processed.

EDIT PENDING REQUEST MODAL

Welcome, ICT Requestor! ICT | Requestor

Filter: All Statuses

My Requests

Item Code	Batch Number	Description	Status	Date	Action
FG00000006	12	EC EURIVIT SYRUP 60ML	Pending	2025-05-15	Edit
FG00000007	13		Pending	2025-05-15	Edit
FG00000029	12		Approved	2025-05-15	
FG00000106	1	SC REEVIVE 50MG/40MG TABLET 10'S	Approved	2025-05-14	
FG00000101	1	AM PARACETAMOL 250MG/5ML SYRUP 60ML (AF)	Rejected	2025-05-14	

Edit Request

Item Code: FG00000006

Batch Number: 12

Description: EC EURIVIT SYRUP 60ML

Cancel Save Changes

Edit Function

- The Edit button is only enabled for requests with a Pending status.
- Users cannot edit a request if it has already been approved.

Prepared by:

Arragen A. Basilio

Reviewed by:

Troy Q. Labbino

Approved by:

Jayvee R. Benavidez