**8th February,2023**

**SYSTEM REQUEST**

**Project Name: Kwa Mkamba Bakery**

**Project Sponsor:**

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**Business Need:** To keep track of production and sales in the company

**Functionality:**

Using this system the admin/manager/owner should be able to keep track of cash flow in the business and production.

1. Record the number of raw materials purchased, i.e., flour, cooking oil, baking powder etc.
2. Record the products produced, i.e., number of packets of half cakes in different price ranges(Ksh. 5, Ksh. 10).
3. Record the expenses incurred during production, i.e., amount of gas/electricity used, salary of employees, amount of packing papers.
4. Record number of products gone out to sales/delivery and the person/route delivering.
5. Record number of packets of products not sold and have been returned to the company.
6. Record amount of money brought by the sales agent in either cash or mobile transactions.
7. Calculate the difference and record the balance or debt.
8. Record date and day of transactions.
9. Allow admin to update records of previous transactions but record it when it was updated.
10. Allow the staff to have a toned-down version of the system for personal record keeping.

**Expected Value:**

**Tangible:**

* I am not yet sure but it will help

**Intangible:**

* Improve easy and detailed record keeping
* Ease admin work of having to remember each and every detail of transactions

**Special Issues or Constraints:**