

## **Need an admin section with following functionality**

### **1) Manage admin:** Add/Edit/Delete admin with Access levels

( Data entry, Order processing, admin )

Fields: Username, \* Password\*, Access Level \* (Drop Down - managed through access\_level table)

### **2) Manage Orders** (Access to Admin and Order Processing Role only )

**Add/Edit/Delete Orders:** Fields: Select Source \* ( from drop down), Orderid\*, Price\*, Commission, Total Price, Order Date(Calendar) \*, Customer Name\*, Sku\*, Item Name, Item Price, Item URL, Quantity, Status ((Drop Down - managed through status table), Attachment( Facility to Upload 2 Attachments )

## **IMPORTANT:**

**a) When a new order is added an email should be sent to the admin ( admin email id is set into settings section )** With Order details and the attachment.

**b) In Edit Orders There should be** Facility to Update order status Status ((Drop Down - managed through status table), once the status is update an email should be sent to the email id as per in module 7

**c) When a new order is added the code will check for a PDF file** on the server as per the sku and send that as an attachment to the email as well. So for example the Skuname is SKH1001 it will check the Folder **Upload/Skuname/Skuname.pdf** If Exists send that as an attachment as well to the order email.

**d) In View Orders:** Status, Date, source field should be sortable

### **3) Manage Source** (Access to Admin only)

Fields: **Source Name\*** (Text Box)

### **4) Manage Manifest** (Access to Admin only)

**Add/Edit/Delete:** Fields: **Source Name** \*(Drop Down), OrderID\*, Date( Calendar ) Browse \* (Facility to upload Attachment) . Once a new Manifest is added, an email should be sent with an attachment as well to the email.

**View Manifest:** Should display Orderid, date and I should be able to update the manifest.

### **5) Manage Stocks** (Access to Admin only)

**Add/View/Delete:** Fields: **Sku** \*( Textbox), Stock In Hand.

### **6) Dashboard** : on homepage when someone logs in it should display

Total Number of orders Pending ( Count of the orders whose status is not updated), and when you click on that it will redirect to Edit Orders page and display only the orders whose status is not updated

## 7) Settings

**One Single page with Facility to Edit ( Order Email \* - Textbox)**