# Business Process Assignment

## Group Members

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## KITENGE GLAMOUR INDIVIDUAL BUSINESS PROCESSES

There are a number of Business processes done namely: -

1. The process of ordering raw materials.
2. The process of receiving raw materials.
3. The process of producing the final products:
   * 1. Designing the product
     2. Manufacturing the product
     3. Evaluating whether the product is defective or not
     4. Packaging the product
4. The process of selling these products to our customers.
5. The process of receiving customer orders.

**Below is the representation of each.**

**1.ORDERING RAW MATERIALS**

MAKE A DEPOSIT

APPROVAL

OF ORDER

INVOICE OF GOODS

MAKE A LOCAL PURCHASE ORDER

REQUSITION FROM DEPARTMENTS

**2.RECEIVING RAW MATERILS**

RECIVE GOODS

FINANCE DEPARTMENT APPROVE

GOODS RECEIVED NOTE

CROSS CHECK AND OFFLOAD

FULL PAYMENT VOUCHER

**3. PRODUCING THE FINAL PRODUCTS**

Inventory of Items is kept

Package the items

Defective products are fixed

Wait for inspections

Sew clothes and shoe patterns

Retrieve Raw materials

Make clothes and Shoe designs

**4SELLING PRODUCTS TO KITENGE GLAMOUR CUSTOMERS**

Update Invsntory

Receive goods received NOTE

Receive payments

Deliver goods

Send invoice

RECEIVE ORDERS

POST /DISPLAY PRODUCTS

**5 RECIVING ORDERS FROM KITENGE GLAMOUR CUSTOMER**

Receive payments

MAKE DELIVERY

Receive feedback

SEND INVOICE

ACCEPT THE ORDER/DETAILS

PRODUCE THE ITEM

CHECK WETHER THE ITEM IS IN STOCK

RECEIVE ORDER FROM CUSTOMER

## **Kitenge Glamor General Business Processes**

Give the item to the customer

Receive payment

Display items on the shop

Receive Payments

Send the goods

Send invoice and delivery note

Receive order

Display the items online

Selling of the Products

Decorate he clothing and the shoes

Sew the clothing

Design the clothing and shoe patterns

Make the items

Receive invoice and delivery note

Send an order

Write and send a cheque

Create goods received note

Receive raw materials

Receiving raw material