USER MANUAL

ONLINE BOOKING FOR FLOWER ARRANGEMENT WITH INVENTORY MANAGEMENT SYSTEM

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INTRODUCTION

System architecture and design is all about planning and building systems that really help users in their daily tasks. It helps to make work easier, faster, and more organized by creating systems that fit the needs of the business. This process checks how each part of a system works, like ordering, inventory, or client management. It makes sure the system is easy to use, works properly, and gives the results that the business needs.

The reason behind it is to create a more organized and efficient way for event service to manage their work. It will help solve the common problems caused by manual processes, such as delays, errors in inventory, and lack of proper performance tracking. With the help of this system, business owners and staff will be able to save time, avoid confusion, and focus more on delivering quality service to their clients and growing their business.

SYSTEM DESCRIPTION CONTENT

Our system was created to solve the manual problems we saw at Raflora Enterprises. We noticed that manually making appointment through social media or contact number and notes was not organized and prone to errors.

We also saw that manually tracking inventory made it hard to know what supplies were available or used. Our system fixes this by providing a admin dashboard to manage all the client orders and update inventory levels after every event. This prevents mistakes and ensures they never run out of supplies.

The system we are creating is a web-based platform designed to help business owner and staff to organize their event details, track the materials and supplies used, and check their inventory status after each event.

SYSTEM FEATURES

These are the Main features that can be found in the system.

Order Management feature,makes it easy to handle client orders. Clients can place, edit, or cancel their orders, while the system automatically prepares an order summary and invoice. Each order also shows its current status, such as pending, in progress, or completed, so both staff and clients know what's happening.

Event Planning and Scheduling feature, the business can record details such as the date, venue, client requests, and special instructions. Staff can also be assigned to specific tasks, and the system provides a checklist to make sure nothing is missed.

Inventory Management feature, is very helpful for tracking supplies like flowers, décor, and styling tools. It updates in real time and sends alerts when stocks are running low. After an event, the **Post-Event Inventory Tracking** automatically records the items used and shows what is left, so the business knows when to restock and avoids waste.

Product and Service Catalog, This shows all available flower arrangements, event packages, and styling services along with their

prices. The system can also highlight popular items and designs, making it easier for clients to pick what they like.

Performance Analytics feature, helps the business understand how well it is doing. It provides a dashboard that shows the number of events handled, income earned, and client feedback. This feature also points out which products or services are most liked and which areas need improvement.

SYSTEM INSTALLATION AND SETUP PROCESS

This section explains how to access and set up the **Online Booking for Flower Arrangement with Inventory Management System**.

The system is web-based, lightweight, and does not require any installation process. Users only need a device with a browser and an internet connection to access the system. This makes it convenient and accessible anytime and anywhere.

Requirements

- Desktop or Laptop

- Browser (Google Chrome, Microsoft Edge, Brave)

- Internet / Wi-Fi connection

Steps to Access the System

1. Prepare a desktop or laptop with internet access.

2. Open any browser of your choice.

3. Enter the URL of the website (**Online Booking for Flower Arrangement with Inventory Management System**) in the address bar.

4. Once the page loads, you can log in or sign up to start using the system.

SYSTEM PROCEDURES