USER MANUAL

Coffee Cart Rewards Management System for Android

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TEAM 04

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Introduction

Brad and Janet, the owners of the local Atlanta coffee shop "***Lame Ducks***", are planning to install a number of coffee carts in various local spots and wants to put in place a reward system based on VIP cards on which customers can accrue points based on the amount of money they spend and get benefits based on their points.

Purpose and Scope

 Coffee Cart Rewards Management System is an Android App intended to be used by managers of local Atlanta coffee shop "Lame Ducks", to help manage the rewards earned by their VIP customers. Customers can accrue points based on the amount of money they spend and get benefits for the same. This app also gives managers the ability to add, edit or remove customers to VIP list and give points automatically for all their purchases. This system also facilitates placing pre-orders for desserts.

This guide provides step-by-step guide for all the functionalities supported by this App.

This user manual is intended for the managers of coffee carts to understand features and functionality of Coffee Cart Rewards Management System App and work smoothly. Users are expected to be comfortable in using an Android phone.

Process Overview

 User will be given the android phone with pre-installed Coffee Cart Rewards Management System App. When the app is started for the first time, manager will be asked to add the cart number which is associated to this device. This is one time activity. Once the cart number is set, all the transactions are automatically associated with the cart Id.

This app facilitates managers to perform following tasks:

- Add Customers to VIP List
- Edit the information of existing customers.
- Delete Customers from VIP List
- Preorder Items
- Purchase Items
- See Daily Report.

Add Customer to VIP List

1. From the app's main menu, tap the "Add" button in VIP Accounts section.
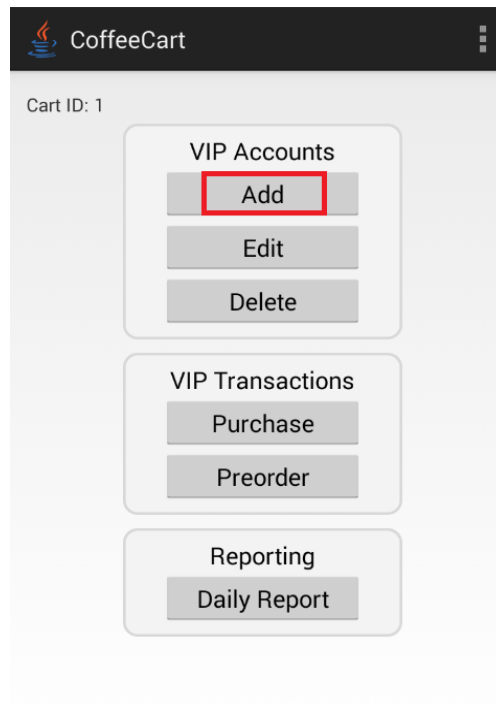
2. Enter valid Name of the customer, Date of Birth (in yyyy-mm-dd format) & Phone number in the respective fields.

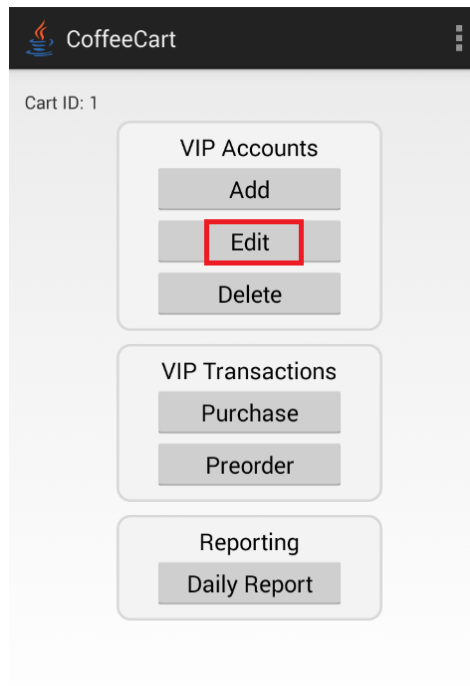3. Tap the "Submit" button to Add customer to the VIP List.
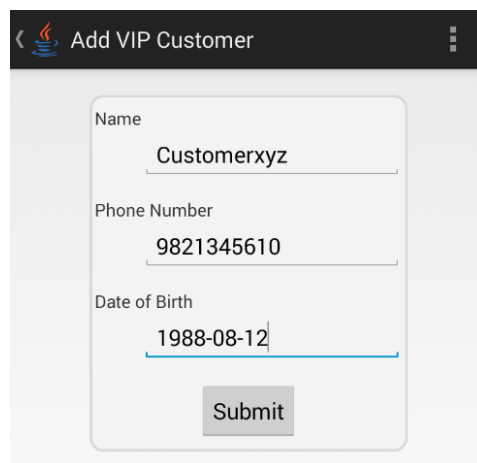
4. A success message displaying the new Customer's VIP ID confirms the addition of Customer in VIP List.
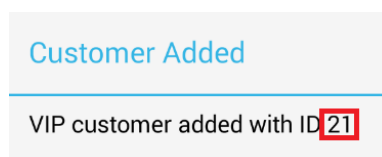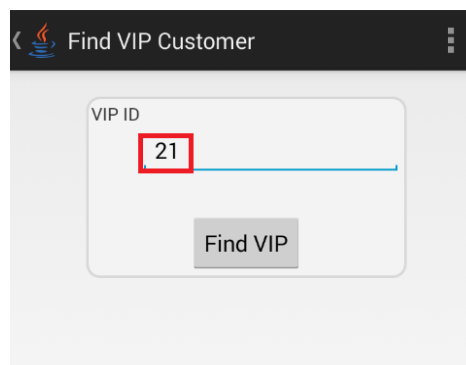

5. Tap the Android "Back" button to go back to the main menu once you are done.
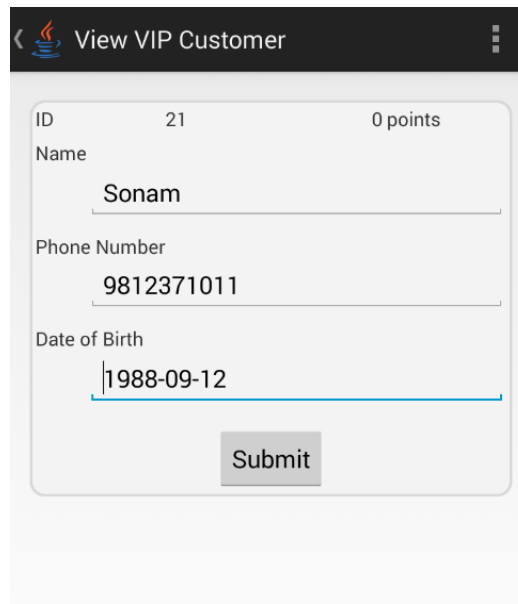
Edit VIP Customer Information

1. From the app's main menu, tap the "Edit" button in VIP Accounts section.

2. On "Find VIP Customer" screen, enter a valid VIP ID for a user in the provided text box and click the "Find VIP" button

3. VIP Details Screen shows all information of the Customer correctly populated in the respective fields. Name, Date of Birth and phone number are editable fields.

4. Change information in any/all of these fields as required. Tap the "Submit" button.

5. A success message is displayed as shown below

6. After dismissing the success message, the updated information of the Customer can be seen.

7. Tap the Android "Back" button to go back to the main menu

NOTE: The Customer's VIP ID cannot be updated. It is a unique ID assigned to the customer at the time of creation of customer in the Rewards Management System.

Delete VIP Customer

1. From the app's main menu, tap the "Delete" button under "VIP Accounts" section.
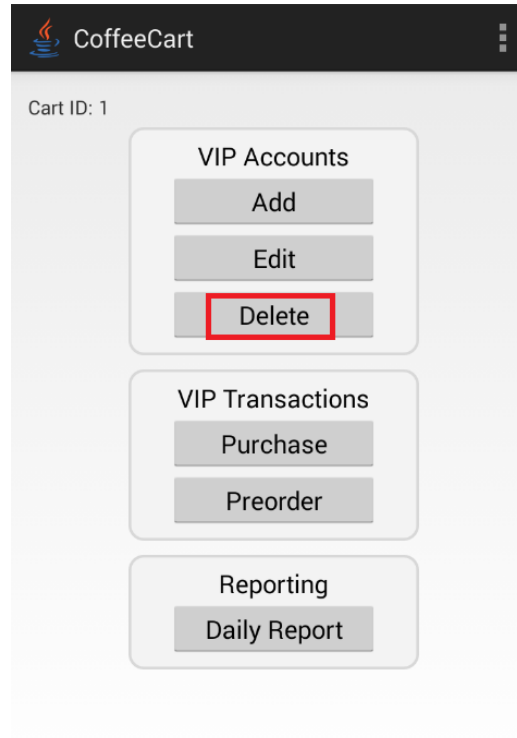
2. We are taken to Find VIP Customer screen. In the provided VIP ID field, enter a valid VIP ID of the user you want to remove from the VIP Customer List and tap the "Find VIP" button.
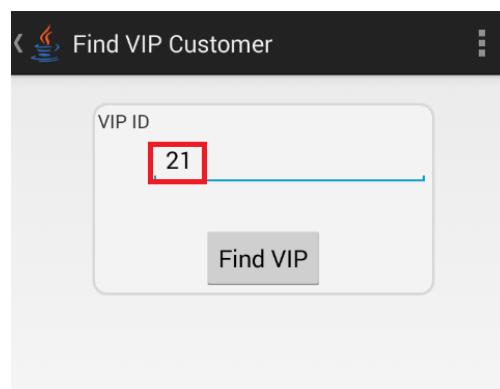
3. We are taken to View VIP Customer screen for the given VIP ID. All fields represent the information of the customer, including customer name, customer id, phone number, rewards points and date of birth but these fields are not editable.

4. Click on the "Delete" button.

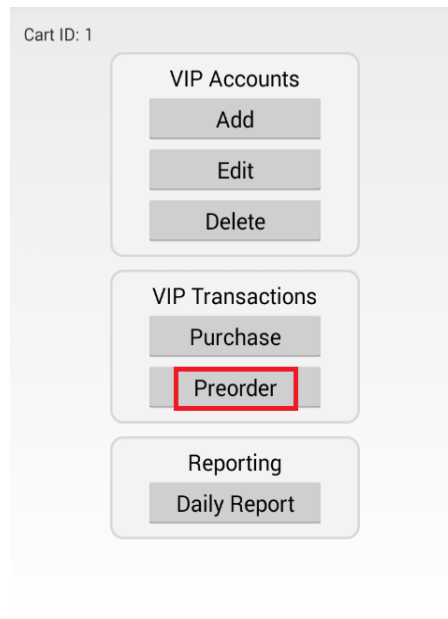5. A confirmation dialog appears asking the user if they are sure. Click "Delete" to confirm.

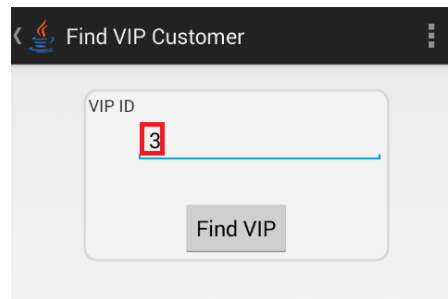6. We are taken to the main menu once done.

Pre-order Item

1. From the app's main menu, tap the "Preorder" button in the VIP Transactions section.

2. We are taken to Find VIP Customer screen. In the provided VIP ID field, enter a valid VIP ID of the user who wants to pre-order items and click the "Find VIP" button.

3. View VIP Customer screen shows the details of the customer. Click on the "Preorder" button to place the order.

4. We are taken to Preorder screen with a delivery date field and an "Add Item" button. Delivery date must not be less than today's date and VIP customers can place orders as early as a month in advance. Keeping these limitations in mind, enter a valid date and click on the Add Item button.

5. A list of desserts is displayed. Click on the dessert which you want to order.


6. A dialog to enter the quantity is displayed. Tap on required quantity and you will be redirected to Pre order cart.
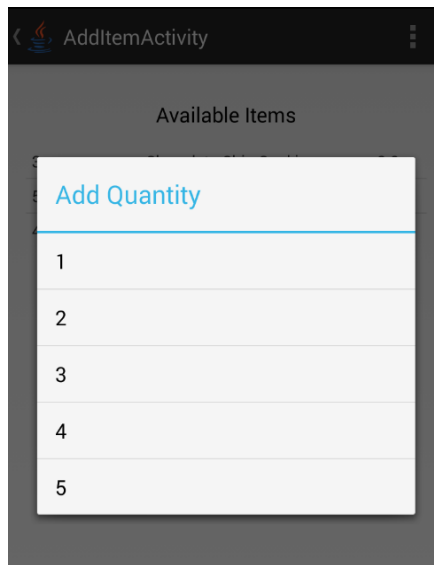
7.   To add more items to the cart, click on "Add Item button". To submit the items in the cart, click on "Submit" button and your order will be completed
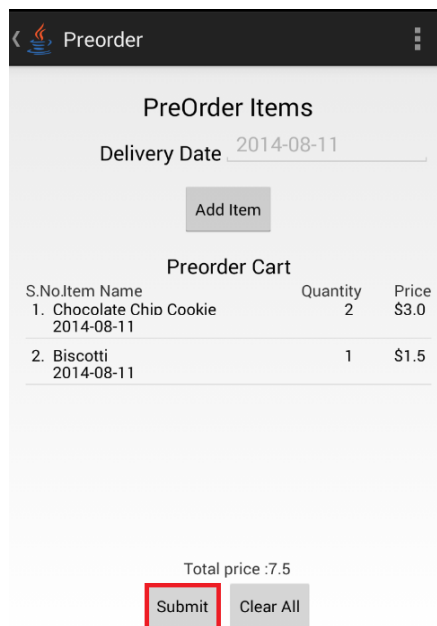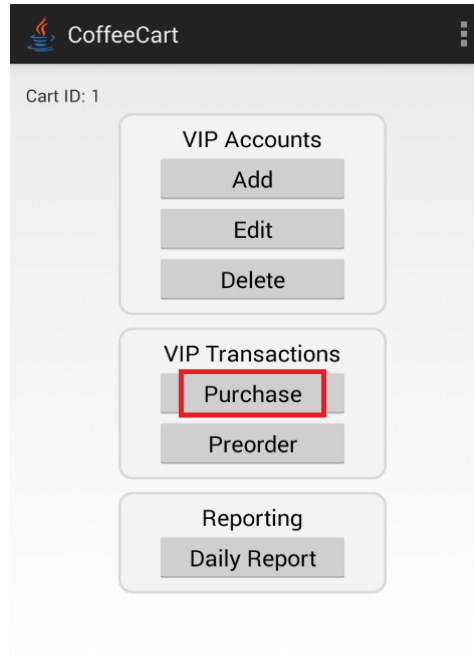

8.   "Preorder Submitted" pop-up (as shown below) will confirm the completion of pre-order. On dismissing it, we are taken back to the View VIP Customer screen.
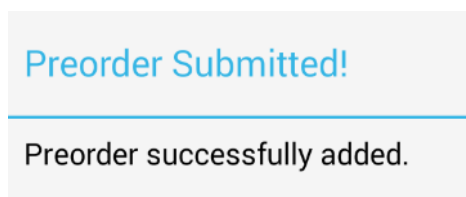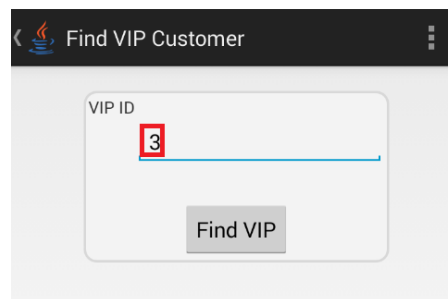
Record VIP Customer Purchase

1. From the app's main menu, tap the "Purchase" button under "VIP Transactions" section

2. Enter a valid VIP ID of the user, who wants to purchase items on the Find VIp Customer screen and click the "Find VIP" button.

3. On the View VIP Customer screen, customer information is populated in corresponding fields. Click the "Purchase" button to go to the screen to add items to a purchase.

4. Click on the below highlighted icon to see the items available for purchase and the list will come up. Click on the desired item to select it for further processing.
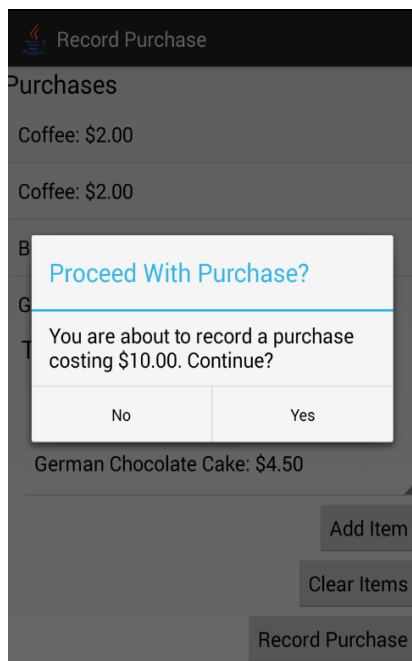

5. Click on the "Add Item" button to add the selected item to the cart. Below example illustrates adding coffee to the cart.
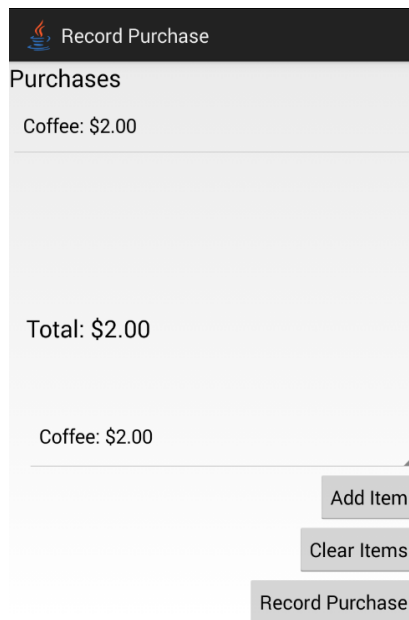
6. To add more items to the cart, repeat the above step. Once all required items have been added, click on the "Record Purchase" button.

7. A confirmation dialog will appear specifying customer's total purchase amount. Click "Yes" button to confirm.

8. You will see the confirmation message as shown below. On dismissing this message, you will be taken to View VIP Customer screen.

Purchase successfully recorded!

Generate Daily Report

1. In order to see the daily report of the items purchased or pre-ordered by VIP members on the current day, from the app's main menu, click on the "Daily Report" button under Reporting section.
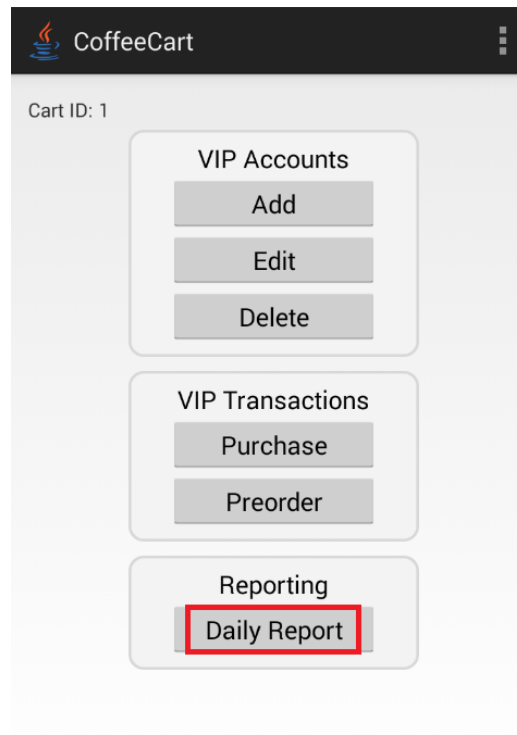
2. Both "Purchase Report" and " Preorder Report" can be seen as shown below for that particular date. We can also see total for each report.

3. Click the android back button to go back to Coffee Cart Main screen.

If you encounter issues not addressed by this user guide, please contact your manager for additional support.