OCOO ORDERING JOURNEY – FRONT END

PRODUCTS

1

3

4

2

7

3

30

2

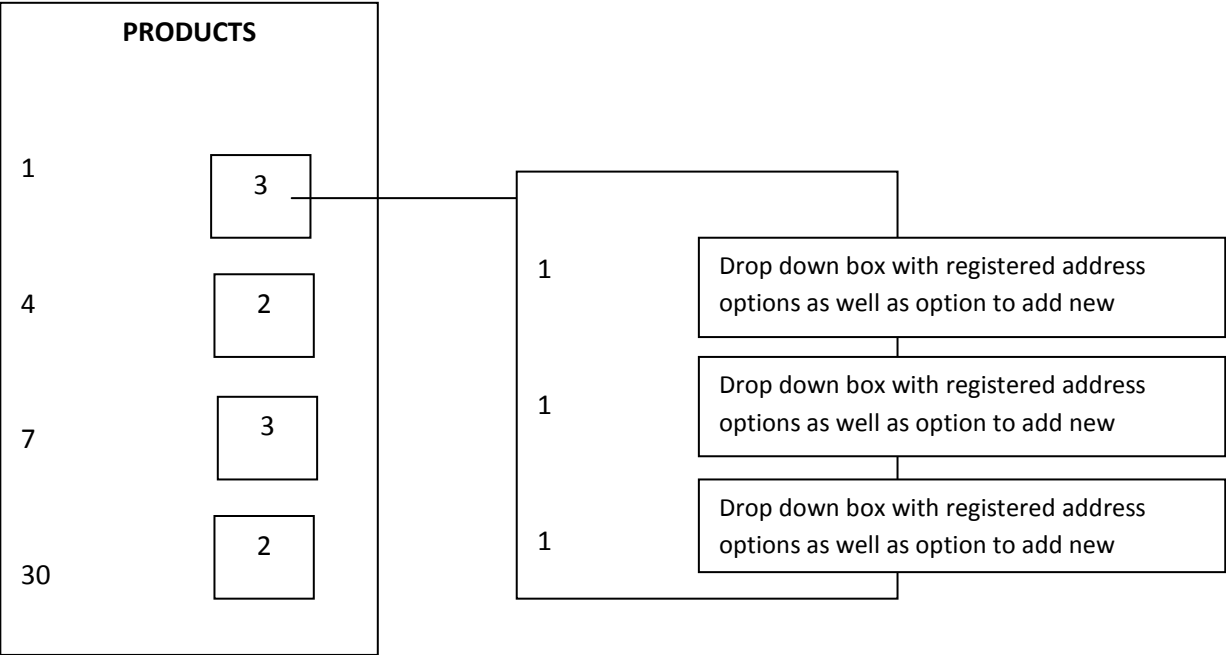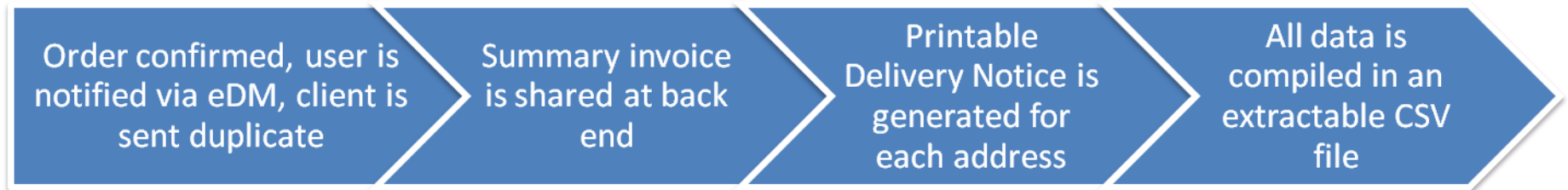| 1 | Drop down box with registered address options as well as option to add new |
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NB. Registered users will be prompted with previous address options. New users will be asked to fill the address. Within this there will be categories for areas as prescribed by client- **should this revert to a pop that will also promote registration**?

ORDER SUMMARY

ADDRESS 1	QTY
1	2
4	1
	SUB TOTAL + CHARGES
ADDRESS 1	QTY
7	3
30	2
	SUB TOTAL + CHARGES
ADDRESS 1	QTY
1	1
4	1
	SUB TOTAL + CHARGES
	TOTAL

- Delivery charges need to be automatically calculated as prescribed by client
- Duplication of delivery charges needs to be traced

OCOO ORDERING JOURNEY – BACK END

| Order confirmed, user is notified via eDM, client is sent duplicate | Summary invoice is shared at back end | Printable Delivery Notice is generated for each address | All data is compiled in an extractable CSV file |

This was the requested process as outlined by the client. Please could you review this and confirm is this is possible. They will need to receive an automated order confirmation with a summary invoice number, with a unique reference number generated for each delivery address. This will be printed and shared with Ops/Logistics teams. All data should be compiled in one central spreadsheet which the client can extract.

Please confirm:

- How many users can place orders at the same time?
- How long can the data be stored, bearing in mind that each file will be about 100KB?