

Odoo Configuration Report



National University of computer and Emerging Sciences, Islamabad

Name: Amna Noor

Roll No: 22i-1529

Section: SE-6F

Software Construction and Development

Assignment # 1

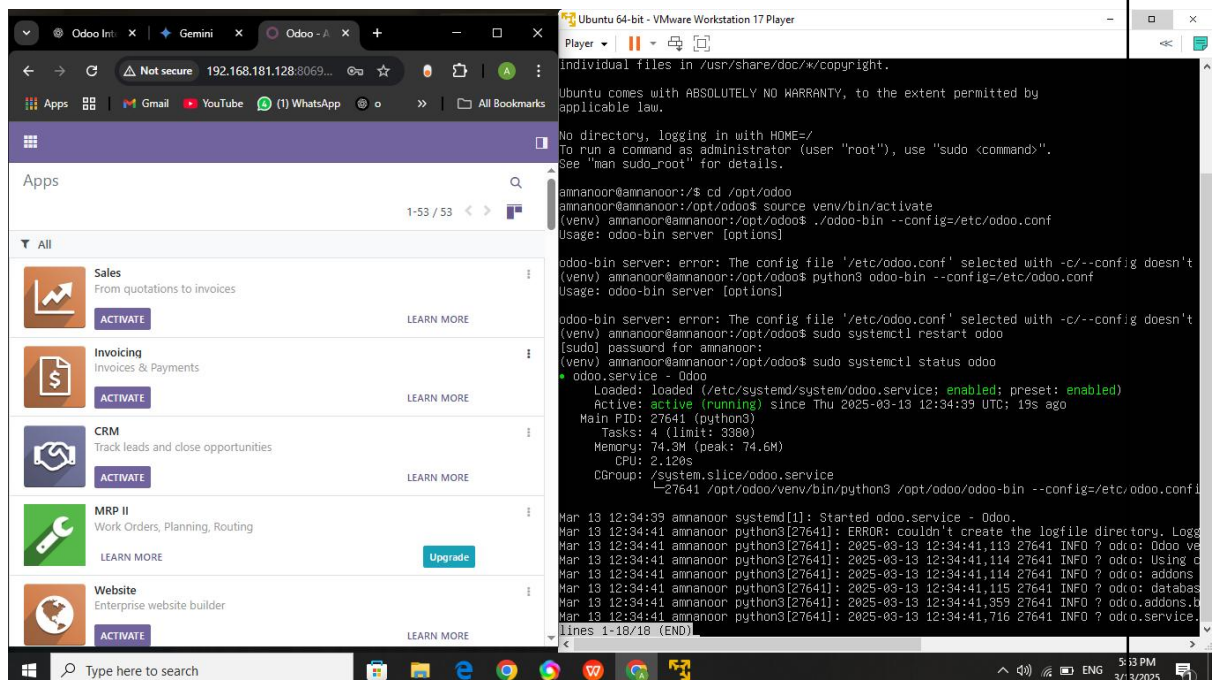
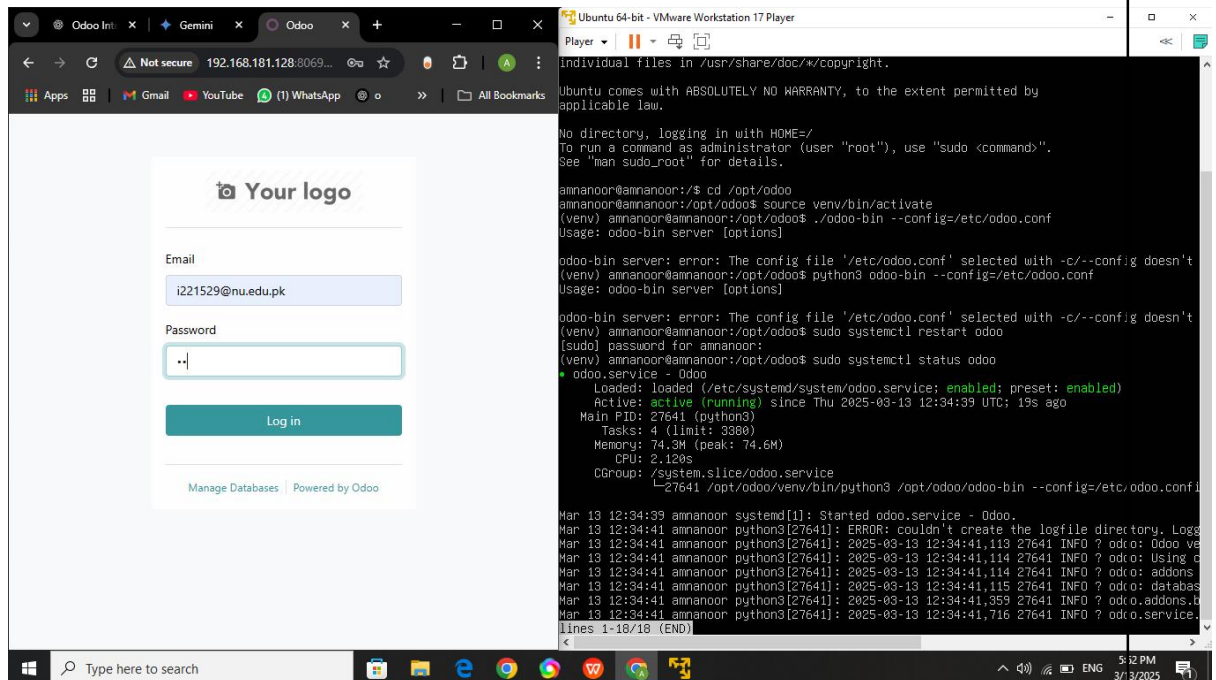
Submitted to [Sir Junaid Ali]

Date: 3/14/2025

1. Initial Configuration

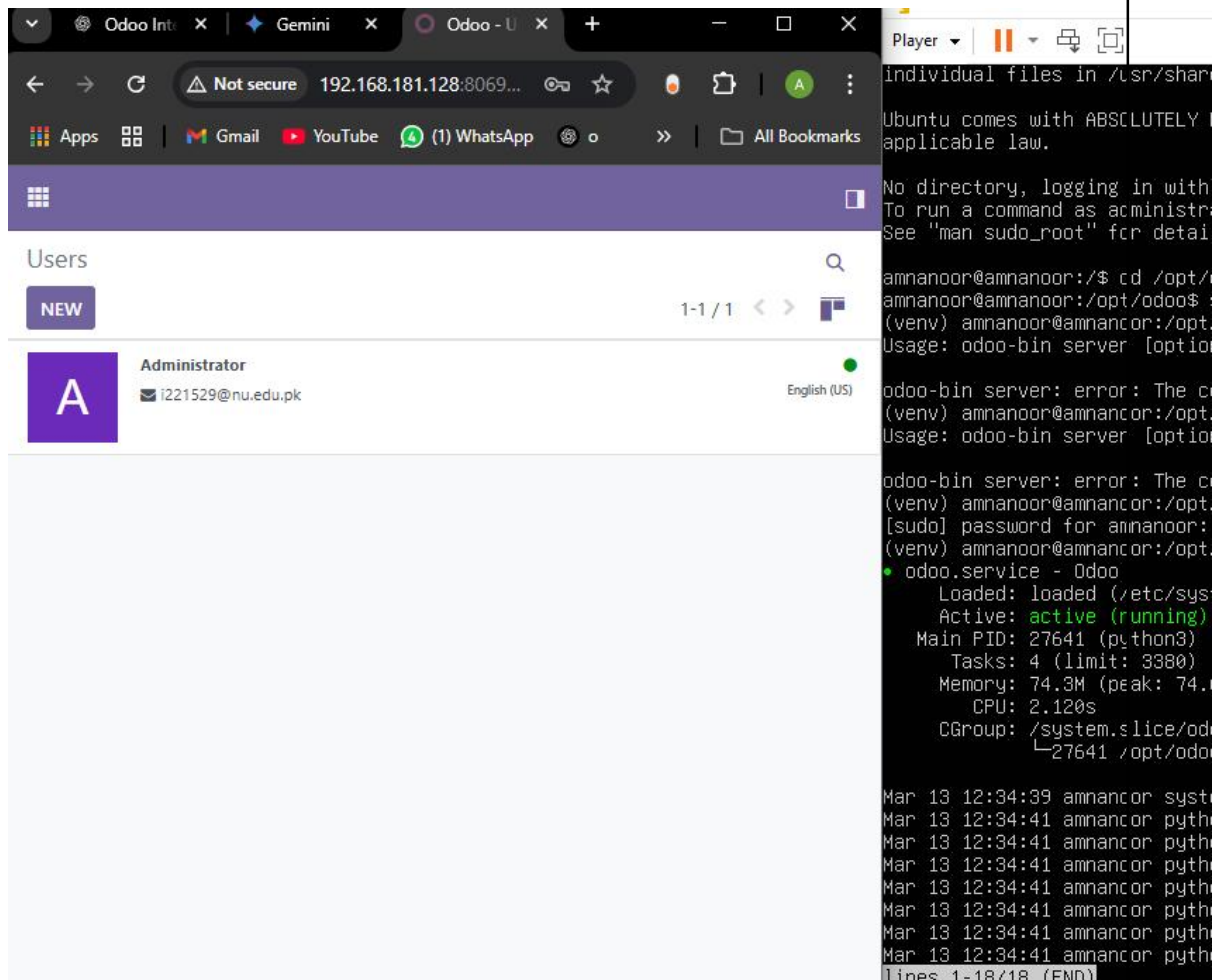
1.1 Accessing Odoo Web Interface

- Open a web browser and enter the Odoo URL.
- Log in using the **admin** credentials



1.2 Changing Default Password

- Navigate to **Settings > Users & Companies > Users**.



The screenshot shows a web browser window displaying the Odoo 'Users' page. The page title is 'Users' and it features a 'NEW' button. A single user, 'Administrator', is listed with a purple profile icon containing the letter 'A', email 'i221529@nu.edu.pk', and language 'English (US)'. To the right of the browser window, a terminal window displays the following output:

```
individual files in /usr/share
Ubuntu comes with ABSOLUTELY
applicable law.
No directory, logging in with
To run a command as administ
See "man sudo_root" for detai
amnanoor@amnanoor:/$ cd /opt/
amnanoor@amnanoor:/opt/odoo$ :
(venv) amnanoor@amnancor:/opt
Usage: odoo-bin server [option
odoo-bin server: error: The c
(venv) amnanoor@amnancor:/opt
Usage: odoo-bin server [option
odoo-bin server: error: The c
(venv) amnanoor@amnancor:/opt
[sudo] password for amnanoor:
(venv) amnanoor@amnancor:/opt
• odoo.service - Odoo
   Loaded: loaded (/etc/sys
   Active: active (running)
   Main PID: 27641 (python3)
   Tasks: 4 (limit: 3380)
   Memory: 74.3M (peak: 74.
   CPU: 2.120s
   CGroup: /system.slice/od
           └─27641 /opt/odo
Mar 13 12:34:39 amnancor syst
Mar 13 12:34:41 amnancor pyth
Mar 13 12:34:41 amnancor pyth
Mar 13 12:34:41 amnancor pyth
Mar 13 12:34:41 amnancor pyth
Mar 13 12:34:41 amnancor pyth
Mar 13 12:34:41 amnancor pyth
Mar 13 12:34:41 amnancor pyth
lines 1-18/18 (END)
```

- Select the **Administrator** user.
- Click **Change Password**, enter a new password, and confirm.

Odoo Int. x Gemini x Odoo - A x

Not secure 192.168.181.128:8069...

Apps Gmail YouTube (1) WhatsApp All Bookmarks

Administrator

1 / 1 < > New

Name
Administrator

Email Address ?
i221529@nu.edu.pk

Access Rights Preferences Account Security

ADMINISTRATION

Administration Settings

Archive
Duplicate
Delete
Change Password
Disable two-factor authentication

Ubuntu 64-bit - VMware Workstation 17

Player

individual files in /usr/share

Ubuntu comes with ABSOLUTELY N

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No directory, logging in with

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See "man sudo_root" for detail

amnanoor@amnanoor:/\$ cd /opt/

amnanoor@amnanoor:/opt/odoo\$

(venv) amnanoor@amnanoor:/opt/

Usage: odoo-bin server [option

odoo-bin server: error: The co

(venv) amnanoor@amnanoor:/opt/

Usage: odoo-bin server [option

odoo-bin server: error: The co

(venv) amnanoor@amnanoor:/opt/

[sudo] password for amnanoor:

(venv) amnanoor@amnanoor:/opt/

• odoo.service - Odoo

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Main PID: 27641 (python3)

Tasks: 4 (limit: 3380)

Memory: 74.3M (peak: 74.6

CPU: 2.120s

CGroup: /system.slice/od

└─27641 /opt/odoo

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Mar 13 12:34:41 amnanoor pyth

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Mar 13 12:34:41 amnanoor pyth

lines 1-18/18 (END)

Odoo Int. x Gemini x Odoo - A x

Not secure 192.168.181.128:8069...

Apps Gmail YouTube (1) WhatsApp All Bookmarks

Administrator

1 / 1 < > New

Name
Administrator

Email Address ?
i221529@nu.edu.pk

Access Rights Preferences Account Security

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Ubuntu 64-bit - VMware Workstation 17

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Mar 13 12:34:41 amnanoor pyth


Mar 13 12:34:41 amnanoor pyth

lines 1-18/18 (END)

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Not secure 192.168.181.128:8069... ☆

Gmail YouTube (1) WhatsApp o >> All Bookmarks



Email

Password

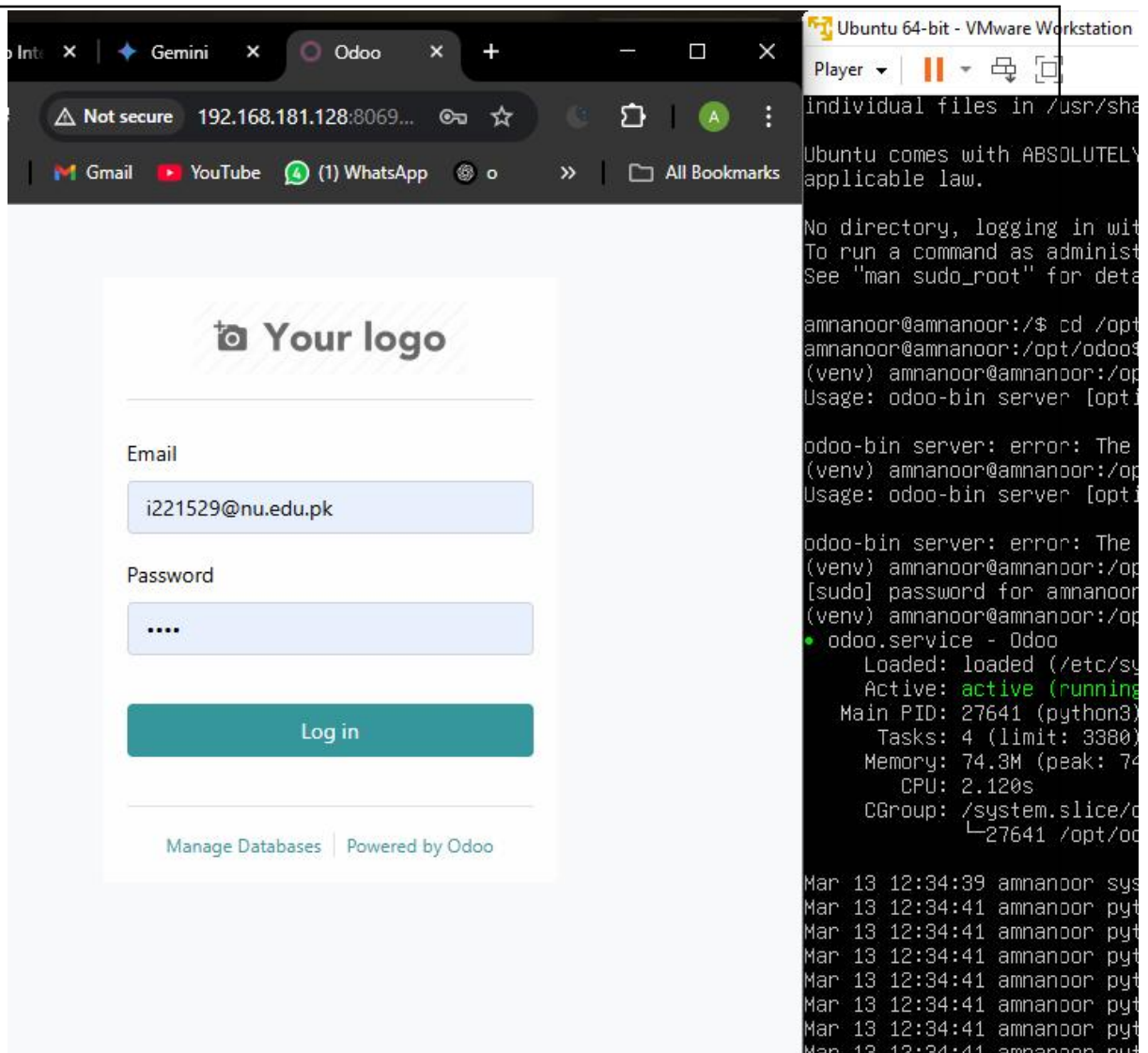
Log in

[Manage Databases](#) | [Powered by Odoo](#)

Ubuntu 64-bit - VMware Workstation 17

Player ▾ || 🖨️ 🖼️

individual files in /usr/share
Ubuntu comes with ABSOLUTELY N
applicable law.
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To run a command as administra
See "man sudo_root" for detail
amnanoor@amnanoor:/\$ cd /opt/d
amnanoor@amnanoor:/opt/odoo\$ s
(venv) amnanoor@amnanoor:/opt/
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odoo-bin server: error: The co
(venv) amnanoor@amnanoor:/opt/
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odoo-bin server: error: The co
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[sudo] password for amnanoor:
(venv) amnanoor@amnanoor:/opt/
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Mar 13 12:34:39 amnanoor syste
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Mar 13 12:34:41 amnanoor pytho
lines 1-18/18 (END)



1.3 Creating a New User with Admin Privileges

- ❖ Go to **Settings > Users & Companies > Users**.
- ❖ Click **Create**.
- ❖ Enter the user details (Name, Email, Login, etc.).

The screenshot shows a web browser window displaying the Odoo user creation form for a user named 'Amna Noor' with email 'amnanoorse2003@gmail.com'. The 'Access Rights' tab is selected, showing the 'Administration' module with 'Access Rights' permissions. To the right, a terminal window shows the command-line process of installing and starting the Odoo service. The terminal output includes the command 'sudo systemctl start odoo.service', the status 'Loaded: loaded (/etc/systemd/system/odoo.service; vendor preset: enabled)', and the active state 'Active: active (running)'. It also shows the main PID as 27641 and the tasks limit as 33. The terminal ends with a series of log messages from the user 'amnanoor' at 12:34:41.

- ❖ Set the **Access Rights**:
 - **Administration**: Choose **Settings** for full admin rights.
 - Assign relevant module permissions.
- ❖ Click **Save**.

← → ↻ Not secure 192.168.181.128:8069/web... ☆

Apps Gmail YouTube (1) WhatsApp All Bookmarks

Amna Noor

Email Address? amnanoorse2003@gmail.com

Access Rights Preference

LOCALIZATION

Language? English (US)

Timezone? Asia/Karachi

Email Signature

Quote B I U S A 13

Amna Noor

individual files in /usr/sha

Ubuntu comes with ABSOLUTELY applicable law.

No directory, logging in wit

To run a command as administ

See "man sudo_root" for deta

amnanoor@amnanoor:/\$ cd /opt

amnanoor@amnanoor:/opt/odoo\$

(venv) amnanoor@amnanoor:/op

Usage: odoo-bin server [opti

odoo-bin server: error: The

(venv) amnanoor@amnanoor:/op

Usage: odoo-bin server [opti

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(venv) amnanoor@amnanoor:/op

[sudo] password for amnanoor

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└─27641 /opt/od

Mar 13 12:34:39 amnanoor sys

Mar 13 12:34:41 amnanoor pyt

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Mar 13 12:34:41 amnanoor pyt

Mar 13 12:34:41 amnanoor pyt

Mar 13 12:34:41 amnanoor pyt

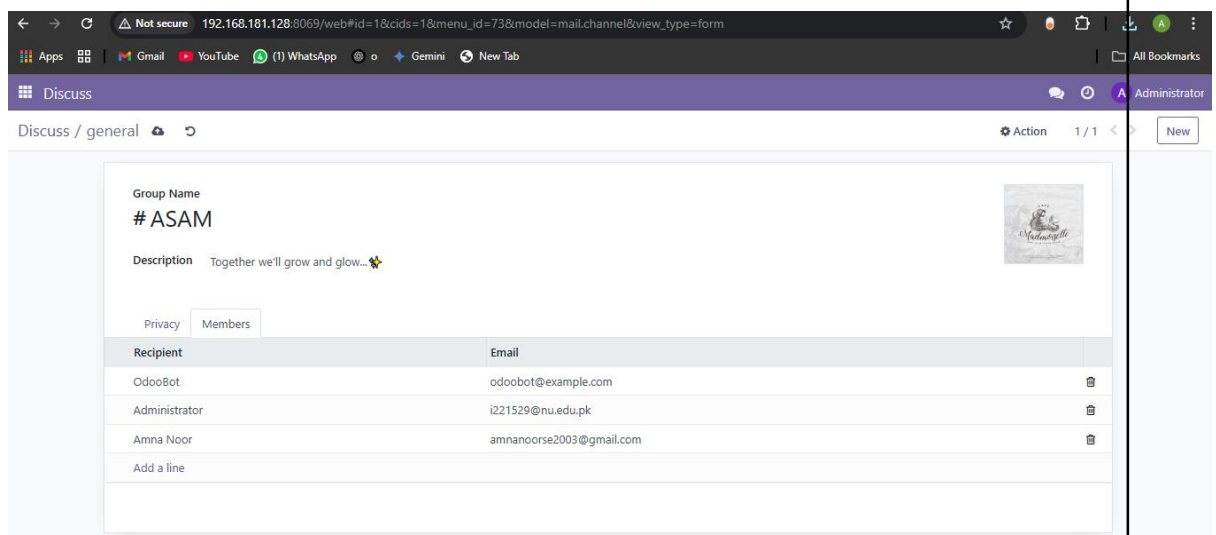
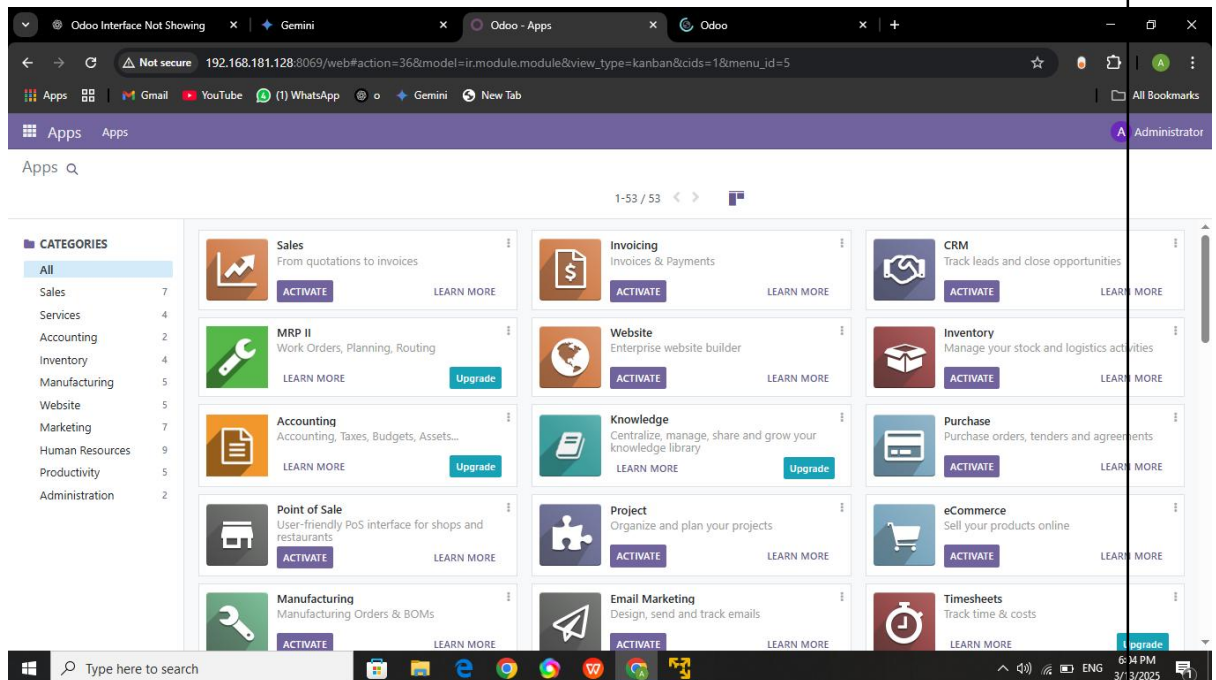
Mar 13 12:34:41 amnanoor pyt

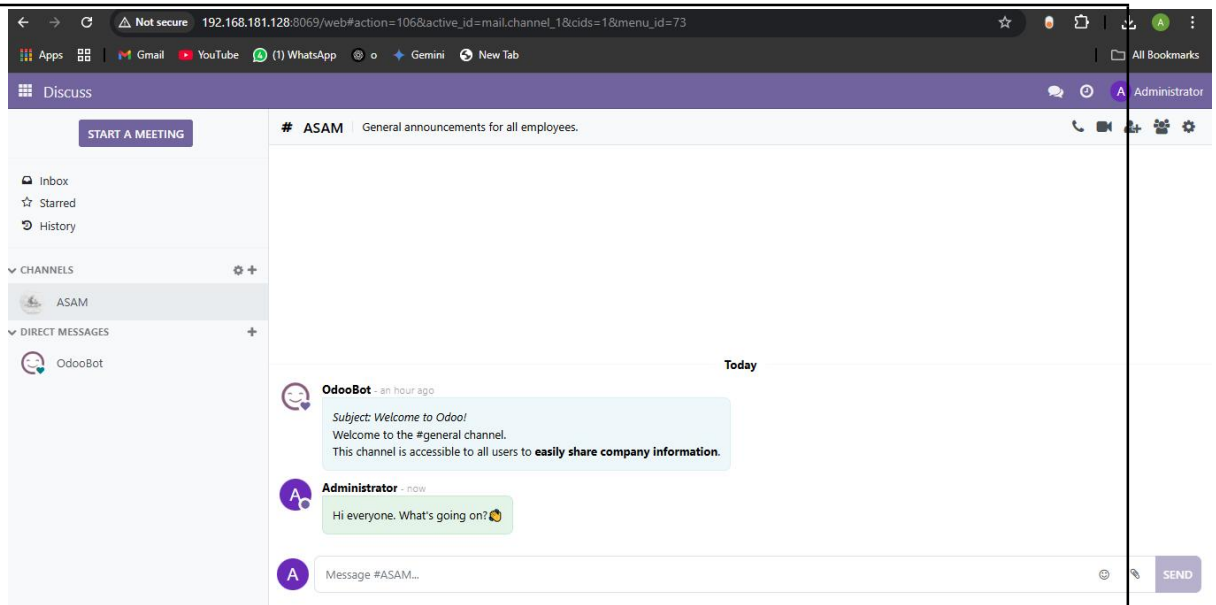
Mar 13 12:34:41 amnanoor pyt

lines 1-18/18 (END)

1.4 Exploring the Odoo Dashboard

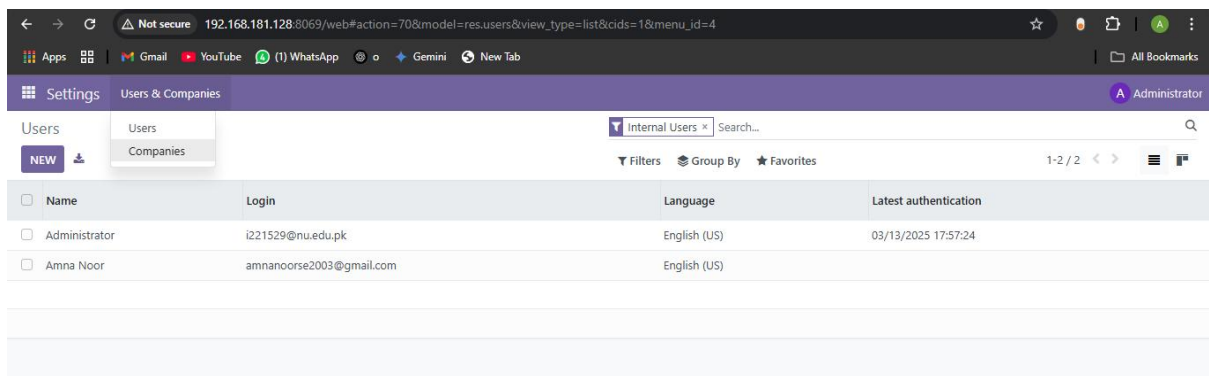
- ❖ Access the **Odoo Dashboard**.
- ❖ Familiarize yourself with the available modules (Sales, Inventory, Accounting, etc.).
- ❖ Click on each module to explore its features.

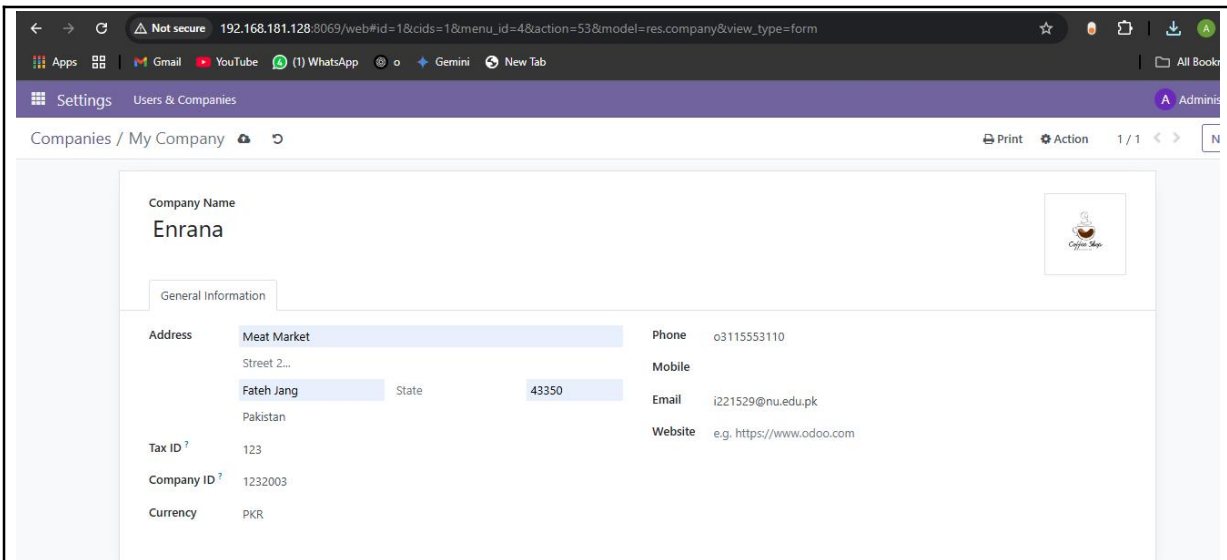




1.5 Configuring Basic Settings

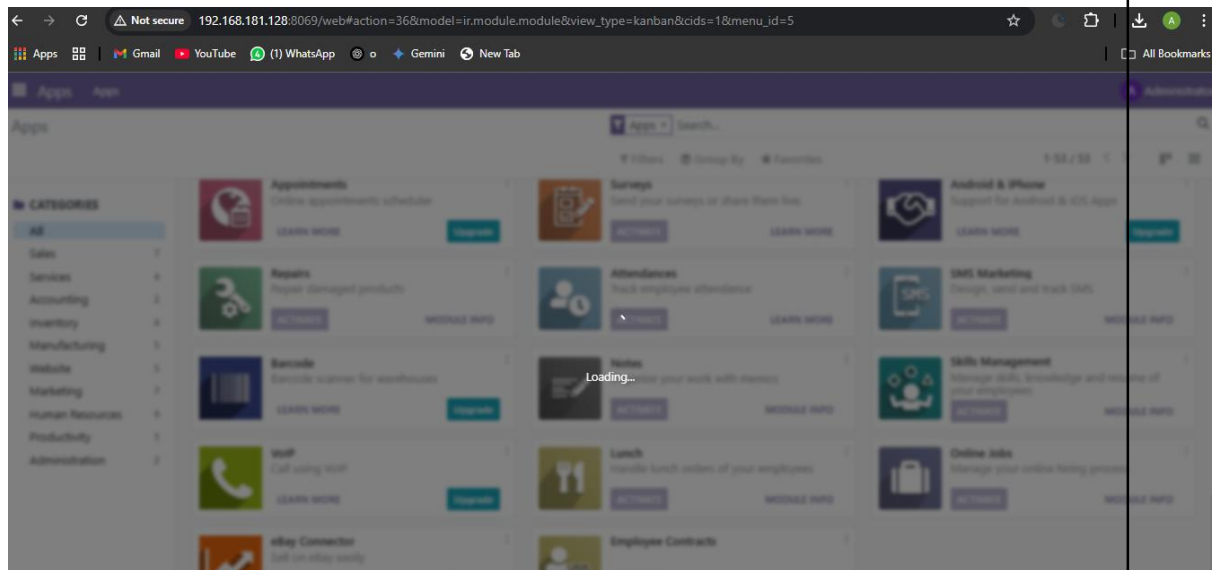
- ❖ Navigate to **Settings**.
- ❖ Update the following details:
 - **Company Information** (Company Name, Address, Phone, Email, Logo).
 - **Currency** (Select the applicable currency for transactions).
 - **Language** (Set preferred language for UI and communication).
 - **Timezone** (Adjust timezone settings for accuracy).
- ❖ Click **Save**.





1.6 Installing Additional Modules

- ❖ Go to **Apps**.
- ❖ Search for required modules (e.g., **Sales, Inventory, Accounting**).
- ❖ Click **Install** to activate the module.

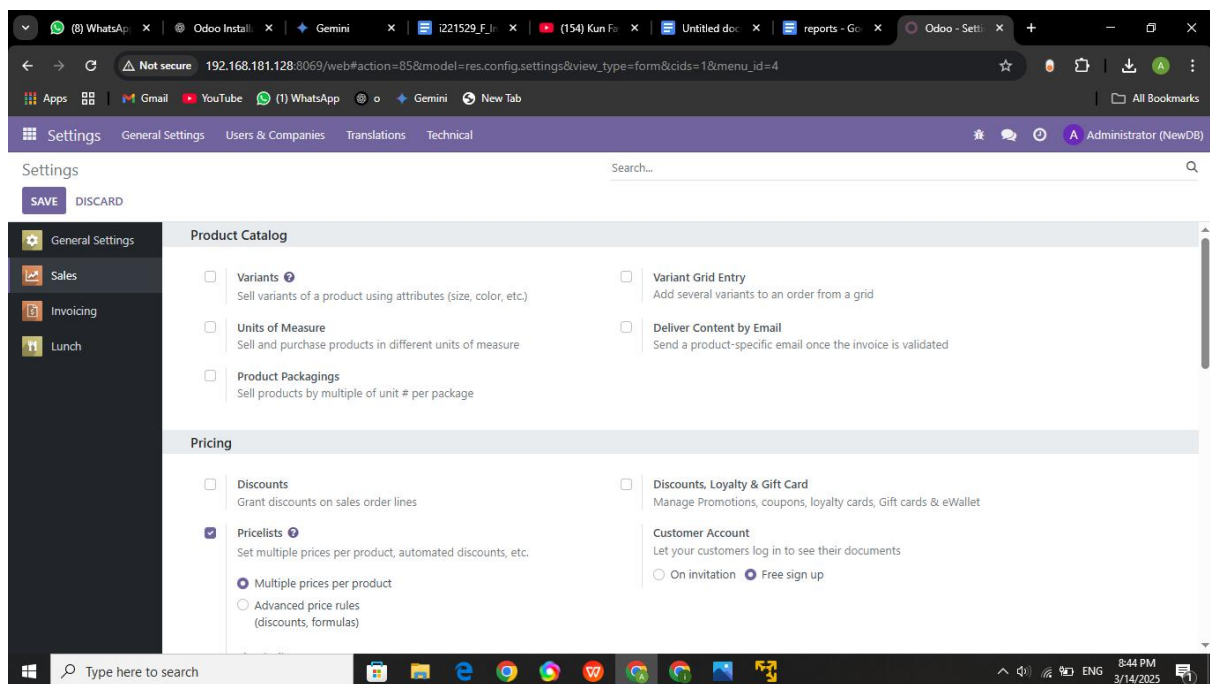
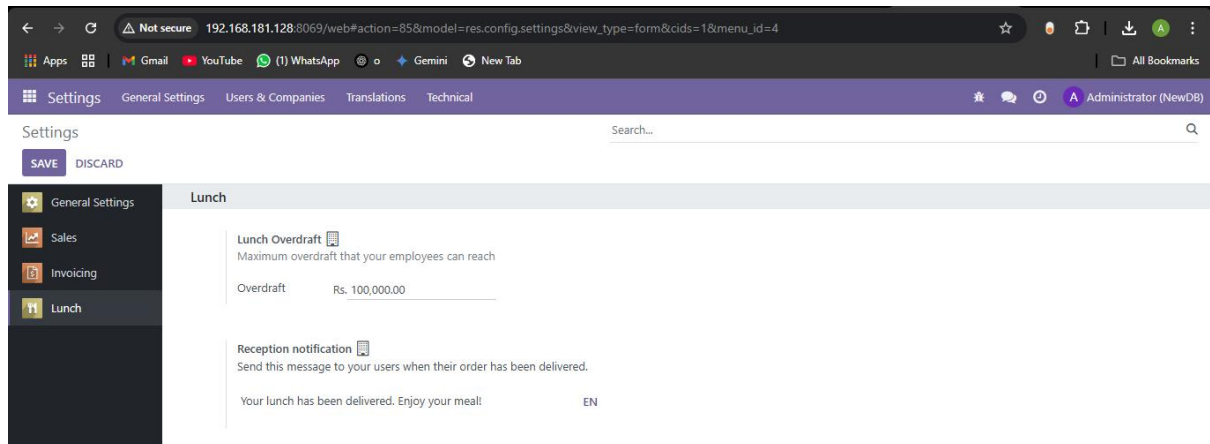


2. Advanced Configuration and Customization

2.1 Choosing a Specific Module for Customization

- ❖ Navigate to the **module settings** (e.g., Sales > Configuration).

❖ Select the module that needs modification.



2.2 Adding Custom Fields

- ❖ Go to **Settings > Technical > Database Structure > Fields**.
- ❖ Click **Create**.
- ❖ Enter details:
 - **Model**: Select the module (e.g., sale.order for Sales Orders).
 - **Field Name**: Enter a meaningful name.
 - **Field Type**: Choose the appropriate type (Char, Integer, Date, etc.).

❖ Click Save.a

Not secure 192.168.181.128:8069/web#action=19&model=ir.model.fields&view_type=list&cids=1&menu_id=4

Settings General Settings Users & Companies Translations Technical Administrator (NewDB)

Fields Search...

NEW

Filters Group By Favorites 1-80 / 6428

<input type="checkbox"/>	Field Name	Field Label	Model	Field Type	Type	Indexed	Stored	Readonly	Related Model
<input type="checkbox"/>	_last_update	Last Modified on	Product UoM Categories	datetime	Base Field	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	_last_update	Last Modified on	Product Unit of Measure	datetime	Base Field	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	_last_update	Last Modified on	Resource Working Time	datetime	Base Field	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	_last_update	Last Modified on	Work Detail	datetime	Base Field	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	_last_update	Last Modified on	Resources	datetime	Base Field	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	_last_update	Last Modified on	Resource Time Off Detail	datetime	Base Field	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	_last_update	Last Modified on	UTM Campaign	datetime	Base Field	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	_last_update	Last Modified on	UTM Medium	datetime	Base Field	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	_last_update	Last Modified on	UTM Source	datetime	Base Field	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	_last_update	Last Modified on	Campaign Stage	datetime	Base Field	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	_last_update	Last Modified on	UTM Tag	datetime	Base Field	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	_last_update	Last Modified on	Marketing	datetime	Base Field	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

Odoo Interface Not Showing x Gemini x Odoo - New x NoorsCafe x art cafe's logo - Google Search x +

Not secure 192.168.181.128:8069/web#cids=1&menu_id=4&action=19&model=ir.model.fields&view_type=form

Settings General Settings Users & Companies Translations Technical Administrator (NewDB)

Fields / New

New

Field Name ? x_nameProduct

Field Label ? Hi_Product

Model ? Contact

Field Type ? char

Field Help ?

Properties Access Rights Miscellaneous

Type ? Custom Field

In Apps ?

Odoo Interface Not Showing x Gemini x Odoo - Contact x NoorsCafe x art cafe's logo - Google Search x +

Not secure 192.168.181.128:8069/web#id=85&cids=1&menu_id=4&action=18&model=ir.model&view_type=form

Settings General Settings Users & Companies Translations Technical Administrator (NewDB)

Models / Contact

Print Action 5 / 80 New

tz	Timezone	selection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Base Field	
tz_offset	Timezone offset	char	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Base Field	
use_partner_credit_limit	Partner Limit	boolean	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Base Field	
user_id	Salesperson	many2one	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Base Field	
user_ids	Users	one2many	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Base Field	
vat	Tax ID	char	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Base Field	
website	Website Link	char	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Base Field	
website_message_ids	Website Messages	one2many	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Base Field	
write_date	Last Updated on	datetime	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Base Field	
write_uid	Last Updated by	many2one	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Base Field	
x_nameProduct	Hi_Product	char	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Custom Field	
zip	Zip	char	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Base Field	

2.3 Modifying Workflows

❖ Navigate to **Settings > Technical > Automation > Scheduled Actions**

❖ Click **Create**.

❖ Enter details:

➤ **Action Name:** Auto Confirm Sales Order.

➤ **Model:** Sales Order (sale.order).

➤ **Trigger:** On Creation.

➤ **Action:** Execute Python Code.

❖ Enter the Python code:
if record and record.state == 'draft':

❖ record.action_confirm()

❖ Click **Save** and test the workflow.

The screenshot shows a web browser window with the URL `192.168.181.128:8069/web#oids=1&menu_id=4&action=13&model=ir.cron&view_type=form`. The page title is 'Scheduled Actions / New'. The form contains the following fields:

- Action Name:** Auto Confirm Sales Order
- Model:** Sales Order
- Scheduler User:** Administrator
- Execute Every:** 1 Months
- Active:** ☒
- Next Execution Date:** 03/16/2025 19:31:00
- Number of Calls:** 2
- Priority:** 5
- Repeat Missed:** ☐

At the bottom, there are tabs for 'Python Code', 'Security', and 'Help'. A 'RUN MANUALLY' button is located at the top left of the form area, and an 'Action New' button is at the top right.

Settings General Settings Users & Companies Translations Technical Administrator (NewD)

Scheduled Actions / New Action New

Active ☒

Next Execution Date [?] 03/16/2025 19:31:00

Number of Calls [?] 2

Priority [?] 5

Repeat Missed [?] ☐

Python Code Security Help

```

1 # Available variables:
2 # - env: Odoo Environment on which the action is triggered
3 # - model: Odoo Model of the record on which the action is triggered; is a void recordset
4 # - records: record on which the action is triggered; may be void
5 # - records: recordset of all records on which the action is triggered in multi-mode; may be void
6 # - time, datetime, dateutil, timezone: useful Python libraries
7 # - float_compare: Odoo function to compare floats based on specific precisions
8 # - log: log(message, level='info'): logging function to record debug information in ir.logging table
9 # - UserError: Warning Exception to use with raise
10 # - Command: x2Many commands namespace
11 # To return an action, assign: action = {...}
12
13 - if record.state == 'draft':
14     record.action_confirm()
15
16

```

2.4 Creating Custom Reports

- Select **Settings > Technical > Reporting > Reports > Create New Report**.
- Choose the module (e.g., **Sales Orders**).
- Add necessary fields (Order Reference, Customer, Total Amount).
- Save and test by printing a report.

Not secure 192.168.181.128:8069/web#ids=1&menu_id=4&action=77&model=ir.actions.report&view_type=form&id=335

Apps Gmail YouTube (1) WhatsApp Gemini New Tab All Bookmarks

Settings General Settings Users & Companies Translations Technical Administrator (NewD)

Reports / NewReport Action 1 / 1 < > New

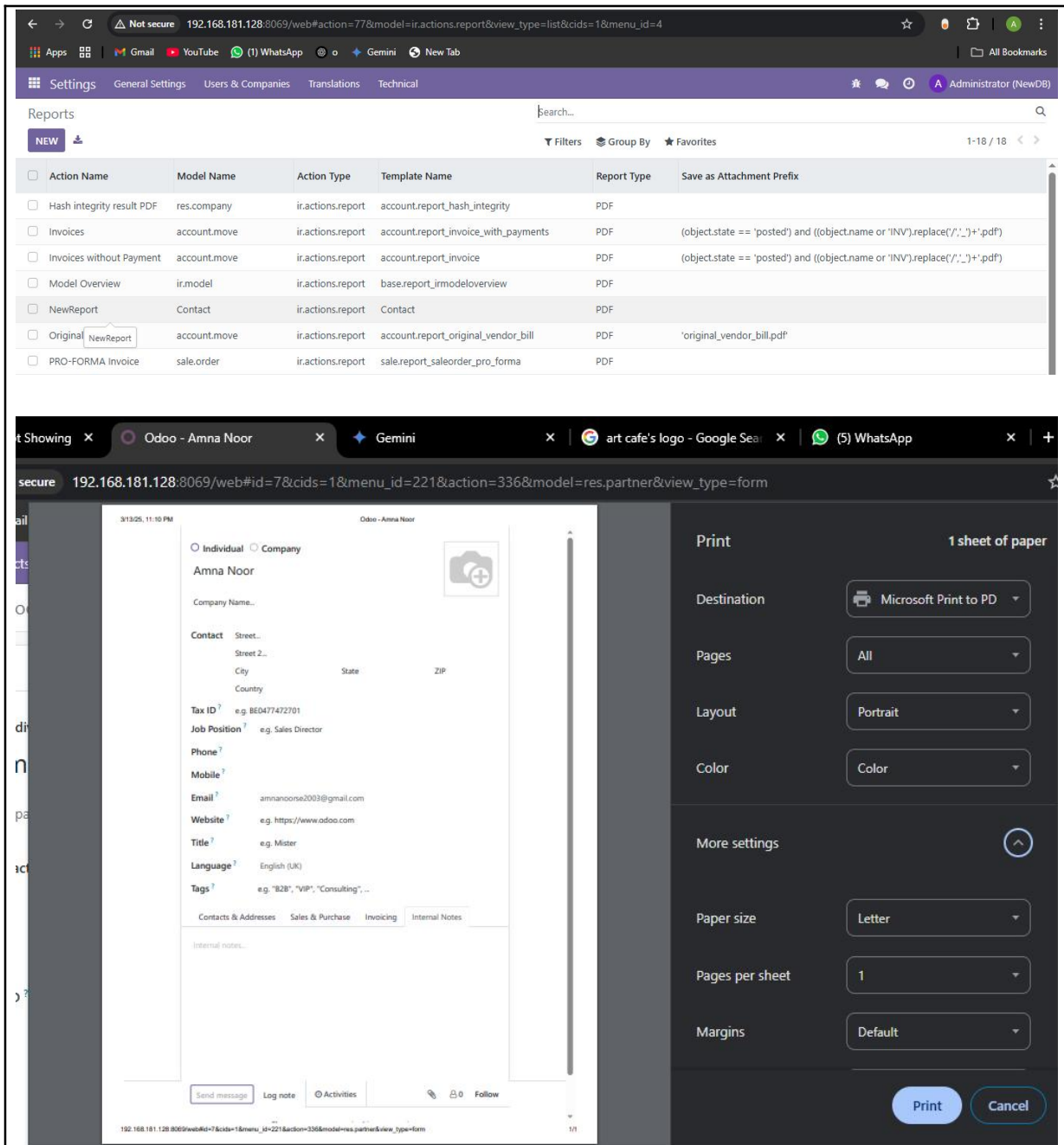
+ Add In The '... </> QWeb Views

Action Name [?]	NewReport	EN	Model Name [?]	Contact
Report Type [?]	PDF		Template Name [?]	Contact
Paper Format [?]	A4		Printed Report Name [?]	PrintedReport EN

Security Advanced Properties

Group Name

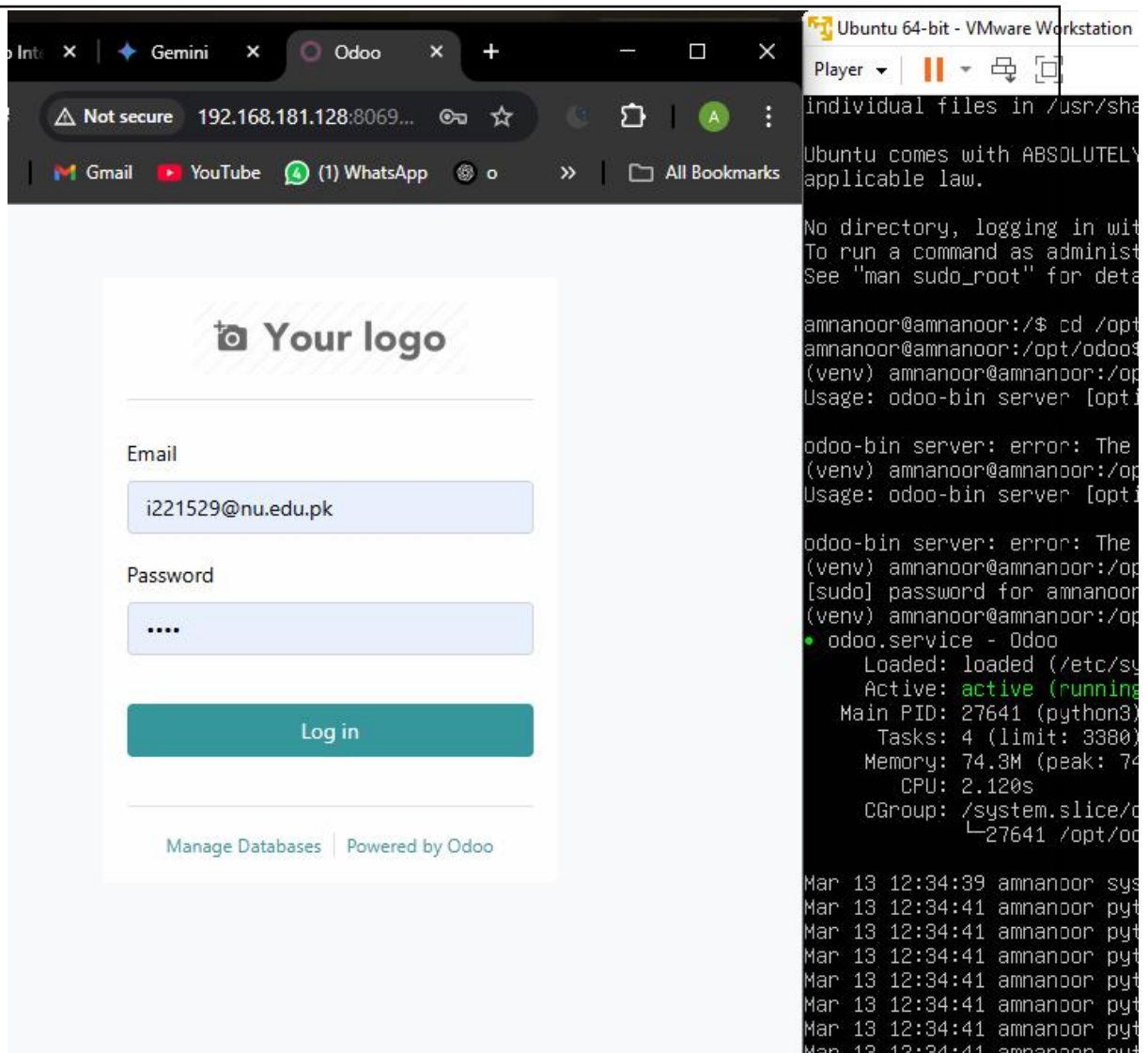
Administration / Access Rights	✕
Lunch / Administrator	✕
Sales / Administrator	✕
Technical / Advanced Pricelists	✕
Add a line	



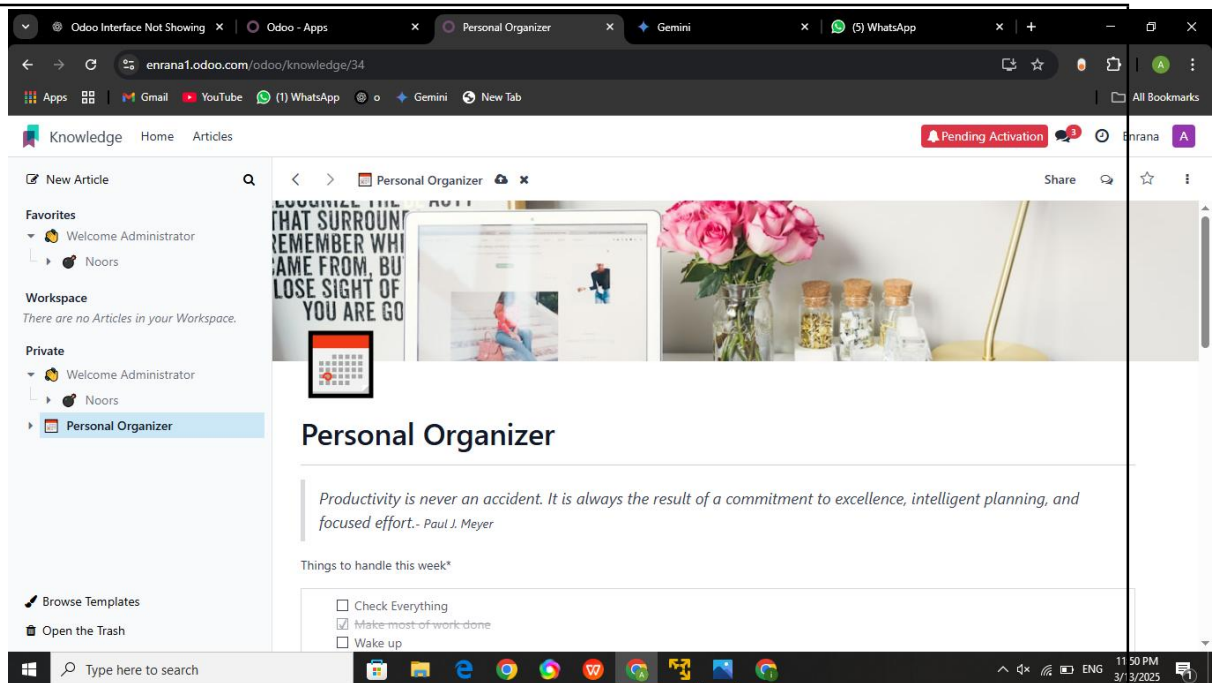
3. Testing and Verification

3.1 Verifying Initial Configuration

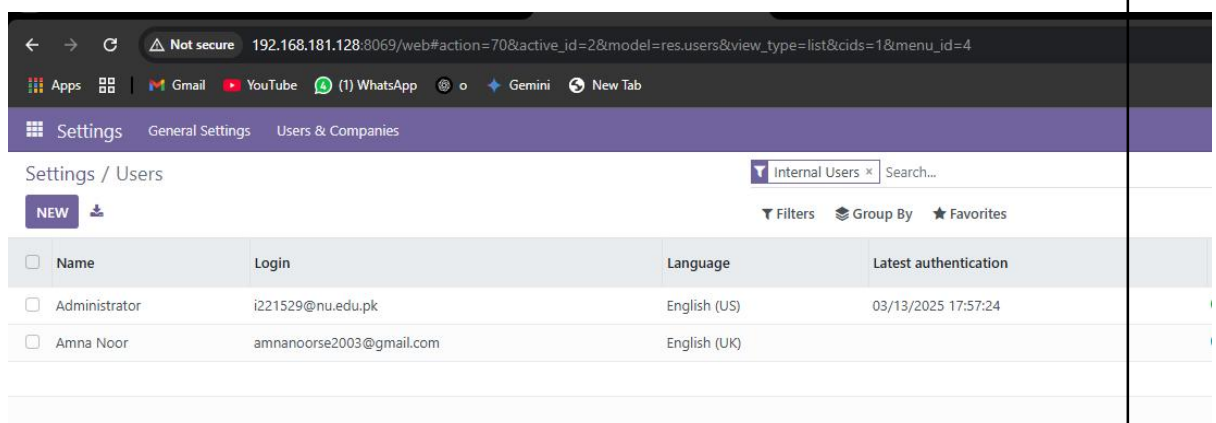
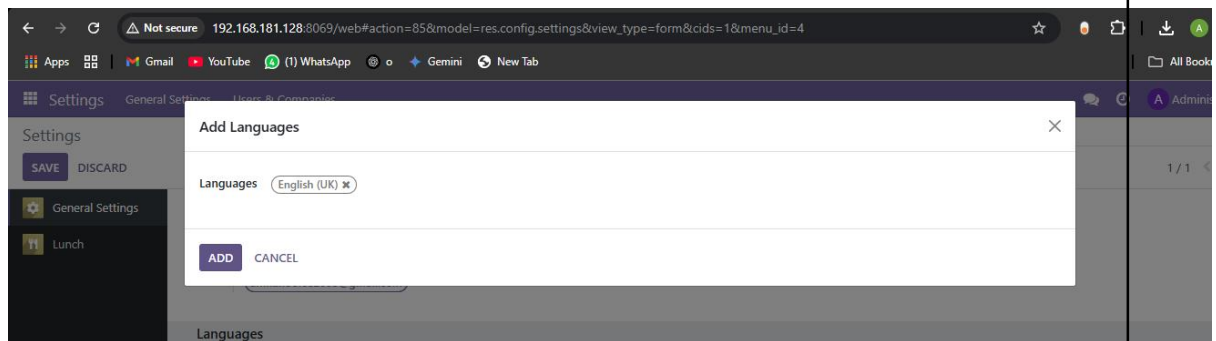
- Confirm user login/logout works.



- Check if new users can access assigned modules.



- Ensure **company details, currency, and language settings** are correctly applied.



3.2 Testing Advanced Configurations

- Validate **custom fields** by creating new records and verifying field visibility.

Odoo Interface Not Showing x Gemini x Odoo - Contact x NoorsCafe x art cafe's logo - Google Search x

Not secure 192.168.181.128:8069/web?id=85&cids=1&menu_id=4&action=18&model=ir.model&view_type=form

Apps Gmail YouTube (1) WhatsApp Gemini New Tab

Settings General Settings Users & Companies Translations Technical Administrator (NewDB)

Models / Contact

tz	Timezone	selection	<input type="checkbox"/>	<input type="checkbox"/>	Base Field	
tz_offset	Timezone offset	char	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Base Field	
use_partner_credit_limit	Partner Limit	boolean	<input type="checkbox"/>	<input type="checkbox"/>	Base Field	
user_id	Salesperson	many2one	<input type="checkbox"/>	<input type="checkbox"/>	Base Field	
user_ids	Users	one2many	<input type="checkbox"/>	<input type="checkbox"/>	Base Field	
vat	Tax ID	char	<input type="checkbox"/>	<input type="checkbox"/>	Base Field	
website	Website Link	char	<input type="checkbox"/>	<input type="checkbox"/>	Base Field	
website_message_ids	Website Messages	one2many	<input type="checkbox"/>	<input type="checkbox"/>	Base Field	
write_date	Last Updated on	datetime	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Base Field	
write_uid	Last Updated by	many2one	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Base Field	
x_nameProduct	Hi_Product	char	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Custom Field	
zip	Zip	char	<input type="checkbox"/>	<input type="checkbox"/>	Base Field	

- Test **automated workflows** by creating sample orders.

Odoo x (8) WhatsApp x Odoo x Gemini x i22152 x (15) x i22152 x Untitled: x report: x Odoo x Odoo x

Not secure 192.168.181.128:8069/web?id=2&cids=1&menu_id=195&action=314&model=sale.order&view_type=form

Apps Gmail YouTube (1) WhatsApp Gemini New Tab

Sales Orders To Invoice Products Reporting Configuration Administrator (NewDB)

Sales Orders / S00002

Print Action 1 / 1 < > New

Add a product Add a section Add a note

Terms and conditions...

Untaxed Amount: 350.00 Rs.
Sales Taxes: 59.50 Rs.
Total: 409.50 Rs.

Send message Log note Activities

Today

Administrator - an hour ago
Quotation confirmed
• Quotation → Sales Order (Status)

Administrator - an hour ago
Sales Order created

Type here to search

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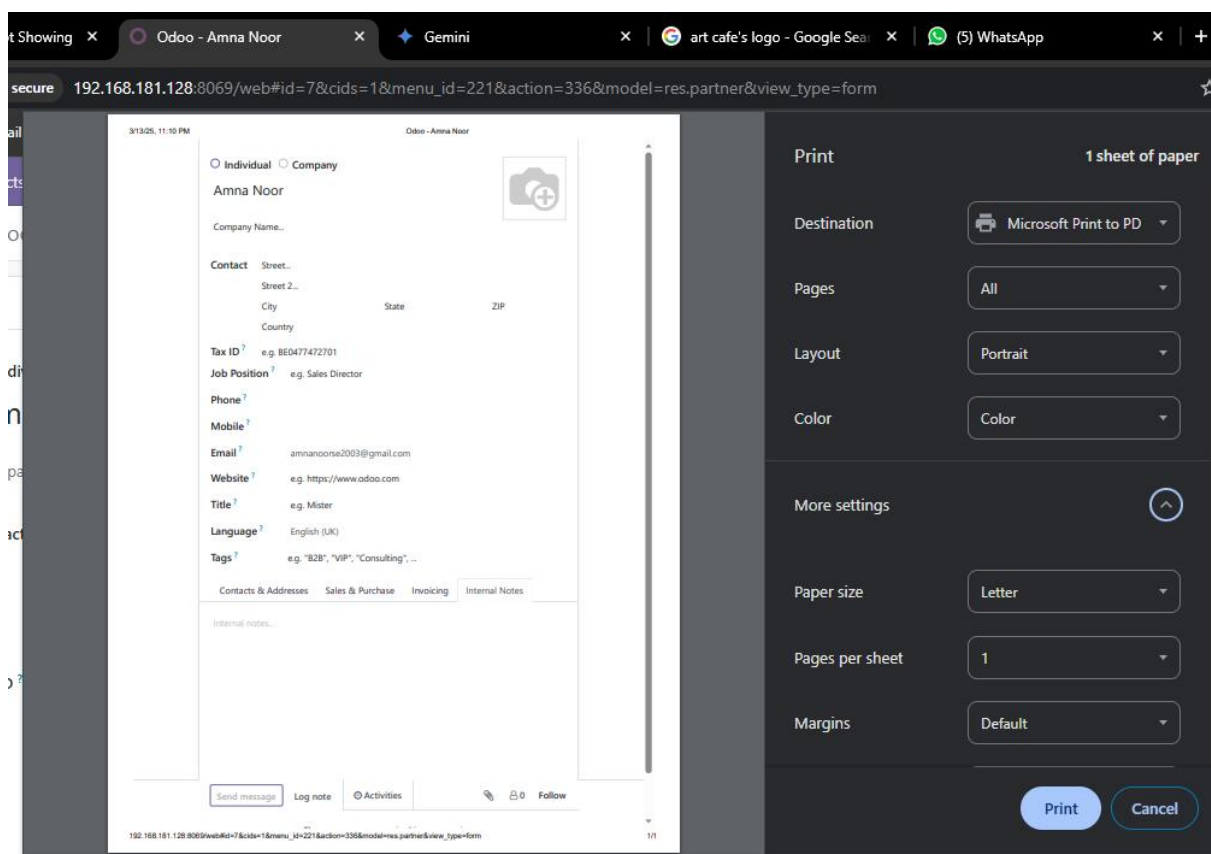
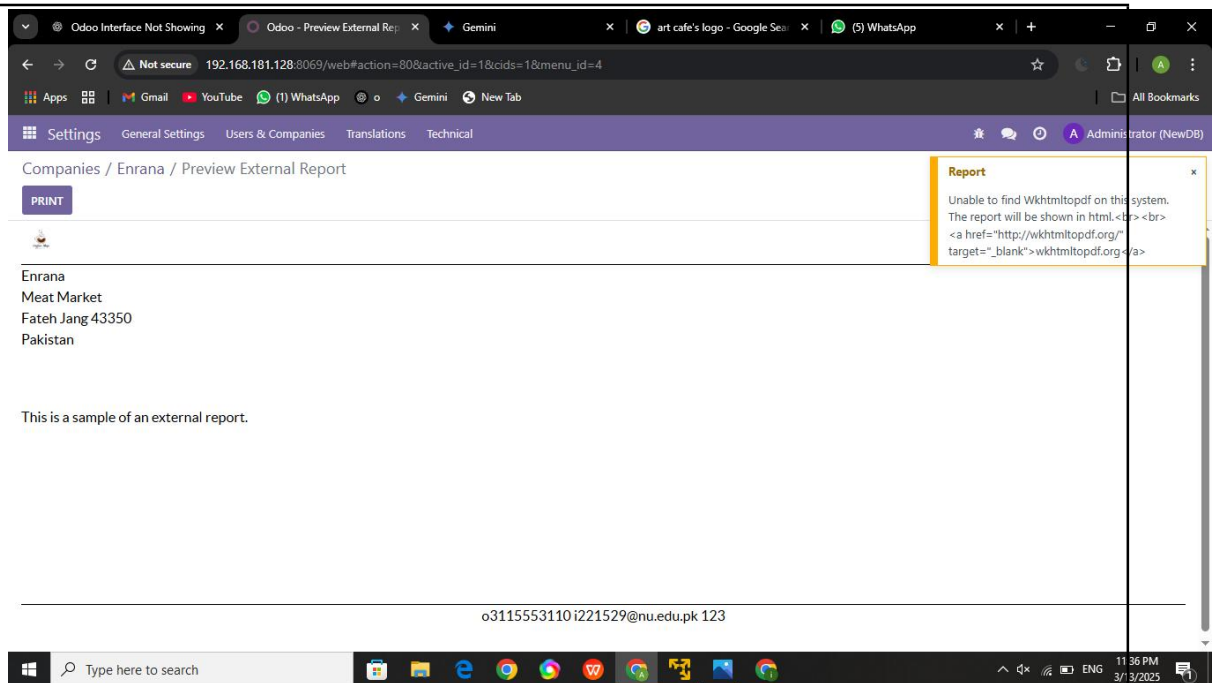
Scheduled Actions

NEW

Filters Group By Favorites 1-2 / 2

Priority	Action Name	Model	Next Execution Date	Interval Number	Interval Unit	Number of Calls	Active
5	Auto Confirm Sales Order	Sales Order	03/16/2025 19:31:00	1	Months	2	<input checked="" type="checkbox"/>
5	Auto Confirm Sales Order	Sales Order	04/13/2025 19:28:43	1	Months	0	<input type="checkbox"/>

- Generate **custom reports** to ensure they display the correct data.



409.50 Rs.

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Salesperson

A

Administrator

Send message

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Sales Order S00002

Order Date: 03/14/2025

Invoicing and Shipping Address:
Lunch Supplier

Pricing

Products	Quantity	Unit Price	Taxes	Amount
Cheese Burger	1.00 Units	350.00	Standard Sales Tax 17%	350.00 Rs.
Untaxed Amount				350.00 Rs.
Sales Taxes				59.50 Rs.
Total				409.50 Rs.