

Kiaan WMS User Guide

Kiaan WMS - Complete User Guide

Kiaan Warehouse Management System is a comprehensive, role-based platform for managing warehouse operations. This guide covers all features from the landing page through each role-specific dashboard.

Access URL: <https://wms.alexandratechlab.com>

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1. Getting Started

System Requirements

- Modern web browser (Chrome, Firefox, Safari, Edge)
- Screen resolution: 1280x720 minimum (1920x1080 recommended)
- Stable internet connection

Accessing the System

- 1. Open browser and navigate to:
<https://wms.alexandratechlab.com>
- 2. Click “Get Started” or go to:
<https://wms.alexandratechlab.com/auth/login>
- 3. Select your role or enter credentials
- 4. You’ll be directed to your role-specific dashboard

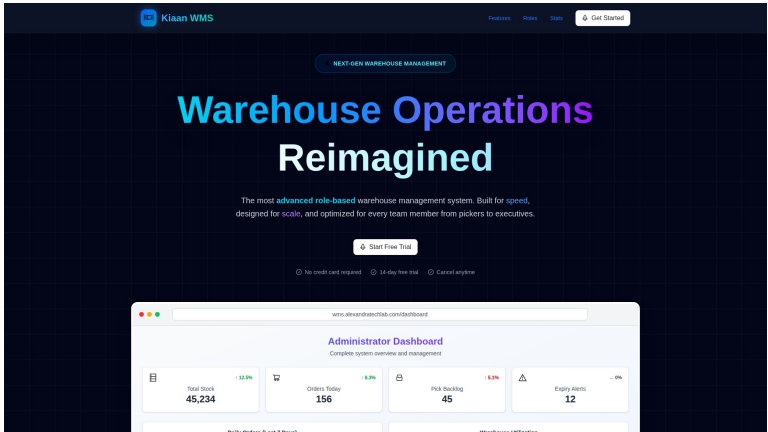
User Roles Overview

Role	Access Level	Primary Functions
Super Admin	Full system	All features, multi-company management
Company Admin	Company-wide	User management, configuration
Warehouse Manager	Warehouse-wide	Operations, reports, team management
Picker	Picking tasks	Pick lists, inventory locations

Packer	Packing tasks	Pack orders, shipping labels
Viewer	Read-only	View reports and dashboards

2. Landing Page

Hero Section



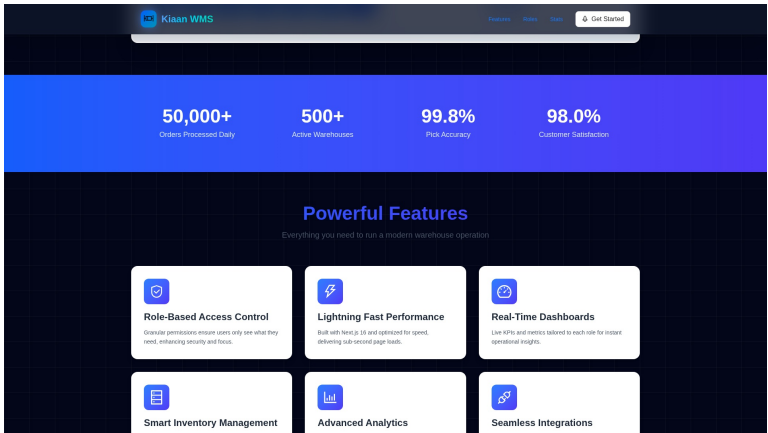
Landing Page Hero Section

The landing page features a modern, professional design with:

Main Elements: - **Animated Background** - Dynamic gradient effects - **Hero Title** - “Warehouse Operations Reimagined” - **Tagline** - “The most advanced role-based warehouse management system” - **Trial Benefits:** - No credit card required - 14-day free trial - Cancel anytime

Navigation: - Features - Platform capabilities - Roles - User role information - Stats - Performance metrics - Get Started - Login button

Features Section



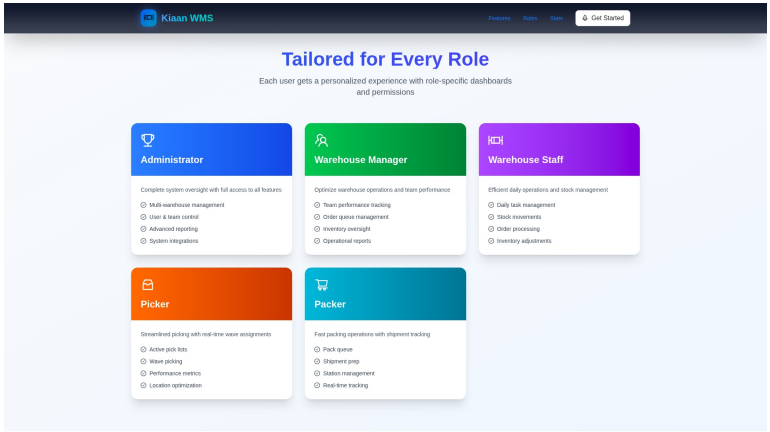
Platform Features

Core Features:

Feature	Description
Role-Based Access Control	Granular permissions for each user type
Lightning Fast Performance	Built with Next.js for sub-second page loads

Real-Time Dashboards	Live KPIs tailored to each role
Smart Inventory Management	Track stock, batches, serial numbers, expiry dates
Advanced Analytics	Comprehensive reports and insights
Seamless Integrations	Connect with Amazon, Shopify, eBay via API

Roles Section



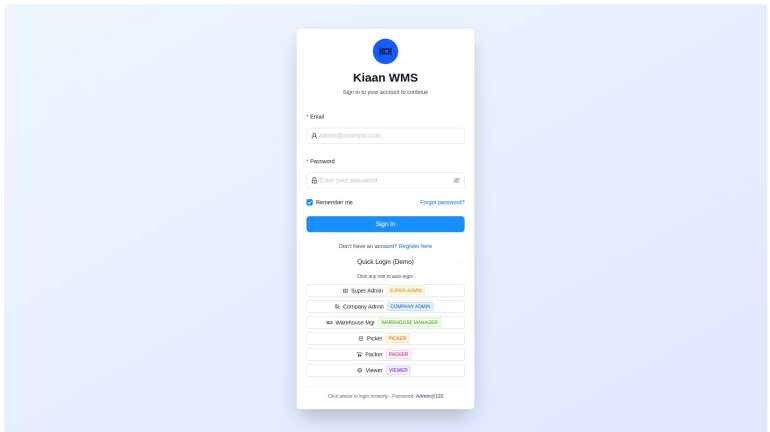
User Roles Preview

Available Roles:

- **Administrator** - Complete system oversight, user management
- **Manager** - Team oversight, reporting, operational decisions
- **Supervisor** - Floor operations, task assignment
- **Picker** - Order picking, inventory location
- **Packer** - Order verification, packaging
- **Receiver** - Inbound goods, quality inspection

3. Authentication

Login Page



Login Page

Login Options

Manual Login: 1. Enter Email Address 2. Enter Password 3. (Optional) Check “Remember me” 4. Click “Sign In”

Quick Demo Login: The login page provides quick access buttons for testing different roles: - Super Admin - Company Admin - Warehouse Manager - Picker - Packer - Viewer

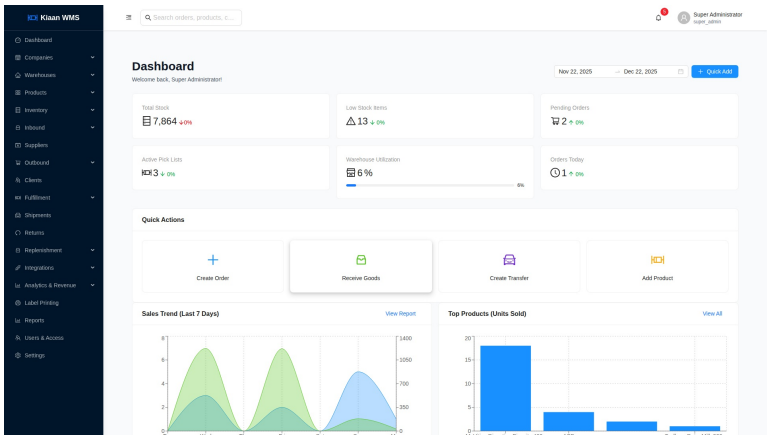
Form Fields

Field	Description
Email	Your registered email (e.g., admin@example.com)
Password	Your secure password
Remember me	Stay logged in on this device

Password Recovery

Click “Forgot password?” to reset your password via email.

4. Super Admin Dashboard



Super Admin Dashboard

Overview

The Super Admin has complete system access across all companies and features.

Dashboard Metrics:

Metric	Description
Total Stock	Current inventory count across all warehouses
Orders Today	Daily order volume with trend indicator
Pick Backlog	Orders waiting in the pick queue
Expiry Alerts	Products approaching expiration date

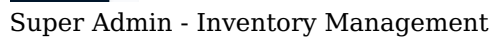
Charts & Visualizations

Daily Orders Chart: - 7-day order trend visualization - Bar chart showing daily volumes - Color-coded current day

Warehouse Utilization: - Circular gauge showing capacity usage - Percentage of warehouse space utilized - Clear visual of available space

Navigation Menu

Inventory Management

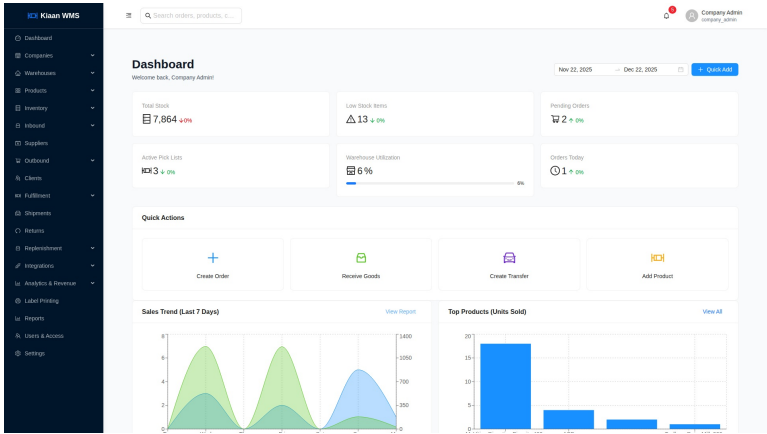


404 This page could not be found.

User Management



5. Company Admin Dashboard



Company Admin Dashboard

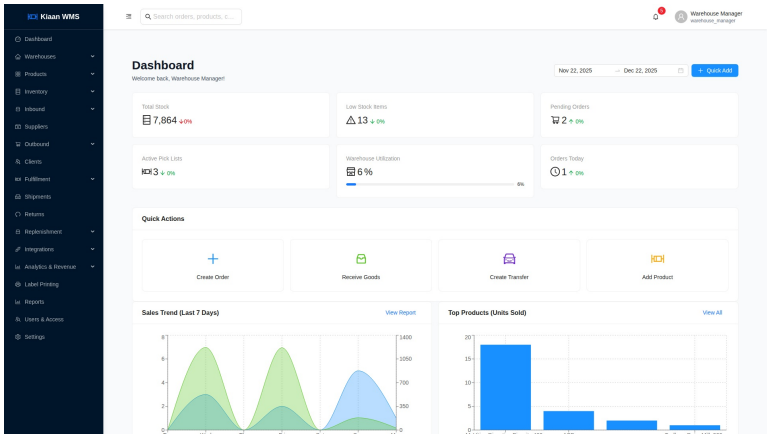
Overview

The Company Admin manages operations within their assigned company.

Key Responsibilities: - User management for the company - Warehouse configuration - Operational reporting - System settings

Dashboard Features: - Company-specific metrics - User activity overview - Warehouse performance - Alert management

6. Warehouse Manager Dashboard



Warehouse Manager Dashboard

Overview

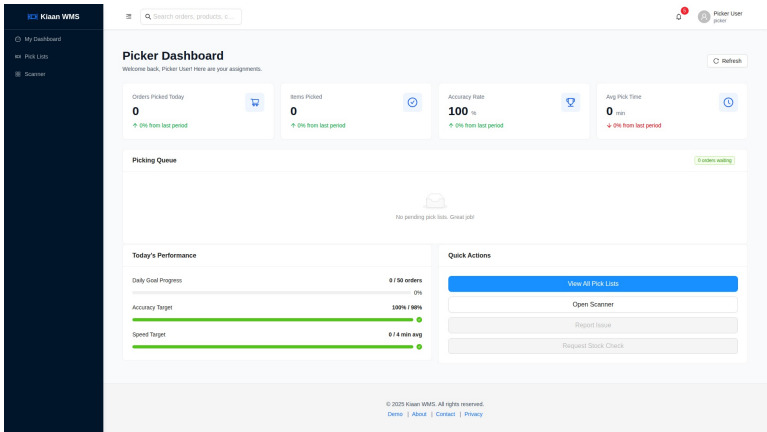
The Warehouse Manager oversees daily operations and team performance.

Key Functions: - Monitor warehouse KPIs - Manage picking and packing teams - Track order fulfillment - Generate operational reports - Handle exceptions

Dashboard Metrics: - Orders in progress - Pick completion rate - Team productivity - Shipping status

Management Tools: - Task assignment - Performance tracking - Workload balancing - Exception handling

7. Picker Dashboard



Picker Dashboard

Overview

The Picker interface is optimized for efficient order picking operations.

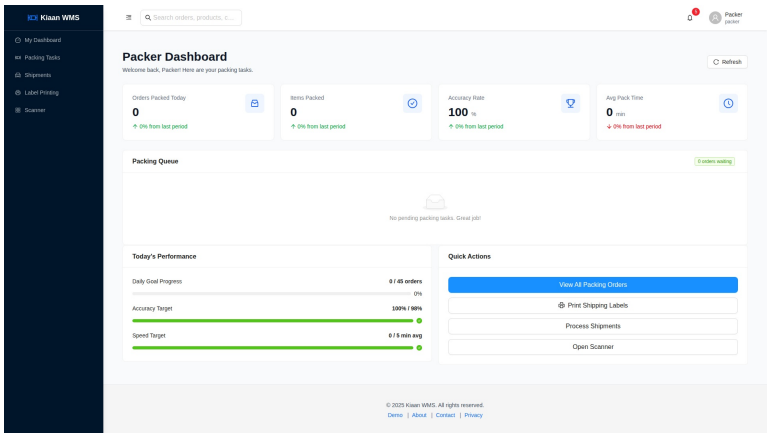
Main Features: - Active pick list display - Optimized pick path routing - Item scanning verification - Quantity confirmation - Location guidance

Picking Workflow:

1. **Receive Assignment** - Get pick list from queue
2. **Navigate to Location** - Follow guided path
3. **Locate Item** - Find in designated bin
4. **Scan/Verify** - Confirm correct item
5. **Pick Quantity** - Take required amount
6. **Confirm** - Mark item as picked
7. **Continue** - Move to next item
8. **Complete** - Finish pick list

Performance Tracking: - Items picked today - Pick accuracy rate - Time per pick - Distance traveled

8. Packer Dashboard



Packer Dashboard

Overview

The Packer interface streamlines order packing and shipping preparation.

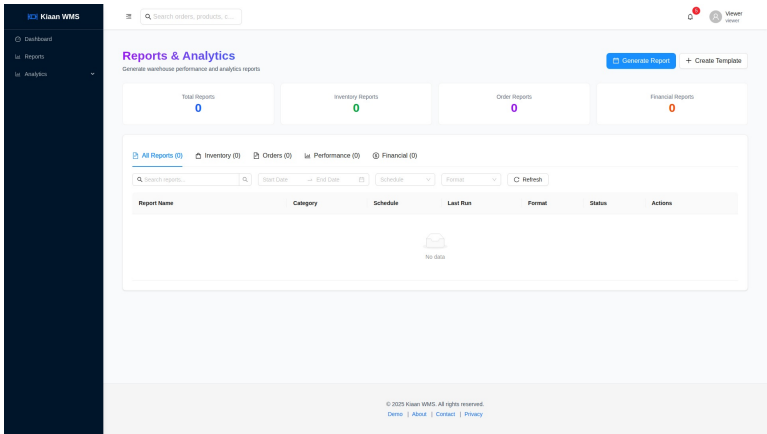
Main Features: - Orders ready to pack queue - Item verification checklist - Box/packaging selection - Label printing - Shipping integration

Packing Workflow:

- 1. **Select Order** - Choose from ready queue
- 2. **Verify Items** - Confirm all items present
- 3. **Select Packaging** - Choose appropriate box
- 4. **Pack Items** - Secure items in box
- 5. **Add Documents** - Include packing slip
- 6. **Print Label** - Generate shipping label
- 7. **Apply Label** - Attach to package
- 8. **Stage** - Move to shipping area

Packing Stats: - Orders packed today - Average pack time - Accuracy rate - Packages by carrier

9. Viewer Dashboard



Viewer Dashboard

Overview

The Viewer role provides read-only access to system data and reports.

Access Level: - View dashboards and reports - No edit or create permissions - Ideal for stakeholders and auditors

Available Views: - Inventory status - Order tracking - Performance reports - Historical data

10. Common Features

Inventory Management

Stock Operations:

Operation	Description
Receive	Accept incoming inventory

Putaway	Store in designated locations
Pick	Retrieve for orders
Pack	Package for shipping
Ship	Dispatch to carrier
Adjust	Correct quantities
Transfer	Move between locations

Order Management

Order Workflow:

New → Allocated → Picking → Picked → Packing → Packed → Shipped → Delivered

Order Statuses:

Status	Description
New	Just received
Allocated	Stock reserved
Picking	Being picked
Picked	Items collected
Packing	Being packed
Packed	Ready to ship
Shipped	With carrier
Delivered	Complete

Reports

Available Reports: - Inventory Summary - Order Volume - Pick Performance - Pack Efficiency - Shipping Analysis - User Activity

Settings

Configuration Areas: - Company information - Warehouse setup - User management - Integrations - Notifications - Label formats

Quick Reference

Keyboard Shortcuts

Shortcut	Action
Esc	Close modal
Enter	Submit form
Tab	Next field

Support

For assistance: - Use in-app help (? icon) - Contact system administrator - Check documentation

Kiaan WMS - Streamlining warehouse operations for modern businesses.

