

Business Report

Subject: Order Detail

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Introduction

The order details page prototype provides the final step when customizing a product, specifically a cake in this case. It lists important information the customer must be aware of before the product is placed. The page includes necessary details about the customization, payment process, and pickup schedule. Additionally, each order is assigned a unique ID for tracking, and staff members sign off on the order, allowing the business to monitor performance and customer preferences.

Fields

1. Order Details

- Product Chosen – The name and customization boxes to create order of selected product.
- Customization details – Cake size and name, Layer 1 (bottom) flavor, Layer 2 (top) flavor, filling type based on the number of fillings chosen, icing flavor, icing color, writing color, writing on cake, decorations, and photo's, clippings, or product examples provided by customer.
- Subtotal price – The total before applying deposit, but with applied discount if applied to customer account.
- Payment method – choice of cash made in person or card but must have 50% deposit for order to be in process. Choice of card will allow pop up of credit card details with encryption.
- Pickup Date/Time - The scheduled date and time for order pickup with warning to customer to place order 2 days in advance. Calendar will pop up and have restrictions placed to valid dates and times.
- Additional notes – any additional information provided by the customer for the baker to be aware of.

Conclusion

This report provides a detailed summary of the bakery's order process, helping staff track product selections, customization details, payment status, and pickup information. By organizing the order data in a clear and structured manner, the report ensures that orders are processed efficiently and accurately. It also helps to keep customers informed about necessary payments and pickup timing. Including order details, payment information, and pickup schedules helps streamline the bakery's internal workflow, ensuring smooth and efficient order management. Furthermore, this organized data offers key insights for decision-making and business analysis, enabling the bakery to operate effectively while fulfilling customer expectations.