User Manual – FINVORY

This user manual aims to guide users step by step through the FINVORY system, allowing them to use all its functionalities without the need for technical assistance or support from a programmer. The system offers two types of accounts: Company Account and Personal Account. Each account type has specific functionalities, which are clearly and orderly described in this document.

System Requirements
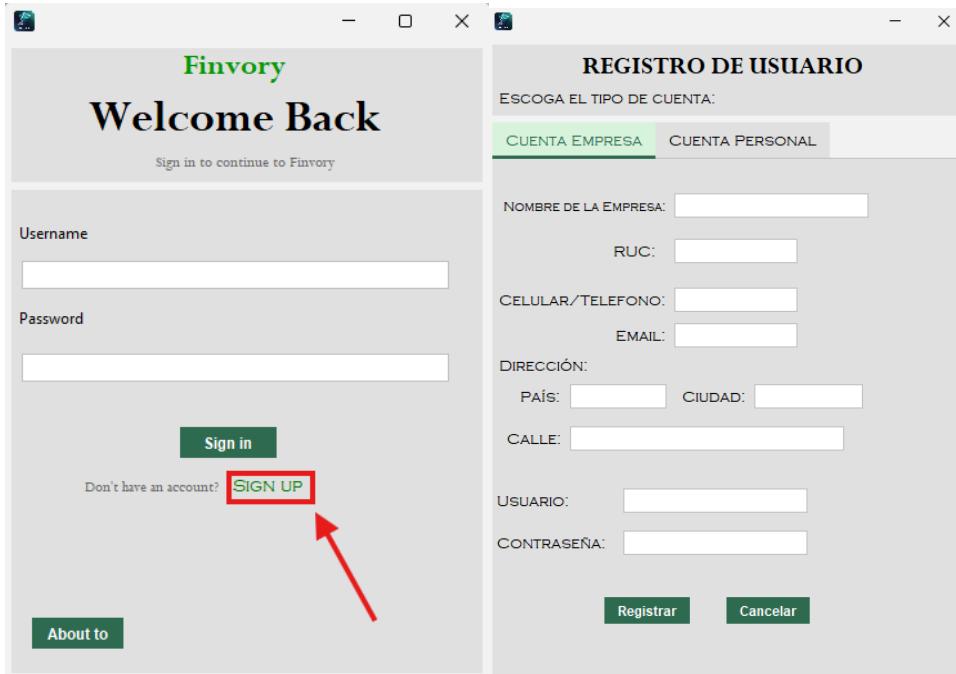
- The user must have an Authenticator application installed for two-step verification.
- The user must have JDK 24 correctly installed and configured on the system to ensure proper execution of the program.

Company Account

1. Registration and Use of Company Account
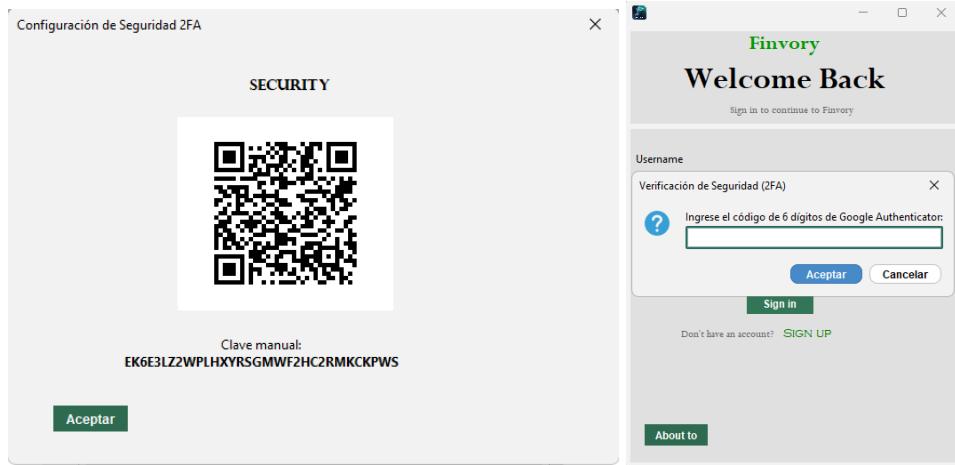
1.1 Company Account Registration

To register a company account, the user must select the option "SIGN UP", which will redirect them to the registration window. In this section, the user must choose the option "Cuenta de Empresa". Next, the system will request the required information, such as the company name, email address, and password, in order to complete the registration process.


1.2 Authentication with Authenticator

Once the registration process is completed, the system will request the configuration of two-step authentication using an Authenticator application. To do so, the user must scan the provided QR code and press the "Aceptar" button. Subsequently, the system will redirect the user to the login window, where they must enter their username and password. Finally, the system will request confirmation of the verification code generated by the Authenticator application to complete the authentication process.

1.3 Company Account Main Menu

After logging in, the Main Menu will be displayed, from which the user can access the options Inventarios, Proveedores, Clientes, Ventas, Reportes, and Administración.

1.4 Finvory Item

In the "Finvory" menu, the user can access the options "Mi Perfil", "Salir", and "Cerrar Programa". The option "Salir" allows the user to return to the login window, while "Cerrar Programa" completely closes the system.

When selecting the option "Mi Perfil", the user can view and edit their account information. This section is divided into General Information, where the user can change their password; General Address, which allows management of location data; and Price Configuration, where profit margins, applied product taxes, and discounts based on customer type are defined.

1.5 Management Item

In the "Gestión" section, the user has access to the options "Clientes", "Inventarios", and "Proveedores".

- **Clients**

  In this section, the user can view a table displaying the registered client data, including ID, names, phone number, email address, and customer type.

  To add a client, the user must select the add button, which will display a window where the corresponding client information must be entered, and the customer type must be assigned.

  If the user wishes to edit the information of a registered client, they must select the client from the table. Once selected, the edit and delete options will be enabled. All client data can be modified except for the RUC or identification number (CI).

To delete a client, the user must select the client from the table, press the delete option, and confirm the action in the confirmation message displayed by the system.

- **Inventories**

In this section, the user can select previously registered inventories for viewing.

Once an inventory is selected, the system will display information about the registered products, including prices for different customer types (STD: Standard, PRM: Premium, and VIP), available stock, and the stock of products located in the obsolete section.

Additionally, the user will see the options "Ver Obsoletos", "Productos", "Nuevo Inventario", and the program icon, which allows returning to the main menu when selected.
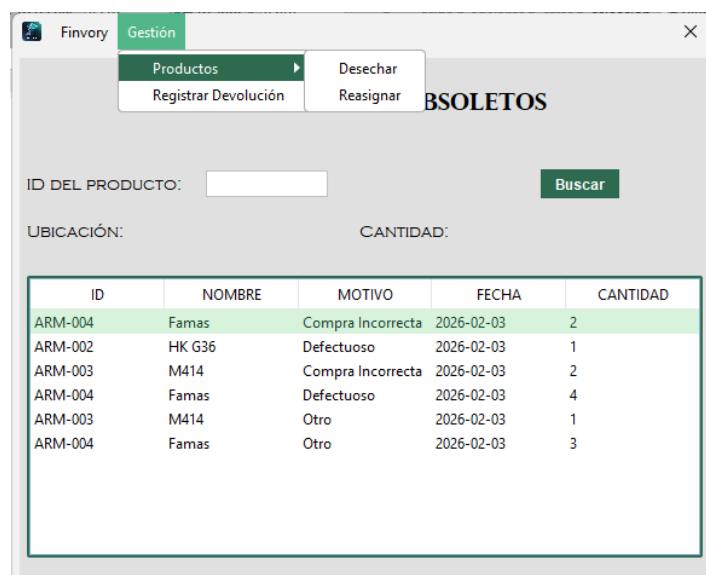
- o **View Obsolete**

  In the "Ver Obsoletos" option, the system will display a window showing the inventory of products registered as obsolete.

  In this window, the user can search for products by their ID and view a table containing all product information, including the reason for return, such as incorrect purchase, defective product, or other reasons, as well as the registered quantity.
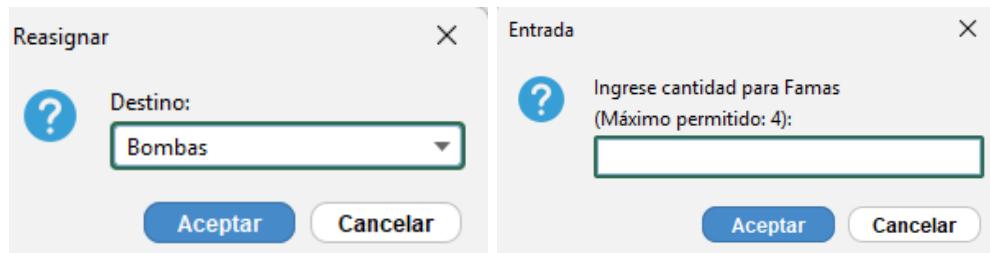
Within this window, at the top, there is the Gestión option, from which the user can discard an obsolete product, reassign it to an inventory, or register a return.

If the user selects the "Desechar" option, they can completely discard an obsolete product. To do so, the user must select the product from the table, after which the system will display a message requesting the quantity to discard, which cannot exceed the registered quantity.
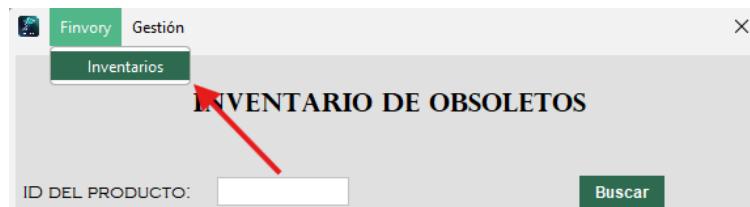
If the user selects the "Reasignar" option, they can send an obsolete product to a specific inventory of their choice. The system will request the quantity to be reassigned, which cannot be greater than the registered quantity.

In the "Registrar Devolución" option, the user can record a product return by entering its ID, quantity, reason, and return date. Once all the data is completed, the user must confirm the return for the record to be saved.

To return to the inventories menu from this window, the user must select the "Inventarios" option.

o **Products**

In the "Productos" option, the user can view the list of products registered in the selected inventory.

In this section, all product information is displayed, including prices for each customer type, available stock, and stock corresponding to obsolete products.

To register a new product, the user must select the option "Agregar nuevo producto", which will display a registration form window. In this form, the user can select a previously registered supplier, and the inventory shown will be the one currently selected.


If the user wishes to edit a product, they must select it from the table and press the "Editar" button. In this option, all fields can be modified except for the product ID and the assigned inventory.
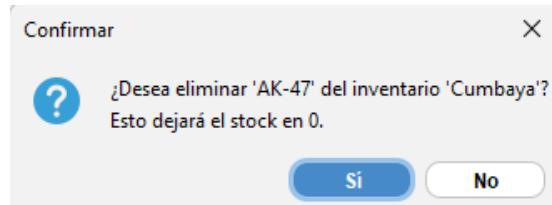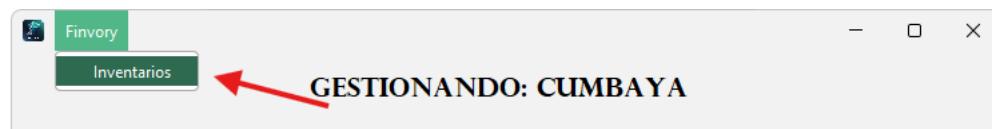
To delete a product, the user must select it from the table and press the "Eliminar" option. The system will display a confirmation message before completing the action.

The "Mover Productos" option allows the user to transfer the entire stock of a product to another inventory previously registered in the system.


To return to the inventories menu, the user must select the "Inventarios" option.

o **New Inventory**

In the "Nuevo Inventario" option, the user can register a new inventory in the system.

To complete the registration, the user must enter the required information in the corresponding form, such as the inventory name, country, and city, as shown on the registration screen.

- **Suppliers**

In the "Proveedores" option, within the Inventories menu, the user can access information about the suppliers registered in the system.

In this section, the user can add new suppliers, as well as edit and delete existing suppliers as needed.

1.6 Administration Item

In the "Administración" section, the user has access to the options "Precios" and "Reportes".

- **Prices**

  In the "Precios" option, the user can update the profit applied to products, the discounts assigned to each customer type, and the tax rate configured in the system.

- **Reports**

  In the "Reportes" option, the system offers three types of reports, which allow the user to filter information using a date range and export the generated results.

  o **Sales Report**
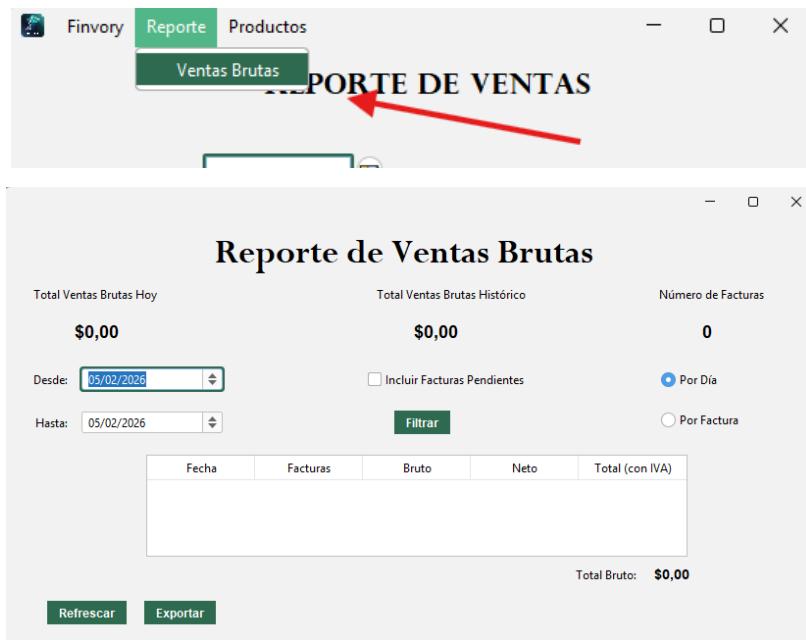
    In the Sales Report, the user can view information related to issued invoices, customers, and sales totals, with the system automatically calculating total sales.

    Within the section Report – Ventas Brutas, the user can obtain information related to daily gross revenue and historical gross revenue generated by the company.

In the option Productos – Productos Demandados, the user can view a table showing the products with the highest demand, calculated based on the invoices registered in the system.

- **Customer Report**

  In the Customer Report, the user can view customer activity, including data such as purchase frequency and total amount invested.

  REPORTE DE ACTIVIDAD DE CLIENTES

  | AÑO: 2026 | MES: Todos los meses | Buscar |

Cliente	Frecuencia de Compra	Monto Invertido
Olga	1	776,16

  Exportar

- **Supplier Report**

  In the Supplier Report, the system displays a table showing the quantity of products supplied by each registered supplier.

  REPORTE DE DESEMPEÑO DE PROVEEDORES

  PERIODO DE ABASTECIMIENTO

  | AÑO: 2026 | MES: Todos los meses | Buscar |

Proveedor	Productos Suministrados
Cristiano Ronaldo dos Santos Aveiro	3

  Exportar

1.7 Sales Item

In the option Ventas – Nueva Venta, the user can search for clients using their name or identification number (CI).
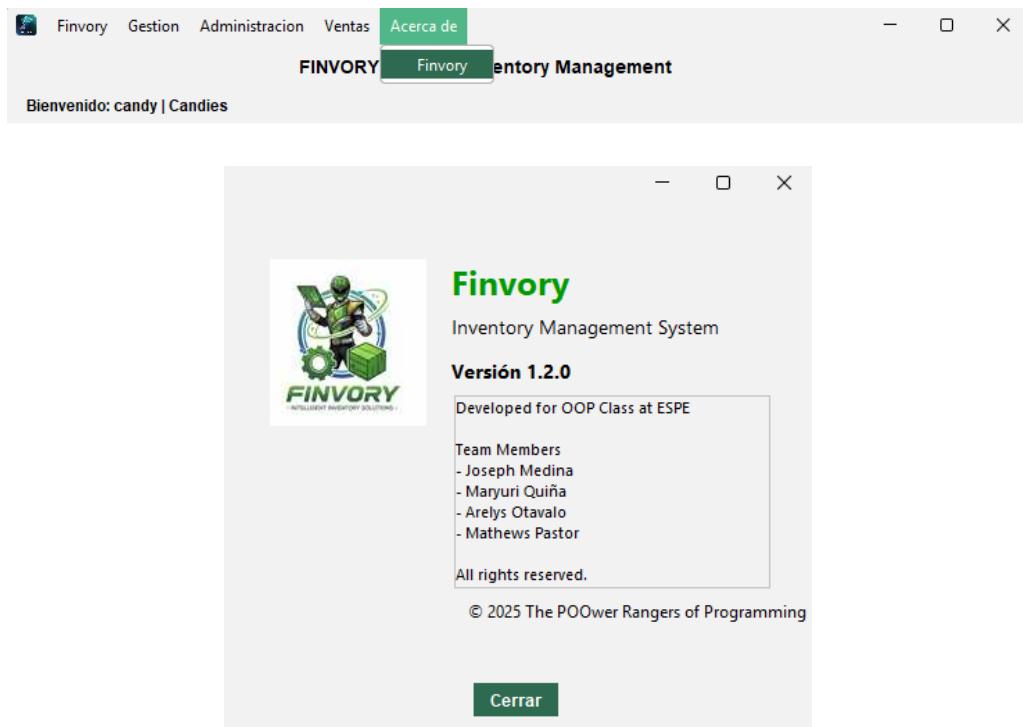
In this section, the invoice number is automatically generated along with the corresponding date. Afterwards, by selecting the option "Gestionar Lista", the user can choose the products, enter the desired quantity, and confirm the sale. The system automatically performs all corresponding calculations.

1.8 About Item

In this option, the user can find general information about the program, as well as information about the authors of the system.

Finvory

Inventory Management System

Versión 1.2.0

Developed for OOP Class at ESPE

Team Members
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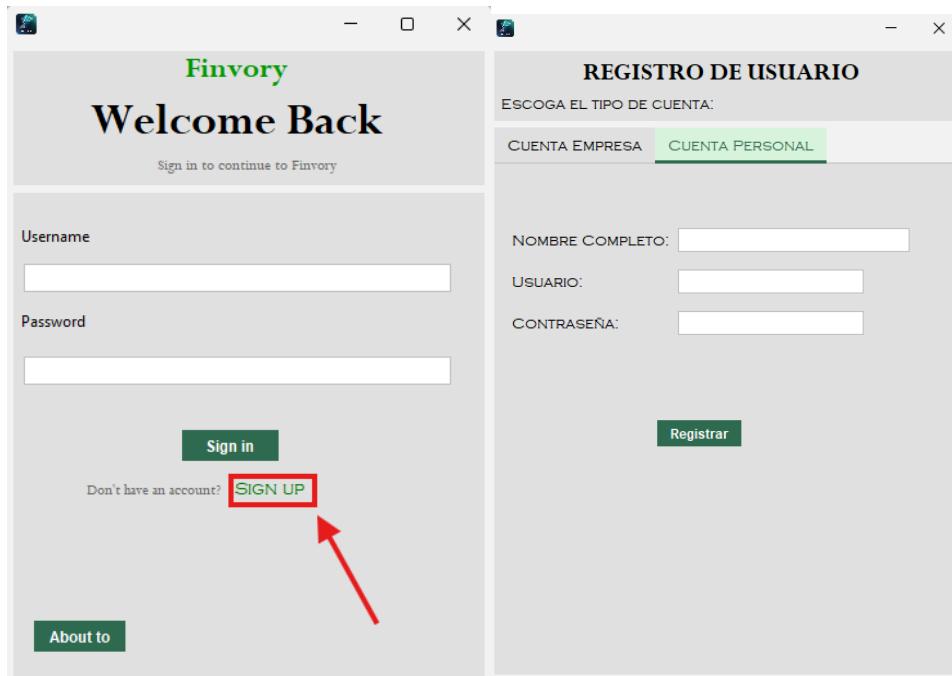
Personal Account

2. Registration and Use of Personal Account
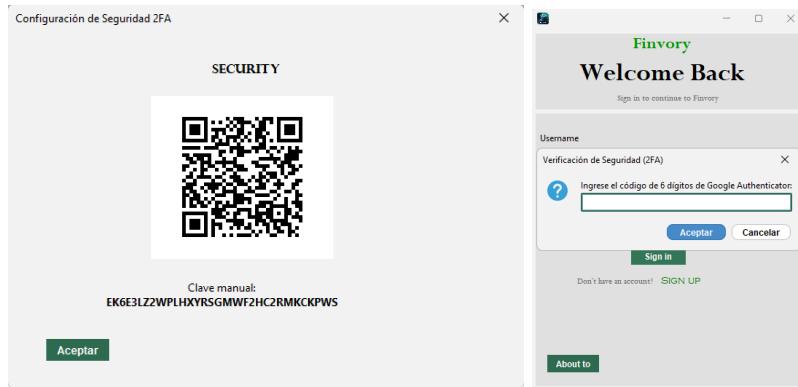
2.1 Personal Account Registration

To register a personal account, the user must select the option "SIGN UP", which will redirect them to the registration window. In this section, the user must choose the option "Cuenta Personal". Next, the system will request the basic information required to complete the registration.
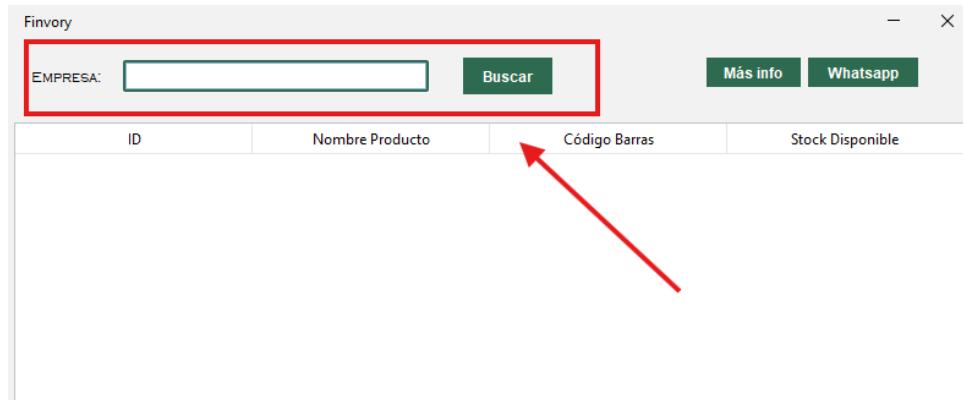

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2.3 Personal Account Main Menu
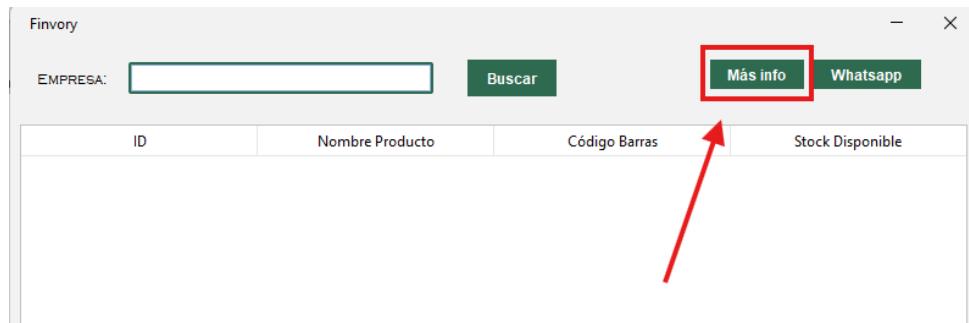
The personal account allows the user to search for companies registered in the system, view available products, and check their availability.

2.4 Contact whit Companies

Through the WhatsApp button, the user can communicate directly with the selected company. Additionally, if the user wants more information about the company, they can select the option "Más info", where detailed information about the selected company will be displayed.

2.5 User Profile

The user can access the "Finvory" menu and select the option "Mi Perfil". In this section, the user can upload a profile image, edit personal information, and change their password.

From the same menu, the user can also select the option to exit and return to the login window, as well as completely close the program.