**COURIER MANAGEMENT SYSTEM**

**FOR: CORPORATE COURIER AND CARGO TRACKING BUSINESS**

**PROJECT SCOPE**

SEPTEMBER 20, 2022

**OVERVIEW**

1. **Project Background and Description**

Corporate Courier and Cargo Tracking is a startup located in Nairobi Kenya. This business intends to use the web-based Courier management system to support accessibility of courier services to business and individuals.

The system will be used for everyday courier activities such as adding, deleting and updating the status for couriers as delivered or not.

1. **Project scope**

Courier management system will have different modules and will be accessible over the internet through smart phones, ipads, laptops and desktops. The modules will be:

1. **Login module**

Only admins will be required to login to the website. Admins will be able to:

* Manage and update the data
* Place customer order
* Track the cargo using unique consignment numbers
* Edit and update the details of different orders.

1. **Courier order placement**

This will require customers to provide relevant details such as:

* Their location
* Their phone number
* The location of the receiver
* The phone number of the receiver
* The type of goods to be transported including parcels and the means of transport.

1. **Order tracking**

* The system will generate a consignment number for the goods.
* Customers will use this consignment number to track the location of their goods.
* They will be able to view the status of their goods as either being in transit or delivered.

1. **Reports**

|  |  |
| --- | --- |
| Report of status of goods |  |
| Report of the transporting officers |  |
| Report of all pickup date/time |  |

1. **High level requirements**

Courier Management will be a web-based system which will be easily accessed by any device with the latest browser and internet connection. The system will allow:

* Both customers and admins to access the system without downloading any software.

1. **Deliverables**

* Accessible Web based application
* Database consisting of all the data
* UI prototype

1. **Affected parties**

* Management/Administrators
* customers

1. **Affected business processes or systems**

* Admin Login
* Order placement
* Order tracking
* Quote requesting
* Adding an office and managers.

1. **Specific exclusions from scope**

* Billing process using direct MPESA connection
* Real time tracking of goods using google maps API

1. **Implementation plan**

The system will be built as per the modules. First the login module will be implemented to enable admins to login and manage all data.

A database will be created to store all necessary user information including login details.

Then modules comprising of order placement and tracking will be implemented. The resulting prototype will be tested to ensure that the system achieves its functionality and that the user interface and experience are as optimized as possible.

1. **High level timeline/schedule**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| # | Date | Description | Dep. | Comments |
| 1 | 22/09/2022 | Wireframes |  |  |
| 2 | 29/09/2022 | Login module implementation | #1 |  |
| 3 | 6/10/2022 | Order placement module implementation | #2 |  |
| 4 | 20/10/2022 | Order tracking module implementation | #3 |  |
| 5 | 27/10/2022 | Management training | #4 |  |
| 6 | 3/11/2022 | Customer training | #5 |  |