

PETROVSKI Inc.

Silk Threads
1234 Silk Court
Mississauga, Ontario L1M 2O3
Canada

9-Dec-2017

Dear Mr. Torino,

I am writing to inform you about the status of the new business system prototype for your company. I am pleased to provide you with a proposed interface design for the web site. Further to your approval on the new systems requirements report, I am delighted to tell you that your web site design has been confirmed and approved.

I enclose a printed copy of the new systems user interface document for your review and approval. I would appreciate it if you could send me your approval by Monday 17-Dec-2017.

I look forward to meeting you.

Yours sincerely,

Nikola Petrovski

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Internal Approval Signatures:A handwritten signature in black ink that reads "Nikola Petrovski".

9-Dec-2017

Nikola Petrovski_____
Date**PETROVSKI BUSINESS DEVELOPMENT REPRESENTATIVE****Client Approval Signature:**_____
Anthony Torino_____
Date**SILK THREADS OPERATIONS DIRECTOR**

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1.0 SUMMARY

A new business system web site development project was assigned to PETROVSKI by Silk Threads. All new systems requirements were identified and approved by both parties. The major proposed changes apply to 5 operational areas in the new integrated system. Based on the earlier business case study, the investigation report, and new system requirements document mock-ups for GUI screens and reports were created. The challenge was to design a brand-new system that does not supersede any existing online system and provide competitive user experience.

The web site will address five new system requirements based on the Silk Threads' needs. Listed by category, these are the main instances where user interface members are developed.

PROCESS: The website supports transactions to process new sales orders and collaboration window to service sports teams with artistic uniform personalization.

OUTPUT: The generation of reports is provided by Oracle cloud database through a global network of data centers. The fast-selling-item report adds business intelligence to Silk Threads. It triggers reorder process for item that exceed the anticipated sales volume.

INPUT: PDF forms support an interface for digital signature functionality. The online input methods utilize RFID and the new systems include immediate validation and availability of data.

CONTROL: The system generates reports for defective items received and it includes the defect type, description and date. These processing errors can be logged and efficiently analyzed.

PERFORMANCE: Personalization order approval status is shown with interface values: In Progress, Approved, and Cancelled.

2.0 INTRODUCTION

This document contains 4 major sections: Menu Structure, GUI Mock-ups, Reports and Recommendations.

- The first section displays visuals for the Silk Threads' new business website. It includes screen mockups of the required tables in form of dashboard or menu structure. The navigation flow is depicted by cascading menus that change from one tab to another.
- The second section illustrates each input screen of the new system in form of a prototype. To facilitate successful visualization of the new progressive ideas representative sample data is added to the prototypes. Beside pictorial instructions there is a comprehensive verbose narrative for each screen as well. The GUI screens describe new business requirements such as client profile, order, and customization.
- The Reports section provides examples that summarize the new system requirements. It states the purpose for generating each report. Also, the reports list a sample data to focus on the efficient layouts, clear total documentation and association to the business trade relevance.
- The recommendations section suggests the importance of electronic information produces by the new system and the necessity of automated data entry. It explains the logic behind reaching meaningful information. The next project is generation of cost benefit analysis report.

3.0 MENU STRUCTURE

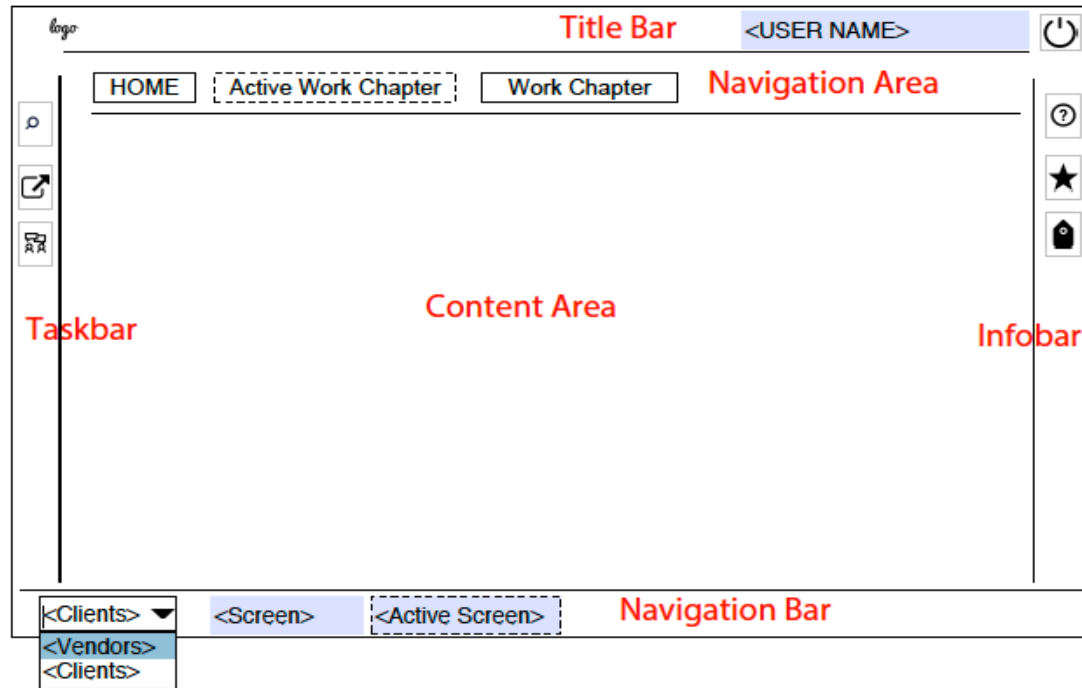


Figure 1: Dashboard screen

1. The *Navigation Area* provides navigation to all Work Chapter views and Work Chapter sub-views.
2. *HOME*: Navigates to the Home Chapter for the general public website similar to Amazon online shopping website.
3. *Work Chapters*: Navigate to Work Chapter views, their sub-views and Common Tasks.
4. *Title Bar*: Allows navigation to Silk Threads Store, user information and login/logoff.
5. *Taskbar*: Allows navigation to Shortcuts, the Collaboration Center and the Business System Search.
6. *Infobar*: Opens the Info Area which contains the Help Desk, Favorites and Tags.
7. *Navigation Bar*: Allows navigation between screens.

3.0 MENU STRUCTURE (CONTINUED)

Figure 2: Content area screen

1. Title: Represents an object identifier. Examples: Sales Order: 123s, Purchase Order: 456p.
2. ID Region: Contains identifying data fields. Examples: Status, Total Net Value, Created On, and Created By.
3. Toolbar Buttons: Release, Save, Close, New.
4. Extra Menu is of a different type than the object dealt with. Examples: Assign Uniform Customizing Resources, Edit Project, Run Cost Center Planning, Open Calendar, and Open Tasks.
5. Basic View: Allows the user to quickly perform a specific task. This is a short sub-task within the context of the object (for example a quick order create).
6. Tabs: The first tab is General, followed by Line Items, Flow, Changes, Notes, Attachments, and Output History.
NOTE: If all sub-tabs do not contain any data, the tab node is disabled.
7. Content: Uses meaningful headers to group fields. Examples: Delivery, Payment and Contact forms, use a two-column layout with single-column section groups.
8. Notes: Provide an additional text field space to the bottom of the view. It uses a group header to label the text field.

4.0 GRAPHICAL USER INTERFACES

Browser

Antony Torino Log out

Sales Orders Purchase Orders Warehouse and Logistics Planning and Materials Apparel Customization

New Sales Order

Submit Save Close Create with Reference View All Personalize

Account Name: John Smith Address: **Contact** Name: John Smith Phone: E-mail:

General Status: In Preparation Description: 100 T-shirts Posting Date: 2017/12/9 **Organizational Assignment** Employee Responsible: John Smith Organization: Sheridan College

Delivery Delivery Priority: same day Complete Delivery: ☐ **Payment** Payment Terms: cash

Items Add Row Remove Check Availability Assign Supplier Replace Product Release

Line	Product	Quantity	Price	Discount (%)	Net Price
100	T-shirt	100	\$500.00	5	\$475.00

Sections:

Section	Visible
Account	<input checked="" type="checkbox"/>
Contact	<input checked="" type="checkbox"/>
General	<input checked="" type="checkbox"/>
Organizational Assignment	<input checked="" type="checkbox"/>
Delivery	<input checked="" type="checkbox"/>
Payment	<input checked="" type="checkbox"/>

Fields:

Field	Visible
Status	<input checked="" type="checkbox"/>
Description	<input checked="" type="checkbox"/>
External Reference	<input type="checkbox"/>
Posting Date	<input checked="" type="checkbox"/>
Requested Date	<input checked="" type="checkbox"/>

Sale Orders New Sales Order

(Figure 3: Submitting Sales Order)

1. Create with Reference is used to create a sales order and selects from the database history an item as a reference.
2. The Personalization area settings allow to hide and show certain sections and fields so the user can personalize several views.

4.0 GRAPHICAL USER INTERFACES (CONTINUED)

Browser

Antony Torino Log out

Sale Orders Purchase Orders Warehouse and Logistics Planning and Materials Apparel Customization

New Purchase Order

Order Save Close Preview New Check View All

General Information

Status: In Preparation Company: Silk Threads

Supplier: Sports Stuff Commercial Terms: Delivered At Terminal

Purchasing Unit: Finance Payment Terms: Prompt Payment Disc...

Buyer Responsible: Antony Torino Send By:

Bill-To: Silk Threads

Add Items from Catalog

To select a product from a catalogue, in drop-down list choose a catalog and click Start.

Puma Start

Items

Add Row Remove Copy Assign Supplier

Number	Item Type	Product ID	Product Description	Product Category	Delivery Date	Ship-to/Location	Quantity	Gross Price
99	inventory	1000	shorts	men	2018/1/10	Toronto	2000EA	\$10000.00

Purchase Orders New Purchase Order

(Figure 4: Submitting Purchase Order)

1. Assign Supplier is used to execute an automatic mass processing of a purchase orders. For example, the invoice clerk can define and run an automator for invoices: The system creates invoices for supplier Sport Stuff on a fast-seller basis without the need for any manual action of the invoice clerk.

4.0 GRAPHICAL USER INTERFACES (CONTINUED)

Browser

Antony Torino Log out

Sales Orders Purchase Orders Warehouse and Logistics Planning and Materials Apparel Customization

Receiving Materials

Release Save Close Reject View All Personalize

Shipped From:		Shipped To:	
Name:	Sport Stuff Inc.	Name:	Silk Threads Inc.
Address:	12 5th Ave. East, New York	Address:	1234 Silk Court, Mississauga, ON
Country:	US	Country:	Canada

Ship to Postal Code:		Carrier:	
		Name:	UPS
		Reference Number:	1234-789

Product Details:		Serialized Barcode	
Contents:	Jackets		
Size:	Medium		
PO #:	1115		
Color:	Red		
UPC #:	12345-123-789		

Sections:

Sections:	Visible
Shipped From	<input checked="" type="checkbox"/>
Shipped To:	<input checked="" type="checkbox"/>
Ship To Postal Code:	<input checked="" type="checkbox"/>
Carrier:	<input checked="" type="checkbox"/>
Product Details:	<input checked="" type="checkbox"/>
Serialization Barcode:	<input checked="" type="checkbox"/>

Fields:

Fields:	Visible
Contents	<input checked="" type="checkbox"/>
Size	<input checked="" type="checkbox"/>
Color	<input checked="" type="checkbox"/>
UPC#	<input checked="" type="checkbox"/>
Style	<input type="checkbox"/>
Manufacturer	<input type="checkbox"/>

Items

Add Row Remove Check Availability Inspect Product Release

Line	Product	Quantity	Vendor Part #	QC Check	Comment
109	Jackets	50	100123.789	Pass	N/A

Warehouse and Logistics Purchase Order Quality Control

(Figure 5: Receiving Materials)

1. Inspect Product is used to interact with Quality Control. For example, inspection clerk can print this PDF form and perform a visual inspection for defects, damage or quantity received.

4.0 GRAPHICAL USER INTERFACES (CONTINUED)

Browser

Antony Torino Log out

Sales Orders Purchase Orders Warehouse and Logistics Planning and Materials Apparel Customization

Product Inspection Overview

Complete Visual Inspection Priority: Medium Status: In Progress Due Date: 2017/12/11

Status: In Preparation Supplier: Sports Stuff Inc. Created On: 2017/12/10 Created By: Antony Torino

Edit Close Print Preview New View All

Defect Type	Description	Date
Cutting	T-shirt has whole at the back.	December 2017

Complete Inspection: ☐

Purchase Order Items

Line	Product	Quantity	Price	Net Price	Comment
100	T-shirt	1	\$15.00	\$15	Second instance of this defect.

Planning and Materials Visual Inspection

(Figure 6: Defect Types)

1. Defect Types is used after saving an inspection Form, in the new view variables appear in a dropdown list of the common defects. For example, cutting, assembling and pressing defects. It is only available for the user who created the view. The view can only be deleted by the user who created it.

4.0 GRAPHICAL USER INTERFACES

The screenshot displays a web browser window with a navigation bar at the top. The navigation bar includes a home icon, a search icon, and a list of menu items: Sales Orders, Purchase Orders, Warehouse and Logistics, Planning and Materials, and Apparel Customization. The user is logged in as Antony Torino, with a Log out button and a power icon. The main content area shows a 'New Task' form. The form has a title bar with 'New Task' and a close button. Below the title bar are two buttons: 'Save and Close' and 'Close'. The form fields are: 'To: John Smith' (with a copy icon), 'Due Date: 2017/12/11', 'Status: Approved' (with a dropdown arrow), and 'Subject: 25 Customized T-Shirts'. There are also 'Notes' and 'Attachments' tabs. The 'Internal Comment' section contains the text: 'All customization specifications have been received by client. Enclosed are 3 attachments for the logo image, letters color and number size.' The browser window has a status bar at the bottom with a dropdown menu showing 'Apparel Customization' and two buttons: 'New Purchase' and 'New Task'.

(Figure 7: Customization Service)

1. Status is used to monitor the work assigned. Example: if the personalization details are confirmed by client and agreed by Silk Thread the sales transaction can be released by the system

5.0 REPORTS

Report - Expected Sales per Week

Show **Sales** and Find Go

Group by **Week** View With **Excel Workbook** Priority

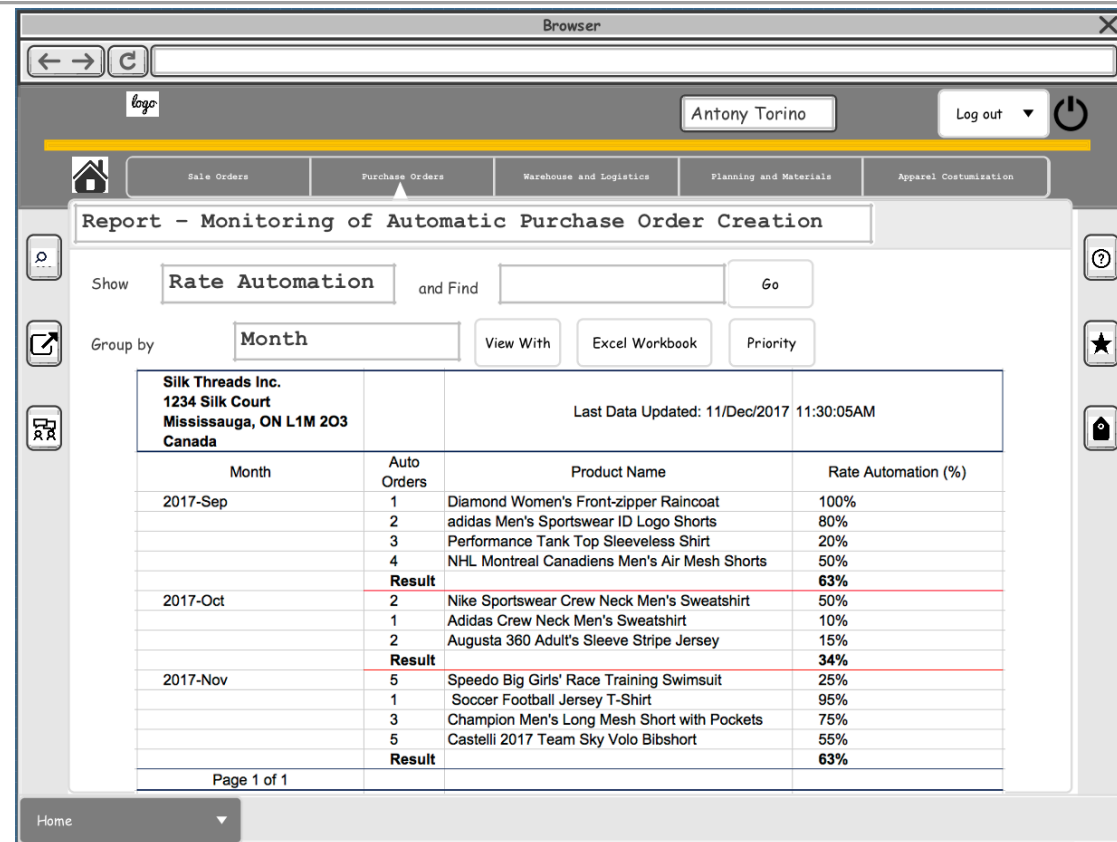
Week	Placed Orders	Client Name	On Time Delivery	Expected Delivery	Expected Sales
Sunday, December 17, 2017	1	Appleby College - Oakville, ON	Yes	Monday, December 18, 2017	\$10,000.00
	2	The Bishop Strachan School - Toronto, ON	No	Monday, December 25, 2017	\$0.00
	3	Branksome Hall - Toronto, ON	No	Friday, January 5, 2018	\$0.00
	4	Brerewood College School - Mill Bay, BC	No	Friday, January 5, 2018	\$0.00
	Result				\$10,000.00
Sunday, December 24, 2017	2	The Bishop Strachan School - Toronto, ON	Yes	Monday, December 25, 2017	\$5,000.00
	1	Crescent School - Toronto, ON	Yes	Tuesday, December 26, 2017	\$12,000.00
	2	Crestwood Preparatory College - Toronto, ON	No	Monday, January 8, 2018	\$0.00
	Result				\$17,000.00
Sunday, December 31, 2017	5	Branksome Hall - Toronto, ON	Yes	Friday, January 5, 2018	\$5,000.00
	1	Brerewood College School - Mill Bay, BC	Yes	Friday, January 5, 2018	\$1,000.00
	3	Elmwood School - Ottawa, ON	Yes	Monday, January 8, 2018	\$13,000.00
	5	Haverhill College - Toronto, ON	No	Tuesday, January 9, 2018	\$0.00
	Result				\$19,000.00
Saturday, January 7, 2018	5	Haverhill College - Toronto, ON	Yes	Tuesday, January 9, 2018	\$5,000.00
	4	The Study - Montreal, QC	Yes	Wednesday, January 10, 2018	\$4,000.00
	7	Vancouver College - Vancouver, BC	Yes	Thursday, January 11, 2018	\$7,000.00
	9	York House School - Vancouver, BC	Yes	Friday, January 12, 2018	\$9,000.00
	Result				\$6,285.00
	Total				\$123,425.00

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(Figure 8: Report – Expected Sales per Week)

Shows the expected shipments of sale order per week for the next 4 weeks.

5.0 REPORTS (CONTINUED)



(Figure 9: Report – Monitoring of Automatic Purchase Order Creation)

Shows the percentage of automatically created purchase orders per purchasing item over the last 3 months and the corresponding purchasing value. Silk Threads can check the degree of purchasing automation for a single or for all purchasing items.

5.0 REPORTS (CONTINUED)

Report - Purchase Order History

Show **Purchase Orders** and Find Go

Group by **Business Days** View With **Excel Workbook** Priority

Week 3/Dec to 9/Dec	Number of Orders	Client Name	Purchase Order #
2017-Dec-04	3	Branksome Hall - Toronto, ON	bht13 bht14 bht15
	2	Crescent School - Toronto, ON	cht11 cht12
	1	Elmwood School - Ottawa, ON	eht10
	2	Havergal College - Toronto, ON	hht13 hht15
Total Result	8		
2017-Dec-05	2	St. Andrew's College - Aurora, ON	sh113 sh115
	1	St. Clement's School - Toronto, ON	cs119
	2	St. George's School - Vancouver, BC	sg114 sg115
Total Result	5		
2017-Dec-08	1	The Study - Montreal, QC	th113
	1	Upper Canada College - Toronto, ON	uht15
	2	Vancouver College - Vancouver, BC	vht14 vht15
	1	York House School - Vancouver, BC	yht15
Total Result	5		

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(Figure 10: Report – Purchase Order History)

Shows all purchase orders that have been created during the last week. The user can track follow up documents such as goods and service receipts, returns, vendor invoices, and credit memos regarding quantities, values, and duties.

5.0 REPORTS (CONTINUED)

Report - Purchase Order Tracking

Show and Find

Group by View With

Silk Threads Inc.
1234 Silk Court
Mississauga, ON L1M 2O3
Canada

Last Data Updated: 11/Dec/2017 11:30:05AM

Week 3/Dec to 9/Dec	Number of Orders	Client Name	Value of Orders
2017-Dec-04	3	Branksome Hall - Toronto, ON	\$3,000.00
	2	Crescent School - Toronto, ON	\$2,500.00
	1	Elmwood School - Ottawa, ON	\$1,010.00
	2	Havergal College - Toronto, ON	\$4,000.00
Total Result			\$10,510.00
2017-Dec-05	2	St. Andrew's College - Aurora, ON	\$2,900.00
	1	St. Clement's School - Toronto, ON	\$950.00
	2	St. George's School - Vancouver, BC	\$3,000.00
Total Result			\$17,360.00
2017-Dec-08	1	The Study - Montreal, QC	\$1,020.00
	1	Upper Canada College - Toronto, ON	\$850.00
	2	Vancouver College - Vancouver, BC	\$2,550.00
	1	York House School - Vancouver, BC	\$500.00
Total Result			\$4,920.00

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(Figure 11: Report – Purchase Order Tracking)

Shows all purchase orders that have been created during the last week. Silk Threads can check the purchase order value, price, quantity, and status of the purchase order.

5.0 REPORTS (CONTINUED)

Report - Uniforms Personalization Orders per Account Assignment

Show **Personalization %** and Find Go

Group by **Month** View With **Excel Workbook** Priority

Silk Threads Inc.
1234 Silk Court
Mississauga, ON L1M 2O3
Canada

Last Data Updated: 11/Dec/2017 11:35:05AM

2017-Sep to 2017-Dec	Account Number	Number of Total Orders	Number of Personalization Orders	Rate (%)
	A132	52	4	7.7%
	A156	12	2	1.6%
	A199	3	0	0.0%
	A137	4	1	0.2%
	Total Result			
	A132	32	2	6.2%
	A156	15	4	26.7%
	A199	10	8	80.0%
	Total Result			
	A199	5	1	20.0%
	A137	50	2	4.0%
	Total Result			

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(Figure 12: Report – Uniforms Personalization Orders per Account Assignment)

Shows all uniform personalization orders per account assignment. Silk Threads can track the total values per account assignment and the status of the work order.

6.0 RECOMMENDATIONS

Electronic information is essential in order to be able to make smart business decisions at Silk Threads. The proposed new website will help the business grow by implementing an automated data entry. Silk threads will be able to serve more customers more efficiently. It summarizes all the relevant data required to complete online sales transactions and therefore make the shopping experience more convenient for the customers. an investment in this system is needed Integrating sports apparel vendors in the website gives a business advantage Silk Threads by reducing purchase costs and providing cooler sports uniforms. Work Chapters are tools for organising multiple functions in the business in groups of processes. Introducing the new sub-menus into the system makes jobs at Silk threads more rewarding, logical and significant.

This website superseded the traditional business model and makes Silk Threads a dot-com (.com) company that does its primary business using the Internet. It is designed with internal and external control features, to guarantee that the business system will be consistent, correct, maintainable, and safe. The next project is generation of cost benefit analysis report.

7.0 REVISION HISTORY

Document Control ID:	Reason for Change
PETROVSKI-NSUR-123-R0	New document