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# **Records Management System for Mini Mikimix**

by

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**Project Name: Records Management System for Mini Mikimix**

**1.0 Introduction/Background**

Mini Mikimix is a mini donut shop based in Bacolod with resellers citywide. The business operates without physical stores and relies on resellers to sell its products. Despite producing hundreds of boxes weekly, they currently manage records manually. This recordkeeping method poses challenges in tracking current orders, capital, expenses, discounts and incomes potentially leading to discrepancies.

The online business currently has 27 resellers. Each order is processed through their social media platforms and manually recorded in notebooks. The cost of materials and ingredients, as well as the computation of total sales, is documented based on the demand depending on the availability. The shop posts interest checks whenever they are available within their schedule. As Mini Mikimix experiences growth in demand and an increase in resellers, the current information system struggles to handle record-keeping due to the lack of a structured system for how information is written and categorized in their files.

Efficient record-keeping is crucial for streamlining operations and providing consistently delicious sweets in the fast-paced world of mini donut enterprises. The Mini Mikimix Record Management System is an exclusive desktop application that creates a way to address these challenges and make it a competitive advantage, ensuring that every transaction is securely recorded and is not susceptible to inconsistencies and data loss.

**2.0 Objective**

In this technologically advanced generation, businesses are expected to be equipped with the necessary information systems to create detailed management regarding the records. Generally, the project aims to develop a system for Mini Mikimix.

The specific objectives are as follows:

1. develop a capital management module that will calculate the income from the total sales, expenses, capital and total price of each order;
2. develop a reseller module that allows admin to tabulate total orders from the resellers;
3. develop a transaction record module that will record and display all the transactions made;
4. test and evaluate the whole system.

**3.0 Current Situation and Problem/Opportunity Statement**

Mini Mikimix handles transactions daily. In the current manual system that the business has, the proprietor of Mini Miki Mix occasionally loses track of registering the sales for the day or what the reseller purchases from them because using a manual system to record their sales daily, and the methods of getting all the details lack efficiency.

There is a need for a system that will cope with all the needed transactions and details to ensure all the sales are up to date and have no delay. The sales records, written on paper due to manual records, can be difficult and time-consuming for the person who needs daily sales records. The proprietor needs a method to lessen the work required



because recording manually needs to be done regularly. Manually handling a transaction can be a lot of work, which can cause misplacing the record or being forgotten

## System Architecture

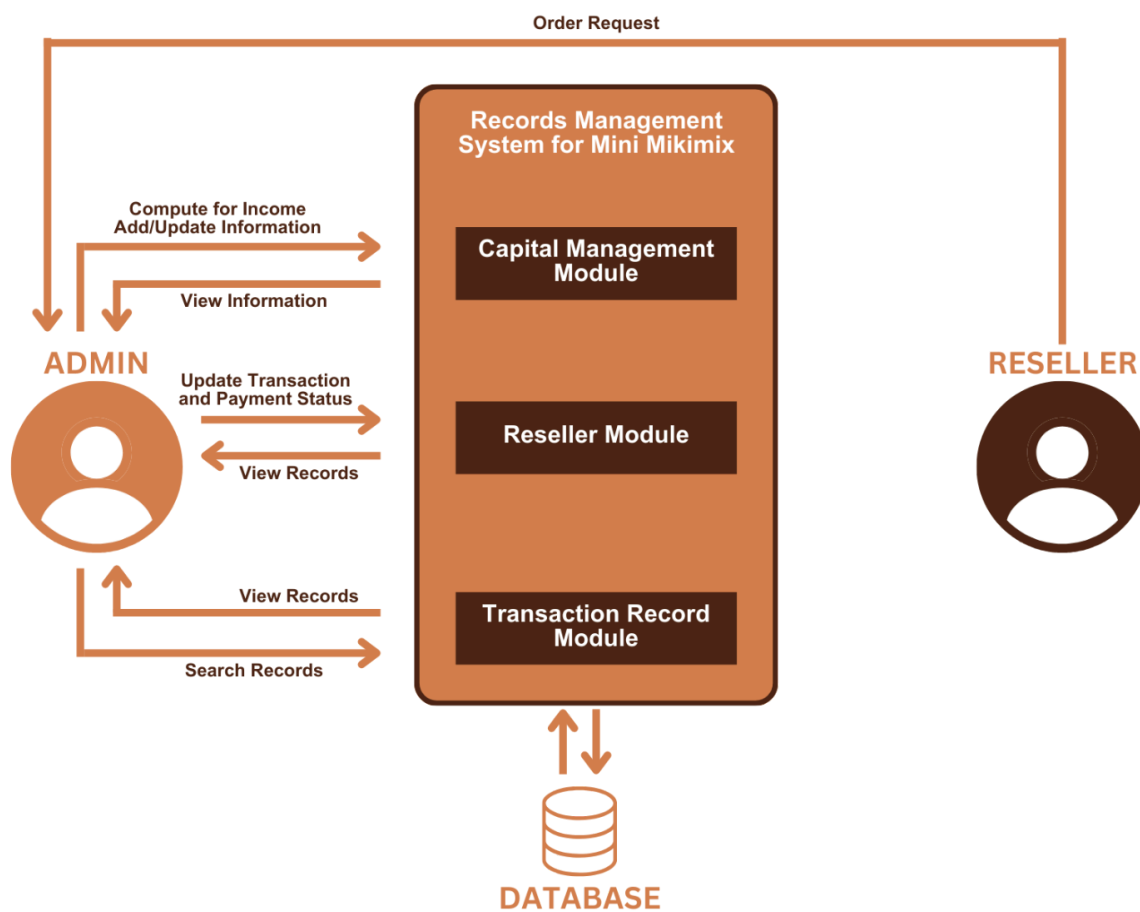


Figure 1. System Architecture of Records Management System for Mini Mikimix

Fig.1 shows the system architecture. The Records Management System for Mini Mikimix is divided into different modules: Capital Management Module, Reseller Module, Transaction Record Module.



- A. *Capital Management Module*. Allows the admin to input expenses from raw ingredients/materials, total sales, and calculate the income per batch. Admin can record them on a specified date once a batch of orders are complete
- B. *Reseller Module*. Allows the admin to input the reseller's number of boxes and box type ordered through social media platforms, and view records and update order status. The system will automate the calculations in terms of the total price per order.
- C. *Transaction Record Module*. Allows the admin to add, view, and search for transaction records. It includes the invoice of all transactions made once the order is completed and fully paid. The database table details the date and time, quantity purchased, and corresponding sales, providing a clear overview of the financial activities between the admins and the resellers.

#### Data Model

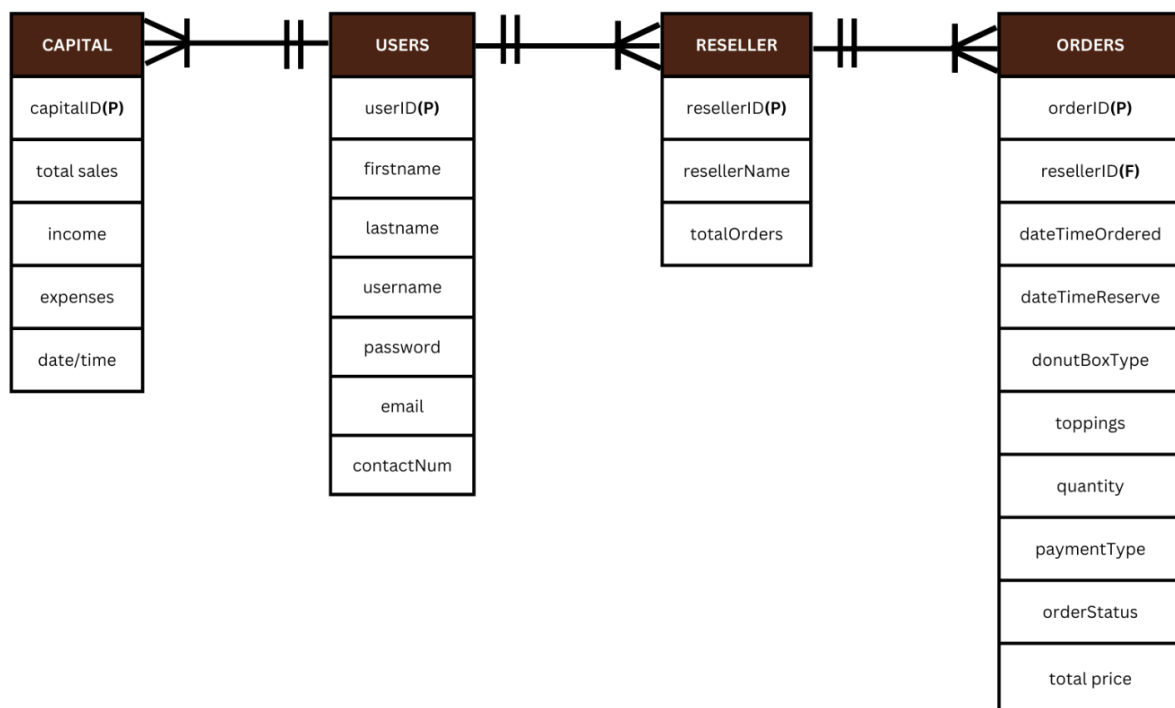


Figure 2. Data Model of Records Management System for Mini Mikimix

Fig.2 shows the data model. The Records Management System for Mini Mikimix uses four entities with different attributes, and the relationship between these entities are mandatory.



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## 5.0 Scope and Limitation

The Mini Mikimix's Records Management system is solely focused on managing and organizing the business internal records, excluding in-app transactions like making orders. As most of the demographic of resellers have no access to desktop computers, transactions are still made traditionally, prioritizing its demographic when it comes to age and access to technology. For capital management: total sales, expenses, and income are only stored and calculated as per requested by the owner.

## Records Management System Interface

### Login

Mini Mikimix - log in

**MINI MIKIMIX**  
*Mixing Flavors. Crafting Smiles!*

**Sign in**

USERNAME

PASSWORD

[Forgot password?](#)

**Log In**

### Dashboard

Mini Mikimix - home

Welcome Admin Admin

**MINI MIKIMIX STATS**

Total Ordered Boxes	4
Total Number of Orders	1



## Orders

Welcome Admin  
Admin

Home

Orders

Capital Management

Reseller Settings

Transactions

Logout

### CURRENT ORDER LIST

orderID	reseller...	dateOr...	dateRes...	donut	toppings	quantity	totalPrice	paymen...	orderSt...
1	Jesselle	2024-01-...	2024-01-...	MM Cho...	Marshma...	2	0.0	Cash	Cancelled
2	Lester	2024-01-...	2024-01-...	MM Whit...	Nips	4	0.0	Cash	Pending
3	Keith	2024-01-...	2024-01-...	OG Whit...	Milk Ove...	4	0.0	Cash	Received

Order ID: Update Order Status Pending Update

Add New Order

## Add New Orders

Welcome Admin  
Admin

Home

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### ADD NEW ORDER

SELECT BOX TYPE

MiniMe (Bite Size)

Assorted Sprinkles

75 pesos  
10 PIECES/BOX

- 2 +

Drizzle

MM ChocoChoco

Date Ordered

Date Reserved

Reseller Name

Keith

Payment Type

Cash

Order Status

Pending

Total Price:

150

Place Order

Cancel



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## Capital Management

Mini Mikimix - capital management

Welcome Admin  
Admin

Mini Mikimix

### CAPITAL MANAGEMENT

**TOTAL SALES**

**CURRENT DATE**

**EXPENSES**

**INCOME**

Mini Mikimix - capital management

Welcome Admin  
Admin

### CAPITAL MANAGEMENT RECORDS

capitalID	totalSales	expenses	income	date
1	10000.0	5000.0	5000.0	2024-01-18
1	10000.0	5000.0	5000.0	2024-01-18