

ADMIN PANEL SPECIFICATIONS

Navigation Bar

1. Live Order Status


- Customer order will pop up (ring or vibrate)
- Most recent order will show first
- Customer location on the map
- All retailer/ wholesalers location will show on map
- Customer ID
 - Customer e-mail (automatic mail of tracking order)
 - Customer past order
- Payment mode (Cash on Delivery / Online Payment)
- Filter Tabs - Active Orders / Book Requests
- Automatically confirm the order if it is in the stock of 'Retailer's Profile'. But, if the customer has requested a product (book) we will verify that the product is available or not within a few minutes (from Book Requests Tab) and after confirmation, it'll be displayed in 'Active Orders'.
- Order information
- Order no. (Tracking)
- Order status
- Order date, time, day, month, year
- Order quantity
- Order price
- Delivery charges
- **Customer distance** (From retailer's location)
- Order category
- Order Linking
 - Order will be manually / automatically linked with a 'Retailer' and 'Rider'

- While Linking with Retailer 'Cost Price' of Individual book / total price of books will also be entered. This 'Cost Price' is the amount to be paid to the retailer by BookWali.
- The 'Cost Price' will be updated in the 'Retailer's Profile' and 'Pay to Retailer'.
- Orders Filter
 - Can filter 'Active Orders' / 'Book Requests' view by - Newest First, Oldest First, Priority Order,
- Orders History
 - Weekly, Monthly, Yearly view
 - Completed Orders / Canceled Orders / Returned Orders / Exchanged Orders
- Return / Exchanged Order Request
 - View customer requests for an exchange or return order.
 - Accept / Deny return or exchange request
 - Chose what to do with the returned order - 'Return to Retailer' or 'Keep with us'
 - When returned order kept under 'Keep with us', it can be later returned to the retailer or sold to the customer.
 - Display Pick (Customer location) and Drop (Retailer's Location, from which the book has been bought)
 - Update amount in 'Collect from Retailer'
- Tax charge
- Add private notes to the order
- Create and manage custom order statuses
- Receive email when order is placed
- Export orders to Excel


★ Share Order Details:

(Option to Share/copy following data)

Pick Details:

- Location: Google Map  Link
- Contact Number: xxxxxxxxxxxx

Drop Details:

- Location: Google Map  Link
- Contact Number:
- WhatsApp Number:
- Order Details: Individual book details with the amount (if any)
- Payment: Paid / COD to collect (₹₹₹₹)

2. Financial

○ Analytics

- Total Sales from all the retailer profiles
- Sales from individual retailer profiles
- Amount to be 'Paid to Retailer' / Amount settled (or unsettled) to retailer
- The amount received by the customer as 'Cash on Delivery' and via 'Payment gateway'
- Amount to be received/received by 'Retailer' (when the customer returns the order).

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3. Analytics

- Customer visit
- Calculation of customer seen products
- Customer most ordered products
- Most seen/viewed products (today, weekly, monthly, yearly & individual date wise)
- Most searchable product (today, weekly, monthly, yearly & individual date wise)
- Ability to change dashboard statistics to reflect specific date ranges
- Interactive administrative dashboard with charts and statistics

- Dashboard date-range reports include store sales by amount, store sales order volume, new customers vs. returning, top selling products, top selling brands, most used discount codes
- Dashboard general reports (not based on date range) include low inventory reporting, total products in store, total categories in store, customer count, lifetime orders and lifetime revenue
- Import files to excel
- Email Configuration
 - Set email server configuration and store email address

4. Inventory

- Database
 - All Book Database
 - Stocks with Admin (Display/Edit stock kept with admin)
 - Stock with Retailer Profiles (Display/Edit stock kept with individual retailers)
 - Book wali inventory (personal) stock
- Fields
 - ORDER NUMBER (5 Digit, 2 Alphabet)
 - Example: AA00369
 - BOOK NUMBER (6 Digit, 1 Alphabet)
 - Example: A000369
 - Here 'A' is the category of a book and '000369' is the serial number of the book in the database.
 - Book Name
 - ISBN
 - Author
 - Publisher
 - Edition
 - Old / New
 - Hard / Soft Cover
 - Book Language
 - Cost Price (Separate for us and Retailer)

- Marked Price
- Discount
- Selling Price (Displayed in Customer side)
- Commission /Platform Charges
- Search Tags and Category Tags
- Book dimension
- Book edition
- Book weight

★ Data Organisation for products:

TAGS

- Search Tags
(multiple search term tags can be used for a product)
- Category Tags and Sub-Category Tags
(multiple category tags can be used for a product)
Products will be listed according to this tag under the 'Category' or 'Sub-category' page.
A product can be display under multiple categories.

★ Multimedia:

- Product Video Preview
- Ebook Purchase and Downloadable

5. Customer

- Customer category
 - Active customer
 - Potential customer
- Analytics
 - Which customer views which product how many times
 - Display individual Customer's 'Add to cart' items
 - Displays which Item is added to cart how many times, and if the product is ordered or removed from cart or kept in the cart.

- View individual customers product reviews
- Add private comments to a customer
- Customer Profile
 - Name, phone number, email, gender, DOB, interests, education qualifications, school name (if in school), College/Universityname, Address, WhatsApp number,
 - E-mail ID
 - Reset customer passwords
 - Export customer data to Excel

6. Retailer

- Retail Profiles
 - Name
 - Photo of Owner
 - Photo of Shop
 - Location (pinned in Google maps) |
 - Calling Number
 - WhatsApp Number
 - Category of books he keeps
 - Bank account details
 - Inventory of books (link from the main database)
 - Quantity of Inventory held by the individual retailer
 - Creation date
 - Enable / Disabled Retailer
 - Sales of the Retailer
 - Amount to be settled to Retailer / Settled Amount
 - Analytics of Retailers (which book is highly demanded, low on quantity, earning & sales graph)
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- Pay to Retailer
 - Amount to be paid to Retailers (on the basis of sales made from last payment)
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- Collect from Retailer
 - View amount to be collected by the Retailer (in the case when the customer returns the order, and Admin chooses to return the order to the retailer)
 - This 'collect amount' can be canceled/balanced out with 'Pay to Retailer'.

7. Front End Setting

- Slider
 - Top Banner Slide (upload image/video/gif, state function of the slider when clicked)
 - Enable / Disable Slider
 - Organize the order of Slider
 - Delete Slider / Archive Slider
 - Slider Statistics (Click through rate data)
- Product Categories
 - Create / Edit / Delete 'Categories'
 - Create / Edit / Delete 'Sub Categories'
- Favicon
 - Upload / Delete / Change favicon
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- Logo
 - Upload / Delete / Change logo
- Fonts
- Languages
- Footer Controls
- Coupon Codes
- Referral System
- Manage Categories and sub-category

8. Admin Controls

- Coupon Codes
 - Conditions
- Referral System
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- SEO
- Facebook Pixel / Google Ads
- Google Analytics
- API Management (WhatsApp API, third party database API, SMS Service API, Google Maps API)
- Product Review Section:
 - Verified Buyer / Non-verified Buyer
(in the review section, those reviewers who have ordered will get a verified buyer tick)
 - The review includes - photo, video (size limit), text or paragraph content
- Payment Receipt Template
 - Change Receipt design/template
 - Add / Remove values/ fields on Template
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- Block/unblock ID's (Customer, Retailer, Rider)
- Maximum admin account 3
- Customer View, Retailer View, Rider View
- Set category as 'active' or 'inactive'
- Feature brand on the home page
- Review Management
 - Manage all product reviews
 - Set reviews to “approved” or delete reviews

9. Blog

- Manage blog post
- Set blog publish date
- Set post as “active” or “inactive”
- Blog summary

- Select blog category and author
- Attached blog posts to product pages
- Set post URL and SEO elements
- Manage all blog comments of customer (hide/delete)
- FAQ Page
- Support
- Terms and Conditions

10. Settings

- Dark Mode
- Change Password
- Change / Update Language
- Font Size and Contrast
- Login History (time, data and device with IP address) and screen on time
- All Logged in devices