**DIGITAL CONDO**

**1.Introduction**

Digital Condo is an application which transforms the condo industry into Digital world. Where the Condo management and the resident people can communicate through the Digital Condo application which is an easy way and brings everything to the doorstep.

**Login Page:**

Login screen will show as per below screen capture. Users are required to use the phone number and password to login into system. System will check the phone number and password for authentication.

If the details are invalid it show an error as invalid username and password.

## 1.1.Forgot password:

It will navigate to new page will open with enter the existing phone number click on submit.

## 1.2.Subscription Page:

Display the list of condo subscribe to user who ever login.(As you can refer screenshot section Fig:3.3)

**Profile:** Profile display on top right corner of the page with picture of the user, when click on profile display only logout, so, user can logout directly without entering any subscription. (Refer ScreenShot section Fig:3.4)

**Search:** To Search the Subscription from the list.

**Go Here:**By clicking on go here next to the subscription. It will navigate to that particular subscription.

## 1.3 Main screen:

The main screen has the details based on user’s roles. (Refer Fig 3.5)

|  |  |  |
| --- | --- | --- |
| Accounts | Stocks and stock price |  |
|  | Non stock expense |  |
|  | Vendor invoice |  |
| complaints | complaints |  |
| Requests | Hall booking |  |
|  | Renovation |  |
|  | Clamping |  |
|  | Access card |  |
|  | Facility booking |  |
|  | Parking slot request |  |
|  | Visitor request |  |
| Payments | Bill Payments |  |
|  | Shop Rent |  |
|  | Unit due reminder |  |
| Activities | Minutes of Meetings |  |
|  | Notifications |  |
|  | Announcements |  |
|  | Water meter reading |  |
|  | Gas meter reading |  |
| Management | RFQ(Request for Quotation |  |
|  | Work order |  |
| Service contacts | Committee members |  |
|  | Service contacts |  |
|  | Emergency Contacts |  |
| Registration | Office user registration |  |
|  | owner/tenant registration |  |
|  | Vendor registration |  |
|  | Shop registration |  |
| Initial data setup | Load units & Owners data |  |
|  | Process Unit & Owners data |  |
| Configuration & Settings | Condominium |  |
|  | Blocks |  |
|  | Floors |  |
|  | Units |  |
|  | Hall Price |  |
|  | Unit Request Line |  |
|  | clamping |  |
|  | Unit monthly bill rates |  |
|  | Facilities |  |
|  | Facility price |  |
|  | Parking slots |  |
|  | Parking price |  |
|  | Shop price settings |  |
|  | Bill rates configuration |  |
| Reports | Active units |  |
|  | Active shops |  |
|  | Active vendors |  |
|  | Active access cards |  |
|  | Hall booking payments |  |
|  | Hall booking Refunds |  |
|  | Hall booking Refund Estimation |  |
|  | Paid parking slots |  |
|  | Renovation payments |  |
|  | Renovation refunds estimation |  |
|  | Facility booking payments |  |
|  | Facility booking refunds |  |
|  | Vendor last 2 months invoices |  |
|  | Unit bill dues |  |
|  | Unit last bill payments |  |
|  | Unit invoice bill due Age |  |
|  | Ledger details |  |
|  | Trial balance sheet |  |
|  | Vendor statements |  |
|  | Unit statement |  |
|  | Cash book statement |  |
|  | Cheque Vs BRS vs ledger |  |
|  | Staff Transaction |  |
|  | P & L |  |
|  | Balance Sheet |  |
|  |  |  |

**1.4 Office users:**

**Manager user**:User data will be controlled by user group assigned to ‘Manager’ User Role or respective user role with permission to access User Screen.

User should able to view User List in the grid.

* Fields to display: Name, Email, Mobile, Department,Role, Status,Action
* Grid have option for common search, sorting, paging.and add user.

In this grid under action we have an option of edit,delete

**Edit**: we can edit the already existing user

**Delete**:we can delete the user

(Refer Fig 3.6)

#### Add User:

* By clicking on “Add” Button on Right most corner. On Clicking of this button, User is able to Add New user to Digital condo.
* Enter the details of the new user like name,email id, phone no, country, address, city, state, postcode, country, and upload the picture
* Digital condo populate user Roles in “User Roles” pick list type field.
* Manager need to assign any one of Role to newly adding User before Submission.
* On Clicking of “Save” button at bottom center of the page.
* On Clicking of “Back” button next to save button page will redirect the “Add User “ to “View User Details” screen i.e., send back to previous one.

(Refer Fig 3.7)

#### Edit

To edit the office user from list select the user click on edit button to edit the user details. By clicking on save button to save the updated details of the user.

#### Delete

To delete the user click the delete button from the action to delete user from the condominium.

### 1.5 Owner/Tenant Registration:

This functionality should be accessible to Manager and front desk.

System should provide a functionality to add Owner and Tenant to each unit. When the unit is occupied by owner means system should not allow tenant to add the details. If the unit has owner but staying somewhere rather than that unit, in that case system should allow both owner and tenant details to enter. Even though the tenant details are entered all the bills regarding that unit should generate with owner’s name.

User i.e., Manager and front desk user will able to view unit list in the grid.

* Fields to display: Block name, Floor name, unit name, Build up area(in Sqt), Status, Action.
* Grid have option for common search, sorting, paging.
* In this grid under action we have an option of more details i.e., to add owner, add members and tenant.
* And also have an option to edit and deactivate for both owner/tenant.

(Refer Screenshot Fig:3.8)

#### Add Owner

System should meet the following requirements to add owner details like

* Name
* Email (xx@yyy.com)
* Mobile Number (should be 10 digits)
* Country
* IC/Passport number
* Profile picture (jpg/jpeg/png format)
* Unit Name
* Owner living in unit or not (check box)
* Date of purchase of unit
* Occupied from
* Vacating date
* Upload doc Site Plan Approval(SPA)(PDF,Docx Format)
* Address
* City
* State
* Postal code

When all the required fields are filled then the data should enter into DC system. It must provide a functionality to save the data into system.

(Refer Screenshot Fig: 3.9)

#### Add Tenant

If in the case the unit is occupied by the owner then tenant details are to be entered.

System should meet the following requirements to add tenant.

* Name
* Email (xx@yy.zz)
* Mobile Number (should be 10 digits)
* Country IC/Passport number
* Profile picture (jpg/jpeg/png format)
* Unit Name
* Agreement date
* Number of people living in Unit
* working company
* Occupied from
* Occupied to
* Upload SPA.

When all the required fields are filled then the data should enter into DC system. It must provide functionality to save the data into the system.

(Refer Screenshot Fig: 3.10)

After the successful submission of the owner and tenant, system should display the details like

**Owner:**

* Mobile number
* Email
* Unit Owned date
* Unit Address

**Tenant:**

* Mobile number
* Email
* Tenant Agreement date

System should also provide the functionality to edit and deactivate the owner and tenant.

(Refer Screenshot Fig: 3.11)

**Note:**

1. While editing the owner details Owner name, mobile number, email, unit should be freeze.

(Refer ScreenShot Fig:3.12)

1. When editing the tenant details mobile number, Unit Occupied date and unit vacating date should be freeze.(Refer ScreenShot Fig:3.13)

By default the system should provide a functionality to add the family members to both tenant and owner. When user logged inform front desk login, System should able to display the residential and commercial units. When one of the unit is selected means the system must display the owner details if in case the owner is resident or else it should display both the owner and tenant details (if tenant occupied the unit).

When the system is logged in with Manager login it should display the entire residence units. Should also provide the functionality to add, edit and delete the owner and tenant.

#### Edit

To edit owner details owner should be living here if the owner is not living user is unable to edit the owner details.

To edit tenant owner must non living and is unit is occupied by the tenant. Then we can edit the details of the unit members.

#### Deactivate the tenant

To deactivate the tenant. Tenant must be pay all the bills and clear the request. No pending request or should be there to deactivate the tenant.

#### Add member

Currently occupied living member will be added.

To add member user can add the member by clicking on add member button and enter the details click save button to save the details of the member.

### 1.6 Vendor Registration

This functionality should be accessible to Manager

Vendors are nothing but the employees work for the condo. For each of the condo there should be many vendor companies which supply the workers for the condo. For each vendor company there should be one personal incharge(PIC), PIC should have the responsibility of that company. Any of the issue raised regarding the company PIC should handle the issue.

User i.e., Manager will able to view the list of vendor details list

* Fields to display: Company Name, Service type, contract from, contract To, PIC, PIC Email, PIC Mobile Number, Action.
* Grid has an option for common search, sorting, paging.
* In this grid under action we have Edit, Delete, PIC

(Refer Screenshot Fig:3.14)

#### Add vendor company.

System should meet the following requirements to add a vendor company.

* Service Type
* Company Name
* Company Address
* City
* State
* Postal code
* Phone number(should be 10 digits)
* Fax number
* Company Email ([xx@yy.com](mailto:xx@yy.com))
* Vendor service type
* Contract from
* Contract To
* Number of people
* Company GST No:
* Company Account No:

When all the required fields are filled then the data should enter into the DC system. It must provide a functionality to save the data into system.(Refer Screenshot Fig:3.15 validation 2.4)

After the successful submission vendor company should be created and display the details like

* Company Name
* Service Type
* Contract from
* Contract To
* PIC name
* PIC Mobile number
* PIC Email

PIC should be created after the creation of Vendor Company. Each company should have one PIC.

#### Add PIC

System should meet the following requirements to add PIC

* PIC name
* PIC mobile (should be 10 digits)
* PIC email ([xx@yy.zz](mailto:xx@yy.zz))

System should provide functionality to save the details into DC system.

(Refer Screenshot Fig:3.16)

Manager and frontdesk user can edit,Deactivate the vendor PIC under the PIC status.

#### Edit

To edit the vendor company details click on edit under actions.update the details and click on save the details of the vendor details.

#### Delete

To delete the vendor click on delete under actions to delete the vendor. Before deleting PIC member should also to be deactivate. And clear the all bill related to the vendor.

### 1.7 Shop Management:

Shops should be allotted in the commercial units of the condo. As we discussed before a condominium is the group of Residential and commercial units. There may be different types of commercial units. Each of the commercial units should be registered and a PIC should be allotted to the commercial units, is also called as shops.

**Shop Registration:**

To register a shop the functionality should meet the following requirements.

* Unit
* Shop Name
* Address
* Phone number
* Fax
* Email
* Shop Type
* Rental Amount
* Deposit Amount
* Contract From
* Contract To
* Vacational Notice Period (days)
* Remarks
* Upload rental Agreement

When all the required fields are filled then the data should enter into DC system. It must provide a functionality to save the data into system.(Refer Fig: 3.17)

After the successful submission Shop must be registered. After the shop registration the details should be display like (Refer Screenshot Fig:3.18)

* Unit No
* Shop name
* Contract From
* Contract to
* Deposit amount
* Rental Amount
* PIC Name
* PIC Mobile number
* PIC Email
* Status

**1.8 Shop PIC**:

This functionality should be accessible to Manager .

System should provide the functionality to add PIC to the shop. Each of the shop should have one PIC. To create a PIC system should meet the following requirements.

* PIC name
* PIC mobile number (must be 10 digits)
* PIC Email ([xx@yy.zz](mailto:xx@yy.zz))

When all the required fields are filled then the data should enter into the DC system. It must provide a functionality to save the data into system.(Refer Screenshot Fig:3.19)

After the successful submission Shop PIC must be created. After the shop registration the details should be display like ((Refer Screenshot Fig:3.20)

* PIC Name
* PIC Mobile number
* PIC Email

**Shop Members**:

This functionality should be accessible to Manager .

System should provide the functionality to add members to the shop. Each shop should have members under PIC.

To add members to shop system should meet the following requirements.

* Member Name
* Member Mobile number
* Member Email
* Check box for membership card issue
* Card number

When all the required fields are filled then the data should enter into DC system. It must provide a functionality to save the data into system.(Refer Fig 3.21, Validation 2.5)

After the successful submission Shop member must be created. After the member creation the details should be display like

* member Name
* Active Status

System should also provide the functionality to edit and delete the member.

**1.9 Condominium**

Condominium is nothing but the group of community where it contains many blocks. Blocks can have different floors. Each of the floors contains number of units. Condominium contains both the residential and commercial units. Unit should have an owner; the owner may have different units at different blocks or condos.

This condominium access only to manager.

Field to display:Title,Registration number,number of blocks, unit display format, Telephone number, Fax number, description, Address, city, state, postalcode, upload logo, background image. (Refer ScreenShot Fig: 3.22, validation refer 2.6)

**1.8 Blocks**

This functionality should be accessible to Manager.

Condominium is group of blocks. Each of the blocks contains Floors. System should provide the functionality to enter the different blocks and it names into the DC system. System also should provide the functionality to deactivate the blocks.(refer Screenshot Fig: 3.23

Fields to display: Condominium Name, Block name, status, Action and Add block button.

Grid have option for common search, sorting, paging.

**Edit the block:** Under action option to edit and delete the block. To edit already existing block name on grid select the block and click on edit under action (refer Screenshot Fig:3.24)

**Add Block:** To add a block condominium should be there. When click on add block button new page will popup with condominium name freeze. Here need to enter the block name in the text field next to block name(Refer Screenshot Fig:3.25)

**1.9 Floors:**

This functionality should be accessible to the Manager.

Condominium is group of blocks. Each of the blocks contains different Floors. Each of the floors contains different units. System should provide the functionality to enter the different floors and it names into the DC system. System also should provide the functionality to deactivate the floors.(Refer screenshot Fig:3.26)

Fields to display: Block name,Floor name, status, Action and Add Floor button,Search field.

Grid have option for common search, sorting, paging.

**Edit Floor**: To edit the already existing floor. Select the floor from the grid under action click on edit the floor. A Popup will appear with floor setting with field block name and floor name. By default block name is freeze and make change on floor name field. Click on save.(Refer Screenshot Fig:3.27)

**Add Floor:** Before adding floor block should be exist or need to create. Once block is create we can add the floors. To add in floor grid click on the add floor click on block name from drop down menu and enter the floor name.click on save(Refer Screenshot Fig:3.28)

**1.10 Units:**

This functionality should be accessible to manager

Condominium is group of blocks. Each of the blocks contains Floors. Each of the floors contains different Units. System should provide the functionality to enter the different units and it names into the DC system. System should provide the functionality to deactivate the units. There should be two types of units.

* Residential Units
* Commercial Units

Residential units are nothing but the units in which people living ,Commercial units are tend for office or shop purpose.(Refer ScreenShot FigNo: 3.29)

Fields to display: Select,Block Name, floor name,unit name, build up area, status, action

Grid have option for common search, sorting, paging, Add unit and print button.

**Add Unit:**System should provide the functionality to add the residential unit.

System should meet the following requirements to add a residential unit

* Select Block name
* Select Floor name
* Enter the unit number
* Enter the build-up area
* Enter description

When the required details are filled system should allow the unit to add into DC system.(Refer ScreenShot FigNo: 3.30)

**Add Commercial unit:**

System should also provide the functionality to add the commercial unit.

* Select Block name
* Select Floor name
* Enter the unit number
* Enter the build-up area
* Enter description

When the required details are filled system should allow the unit to add into DC system.ScreenShot FigNo: 3.31)

The users should have the access to enter the owner and tenant information of that unit into the system.

**Edit the unit**:Once unit is create system is allow to edit already added unit. To edit unit from the choose/ search the unit then under action click on edit.Now system allows to edit the unit name/number (Refer ScreenShot Fig No:3.32)

**Delete**:System will allow to delete the unit.

**Print:** System allow to take the QR code print of the unit by select the unit from the grid, it allow to take multiple QR code print by select the multiple unit (Refer ScreenShot Fig No:3.33).

**1.11 Hall Price:**

This functionality should be accessible to Manager.

System should provide the price setting for hall booking facility for Rent of the hall and deposit of the hall.

**Field to display**:Unit Request Item, Package Name, Effective from, Effective To, Price, change price.(refer ScreenShot FigNo:3.34)

Grid have option to change the price.

Change the price: System will accept current date and the further date with price changes in both Hall Rent and Hall deposit.(refer ScreenShot FigNo:3.35,3.36 and validation refer 2.10)

System should not allow while changing the date than the Effective from.

System should accept only after the Effective to date to change the price.

System should provide the functionality to save the entered details into DC system.

**1.12 Clamp Fee:**

This functionality should be accessible to Manager.

System should provide a field to enter the vehicle clamp fee. It also should provide a functionality to save the entered details. The entered price should be visible while paying the fee for vehicle clamp.

Field to display:Unit request item, Package name, Effective from, Effective to, Price, Change price.(Refer Screenshot Fig No:3.37)

Change Fee:Manager should have access to change the price.

Once price is set effective date can’t be change to previous date but can change for further date.(Refer Screenshot Fig No:3.38 validation refer 2.11).

**1.13 Parking Slot**:

This functionality is accessible to Manager only.

Parking slot is to reserve the parking slot to the condo unit members. To park and reserve the vehicles of the condo members need to have a location. Here Digital condo introduce new parking slot system. Initially we created a slots, then we assign a price for that parking slot. In this module we are creating a parking slot.

Parking slot tile Fields to display:slot name, Paid parking, status, Action and add a parking slot button.(Refer Screenshot Fig no: 3.39)

**Add Parking slot:**Here in this screen system is allow to parking slot request, click on add parking slot.( refer Screenshot Fig no:3.40 validation refer 2.12).

**Field to display:** slot name, Allowed vehicles is parking is free or paid.

Once the fields are enter without any duplicates. Click save here parking slot is created so we need to assign the price of the parking slot.

Delete:Once parking slot is created we can delete the parking slot under action click on delete.

**1.14 Parking Price:**

This functionality is accessible to Manager only.

Field display:Unit request item,Package Name,Effective From, Effective To, Price, Change price.(refer screenshot Fig no:3.41).

Deposit change price:Price change can be done with effective from and further date only not before the effective from date. (refer screenshot Fig no:3.42).

Rent Change price:Price change can be done with effective from and further date only not before the effective from date(refer screenshot Fig no:3.43).

**1.15 Facilities**

This Functionality is accessible to Manager only.

To add a new facility manager should add new facility under facility.

Initially when manager click the facility tile page will display as.

Field to display:Facility name,Facility categories,Effective from,status,Action.

Under we have an option of to edit add court, delete.

Grid have option for common search, sorting, paging.(Refer Screenshot 3.44)

**Add a new Facility:**

System should meet the following requirements to Add a facilities in the condo.

Fields to display:

Facility Name

Description

Booking paid required

Facility categories

From date

Gallery image.

Here, facility categories are add through back end.(Refer Screenshot Fig:3.45)

After adding facilities we need to add court to the newly added facility.

**Edit** Facility already added facility.

Field to display:Facility Name

Description

Booking paid required

Facility categories

From date

Gallery image.

Save,backbutton (Refer Screenshot Fig:3.46, validation 2.13)

**Add court**

Fields to display:

Court name, Fee type, status, Action.

To add court: field to display:Name,Minimum Allowed Persons For Booking,Maximum allowed person for booking, Description, Booking hours, Add shutdown, save, back.(Refer Screenshot Fig:3.47, Validation 2.14).

When all the required fields are filled then the data should enter into DC system. It must provide a functionality to save the data into system.

System should also provide the actions to delete the facility.

**1.16 Facility Price:**

Before adding facility price initially we need to create a facility(refer facility 1.15)

After creating facility now click on facility price to add facility price to create newly created facility.

Field to display

Unit Request Item, Package name, effective from,effective to, price, change price, Add line.(Refer Screenshot Fig No:3.48 validation 2.15)

All the newly added facility are added in the left side of the screen. By clicking on facility. We can add the price to the facility by click on add line item

Field to display:

Item name

Line Payment type

Line Refund type

With save and cancel button.(Refer Screenshot Fig No: 3.49)

**1.17 Shop Price**

This functionality is access to manager only.

Shop price is tile used to assign the price of the shop.

Fields to display are:Unit Request item,Package name, Effective from, Effective to, Price, Change price, Add line

On the left side of the page you will see list of the shop.By select the shop user can see the details of it. (refer Screenshot Fig No:3.50, 3.51 )

**Add Line:**

Field to display:

Item name, line payment type, line refund type, Is deposit, with save and cancel button.(refer Screenshot Fig No:3.52, validation 2.16)

**1.18 Unit Request Line:**

This functionality is access to manager only.

Field to display:

Unit Request type drop down menu it displays list of requests.

Unit request type,

Unit request item,

Payment type,

Line code,

Refundable type

Grid have option for common search, sorting, paging and add line item button(Refer Screenshot FigNo:3.53).

**Add unit request line:**

Field to display :

Request type

Item name

Line payment type,

Line refund type,

Is deposit

Save

Cancel.

Refer screenshot FigNo: 3.54 validation 2.17 )

**1.19 Unit monthly bill rates**

This functionality is only access to the manager.

To add the monthly interest, bill rates this tile is used.

Fields to display: Bill type,Invoice period start date, late fee, interest free days, rate of interest, invoice period duration, is sinking fund applicable, sinking fund amount with save and back buttons.

Invoice schedule:

Recurring period,Schedule day of month, Schedule time, back button.(Refer Screenshot Fig No:3.55 validation 2.18)

**1.20 Bill Rates Configuration:**

This Functionality is only access to the manger.

To configure the bill in condo

Fields to display: Bill type, Flat rate,slab cumulative rate,slab flat rate, Flat, Effective from date with save and back button.

(Refer screen 3.56 validation 2.19).

**SERVICE CONTACTS**

**1.21 Committee Members:**

This committee is accessible to manager.

Committee member tile is used to view the active committee members like Treasure,President, members etc.,

Field to display:Unit Name,name,designation,mobile number, period from ,period to, year of elections,status,action.

Grid have an option of common search,sorting, paging, Add Committee member button.(refer Screenshot FigNo:3.57)

**1.21.1 Add committee members:**

To add a new committee member system should required details of the members.

Fields to enter a new committee member

Unit, Designation, owners name, mobile, year of election, period from, period to, Email with save and back button.(refer Screenshot 3.58 validation 2.20)

Edit : under action click on edit button to edit the details of the same row member.

Delete: under action click on delete to delete the details of the same row.

**1.22 Service provider:**

This functionality should be accessible to Manager.

System should provide the functionality to create the additional service. People who are living in the condo i.e. Owners or Tenants can have this additional service.

Field to display:Name, phone, email, services, status, Action.

Grid have common search, sorting, paging (refer Screenshot Fig No3.59)

**Add a new service provider**

System should meet the following requirements to add an additional service.

Name

Phone

Email (xxx@yyy.zzz)

Service Name

Description.

When all the required fields are filled then the data should enter into DC system. It must provide a functionality to save the data into system.

It also should provide the functionality to edit and delete the additional service.(refer screenshot fig No:3.60, Validation 2.21).

**1.23 Emergency Contacts**

This functionality should be accessible to Manager.

System should provide the functionality to create the Emergency contact. People who are living in the condo i.e. Owners or Tenants can view this additional service.

Field to display:Name, phone, email, Description, status, Action.

Grid have common search, sorting, paging (refer Screenshot Fig No3.61)

**Add a new Emergency provider**

System should meet the following requirements to add an additional service.

Name

Phone

Email (xxx@yyy.zzz)

Description.

When all the required fields are filled then the data should enter into DC system. It must provide a functionality to save the data into system.

It also should provide the functionality to edit and delete the additional service.(refer screenshot fig No:3.62, Validation 2.22).

**1.24 Minutes of Meeting:**

This functionality can view only manager. Minutes of meeting is used for to schedule and discuss with condo team members regarding of new project approvals.

**Fields to Display:** Meeting date, meeting subject, Action, view, download and Add minutes of meeting.

Grid has common search,sorting and paging.(refer screenshot fig No:3.63, Validation 2.23).

**Add Minutes of Meeting:**

Fields to display: Subject, meeting date, Important notes, Attendees, meeting venue, upload document, save and back button.(refer screenshot fig No:3.64, Validation 2.24)

On Clicking of “Save” button, DC system will validate the inputs and save details into DC system.

On Clicking of “Back” button DC system will redirect the “Minutes of meeting “ to

“View Details” screen i.e. send back to previous one.

**1.25 Notifications:**

This functionality should be accessible to Manager.

People living in the condo i.e. Owners and tenants should be able to get the notifications.

Grid has an option to edit and delete the notification.

Field to display: Subject description, edit,delete and add notification button.

**Add Notification**:

System should meet the following requirements to add a notification.

* Subject
* From date
* To date
* Description
* Upload photo
* Sending mail
* Block
* Floor
* Unit
* User
* Role
* department

System should also provide the functionality to whom the notification is to be visible.

It should provide a functionality to enter Block, Floor and Unit number for the notification.

When all the required fields are filled then the data should enter into DC system. It must provide a functionality to save the data into system.

On Clicking of “Save” button, DC system will validate the inputs and save details into DC system.

On Clicking of “Back” button DC system will redirect the to“ Details” screen i.e. send back to previous one.

After adding, it must be display like

* Subject
* From date
* To date
* Status

System should also provide the functionalities to edit and delete the notifications.

**1.26 Announcement**

This functionality should be accessible to Manager.

People living in the condo i.e. Owners and tenants should be able to get the Announcements.

Grid has an option to edit and delete the Announcement.

Field to display: Subject description, edit,delete and add Announcement button.

System should meet the following requirements to add an announcement.

* Subject
* From date
* To date
* Description
* Upload photo
* Save
* Back

When all the required fields are filled then the data should enter into DC system. It must provide a functionality to save the data into system.

After adding, it must be display like

* Subject
* From date
* To date
* Status

System should also provide the functionalities to edit and delete the announcement.

On Clicking of “Save” button, DC system will validate the inputs and save details into DC system.

On Clicking of “Back” button DC system will redirect the to“ Details” screen i.e. send back to previous one.

**1.27 Water Meter Reading:**

This functionality should be accessible to Manager.

Grid has common sorting, search, paging.

Fields to Display:

* Unit Name
* Reading Taken on
* Previous reading
* Current reading
* Consumed units
* Action
* Edit
* Add meter reading.

System should provide the functionality to edit the details.

System should provide the functionality to add the water bill. System should meet the following requirements to add the water bill reading into DC system.

* Unit Name
* Period From
* Period To
* Month of Reading
* Previous reading
* Current reading
* Consumed Units
* Reading Time

When all the required fields are filled then the data should enter into DC system. It must provide a functionality to save the data into system.

On Clicking of “Save” button, DC system will validate the inputs and save details into DC system.

On Clicking of “Back” button DC system will redirect the to“ Details” screen i.e. send back to previous one.

**1.28 Gas Meter Reading**

This functionality should be accessible to Manager.

Grid has common sorting, search, paging.

Fields to Display:

* Unit Name
* Reading Taken on
* Previous reading
* Current reading
* Consumed units
* Action
* Edit
* Add gas meter reading.

System should provide the functionality to edit the details.

System should provide the functionality to add the Gas bill. System should meet the following requirements to add the Gas bill reading into DC system.

* Unit Name
* Period From
* Period To
* Month of Reading
* Previous reading
* Current reading
* Consumed Units
* Reading Time

When all the required fields are filled then the data should enter into the DC system. It must provide a functionality to save the data into the system.

On Clicking of “Save” button, DC system will validate the inputs and save details into DC system.

On Clicking of “Back” button DC system will redirect the to“ Details” screen i.e. send back to previous one.

**1.29 Hall Booking**

This functionality should be accessible to Manager and the front desk.

People living in the condo i.e. Owner or Tenant has option of hall booking.

Grid has common option of sorting, Pageing, Search

* Booking date
* Event date
* Unit No
* Resident name
* Mobile number
* Deposit amount
* Rent amount
* Status
* Action

System should also provide the actions Pay, History, cancel and delete(Refer ScreenShot 3.73)

**Add Hall booking**

Click on add hall booking a new page will pop up with the current month calendar select the date when the event is.(Refer ScreenShot 3.74)

On clicking on it a new page will open with hall booking Request.

System should meet the following requirements to book a Hall in the condo.

* Request for (office or Resident person)
* Unit No
* Resident Name
* Booking date
* Rent amount
* Deposit amount
* Total Amount
* Purpose of booking

When all the required fields are filled then the data should enter into the DC system. It must provide a functionality to save the data into system.(Refer ScreenShot 3.75)

After raising the request the following actions should be displayed on the main page.

**Pay:** User can pay Hall Booking Request bill by clicking on pay button.System provides confirmation request to the user. By clicking on pay now

(Refer ScreenShot 3.77)

If we click on No, Cancel request will cancel.

By click on ok to cancel the request of paying.

**Pay Now:**By Clicking on Pay now button user can able to pay the bill

After entering the fields, click on confirm Payment button to pay the bill.

If we click on Close payment is close but request is raised state but not confirm.

After payment Receipt payment pop up will appear(Refer screenshot Fig No:3.83)

**Delete**: User can delete Hall Booking Request by clicking on delete button.

System provides confirmation request to the user.(Refer ScreenShot Fig No:3.80)

By Clicking on yes ,Delete it button System provides cancel Request Action.(Refer ScreenShot Fig No:3.81).

**History:**User able to see the history details of Hall Booking Request bill by clicking on the History button under action.(Refer ScreenShot Fig No:3.82).

**Refund:**

User will get refund after successful payment before event date if the user request for cancel and after the event.

To refund the hall booking request before event date user will get full refund. To refund under action click on refund.

System provides confirmation request to the user.(Refer ScreenShot Fig No:3.84)

On Clicking of “Refund now” button, DC system will validate the inputs and save details into DC system.

On Clicking of “No,Cancel” button DC system will redirect the to“ Details” screen i.e. send back to previous one.(refer section validation 2.34, Screenshot Fig No:3.85)

Refund page will open from which account and to whom user is refunding. And from from which account and payment mode.click on confirm refund(Refer ScreenShot 3.86).

**Refund with deduction** :

Click the refund and check on is deduction is applicable.User will enter the deductions amount and deduction.(Refer ScreenShot 3.86).

**1.30 Renovation:**

This functionality should be accessible to Manager and Front desk.

And also accessible to user to raise the renovation request.

Grid has common option of sorting, Pageing, Search.

* Unit No;
* Period From
* Period To
* Deposit
* Description
* Contractor Name
* Contractor Vehicle No
* Mobile
* Status
* Action

What ever Renovation request by user or by the owner/tenant will display here.(refer section: validation:2.35 , ScreenShot Fig No: 3.88)

**Add Renovation Request:**

Click on the Add Renovation button . It will open Renovation request page.

List of fields is display to enter the request details

* Unit No:
* owner/tenant
* Period from
* Period to
* Contractor name
* Contractor mobile number
* Contractor vehicle no
* Description

When all the required fields are filled then the data should enter into DC system. It must provide a functionality to save the data into system.

On Clicking of “Save” button, DC system will validate the inputs and save details into DC system.

On Clicking of “Back” button DC system will redirect the to“ Details” screen i.e. send back to previous one.(refer section: validation:2.36 , ScreenShot Fig No: 3.89)

**Verify Action:**

User will click on verify under action. System provide confirmation request to the user.

**verify:**

Once user is request the renovation. Condo member will come and verify the request unit and work severity.

Fields to display:

* Verify by
* Verify date
* Work severity
* Comments

When all the required fields are filled then the data should enter into DC system. It must provide a functionality to save the data into system.(refer section: Screenshot Fig No: 3.90)

On Clicking of “Save” button, DC system will validate the inputs and save details into DC system.

On Clicking of “Close” button DC system will redirect the to“ Details” screen i.e. send back to previous one.(refer section: validation:2.37 , ScreenShot Fig No: 3.91)

**Deposit Initiated** : Once the renovation request is verified according to severity deposite is initiated to the unit.System provide confirmation request to the user.

**Field to Display:**

* Renovation Deposit
* Comments
* Upload renovation deposit proof.

When all the required fields are filled then the data should enter into DC system. It must provide a functionality to save the data into system.(refer section: validation:2.38 , ScreenShot Fig No: 3.92)

On Clicking of “Save” button, DC system will validate the inputs and save details into DC system.

On Clicking of “Close” button DC system will redirect the to“ Details” screen i.e. send back to previous one.(refer section: validation:2.38 )

**Deposit Pay:**Once the condo member deposit is initiated the owner/tenant is ready to pay the deposit amount.

Fields to display:

* Renovation Deposit
* Payable amount
* Mode of payment
* Management account number
* Actual payment date.
* Paying by
* Comments
* Upload payment proof.

When all the required fields are filled then the data should enter into DC system. It must provide a functionality to save the data into system.(ScreenShot FigNo: 3.93)

On Clicking of “confirm payment” button, DC system will validate the inputs and save details into DC system.

On Clicking of “Close” button DC system will redirect the to“ Details” screen i.e. send back to previous one.(refer section: validation:2.39 , ScreenShot Fig No: 3.94)

**Cancel Renovation:**

User can cancel the request before verify, after verify and after the deposit. System provide confirmation request to the user.

On Clicking of “Yes cancel it” button, DC system will validate the inputs and save details into DC system.

On Clicking of “No cancel” button DC system will redirect the to“ Details” screen i.e. send back to previous one.(Screenshot Fig No3.96:)

**History:** User can see the history of the request and can download therecepit by clicking on history under action.(Screenshot Fig No:3.97)

**Refund Action:** User want to refund the deposit before the renovation user must cancel the request. Or user

can get the refund when renovation is completed.

To issue refund to the members user which click on refund under action.

System provide confirmation request to the user.

On Clicking of “Refund now” button, DC system will validate and navigate to the refund amount page.

On Clicking of “No cancel” button DC system will redirect the to“ Details” screen i.e. send back to previous one.(Screenshot Fig No:3.98)

**Refund:**

On clicking of “refund now” button navigate to refund page.

Field to display:

* Renovation deposit
* Net refundable
* Is deduction

When all the required fields are filled then the data should enter into DC system. It must provide a functionality to save the data into system.

On Clicking of “Proceed to pay” button, DC system will validate the inputs and save details into DC system.

On Clicking of “Close” button DC system will redirect the to“ Details” screen i.e. send back to previous one.

**Refund payment action:**

Here in this screen user will enter all the details mode of payment, to whom he is paying and how much amount he is refunding and date.

When all the required fields are filled then the data should enter into DC system. It must provide a functionality to save the data into system.

On Clicking of “confirm payment” button, DC system will validate the inputs and save details into DC system.

On Clicking of “Close” button DC system will redirect the to“ Details” screen i.e. send back to previous one.(refer section: validation:2.40 , ScreenShot Fig No:3.99 )

**Refund with Deduction:**

On clicking of “refund now” button navigate to refund page.

Field to display:

* Renovation deposit
* Net refundable
* Is deduction
* Wall Damages
* Roof Damages
* Service Charge
* Standard Deduction
* Renovation Refund
* Net Deductions

Click on “is deduction” enter the details of the deductions

When all the required fields are filled then the data should enter into DC system. It must provide a functionality to save the data into system.(refer section: validation:2.41 , ScreenShot Fig No: 3.100)

On Clicking of “Proceed to pay” button, DC system will validate the inputs and save details into DC system.

On Clicking of “Close” button DC system will redirect the to“ Details” screen i.e. send back to previous one.

User can see on left side of the page with deduction details and final amount to pay or receive.

Here in this screen user will enter all the details mode of payment, to whom he is paying and how much amount he is refunding and date.

When all the required fields are filled then the data should enter into DC system. It must provide a functionality to save the data into system.

On Clicking of “confirm payment” button, DC system will validate the inputs and save details into DC system.

On Clicking of “Close” button DC system will redirect the to“ Details” screen i.e. send back to previous one.(refer section: validation:2.42 , ScreenShot Fig No: 3.101)

**1.31 Access Card:**

Access card is used for members who are living in condominiums to enter the condominium.

Here we have four different types of access cards.

1.Condo access card.

2.Car access card.

3.Car sticker.

4.Bike sticker

This functionality is access to manager and the front desk. And also have access to raised member from mobile app.

**List of field to display**

* Request date
* Unit No
* Card type
* No of cards
* Amount
* Status
* Action

Whatever facility request by user or by the owner/tenant will display here.(refer section: validation:2.43 , ScreenShot Fig No: 3.102)

**Add Access card:**

In list page click on add access card button to add the new access card. A new page will popup and enter user details in it.

Field to display

* Request for
* Unit No
* Name
* No of access card
* Amount
* Remarks

When all the required fields are filled then the data should enter into DC system. It must provide a functionality to save the data into system.

On Clicking of “save” button, DC system will validate the inputs and save details into DC system.

On Clicking of “back” button DC system will redirect the to“ Details” screen i.e. send back to previous one.(refer section: validation:2.44 , ScreenShot Fig No:3.103 )

Repeat the steps for car access card, bike sticker and car sticker in request for in add access card. Section.

**Pay :** User can pay Access Card Request bill by clicking on pay button. System provides confirmation request to the user.

On Clicking of “Paynow ” button, DC system will validate the inputs and save details into DC system.

On Clicking of “No,cancel” button DC system will redirect the to“ Details” screen i.e. send back to previous one.(Screenshot Fig No:3.104)

By Clicking on Pay now button user can able to pay the bill. User will enter the all details like for which request user is paying mode of payment, actual payment date, management account number, paying by, comments.

When all the required fields are filled then the data should enter into DC system. It must provide a functionality to save the data into system.

On Clicking of “confirm payment” button, DC system will validate the inputs and save details into DC system.

On Clicking of “close” button DC system will redirect the to“ Details” screen i.e. send back to previous one.(Screenshot Fig No:3.105)

**Delete**: User can delete Access Card Request bill by clicking on delete button.

System provides confirmation request to the user.

On Clicking of “Yes,Delete it!” button, DC system will validate the inputs and save details into DC system.

On Clicking of “no cancel” button DC system will redirect the to“ Details” screen i.e. send back to previous one.(Screenshot Fig No:3.106)

By Clicking on yes ,Delete it button System provides cancel Request Action.

After entering the fields, click on cancel Request button.

On Clicking of “cancel request” button, DC system will validate the inputs and save details into DC system.

On Clicking of “close” button DC system will redirect the to“ Details” screen i.e. send back to previous one.(Screenshot Fig No:3.107)

**Delivery:**

Once payment is done card is ready to delivery.

User will select delivery from action. A pop up will open with delivery here in text field next to vehicle number enter the card number.(Screenshot Fig No:3.108)

**Deactivate:**

Once card is delivery user can deactivate the card from action click on deactivate

Select the vehicle number.

Enter comments for deactivate.(Screenshot Fig No:3.109)

**History:** User able to see the history details of access card bill by clicking on History button and can download the receipt.(Screenshot Fig No:3.110)

**Facility booking:**

This facility is access to the manager and the front desk and people who is in the condo can raise the request in facility booking.

User login and click on facility user can see the list

Fields to display.

* Booking date
* Facility date
* Unit name
* Person name
* Facility name
* Court name
* From time
* To time
* Status
* Action

Request raise by user or by the owner/tenant will display here.(refer section: validation:2.45 , ScreenShot Fig No: 3.111)

**Add condo Facilities:**

To request a new facility user should click on add condo facility

Facility name with drop down list can view.

Select the facility

Field will be display

* Unit name
* Resident
* Court name
* Number of people
* Booking date
* From time
* To time

When all the required fields are filled then the data should enter into DC system. It must provide a functionality to save the data into system.

On Clicking of “save” button, DC system will validate the inputs and save details into DC system.

On Clicking of “back” button DC system will redirect the to“ Details” screen i.e. send back to previous one.(refer section: validation:2.46 , ScreenShot Fig No:3.112 )

After raising the request the following actions should be displayed.

**Pay:**

User can pay Facility booking Request bill by clicking on pay button.

System provides confirmation request to the user

On Clicking of “Pay now” button, DC system will validate the inputs and save details into DC system.

On Clicking of “Cancel” button DC system will redirect the to“ Details” screen i.e. send back to previous one.

Fields will display

* Facility name
* Facility charges
* Payable amount
* Mode of payment
* Management account number
* Actual payment date
* Paying by
* Comments
* Upload proof of payment

When all the required fields are filled then the data should enter into DC system. It must provide a functionality to save the data into system.(refer section: validation:2.47 , ScreenShot Fig No: 3.114)

On Clicking of “confirm payment” button, DC system will validate the inputs and save details into DC system.

On Clicking of “cancel” button DC system will redirect the to“ Details” screen i.e. send back to previous one.(Screenshot Fig No:3.115)

**Delete:**

User can delete facility booking Request bill by clicking on delete button.

System provides confirmation request to the user.(Screenshot Fig No:3.116)

On Clicking of “Yes delete” button, DC system will validate the inputs and save details into DC system.

On Clicking of “No Cancel” button DC system will redirect the to“ Details” screen i.e. send back to previous.

If user click on yes, cancel enter the details. After entering the fields, click on cancel Request button.

**Refund:**

If the user want to cancel the request before the facility date user can refund the amount.

To refund the amount initially request has to be cancel. Then the refund button is enabled

Now, click on refund.

System provides confirmation request to the user.

On clicking of “refund now” button navigate to refund page.

Pop up will appear as refund section

Select the deposit amount. System will automatically redirects the refund payment page.

When all the required fields are filled then the data should enter into DC system. It must provide a functionality to save the data into system.(refer section: validation:2.48 , ScreenShot Fig No:3.117 )

On Clicking of “confirm payment” button, DC system will validate the inputs and save details into DC system.

On Clicking of “close” button DC system will redirect the to“ Details” screen i.e. send back to previous one.(Screenshot Fig No:3.118)

When all the required fields are filled then the data should enter into DC system. It must provide a functionality to save the data into system.

On Clicking of “save” button, DC system will validate the inputs and save details into DC system.

On Clicking of “close” button DC system will redirect the to“ Details” screen i.e. send back to previous one.(Screenshot Fig No:3.119)

**History:**

User able to see the history details of facility booking by clicking on History button and can download the payment receipts.(Screenshot Fig No:3.120)

**Parking Slot Request**

Parking slot request is accessible to manager and front desk.

This is used for to book the parking slot for the condo members. To book slot owner/tenant need to request the slot.

Once user select the parking slot request list is view.

In this page we common sorting, search and paging.

Field to display:

* Unit name
* Parking slot request name
* Slot name
* Type of vehicle
* Booking from date
* Status
* Action

Request raise by user or by the owner/tenant will display here.(refer section: validation:2.49 , ScreenShot Fig No:3.121)

**Add Parking Slot Request:**

To add new parking slot request click on add parking slot request button from list page.

To request user need to add the details of the request

* Unit name
* Owner/tenant
* Booking from date
* Parking slot
* Car paid parking deposit
* Car paid parking rent
* Booking comment.

When all the required fields are filled then the data should enter into DC system. It must provide a functionality to save the data into system.

On Clicking of “save” button, DC system will validate the inputs and save details into DC system.

On Clicking of “close” button DC system will redirect the to“ Details” screen i.e. send back to previous one.(refer section: validation:2.50 , ScreenShot Fig No:3.122)

**Pay:**

To pay the requested slot from the list from action click on pay button.

System provides confirmation request to the user(Screenshot Fig No:3.123)

On Clicking of “Deposit now” button, DC system will validate the inputs and save details into DC system.

On Clicking of “Cancel” button DC system will redirect the to“ Details” screen i.e. send back to previous one.(refer section: validation:2.51 , ScreenShot Fig No:3.124)

By clicking on deposit now user will redirect the deposite payment page.

Field to display

* Car paid parking deposit
* Car paid parking rent
* Period from
* Period to
* Payable deposite amount
* Payable rent amount

When all the required fields are filled then the data should enter into DC system. It must provide a functionality to save the data into system.

On Clicking of “Proceed to pay” button, DC system will validate the inputs and save details into DC system.

On Clicking of “close” button DC system will redirect the to“ Details” screen i.e. send back to previous one.

After entering the detail and by clicking on proceed to pay system will redirect to the deposit payment page.

Field to display:

* Unit name
* Payable amount
* Mode of payment
* Management account number
* Actual payment date
* Paying by
* Comments

When all the required fields are filled then the data should enter into DC system. It must provide a functionality to save the data into system.

On Clicking of “confirm payment” button, DC system will validate the inputs and save details into DC system.

On Clicking of “close” button DC system will redirect the to“ Details” screen i.e. send back to previous one.(Screenshot Fig No:3.125)

**Cancel:**

To cancel the request for the parking slot before payment from list select the unit in action click on cancel the request.

By clicking on cancel button.

System provides confirmation request to the user.(Screenshot Fig No:3.126)

On Clicking of “Yes delete” button, DC system will validate the inputs and save details into DC system.

On Clicking of “No Cancel” button DC system will redirect the to“ Details” screen i.e. send back to previous.

If user click on yes, cancel enter the details. After entering the fields, click on cancel Request button.(Screenshot Fig No:3.127)

**Refund:**

To refund the parking slot request. Initially user should cancel the request. Then the refund button is enable.

Now click on the refund the system provides confirmation request to user.

On Clicking of “yes Refund it” button, DC system will validate the inputs and save details into DC system.

On Clicking of “No cancel ” button DC system will redirect the to“ Details” screen i.e. send back to previous one.(Screenshot Fig No:3.128)

Field to display:

* Car paid parking deposit
* Net refundable amount
* Is deduction applicable
* Car paid parking rent
* Net deductions

When all the required fields are filled then the data should enter into DC system. It must provide a functionality to save the data into system.(refer section: validation:2.53 , ScreenShot Fig No:3.129)

On Clicking of “Proceed to pay” button, DC system will validate the inputs and save details into DC system.

On Clicking of “Close” button DC system will redirect the to“ Details” screen i.e. send back to previous one.(Screenshot Fig No:3.130)

**Visitor Request:**

This functionality is access to manager and the front desk

People living in the condo i.e. Owner or Tenant should have the facility to raise the Visitor request to their unit.(refer section: validation:2.54 , ScreenShot Fig No:3.131)

Grid has common option of sorting, Pageing, Search.

Field to display

* Resident Name
* Resident mobile number
* Visitor name
* Visitor mobile number
* Visitor vehicle number
* Visiting date
* Visiting purpose
* Visiting time
* Status
* Action

**Add visitor request:**

System should meet the following requirements to raise a request for Visitor

* Unit Name
* Resident Name
* Mobile number
* Visitor Name
* Visitor mobile number
* Visitor vehicle number
* Purpose of Visiting
* Visiting Date

When all the required fields are filled then the data should enter into DC system. It must provide a functionality to save the data into system.(refer section: validation:2.54 , ScreenShot Fig No:3.132)

On Clicking of “Save” button, DC system will validate the inputs and save details into DC system.

On Clicking of “Back” button DC system will redirect the to“ Details” screen i.e. send back to previous one.

**Cancel:**

To cancel the request from grid select the unit in action click the cancel button to cancel the request.

System provides confirmation request to the user.(screenshot FigNo:3.136)

On Clicking of “Yes cancel” button, DC system will validate the inputs and save details into DC system.

On Clicking of “No Cancel” button DC system will redirect the to“ Details” screen i.e. send back to previous.

If user click on yes, cancel visitor request enter the details. After entering the fields, click on yes cancel Request button.(Screenshot Fig No:3.137)

**Check In:**

This functionality access to manager and the gatekeeper or security.

From action click on check in user will enter the details.

**Fields to display:**

* Visitor name
* Visitor mobile number
* Visitor vehicle number
* Visitor parking slot
* Comments
* Upload photo
* Upload id proof

When all the required fields are filled then the data should enter into DC system. It must provide a functionality to save the data into system.(refer section: validation:2.56 , ScreenShot Fig No:3.133)

On Clicking of “Proceed to pay” button, DC system will validate the inputs and save details into DC system.

On Clicking of “Close” button DC system will redirect the to“ Details” screen i.e. send back to previous one.

**Check out:**

To enable the visitor check out button from actions click on the check out button.

Enter the comment

When all the required fields are filled then the data should enter into DC system. It must provide a functionality to save the data into system.

On Clicking of “out” button, DC system will validate the inputs and save details into DC system.

On Clicking of “Close” button DC system will redirect the to“ Details” screen i.e. send back to previous one.(Screenshot Fig No:3.134)

**Clamping:**

This functionality is accessible to manager front desk and security person.

Grid have common search paging and sorting.

Field to display:

* Clamping date
* Vehicle Number
* Clamped By
* Remarks
* Amount
* Status
* Action

Request raise by user will display here.(refer section: validation:2.57 , ScreenShot Fig No:3.138)

**Add clamping:**

System should meet the following requirements to raise a request for clamp.

* Vehicle Number
* Amount
* Remarks
* Upload reference document

When all the required fields are filled then the data should enter into DC system. It must provide a functionality to save the data into system.(refer section: validation:2.58 , ScreenShot Fig No:3.139)

**Pay:**

To pay clamped vehicle select vehicle number from list under action click on pay.

System provides confirmation request to the user(refer section: validation:2.59, ScreenShot Fig No:3.140)

On Clicking of “Pay now now” button, DC system will validate the inputs and save details into DC system.

On Clicking of “Cancel” button DC system will redirect the to“ Details” screen i.e. send back to previous one.

By clicking on deposit now user will redirect the deposite payment page.

Field to display

* Vehicle clamp fee
* Clamp from
* Clamp to
* Net payable amount
* Payable amount
* Mode of payment
* Management account number
* Actual payment date
* Paying by
* Comments

When all the required fields are filled then the data should enter into DC system. It must provide a functionality to save the data into system.

On Clicking of “confirm payment” button, DC system will validate the inputs and save details into DC system.

On Clicking of “Close” button DC system will redirect the to“ Details” screen i.e. send back to previous one.(Screenshot Fig No:3.141).

**History:**

User able to see the history details of facility booking by clicking on History button and can download the payment receipts.(Screenshot Fig No:3.142).

**Complaints:**

This functionality is accessible to manager and the front desk along with owner/tenant.

Grid have filters to complaints from date and complaints to date departement status.(refer section: validation:2.60, ScreenShot Fig No:3.143)

**Open Complaints:**

To raise a complaint in list page click on open complaint

Fields to display:

* Department
* Unit no
* Complainer
* Subject
* Opened on
* Description
* Upload reference document

When all the required fields are filled then the data should enter into DC system. It must provide a functionality to save the data into system.

On Clicking of “save” button, DC system will validate the inputs and save details into DC system.

On Clicking of “Close” button DC system will redirect the to“ Details” screen i.e. send back to previous one.(refer section: validation:2.61, ScreenShot Fig No:3.144)

**Change status:**

From list select the complaint from action. Now the status is in open state

System will assign according to complaint.

Once click on change status from action.

* Status
* Comments
* Upload required document

When all the required fields are filled then the data should enter into DC system. It must provide a functionality to save the data into system.

On Clicking of “save” button, DC system will validate the inputs and save details into DC system.

On Clicking of “Close” button DC system will redirect the to“ Details” screen i.e. send back to previous one.(Screenshot Fig No:3.145).

**Cancel**

To cancel the request from grid select the cancel on complaints. click the cancel button to cancel the request.

System provides confirmation request to the user.(Screenshot Fig No:3.146)

On Clicking of “Yes cancel” button, DC system will validate the inputs and save details into DC system.

On Clicking of “No Cancel” button DC system will redirect the to“ Details” screen i.e. send back to previous.

If user click on yes, cancel visitor request enter the details. After entering the fields, click on yes cancel Request button.(Screenshot Fig No:3.147).

**Payments:**

**Bill Payments:**

Bill Payments functionality is can view only for manager and front desk.

This functionality is used for to pay the bills of the unit members.

**Fields to display:**

Unit name

Grid list will be seen by user

Maintenance bill

Sinking fund

Water bill

Gas bill

Vehicle parking dues.

Land assessment.

Insurance

Total due

Unit bill due will display here.(refer section: validation: , ScreenShot Fig No:)

**Pay:**

Click on pay button on individual bill will navigate to payment option

Fields:

Balance amount

Paid amount

Mode of payment

Management account number

Actual payment date

Owner or tenant

Comments

Upload payment proof

When all the required fields are filled then the data should enter into DC system. It must provide a functionality to save the data into system.

**Advance payment:**

Unit member is allow to pay the advance amount

**Fields to display:**

Credit amount

owner/tenant name

Actual payment date

Mode of payment

Management account number

Received

Reason

When all the required fields are filled then the data should enter into DC system. It must provide a functionality to save the data into system.

**Pay other bills:**

User have access to pay individual bills by clicking on pay other bills button.

Maintenance bill

Sinking fund

Water bill

Gas bill

Vehicle parking dues.

Land assessment.

Insurance

Total dues

When all the required fields are filled then the data should enter into DC system. It must provide a functionality to save the data into system.

**Shop Rent:**

Commercial unit rent will collect from shop rent. This functionality is access to manager and the front desk.

**Fields to display:**

Unit name:

Shop rent

Pay

Last payment

Last invoice

Last paid details

Download file.

Commercial unit bill due will display here.

**Pay:**

Balance amount

Paid amount

Mode of payment

Management account number

Actual payment date

Owner or tenant

Comments

Upload payment proof

When all the required fields are filled then the data should enter into DC system. It must provide a functionality to save the data into system.

**Unit bill Reminders:**

This facility is access to manager and front desk. This functionality mainly used for to reminder the unit member for pending dues.

**Fields to display:**

Select

S.No

Unit name

Owner name

Mobile number

Email

due amount

Action

Unit bill dues is there unit number will display.

# **Validation:**

**2.1 Login page**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Phone number | Text field | It accepts only the number who are register with that particular condo  Mobile Number field is required | mandatory |
| Password | Password field | Password provided by the manager/back end admin  Password is required | mandatory |

2.2 Add new office user validation

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Name | Text field | Manager should give a valid name.  Field accept only letters up to 25 letters | mandatory |
| Email | Text field | Manger should give valid email id  Field accept only email format  xxx@yyy.com | mandatory |
| Mobile no | Textfield | It will accept only number  Field accept only number[0-9] | mandatory |
| country | Textfield | Enter the country of the user  Field accept only letters up to 25 letters | mandatory |
| passport | Textfield | Enter a valid passport number  Field accepts alphanumeric and special character. | mandatory |
| role | Dropdown | Manager should assign role to new user | mandatory |
| Address | Textfield | Must enter by the manger  Field accept only letters up to 25 letters | Not mandatory |
| city | Textfield | Must enter by the manger.  Field accept only letters | Not mandatory |
| state | Textfield | Must enter by the manger  Field accept only letters | Not mandatory |
| poscode | Textfield | Must enter by the manger.  Field accept only numbers | Not mandatory |

2.3 To Add Owner/tenant to unit

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Name | Text field | Manager/Front desk User will enter the details of the owner/tenant  Field accept only letters. |  |
| Email | Text field | Manager/Front desk User will enter the details of the owner/tenant  Field accept only Email format  xxx@yyy.com |  |
| Phone no | Text field | Manager/Front desk User will enter the details of the owner/tenan  Field accept only numbers[0-9] |  |
| country | Drop down menu | Manager/Front desk User will enter the details of the owner/tenant.  Field accept only letters. |  |
| passport | Text field | Manager/Front desk User will enter the details of the owner/tenant  Field accept alphanumeric |  |
| Unit name | Text field | By default it populate  Field accept alphanumeric. |  |
| No. of living people | Text field | This field can view only for tenant.  Field accept only numbers. |  |
| Agreement date | Calendar Pick | This field can view only for tenant  Field accept only date |  |
| Working company | Text Field | This field can view only for tenant  Field accept alphanumeric. |  |
| Date of purchase | Calendar Pick | Manager/Front desk User will select the date from the calendar menu  Field accept only date. |  |
| Occupied from | Calendar Pick | Manager/Front desk User will select the date from the calendar menu  Field accept only date |  |
| Occupied to | Calendar Pick | Manager/Front desk User will select the date from the calendar menu.  Field accept alphanumeric |  |
| Living here | Radio button | Can view for only for owner.  Only selection |  |
| Address | Text field | Manager/Front desk User will enter the details of the owner/tenant |  |
| City | Text field | Manager/Front desk User will enter the details of the owner/tenant  Field accept letters. |  |
| State | Text field | Manager/Front desk User will enter the details of the owner/tenant  Field accept letters. |  |
| Postal code | Text field | Manager/Front desk User will enter the details of the owner/tenant.  Field accept only numbers. |  |

**2.4** Add new vendor Details

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Element** | **Description** |  |
| Service Type | Drop Down | Manager/Front desk users will enter the details of the vendor service type can select from drop down menu.  Field accept dropdown selection. |  |
| Company name | Text field | Manager/Front desk users will enter the details of the vendor company name  Field accept alphanumeric |  |
| Company Address | Text field | Manager/Front desk users will enter the details of the vendor company address.  Field accept alphanumeric |  |
| city | Text field | Manager/Front desk users will enter the details of the vendor company city.  Field accept letters |  |
| state | Text field | Manager/Front desk users will enter the details of the vendor company state.  Field accept letters. |  |
| Postal code | Text field | Manager/Front desk users will enter the details of the vendor company state.  Field accept only numbers. |  |
| Phone number | Text field | Manager/Front desk users will enter the details of the vendor company phone number.  Field accept only numbers [0-9]. |  |
| Fax number | Text field | Manager/Front desk users will enter the details of the vendor company Fax number.  Field accept only numbers [0-9]. |  |
| Company email | Text field | Manager/Front desk users will enter the details of the vendor company email id  Field accept only email format xxx@yyy.com |  |
| Vendor service type | Drop down | Manager/Front desk can select from the drop down menu.  Select from dropdown. |  |
| Contract from | Calendar Pick | Manager/Front desk users will enter contract from .  Field accept date only. |  |
| Contract to | Calendar Pick | Manager/Front desk users will enter the details of the vendor company contract to.  Field accept date only. |  |
| Number of people | Text field | Manager/Front desk users will enter the details of the vendor company how many people work under this condo.  Field accept only numbers. |  |
| Company GST No | Text field | Manager/Front desk users will enter the details of the vendor company GST no.  Field accept alphanumeric. |  |
| Company Account number | Text field | Manager/Front desk users will enter the details of the vendor company Account number.  Field accept alphanumeric. |  |
| PIC mobile number | Text field | Manager/Front desk users will enter the details of the vendor company will assign PIC to the condo with phone number.  Field accept only number[0-9]. |  |
| PIC Name | Text field | Manager/Front desk users will enter the details of the vendor company will assign PIC to the condo with phone name.  Field accept letters. |  |
| PIC Email Id | Text field | Manager/Front desk users will enter the details of the vendor company will assign PIC to the condo with Email id.  Field accept mail id format  xxx@yyy.com |  |

2.5 Shop Registration

|  |  |  |  |
| --- | --- | --- | --- |
| **Field** | **UI Elements** | **Description** |  |
| Unit | Drop down | Manager/Front desk User will have access to select the commerical unit.  Field accept selection from dropdown menu. |  |
| Shop name | Text Field | As per Shop owner requested name Manager/Front end use have access to add this field.  Field accept alphanumeric. |  |
| Address | Text Field | Manager/Front desk User will have access to enter the address of the shop.  Field accept alphanumeric. |  |
| Phone number | Text Field | Manager/Front desk User need to enter the phone number.  Field accept number[0-9]. |  |
| Fax | Text Field | Manager/Front desk User need to enter the fax number.  Field accept number[0-9]. |  |
| Email | Text Field | Manager/Front desk User need to enter the Email id  Field accept email id format xxx@yyy.com |  |
| Shop Type | Drop down | Manager/Front desk User need to select the drop down menu.  Field accept alphanumeric. |  |
| Rental Amount | Text Field | Manager/Front desk User need to enter the Rental amount as per condo noms  Field accept only numbers. |  |
| Deposit Amount | Text Field | Manager/Front desk User need to enter the Rental amount as per condo noms.  Field accept only numbers. |  |
| Contract From | Calendar Pick | Manager/Front desk User need to select the contract from calander.  Field accept only date. |  |
| Contract To | Calendar Pick | Manager/Front desk User need to select the contract to calander.  Field accept only date. |  |
| Vacation Notice period(Days) | Text Field | Manager/Front desk User need to enter the Rental amount as per condo noms.  Field accept only numbers. |  |
| Remarks | Text Field | Details of the shop.  Field accept alphanumeric. |  |
| PIC Name | Text Field | As per condo noms Manager/Front desk User need to enter it can be owner also.  Field accept letters. |  |
| PIC Mobile Number | Text Field | Manager/Front desk User need to enter the pic phone number.  Field accept only numbers[0-9]. |  |
| PIC Email id | Text Field | Manager/Front desk User need to enter the pic Email id  Field accept only Email ld format xxx@yyy.com |  |
| Status | Text Field | Is active or in active.  Field accept alphanumeric. |  |
| Member Name | Text Field | Manager/Front desk User need to enter the Member name of the shop if present other than owner/pic member.  Field accept letters. |  |
| Member Phone no: | Text Field | Manager/Front desk User need to enter the Member phone number.  Field accept only numbers[0-9]. |  |
| Member Email | Text Field | Manager/Front desk User need to enter the Member Email id.  Field accept only Email ld format xxx@yyy.com |  |
| Membership card issue | Check box | Check the check box |  |
| Membership card number | Text Field | Manager/Front desk User need to enter the Member access card number.  Field accept only alphanumeric |  |

2.6 Condominium Registration

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Title | Text field | Manager will have access to the field will accept only letter with 25 characters max. |  |
| Registration number | Text field | Only manager have access  valid alphanumeric and not exceed 25 characters |  |
| number of blocks | Text field | Manager will have access to the field will accept |  |
| unit display format | Dropdown | Select from the drop down menu |  |
| Telephone number | Text field | Manager need to enter the Telephone number of new condo |  |
| Fax number | Text field | Manager need to enter the Telephone number of new condo |  |
| description | Text field | Manager will enter the details description of the new condominium.  Field accept alphanumeric. |  |
| Address | Text field | Manager will enter the new condo address.  Field accept alphanumeric. |  |
| city | Text field | Manager will enter the new condo city located. |  |
| state | Text field | Manager will enter the new condo state. |  |
| postalcode | Text field | Manager will enter the new condo postal code |  |
| upload logo | File upload | Manager will upload logo for new condo |  |
| background image | File upload | Manager will add background image |  |

2.7 Blocks

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Condominium Name | Text field | By default this field is freeze  Can allow view by manager |  |
| Block Name | Text field | Manager allow to enter the block name.  It can accept Alphanumeric |  |

2.8 Floors

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Block Name | Drop down | From drop down menu the manager will select the block to which floor is to be added |  |
| Floor Name | Text field | Manager allow to enter the Floor name.  It can accept Alphanumeric |  |

2.9 Units

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Block Name | Drop down menu | By selecting from the drop down menu manger will select the block name from the dropdown menu. |  |
| Floor name | Drop down menu | By selecting from the drop down menu manger will select the block name from the dropdown menu. |  |
| Unit no | Text field | Manager will enter the unit no as per condo rules.  Field accept alphanumeric |  |
| Build up area | Text field | Build up area in  Sft enter by manager  Only accept in numeric |  |
| Unit Description | Text field | Description of the unit  It will accept alphanumeric |  |
| Opening balance | Text field | Enter by manager about the opening balance.  Number format only |  |
| Opening balance as on date | Calendar Pick | Date is selected by the opening balance of the unit. By manager  Date format only |  |

**2.10 Change hall deposit/ rent**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Hall Deposit | Text Field | Manager have access to to enter deposit  Field accept only numbers |  |
| Hall Rent | Text field | Manager have access to to enter rent  Field accept only numbers |  |
| Effective from | Calendar Pick | Date is selected from when the price has to be change  Field accept only Date format only |  |

**2.11 Clamp Fee**

|  |  |  |  |
| --- | --- | --- | --- |
| **Field** | **UI Elements** | **Description** |  |
| Vehicle clamp fee | Text Field | Manager have access to enter the clamp Fee  Field accept only number |  |
| Effective date | Calendar Pick | Date is selected effective when the price has to be change.  Field accept only Date format only |  |

**2.12 Parking Slot**

|  |  |  |  |
| --- | --- | --- | --- |
| **Field** | **UI Elements** | **Description** |  |
| Slot Name | Text Field | Manager have access to create the parking slot name  Field accept Alphanumeric |  |
| Allowed vehicle | Drop down menu | Manager have access to select from the drop down menu  Field accept selection. |  |
| Is free parking | Radio button selection | Manager have access to select this radio button is free parking or paid parking.  Field accept only selection |  |
| Car paid parking Deposit | Text Field | Manager have access to add the price of the deposit.  Field accept only numbers |  |
| Paid parking Rent | Text Field | Manager have access to add the price of the Rent.  Field accept only numbers |  |
| Effective From | Calendar pick | Manager have access to select the date from the calendar picker. |  |

**2.13 Facility**

|  |  |  |  |
| --- | --- | --- | --- |
| Field | UI Element | Description |  |
| Edit | Grid element | In action edit is a button to edit the facility details in the same row. |  |
| Add Court | Grid element | In action court is a button to add the court to the facility in the same row. |  |
| Delete | Grid element | In action delete is a button to delete the facility in the same row |  |
| Add Facility | button | It is a button to add the new facility |  |
| Facility Name | Text field | Text field to add new facility name |  |
| Description | Multi line text box | It accepts multi line description to the facility |  |
| Booking Paid Required | Radio button | Select either one of the the option |  |
| Facility category | Drop down | Select either one from the list |  |
| From date | Calander picker | Accept the one of the further date |  |
| Gallery image | File browser control | User can upload any supported document |  |
| Save | button | All details are save in system. |  |
| Back | button | When click page will go to back page. |  |

**2.14 Add Court**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Element** | **Description** |  |
| Add court | Button | By click new court is assigned to facility after save |  |
| Name | Text box | Here use will enter the name of the court |  |
| Min. allowed person for booking | Text box | Number of persons to allow booking |  |
| Max.No.allowed person for booking | Text box | Number of persons to allow booking |  |
| Description | Multi line text box | Brief details of the description |  |
| Working hours | Check box | selection |  |
| Add shut downs | button | To add timings |  |
| Shutdown from date | Calendar picker | User will select the start date from when shut down |  |
| Shutdown to date | Calendar picker | User will select the end date to date. |  |
| save | button | Button to save |  |
| back | button | Back to add court page. |  |

**2.15 Facility price:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Field** | **UI Elements** | **Description** |  |
| Change price | Text link | Text link to change price of the facility |  |
| Add line item | button | To add line to assign price |  |
| Item name | Text box | Details of the item name |  |
| Line payment type | dropdown | Select from one of the option |  |
| Line refund type | Drop down | Select from one of the option |  |
| save | button | Save the price of the facilities prices |  |
| cancel | button | Cancel the request. |  |

**2.16 Shop price grid**

|  |  |  |  |
| --- | --- | --- | --- |
| **Field** | **UI Element** | **Description** |  |
| Change price | Text link | Change the price of the shop |  |
| Add line | button | Add line to the shop |  |
| Item name | Text box | Name of the item |  |
| Line payment | Drop down | Pre populate the line item select the correct item |  |
| Line refund | Drop down | Pre populate the line item select the correct item |  |
| Is deposit | Check box | If deposit need click on checkbox |  |
| save | button | Details are save |  |
| Cancel | button | Request has been cancel. |  |

**2.17 Unit Request Line:**

|  |  |  |  |
| --- | --- | --- | --- |
| Field | UI Elements | Description |  |
| Unit Request line | Drop down menu | Display list of request select the what user required |  |
| Unit request type | Grid element | It unit request type add by user |  |
| Unit request item | Grid element | It unit request type add by user |  |
| Payment type | Grid element | It unit payment type add by user |  |
| Line code | Grid element | It unit line of code add by user |  |
| Refundable type | Grid element | It unit refundable type add by user |  |
| Add Unit request line | Button | User click the button to add the new unit request line. |  |
| Request type | Dropdown | Display the list of request type |  |
| Item name | Text field | Enter the name of the unit request item |  |
| Line payment type | dropdown | Select from the drop down menu |  |
| Line refund type | Drop down | Select from the drop down menu |  |
| Is deposit | checkbox | Select the checkbox if needed. |  |
| Save | button | To save the request |  |
| Cancel | button | To cancel the request |  |

**2.18 Unit Monthly Bill Rates:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Field** | **UI Elements** | **Description** |  |
| Bill Type | Drop down | Select from drop down |  |
| Invoice period start date | Calendar picker | Select the date |  |
| Late fee | Text field | User will assign the late fee |  |
| Interest free date | Text field | User will number of days |  |
| Rate of interest | Text field | User will enter rate of interest |  |
| Invoice period duration | Drop down | Select from the drop down |  |
| Is sinking fund applicable | Radio button | Select the radio button |  |
| Sinking fund amount | Text field | User will enter the amount |  |
| Recurring period | Drop down | Select the month |  |
| Schedule day of month | Text | User will enter schedule days |  |
| Schedule time | Time field | User will enter schedule time |  |
| Save | Button | Save what the user enters |  |
| Back | Button | Back to the main page |  |

**2.19 Bill rate configuration:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Field** | **UI Elements** | **Description** |  |
| Bill type | Drop down menu | User will select bill type |  |
| Flat rate | Radio button | User will check appropriate radio button |  |
| slab cumulative rate | Radio button | User will check appropriate radio button |  |
| slab flat rate | Radio button | User will check appropriate radio button |  |
| Flat | Text field | User will enter the value |  |
| Effective from date | Calendar picker | User will select the date |  |
| Save | Button | Save the request |  |
| Back | Button | Back to the home page. |  |

**2.20 Committee members:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Field** | **UI Element** | **Description** |  |
| Unit name | Grid element | It is added by the user |  |
| Name | Grid element | It is added by the user |  |
| Designation | Grid element | It is added by the user |  |
| Mobile number | Grid element | It is added by the user |  |
| Period from | Grid element | It is added by the user |  |
| Period to | Grid element | It is added by the user |  |
| Year of elections | Grid element | It is added by the user |  |
| status | Grid element | It is added by the user |  |
| Action | Grid element | System will generate the actions while user creates the list |  |
| Unit | Drop down | User will select the unit name from the drop down menu |  |
| Designation | Textbox | User will enter the designation of the person |  |
| Owners name | Textbox | While selecting unit it pre populate the name |  |
| mobile | Textbox | While selecting unit it pre populate the mobile number |  |
| Year of election | Textbox | User will enter for which year the elections are done |  |
| Period from | Calander picker | User will select from the calander from date |  |
| Period to | Calendar picker | User will select from the calander to date. |  |
| Email | Textbox | While selecting unit it pre populate the email |  |
| save | button | By clicking save button it saves the whatever user enters. |  |
| back | button | By clicking on back button it will navigate to committee grid. |  |

**2.21 Service providers**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Name | Grid Element | User can view the name of the service. |  |
| Phone number | Grid Element | User can view phone number of the service provider |  |
| Email | Grid Element | User can view service provider email |  |
| services | Grid Element | User can view services |  |
| status | Grid Element | User will able to see is service provider is active or inactive |  |
| Action | Grid Element | Under action user can edit and delete the service provider. |  |
| Name | Text field | Name of the service provider |  |
| phone | Text field | Service provider phone number |  |
| email | Text field | Service provider email |  |
| Service name | Text field | User will enter the service |  |
| description | Multi line text field | User will enter detail description of the service |  |
| save | Button | User click the data provider save the data |  |
| back | Button | When user clicks page will go to service provider. |  |

**2.22 Emergency contacts**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Name | Grid Element | User can view the name of the emergency service. |  |
| Phone number | Grid Element | User can view phone number of the emergency service |  |
| Email | Grid Element | User can view emergency service provider email |  |
| Description | Grid Element | User can view emergency services |  |
| status | Grid Element | User will able to see is emergency service provider is active or inactive |  |
| Action | Grid Element | Under action user can edit and delete the emergency service provider. |  |
| Name | Text field | Name of the emergency service provider |  |
| phone | Text field | Service provider phone number |  |
| email | Text field | Service provider email |  |
| description | Multi line text field | User will enter detail description of the emergency service |  |
| save | Button | User click the data provider save the data |  |
| back | Button | When user clicks page will go to emergency service provider. |  |

**2.23 Minutes of meeting:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Meeting date | Grid Element | User will provide while adding in minute of meeting | Readonly |
| Meeting subject | Grid Element | User will provide while adding in minute of meeting | Read only |
| Action | Grid Element | User can view system generated | Read only |
| view | Grid Element with link | User can view the details in the same row | Clickable user can view |
| Download | Grid Element link | User can download in details in the same row | Clickable user can download |
| Add minute of meeting | Button | User can add new meeting dates | Button user can add new meeting |
| Search | Textfield | User can search from the list | User can search by entering text |

**2.24 Add minutes of meeting:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Subject | Text field | User can add subject related to meeting | Mandatory |
| Meeting date | Calander picker | User will select the date from the calander picker | Mandatory |
| Important notes | Text field | User will enter the text | Not mandatory |
| Attendees | Text field | User will select the attendees who are attending the meeting | mandatory |
| Meeting venue | Text field | User will select the meeting venue | Mandatory |
| Upload document | File uploader | User will upload related document | Not mandatory |
| save | button | User will save all the details |  |
| back | Button | User will redirect to previous page |  |

**2.25 Notifications**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** | **Remarks** |
| Edit | Icon button | User can edit the notification | Action can perform by user if needed |
| delete | Icon button | User can delete the notification | Action can perform by user if needed |
| Add notification | Button | User can add the notification | Mandatory |
| subject | Text field | User will enter the text according to subject | Mandatory |
| From date | Calendar picker | User will select the notification from date | Mandatory |
| To date | Calendar picker | User will select the notification To date | Mandatory |
| Description | Multi line text field | User will enter the details of the notification | Mandatory |
| Upload picture | File uploader | User will upload related document of the notification if needed | Optional |
| Send Email | Check box | If user required email notification check here | Optional |
| Block | Drop down selection | User will select from drop down menu | Optional |
| Floor | Drop down selection | User will select from drop down menu | Optional |
| Unit | Drop down selection | User will select from drop down menu | Optional |
| Users | Text field with multi selection | User is able to select for which user need to send notification. | Optional |
| Role | Text field | User can send to particular role members | Optional |
| Department | Text field | User can send to particular department members. | Optional |

**2.26 Announcement**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** | **Remark** |
| Add Announcement | Button | To add announcement to condo members |  |
| Subject | Text field | User will add the related subject to the announcements | Mandatory |
| From date | Calander picker | User will select the date | Mandatory |
| To date | Calander picker | User will select the to date | Mandatory |
| Description | Multi line text field | According to announcements user will enter the description. | Mandatory |
| Upload photo | File uploader | User will upload picture | Optional |

**2.27 Water Meter Reading.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Unit name | Grid element | User can view only | Read only |
| Reading taken on | Grid element | User can view only | Read only |
| Previous reading | Grid element | User can view only | Read only |
| Current reading | Grid element | User can view only | Read only |
| consumed | Grid element | User can view only | Read only |
| Action | Grid element | User can view only | Read only |
| Edit | Icon button | Edit the reading if required by user | Editable |

**2.28 Add Water meter reading:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Unit id | Drop down selection | User will select from the drop down menu | Mandatory |
| Period from | Calendar picker | User will select from the calendar | Mandatory |
| Previous Reading | Text field with increment and decrement | User will enter reading details | Mandatory |
| Consumed units | Text field | System will calculate according to reading | System will generate |
| Month of reading | Text field | User will enter the month | System will generate read only |
| Period to | Calendar picker | User will select from the calendar | Mandatory |
| Current reading | Text field with increment and decrement | User will enter reading details | Mandatory |
| Reading time | System time | By default it display system time | Mandatory |

**2.29 Gas Meter Reading.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Unit name | Grid element | User can view only | Read only |
| Reading taken on | Grid element | User can view only | Read only |
| Previous reading | Grid element | User can view only | Read only |
| Current reading | Grid element | User can view only | Read only |
| consumed | Grid element | User can view only | Read only |
| Action | Grid element | User can view only | Read only |
| Edit | Icon button | Edit the reading if required by user | Editable |

**2.30 Add Gas Meter reading:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Unit id | Drop down selection | User will select from the drop down menu | Mandatory |
| Period from | Calendar picker | User will select from the calendar | Mandatory |
| Previous Reading | Text field with increment and decrement | User will enter reading details | Mandatory |
| Consumed units | Text field | System will calculate according to reading | System will generate |
| Month of reading | Text field | User will enter the month | System will generate read only |
| Period to | Calendar picker | User will select from the calendar | Mandatory |
| Current reading | Text field with increment and decrement | User will enter reading details | Mandatory |
| Reading time | System time | By default it display system time | Mandatory |

**2.31 Hall Booking:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Booking date | Grid Element | Captured from add hall booking request | Read only |
| Event date | Grid Element | Captured from add hall booking request | Read only |
| Unit No | Grid Element | Captured from add hall booking request | Read only |
| Resident | Grid Element | Captured from add hall booking request | Read only |
| Mobile | Grid Element | Captured from add hall booking request | Read only |
| Deposit | Grid Element | Captured from add hall booking request | Read only |
| Rent | Grid Element | Captured from add hall booking request | Read only |
| status | Grid Element | Captured from add hall booking request | Read only |
| Action | Grid Element | Captured from add hall booking request | Read only |
| pay | Icon button | Captured from add hall booking request | clickable |
| cancel | Icon button | User can cancel the request | clickable |
| history | Icon button | User can view the history of the request | clickable |
| Add hall booking | Button | User can select the hall booking for new request | Button clickable |

**2.32 Add Hall Booking:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Calander on date clickable | View and clickable | User can select the date when the condo member requests | Mandatory |
| Today button | Button | Display the current date | Optional |
| Unit No | Drop down | User will select from the drop down menu | Mandatory |
| Resident name | Drop down | User will select from the drop down menu | Mandatory |
| Booking date | Calander picker | By default system will capture the booking date from calander. | By default system capture |
| Hall Deposit | Grid element | User will enter the amount | Mandatory  It should be greater than 0 |
| Hall Rent | Grid element | User will enter the amount | Mandatory  It should be greater than 0 |
| Total amount | Grid element | System will generate total amount from deposit and rent. By user enter | By default system capture |
| Purpose of booking | Multi line text box | User will enter the purpose of the booking | Mandatory. |

**2.33 Hall Booking Deposit Payment**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Hall Deposit | Text Field | User will enter amount of the deposit | Mandatory  Amount should be greater than zero. |
| Hall Rent | Text Field | User will enter amount of the rent | Mandatory  Amount should be greater than zero. |
| Payable amount | Text Field | System will generate total amount by calculating the deposit and rent. | Read only.  System will calculate the deposit amount and rent amount display. |
| Mode of payment | Radio button | User will select the payment mode either by cash or by online | Mandatory  Select one radio button how user is refunding the amount. |
| Management Account number | Drop down | User will select the management account number from drop down menu. | Mandatory  Select the account number from drop down list. |
| Actual payment date | Calander picker | User will select the date | Mandatory  Date should be today’s date only |
| Paying By | Text field |  | Read only |
| comments | Multi line text field | User will enter the details of the refund. | Mandatory |
| Upload payment proof | File uploader | If any document is need to upload her user will upload. | Optional. |

**2.34 Hall Refund**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Hall deposit | TextField | By default system will display amount.while paying the deposite. | Read only. |
| Hall Rent | TextField | Before event it will display here. If we are refunding after event it is not available | Read only |
| Net refundable | TextField | System will generate total amount by calculating the deposit and rent.(if rent applicable). | Read only |
| Is Deduction applicable | checkbox | User will select the if deduction is applicable. | optional |
| Deduction section | Element | Element | Read only |
| Hall Rent | TextField | It will display remaining rent amount while deposit(if user took partial amount) | optional |
| Standard deductions | TextField | User will enter if charger applicable | optional |
| Cleaning charges | TextField | User will enter if charger applicable | optional |
| Furniture damage | TextField | User will enter if charger applicable | optional |
| Net deductions | TextField | By above amount system will calculate the total deduction amount. | Read only. |
| Net Refund(payable) | TextField | Total refund amount will display here. | Read only |
| Mode of refund | Radio button | User will select the radio button either by cash,cheque,online transfer. | Mandatory |
| Management account number | Drop down selection | From drop down list user will select the account number from select list | Mandatory. |
| Actual refund date | Calander picker | From calander user will select the date. | Mandatory. |
| Received by | Text field | System will display name of unit member. | Readonly. |
| comments | Multi line text field | User will enter the comments | Mandatory. |
| upload | File uploader | If any file to upload user will upload the file for refund case | optional. |

**2.35 Renovation**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Unit No | Grid Element | Request by user will display here. | Read only. |
| Period From | Grid Element | Request by user will display here. | Read only. |
| Period To | Grid Element | Request by user will display here. | Read only. |
| Deposit | Grid Element | Request by user will display here. | Read only. |
| Description | Grid Element | Request by user will display here. | Read only. |
| Contractor Name | Grid Element | Request by user will display here. | Read only. |
| Contractor Vehicle No | Grid Element | Request by user will display here. | Read only. |
| Mobile | Grid Element | Request by user will display here. | Read only. |
| Status | Grid Element | Request by user will display here. | Read only. |
| Action | Grid Element | User can refund =and can view or download the receipts. | Editable. |

**2.36 Add Renovation Request**

|  |  |  |  |
| --- | --- | --- | --- |
| **Field** | **UI Elements** | **Description** |  |
| Unit No: | Dropdown | From dropdown user will select unit no. | Mandatory. |
| owner/tenant | Dropdown | From dropdown user will select either request by owner or tenant. | Mandatory |
| Period from | Calander picker | From time will select by user | Mandatory |
| Period to | Calander picker | To time will select by the user. | Mandatory |
| Contractor name | Text Field | As per request by user contractor name will be entered. | Mandatory.  It accept only text. |
| Contractor mobile number | Text Field | User will enter the contractor mobile number. | Mandatory |
| Contractor vehicle no | Text field | User knows vehicle number | optional |
| Description | Multi line Text field | User will enter the request for | Mandatory |

**2.37 Verify**

|  |  |  |  |
| --- | --- | --- | --- |
| **Field** | **UI Element** | **Description** |  |
| Verify by | Text field | User will enter the name of the verification person name. | Mandatory |
| Verify date | Calander picker | Verify person will select the date when he is verify | Mandatory |
| Work severity | dropdown | Verify person will select the severity of the work | Mandatory |
| Comments | Multi line text field | Any remarks he will enter here under comments section | Mandatory |

**2.38 Deposite Initiated:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Renovation Deposit | Text field | User will deposit initiated according to severity | Mandatory |
| Comments | Multi line text field | User will enter comments | Mandatory |
| Upload renovation deposit proof | File uploader | If any required file is deposite initiated | Optional. |

**2.39 Deposite payment**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Renovation Deposit | Text field | User will enter the deposite amount as per deposite initiated | Mandatory |
| Payable amount | Text field | By default system will generate the payable amount according to deposite | Readonly. |
| Mode of payment | Radio button | User will select the mode of payment by cash cheque or online. | Mandatory. |
| Management account number | dropdown | From drop down list user will select the account number | Mandatory. |
| Actual payment date. | Calander picker | User should select the today’s date or past date. | Mandatory. |
| Paying by | Text field | By default unit member name is display. | readonly |
| Comments | Multi line text field | User will enter the details of the deposit. | Mandatory. |
| Upload payment proof | File uploader | Proof of payment file upload | optional |

**2.40 Refund:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Renovation deposit | Text field | While depositing same amount will deposite here. | readonly |
| Net refundable | Text field | System will generate | readonly |
| Is deduction | checkbox | If applicable please check mark | optional |

**2.41 Refund with deductions**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Renovation deposit | Text field | While depositing same amount will deposite here. | readonly |
| Net refundable | Text field | System will generate | readonly |
| Is deduction | checkbox | If applicable please check mark | optional |
| Wall Damages | Text field | User will enter amount if wall damages applicable | optional |
| Roof Damages | Text field | User will enter amount if wall damages applicable | optional |
| Service Charge | Text field | User will enter amount if wall damages applicable | optional |
| Standard Deduction | Text field | User will enter amount if wall damages applicable | optional |
| Renovation Refund | Text field | System will generate according to charges. | optional |
| Net Deductions | Text field | System will display after all charges are applicable | readonly |

**2.42 Payment section:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Field** | **UI Element** | **Description** |  |
| Total netfund amount | Text field | By default system will calculate the total net refund amount by deductions. | Readonly |
| Mode of refund | Radio button | Select the refund mode either by cash,cheque, online | Mandatory |
| Management account number | dropdown | From dropdown user will select the account number or bank | Mandatory |
| Actual payment date | Calander picker | User will enter today’s date or past date | Mandatory |
| Received(paid) by | User name (office user/frontdesk name) | User name display here. | Read only |
| comments | Multi line text field | While refund user will enter the comments. | Mandatory |

**2.43 Access card:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Request date | Grid Element | User request will be view here | Read only. |
| Unit No | Grid Element | User request will be view here | Read only. |
| Card type | Grid Element | User request will be view here | Read only. |
| No of cards | Grid Element | User request will be view here | Read only. |
| Amount | Grid Element | User request will be view here | Read only. |
| Status | Grid Element | User request will be view here | Read only. |
| Action | Grid Element | User can cancel any to payment option | selection. |

**2.44 Add Access card:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Request for | Dropdown selection | User will select from drop down menu request for | Mandatory. |
| Unit no | Dropdown selection | From drop down menu user will select the unit number | Mandatory. |
| Name | Dropdown selection | From drop down user will select the unit member name | Mandatory. |
| No of access card | Text field | By default it will select 1. | Read only |
| Amount | Text field | By default system will display amount according to request for | Read only |
| Remarks | Multi line text field | User will enter the details of the access card | Mandatory. |

**2.45 Facility Booking:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Booking date | Grid Element | User request it will display here | Readonly |
| Facility date | Grid Element | User request it will display here | Readonly |
| Unit name | Grid Element | User request it will display here | Readonly |
| Person name | Grid Element | User request it will display here | Readonly |
| Facility name | Grid Element | User request it will display here | Readonly |
| Court name | Grid Element | User request it will display here | Readonly |
| From time | Grid Element | User request it will display here | Readonly |
| To time | Grid Element | User request it will display here | Readonly |
| Status | Grid Element | User request it will display here | Readonly |
| Action | Buttons | User will select to cancel or to delete the from the request | Clickable |

**2.46 Add Facility**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Unit name | Drop down | User will select the unit no as per request | Mandatory |
| Resident | Drop down | User will select the Resident as per request | Mandatory |
| Court name | Drop down | User will select the court as per request | Mandatory |
| No of people | Text field | As per request user will enter the number of people. | Mandatory |
| Booking date | Calander picker | User will select the date of facility request | Mandatory |
| From time | Time picker | User will select the from time | Mandatory |
| To time | Time picker | User will select the from time | Mandatory |

**2.47 Facility payment:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Facility name | Text field | By default it will display the facility name | Mandatory |
| Facility charges | Text field | System will generate the charger from the setting assign | Mandatory |
| Payable amount | Text field | According to facility amount is displayed | Mandatory |
| Mode of payment | Radio button | User will select the date how the payment is took | Mandatory |
| management account number | Drop down selection | User will select the account number from list | Mandatory |
| Actual payment date | Calander picker | User select the current date | Mandatory |
| Paying by | Text field | By default unit member name will display here. | Read only |
| comments | Multiline text field | User will enter the details of the | Mandatory |
| Upload proof of payment | File uploader | If payment proof is available user will upload the file | optional. |

**2.48 Refund:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Facility name charges | Text field | By click on checkbox user is allow to refund the facility charges. | Read only |
| Net refundable | Text field | System will display by clicking on facility name | Read only |
| Net refund payable | Text field | Total amount is refunded. | Read only |
| Mode of refund | Radio button | User will select the how the refund is giving. | Mandatory |
| Management account number | Drop down selection | User will select from drop down list | Mandatory |
| Actual refund date | Calander picker | User will select when the refund is is giving | Mandatory |
| received(paid) by | Text field | User name will display by default. | Read only |
| comments | Multiline text field | User will refund details | Mandatory |
| Upload refund proof | File uploader | If refund proof is available he will upload the proof | Optional |

**2.49 Parking slot Request:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Element** | **Description** |  |
| Unit name | Grid Elements | User request will display here | Read only |
| Parking slot request name | Grid Elements | User request will display here | Read only |
| Slot name | Grid Elements | User request will display here | Read only |
| Type of vehicle | Grid Elements | User request will display here | Read only |
| Booking from date | Grid Elements | User request will display here | Read only |
| Status | Grid Elements | User request will display here | Read only |
| Action | Editable | User can cancel ,view the history and refund | Clickable buttons |

**2.50 Add Parking slot request**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Unit name | Drop down menu | User will select the unit as per request | Mandatory |
| owner/ tenant | Drop down menu | User will select the name as per request | Mandatory |
| Booking from date | Calander picker | User will select the from date | Mandatory |
| Parking slot | Dropdown menu | From drop down menu user will select the parking slot | Mandatory |
| Car paid parking deposit | Text field | By default system will generate the deposit amount | Mandatory |
| Car paid parking rent | Text field | By default system will generate the rent amount | Mandatory |
| comments | Multi line text field | User will enter the comments of the parking slot | Optional |

**2.51 Parking slot payment:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Car paid parking deposit | Text box | User will enter deposite amount | Read only |
| Car paid parking rent | Text box | User will enter the rent amount | Read only |
| Period from | Calander picker | From calander user will select the from date as request by user | Mandatory |
| Period to | Calander picker | From calander user will select the to date as request by user. | Mandatory |
| Payable deposit amount | Text box | User will enter the deposite amount | Mandatory |
| Payable rent amount | Text box | User will enter the rent amount | Mandatory |

**2.52 Payment**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **description** |  |
| Unit name | Text box | By default unite name will display | Read only |
| Payable amount | Text box | By default amount is taken | Read only |
| Mode of payment | Radio button | User will select the mode of payment | Mandatory |
| Management account number | Dropdown menu | From drop down menu user will select the account number | Mandatory |
| Actual payment date | Calander picker | From calander user will select the date | Mandatory |
| Paying by | Text field | User name will display | Read only |
| comments | Multiline text field | User will enter the details of the payment | Mandatory |

**2.53 Parking Refund:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Car paid parking deposit | Text field | User will select the checkbox to refund the deposit | Read only |
| Net refundable amount | Text field | This field is only to view | Read only |
| Is deduction applicable | Check box | If applicable user will select the checkbox | Mandatory  If any deductions is applicable |
| Car paid parking rent | Text box | This field is enable before the parking date | Read only. |
| Net deductions | Text box | User can see the | Read only |

**2.54 Visitor request**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Resident Name | Grid elements | User request will display here | Read only |
| Resident mobile number | Grid elements | User request will display here | Read only |
| Visitor name | Grid elements | User request will display here | Read only |
| Visitor mobile number | Grid elements | User request will display here | Read only |
| Visitor vehicle number | Grid elements | User request will display here | Read only |
| Visiting date | Grid elements | User request will display here | Read only |
| Visiting purpose | Grid elements | User request will display here | Read only |
| Visiting time | Grid elements | User request will display here | Read only |
| Status | Grid elements | User request will display here | Read only |
| Action | Grid elements | User can cancel and check in check out | clickable |

**2.55 Add visitor request**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Unit Name | Drop down | User will select the unit number from drop down menu | Mandatory |
| Resident Name | Drop down | System will display by default when we select the unit | Mandatory |
| Mobile number | Text field | System will display by default when we select the unit. | Mandatory |
| Visitor Name | Text field | User will enter visitor name as per request | Mandatory |
| Visitor mobile number | Text field | User will enter visitor name | Mandatory |
| Visitor vehicle number | Text field | User will enter visitor vehicle number | optional |
| Purpose of Visiting | Multi line text field | User what is the purpose of the visiting | Mandatory |
| Visiting Date | Calander picker | User will select from the calander | Mandatory |

**2.56 Check In**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Visitor name | Text field | User will confirm that the details are correct | Mandatory |
| Visitor mobile number | Text field | User will confirm that the details are correct | Mandatory |
| Visitor vehicle number | Text field | User will confirm that the details are correct | Optional |
| Visitor parking slot | Drop down | User will select the parking slot where to park the vehicle. | Mandatory |
| Comments | Multi line text field | User will enter the details of the visitor | Mandatory |
| Upload photo | File uploader | If required user will upload the picture | Optional |
| Upload id proof | File uploader | If required user will upload the id proof. | Optional |

**2.57 Clamping**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Clamping date | Grid element | User request will display here | Read only |
| Vehicle Number | Grid element | User request will display here | Read only |
| Clamped By | Grid element | User request will display here | Read only |
| Remarks | Grid element | User request will display here | Read only |
| Amount | Grid element | User request will display here | Read only |
| Status | Grid element | User request will display here | Read only |
| Action | Grid element | If user want to pay the user can select pay button to pay the clamping. | clickable |

**2.58 Add clamping**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description**. |  |
| Vehicle Number | Text field | User will enter the vehicle number | Mandatory |
| Amount | Text field | By default system will display the clamp fee. | Mandatory |
| Remarks | Multi line text field | User will enter details of the clamping | Mandatory |
| Upload reference document | File uploader | If required user will upload the document or picture. | Optional |

**2.59 Pay:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Vehicle clamp fee | Text field | System will display the clamp fee | Read only |
| Clamp from | Calander picker | When user clamped by default date is recorded | Read only |
| Clamp to | Calander picker | User will select according to paying date | Mandatory |
| Net payable amount | Text field | System will calculate the from and to date will display amount here. | Read only |
| Payable amount | Text field | System will display the same as net payable amount | Mandatory |
| Mode of payment | Radio button | User will select mode of payment | Mandatory |
| Management account number | Drop down list | User will select the management account number | Mandatory |
| Actual payment date | Calander picker | It will accept the Today’s date and previous date | Mandatory |
| Paying by | Text field | Username will display here | Read only |
| Comments | Multi line text field | User will enter the details of the clamping or payment | Mandatory |

**2.60 Complaints**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Department | Drop down | User will select according to complaint | Mandatory |
| Unit no | Drop down | User will select the unit from users is raises the complaint | Mandatory |
| Complainer | Text field | Name of the unit member | Mandatory |
| Subject | Text field | User will enter the complaint | Mandatory |
| Opened on | Calander picker | User will select the date | Mandatory |
| Description | Multi line text field | User will enter the details of the complaint | Mandatory |
| Upload reference document | File uploader | If required user will upload the document | Optional |

**2.61 Change status**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI elements** | **Description** |  |
| Status | Drop down selection | User will select account to status of the complaint | Mandatory |
| Comments | Multi line text field | User brief description of the status | Mandatory |
| Upload document | File uploader | If required user will upload document | Optional |

**2.62 Bill Payment**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Unit name | Dropdown | User will select the unit to view the bills | Mandatory |
| Maintenance bill | Grid label | User can see and take the bill | Read only |
| Sinking fund | Grid label | User can see and take the bill | Read only |
| Water bill | Grid label | User can see and take the bill | Read only |
| Gas bill | Grid label | User can see and take the bill | Read only |
| Vehicle parking dues. | Grid label | User can see and take the bill | Read only |
| Land assessment | Grid label | User can see and take the bill | Read only |
| Insurance | Grid label | User can see and take the bill | Read only |
| Total due | Grid label | User can see and take the bill | Read only |

**2.63 Pay**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Element** | **Description** |  |
| Balance amount | Text field | User can see the remaining balance amount | Mandatory |
| Paid amount | Text field | Previous paid balance | Mandatory |
| Mode of payment | Radio | User will select payment mode | Mandatory |
| Management account number | Drop down | User will select the account number | Mandatory |
| Actual payment date | Calander picker | When the unit member is paying | Mandatory |
| Owner or tenant | Text field | By default system will display | Mandatory |
| Comments | Multi line text field | Regarding payment user will enter the comments | Mandatory |
| Upload payment proof | File uploader | If required file is uploaded | Optional |

**2.64 Advance payment**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Credit amount | Text field | User will enter the amount for credited | Mandatory |
| owner/tenant name | Drop down | User will select whether payment is done by owner or tenant. | Mandatory |
| Actual payment date | Calander picker | User will select the payment took date | Mandatory |
| Mode of payment | Radio button | User will select the mode of payment | Mandatory |
| Management account number | Drop down | From drop down user will select the date | Mandatory |
| Received | Text field | By default username display | Mandatory |
| Reason | Multi line text field | User will enter reason for advance payment | Mandatory |

**2.65 Pay other bills**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Maintenance bill | Text Field | User will enter bill amount | Optional |
| Sinking fund | Text Field | User will enter bill amount | Optional |
| Water bill | Text Field | User will enter bill amount | Optional |
| Gas bill | Text Field | User will enter bill amount | Optional |
| Vehicle parking dues. | Text Field | User will enter bill amount | Optional |
| Land assessment | Text Field | User will enter bill amount | Optional |
| Insurance | Text Field | User will enter bill amount | Optional |
| Total due | Text Field | User will enter bill amount | Optional |

**2.66 Shop rent**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Unit name: | Drop down | User will select the unit from drop down menu | Mandatory |
| Shop rent | Grid Element | User can see rent amount | Optional |
| Pay | Grid Element | By clicking on [pay button user can take the payment | Optional |
| Last payment | Grid Element | User can see last payment | Optional |
| Last invoice | Grid Element | User can see last invoice | Optional |
| Last paid details | Grid Element | User can see last paid details | Optional |
| Download file. | Grid Element | User have option to download the file | Optional |

**2.67 Shop payment**

|  |  |  |  |
| --- | --- | --- | --- |
| **Fields** | **UI Elements** | **Description** |  |
| Balance amount | Text field | System will display balance amount | Mandatory |
| Paid amount | Text field | User can enter how much user is paying | Mandatory |
| Mode of payment | Radio button | User will select mode of payment | Mandatory |
| Management account number | Drop down | User will select from drop down | Mandatory |
| Actual payment date | Calander picker | User will select the date | Mandatory |
| Owner or tenant | Drop down | User will select the person | Mandatory |
| Comments | Multiline text field | Payment related comments | Mandatory |
| Upload payment proof | File uploader | If required payment proof is upload | Optional |