Stockroom Module:

This module will rely on many of the admin classes for information.

The main functions of the stockroom will be to distribute items as necessary and to order new items when required.

Two basic methods of getting parts will be used – remotely requested via a work order or specifically by worker, and in person.

When a part is remotely requested the part needs to be reserved for them to pick up. If a part is checked out, then it is removed from inventory. Support for returning of unused parts should be supported as well. Returned parts will just be returned to inventory.

When parts are requested they will be one of three types, inventory on hand, inventory on order, not inventory – needs to be special ordered.

Special order items must be approved before ordering in most cases so need to support approval to order.

Inventory parts need to have three items kept track of. Minimum items required, items reserved for pick up and items on hand. Note that reserved parts are to be removed from the items on hand but if any are reserved they should be displayed and what work order or worker they are reserved for when surveying parts on hand for specific part.

When items get below minimum required they need to be listed as needed to be ordered. When listing items to be ordered there should be a listing for reserved items as well so they can be considered.

Parts requests should contain the id of the part requested, work order (if any) related to, person requesting part (lead worker on work order), status on request (reserved, on order, cancelled, picked up), last date status updated

For items ordered an expected date should be included but is otherwise not needed.

Database containing sources to purchase items from. These sources should include the name of the source, contact name, contact phone number, fax number, address. Note that there could be more than one contact so contact name/phone/fax/address should be able to have more than one entry.

When remotely ordered parts request is ready to be picked up the originator should be alerted that their parts are available for pickup.

Expected Expansions beyond class:

Automatic updates of order status via email

Automated ordering system once approvals have been placed

NOTE: This is an early draft and subject to change or update!