**Publisher Inventory and Account Management System**

Publisher denoted as “User” or “user” in this document.

1. **User Activity: Add Category**

Users creates/adds new Category in this option. Information contains,

|  |  |  |
| --- | --- | --- |
| **SL** | **Fields to fill up** | **Entry Method** |
| 1 | Category Name | Typing |
| 2 | Category Code | Auto Generated |

1. **User Activity: Add Author**

Users adds new Author in this option. Information contains,

|  |  |  |
| --- | --- | --- |
| **SL** | **Fields to fill up** | **Entry Method** |
| 1 | Author Name | Typing |
| 2 | Author Code | Auto Generated |
| 3 | Author’s DOB | Typing |
| 4 | Author’s Address | Typing |

1. **User Activity: Getting ISBN**

Government authority provides an ISBN for a corresponding book upon request of the user.

1. **User Activity: Add Book**

User adds individual book information here. Information includes below,

|  |  |  |
| --- | --- | --- |
| **SL** | **Fields to fill up** | **Entry Method** |
| 1 | Book Name | Typing |
| 2 | Book Code | Auto Generated |
| 3 | Book Category | Drop Down |
| 4 | Book ISBN | Typing |
| 5 | Author’s Name | Drop Down |
| 6 | Author’s Royalty | Typing |
| 7 | Forma | Typing |
| 8 | Selling Rate | Typing |
| 9 | Initial Opening Balance | Typing |

1. **User Activity: Add Binder**

Here user adds new binder as below,

|  |  |  |
| --- | --- | --- |
| **SL** | **Fields to fill up** | **Entry Method** |
| 1 | Binder Name | Typing |
| 2 | Binder Code | Auto Generated |
| 3 | Binder Address | Typing |

1. **User Activity: Book Order to Binder**

User places his requirements to binder. Required information are,

|  |  |  |
| --- | --- | --- |
| **SL** | **Fields to fill up** | **Entry Method** |
| 1 | Date | Typing |
| 2 | Book ISBN | Typing |
| 3 | Book Code | Auto found from ISBN |
| 4 | Book Name | Auto found from ISBN |
| 5 | Order No | Auto Generated |
| 6 | Binder Name | Typing / Dropdown |
| 7 | Ordering quantity | Typing |

1. **User Activity: Book Receive From Binder**

This is an inventory update scenario.

User receives book from binder. Below information are required during receiving

|  |  |  |  |
| --- | --- | --- | --- |
| **SL** | **Fields to fill up** | **Entry Method** | **Note** |
| 1 | Date | Typing | An order can be searched using ISBN, Code, Name or Order No.  If searched using Order No then all books will be shown. Otherwise only single book will be shown. |
| 2 | Book ISBN | Barcode scan / Search |
| 3 | Book Code | Auto found from ISBN |
| 4 | Book Name | Auto found from ISBN |
| 5 | Receipt No | Auto Generated |
| 6 | Binder Name | Auto found |
| 7 | Challan No. | Typing |
| 8 | Ordered quantity | Auto found |
| 9 | Receiving quantity | Typing |
| 10 | Balance | Auto Calculated |
| 11 | Order No | Drop down |

After confirmation of receipt books are added to inventory.

1. **User Activity: Book Sales**

This is an inventory update scenario.

User sells book to customer. Below information are required during selling

|  |  |  |
| --- | --- | --- |
| **SL** | **Fields to fill up** | **Entry Method** |
| 1 | Date | Typing |
| 2 | Customer Name | Typing / Drop Down |
| 3 | Customer Representative | Typing |
| 4 | Payment Type | Radio: Cash / Cheque / Due |
| 5 | Invoice No | Auto Generated (Activated if Cash or Cheque) |
| 6 | Book ISBN | Barcode scan / Search |
| 7 | Book Code | Auto found from ISBN |
| 8 | Book Name | Auto found from ISBN |
| 9 | Challan No. | Auto Generated (Activated if Due) |
| 10 | Sell quantity | Typing |
| 11 | Selling Rate | Auto Found |
| 12 | Commission | Typing |
| 13 | Inventory Summary | Auto Generated |
| 14 | Cheque No | Typing |
| 15 | Cheque date | Typing |
| 16 | Bank Name | Typing / Drop Down |
| 17 | Bill Summary | Auto Generated |

After sells confirmation quantity decreases from inventory and effects in sells figure and volume.