Optimum Inventory Flow v1.0

(Optiflow)

User Manual

Table of contents

Overview

Optiflow (Optimum Inventory Flow) is designed to make the collection, storage and control of inventory information faster and more reliable.

Moreover, it is designed to help you store useful information regarding your employees and suppliers.

Finally, the "Graphic Data Analysis" feature of optiflow will help you analyze and understand the sales history and the condition of your shop from a sales standpoint.

We always keep in mind that an application has to be user-friendly and efficient.

Important Note!

Optiflow is to be used by companies/shops/stores that use just one PC (personal computer / Laptop) to control their products inventory. It can't be used to support a network because the database is stored locally (embedded database). So, use optiflow in one PC only.

Optiflow-free-version Note!

Keep in mind that the Optiflow-free-version can support a maximum number of 30 products. Also, the sales number is limited to 5000 unique sales. Nevertheless, the Optiflow-free-version v1.0 can be used until the end of 2022.

The default administrator is: admin1 (password: hello)

Document Sections

This document is divided into several sections which explain the functions of Optiflow.

The "Part 1. System requirements" section describes the minimum requirements of your PC hardware and software standpoint. Please make sure that the following system requirements are met.

The "Part 2. Getting-started" section explains how to start using Optiflow software on your PC. Also, describes the initial set-up regarding the users, the suppliers and products of your company, and, finally, the inventory alerts (settings section). These set-up functions are only available if you are logged in as admin.

The "Part 3. Main Use" section describes the main application functions for the simple user in everyday activity: sell products, update the inventory and check the QTY limits if there are any alerts for low inventory.

The “Part 4. Creating Reports/Forms” section explains how to print useful forms with information for the users or the suppliers, and Order Forms for the products of your choice.

The “Part 5. Update products QTY” section explains how to update the quantity of the existing products when receiving a package from a supplier.

The “Part 6. Log Files” section explains how to use and understand the Log File created daily and automatically by the app.

The “Part 7. Graphic Data Analysis” section explains how to use and understand the different graphs /charts created by this feature, in order to improve the functionality and products sales of your company.

Finally, there is Appendix A with useful links for Video Tutorials on our YouTube channel.

Part 1. System requirements

1.1 Main system

In order for the optiflow software to perform properly, the PC must have the following minimum requirements:

- Windows 7 Operating System or ,
- Linux Ubuntu 16 / Mint 17 Operating System
- Intel Core 2 Duo or AMD Athlon 200GE CPU (or similar)
- 2 GB RAM
- 2 GB Free Hard Disk Space

Recommended system requirements:

- Windows 10 Operating System or ,
- Linux Ubuntu 18 / Mint 18 Operating System
- Intel Core i5 or AMD Ryzen 5 CPU (or similar)
- 4 GB RAM
- 8 GB Free Hard Disk Space

1.2 Software – Applications

The pieces of software listed below are considered prerequisites for a hassle-free use of optiflow:

- Gedit and Libre Office for Linux OS
- Notepad and Microsoft Office Word for Windows OS

- Dropbox or Google Drive account (or other similar) to manually back-up the database in a weekly or daily basis. Always, back-up the database in an external hard disk drive or online cloud storage.
- Internet connection

1.3 Barcode scanner

We recommend that the optiflow software should be used with a barcode scanner. This way, the user has an easy, hassle-free use of optiflow. Otherwise the user has to type everytime the PID (product ID or product barcode) during selling products or updating the inventory.

Using a barcode scanner is faster, easier and with zero probability of typing errors. The cost of a barcode scanner is quite low compared to the advantages it offers. You can visit our website to check some barcode scanners that we recommend to be used with optiflow.

Part 2. Getting-started

Once you download the optiflow folder at your PC, place it on your desktop for convenience. Now, you are ready to start optiflow by double-clicking the “launcher” file (depending on the OS click the Windows or Linux launcher). If everything is OK the login page (Image 1) will appear.

In case you receive any errors regarding Java Version, probably your system needs a Java Install or Update. Please, follow the trouble-shooting procedure described in chapter 2.5.

Firstly, you have to login as an admin, using the credentials provided when you downloaded the software. Please, check the following images describing the login procedure (fields with * are mandatory).

Important Note!
Proceed to the initial Set-up of optiflow following this order:
users set-up → suppliers set-up → products set-up

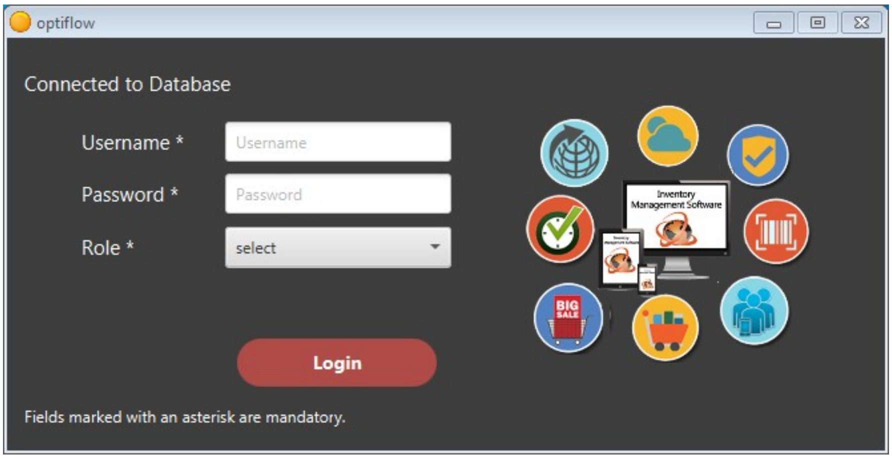


Image 1

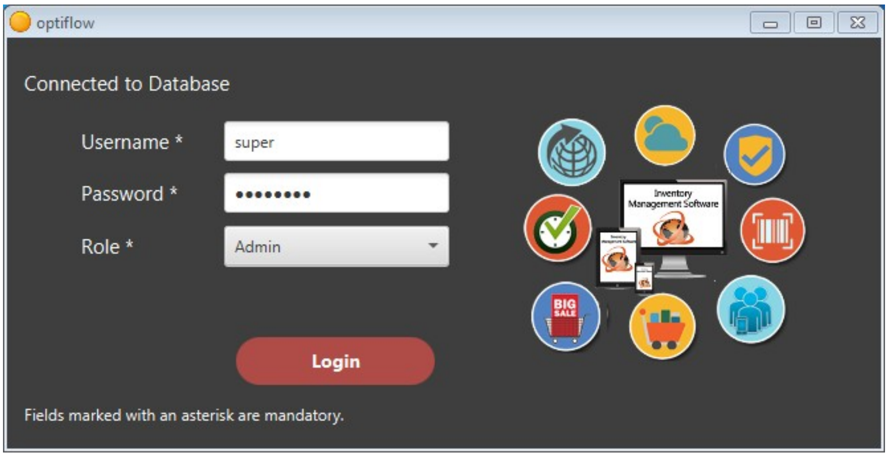


Image 2

Logged in as administrator you see the “Admin Panel” and you are able to use all four optiflow features:

Users, Products, Suppliers and Data Analysis.

Image 3

The simple users of the application can use the Products feature only.

The next step is the set-up procedure of the application described in the following chapters 2.1 – 2.4.

2.1 Set-up Users

<u>New User</u>

During this step you will create the users of optiflow. Please, import the company's employees that will use the application.

You have to provide the information described in the fields in the image below. You can always make updates or delete a user later.

User-ID, name, last-name, username and password are mandatory fields. It is suggested that all passwords should have at least 6 characters.

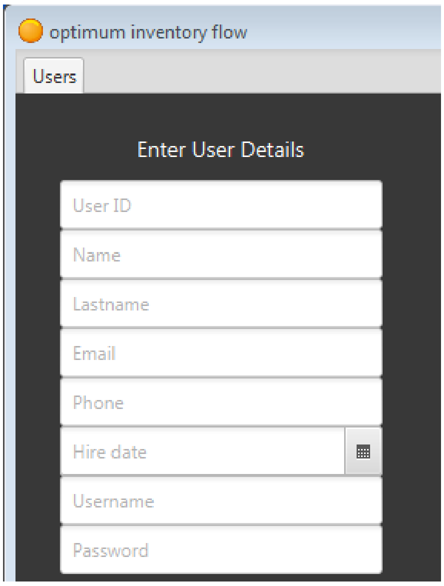


Image 4

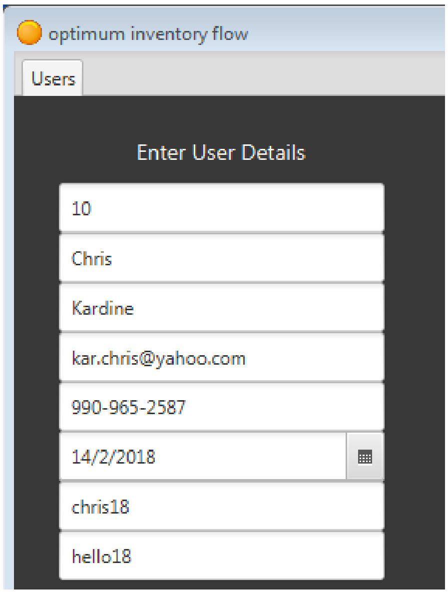


Image 5

As soon as you have inserted all the relevant information click the button “Add user”.

If there are no missing information, the following alert should appear “Data update. Successful!”

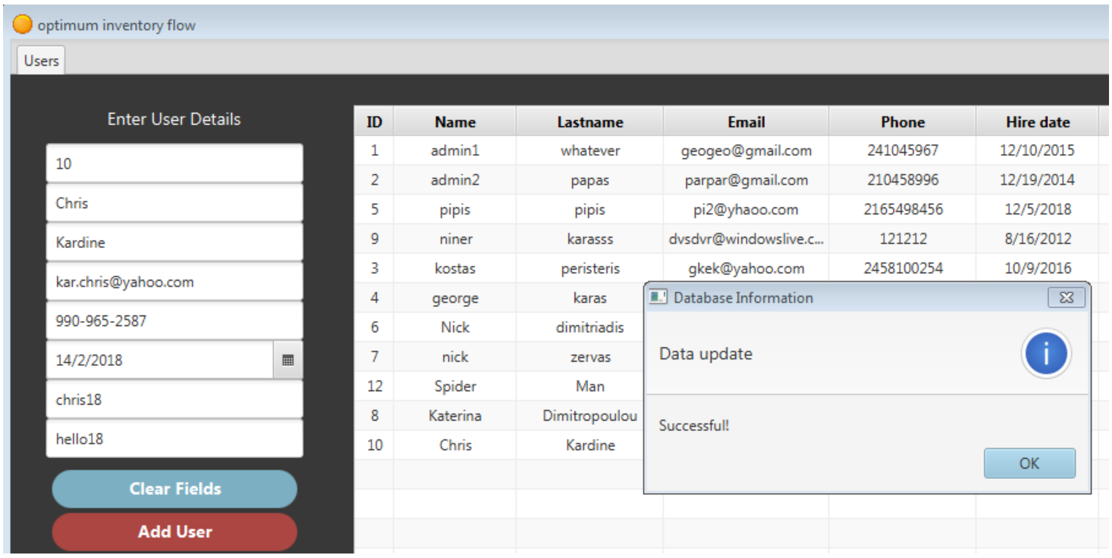


Image 6

This way you can provide all your employees with valid credentials to login as simple users to optiflow. All these data can be updated and modified later.

Simple users can use the Products feature only.

Update user information

Click the button “update user”

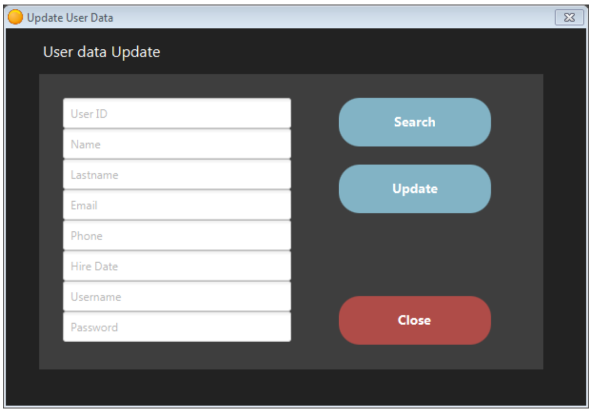


Image 7

Insert the user ID and click the “Search” button. Then, modify the data you like, and click the “Update” button. An alert message will pop-up for succesful update.

Check the following images depicting the email update for a user with ID = 8.

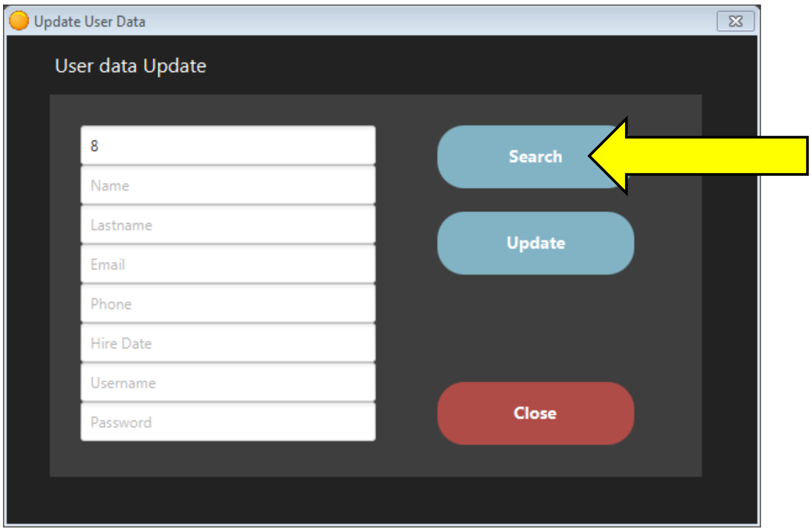


Image 8

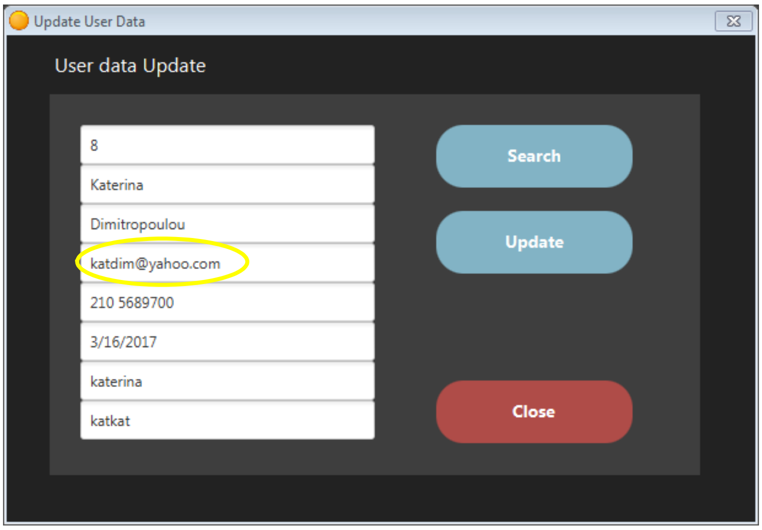


Image 9

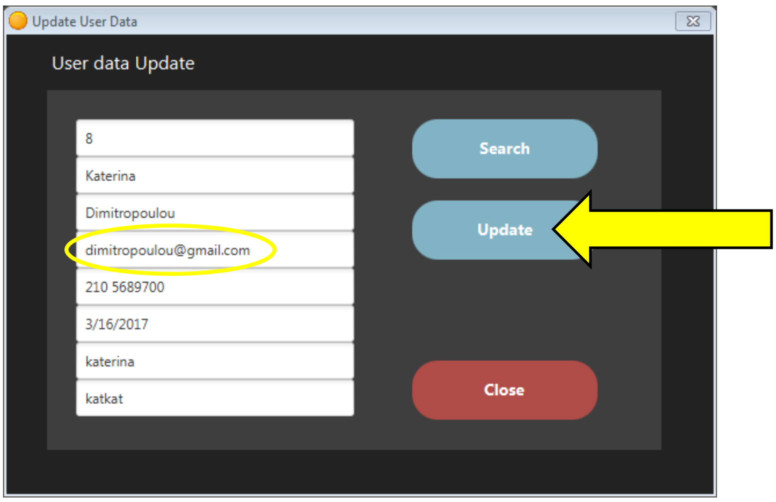


Image 10

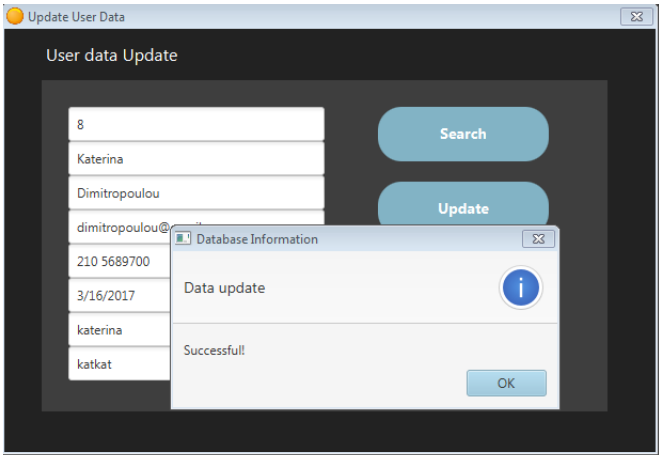


Image 11

Delete User

Insert a valid user ID and click the "delete user" button. A Confirmation window pops-up and you have to reply. If you answer "Yes", the user will be deleted.

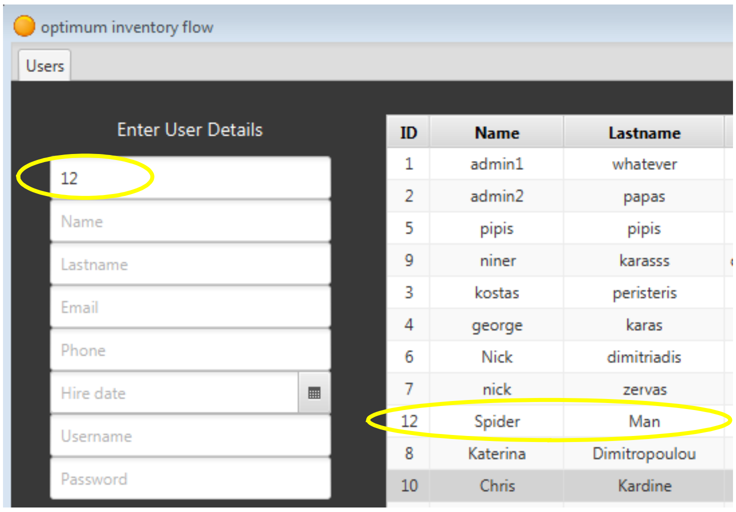


Image 12

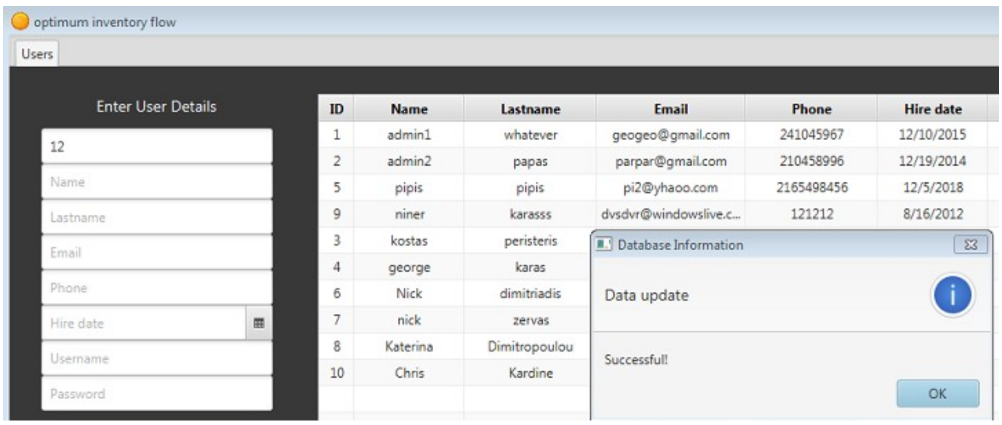


Image 13

2.2 Set-up Suppliers

New Supplier

During this set-up you will import in optiflow the suppliers of your company. Please, provide the information described in the fields below (ID, name, lastname, company are mandatory). You can always make updates or delete a supplier later.

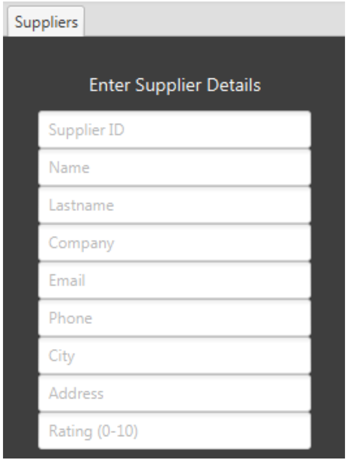


Image 14

As soon as you have inserted all the relevant information click the button "Add Supplier". If there are no missing information, the following alert should appear: "Data update. Successful!"

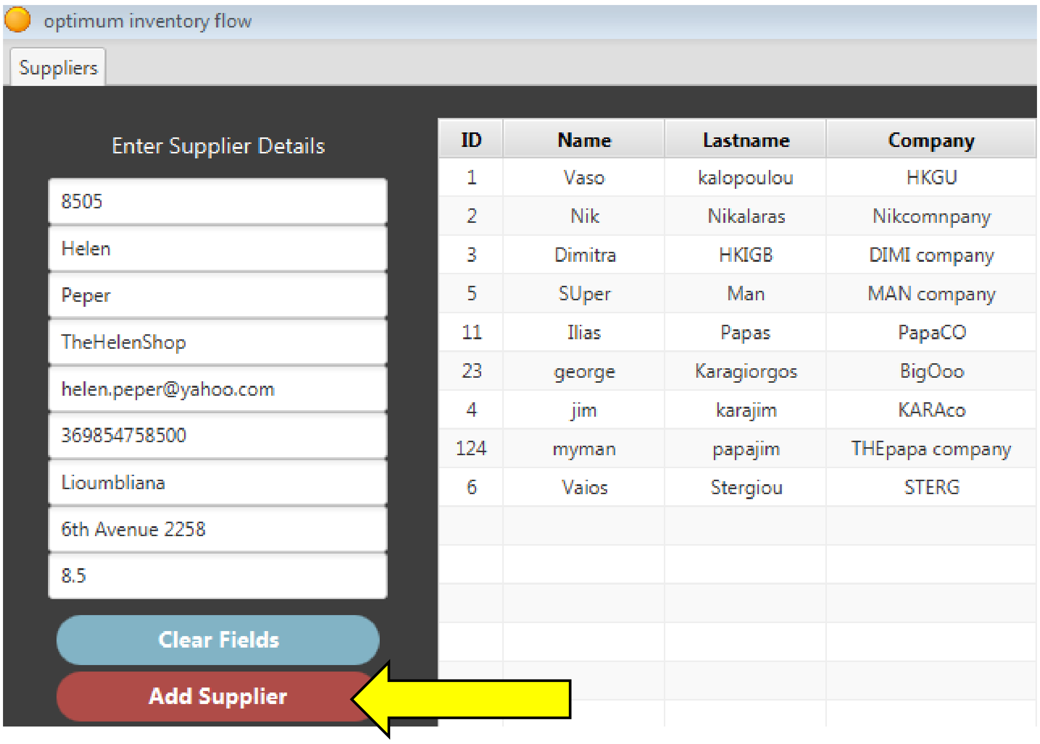


Image 15

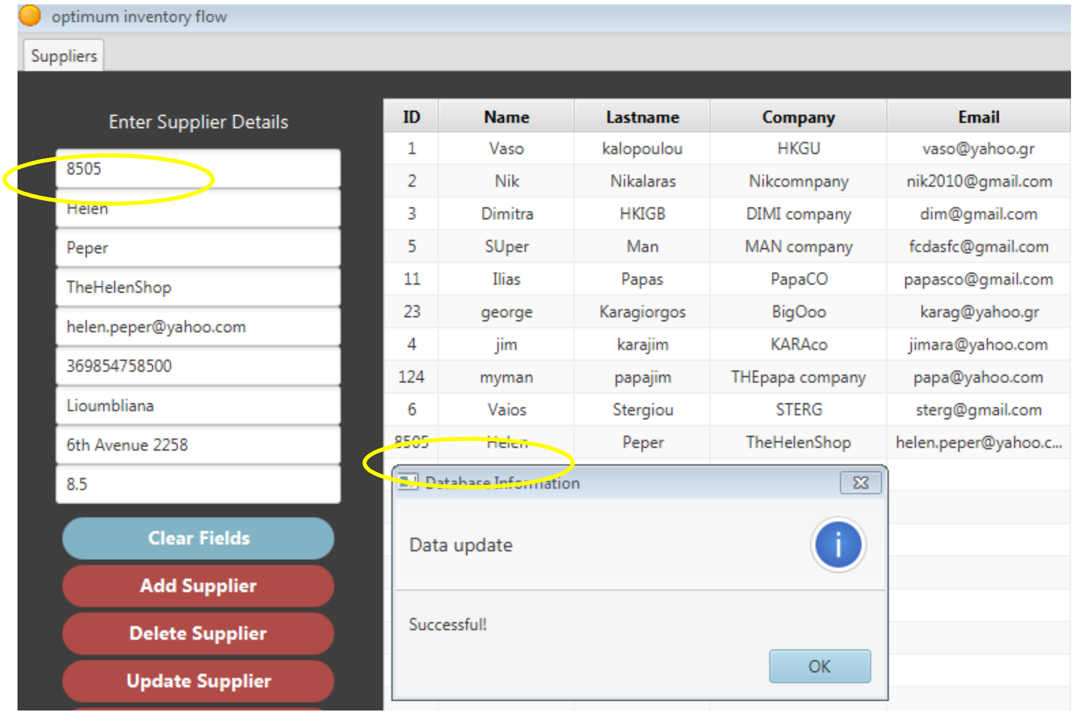


Image 16

Update Supplier

Click the button "Update Supplier". The following screen should appear.

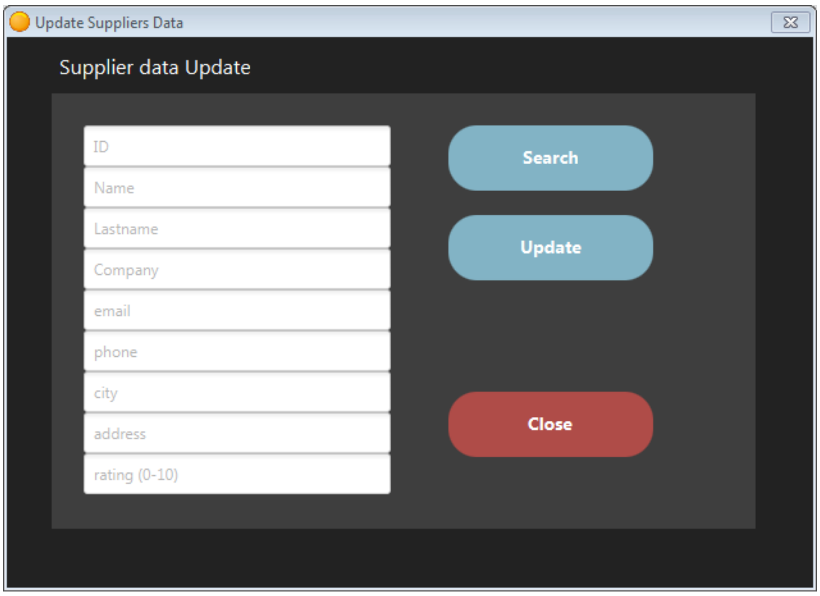


Image 17

Insert the Supplier-ID you need to update data and click "Search" button. Then modify the field you like and click the "Update" button.

See the following images depicting the update procedure of the Address, for the Supplier with the ID=124. Insert the ID and click "Search" button. Then change the Address info and click "Update".

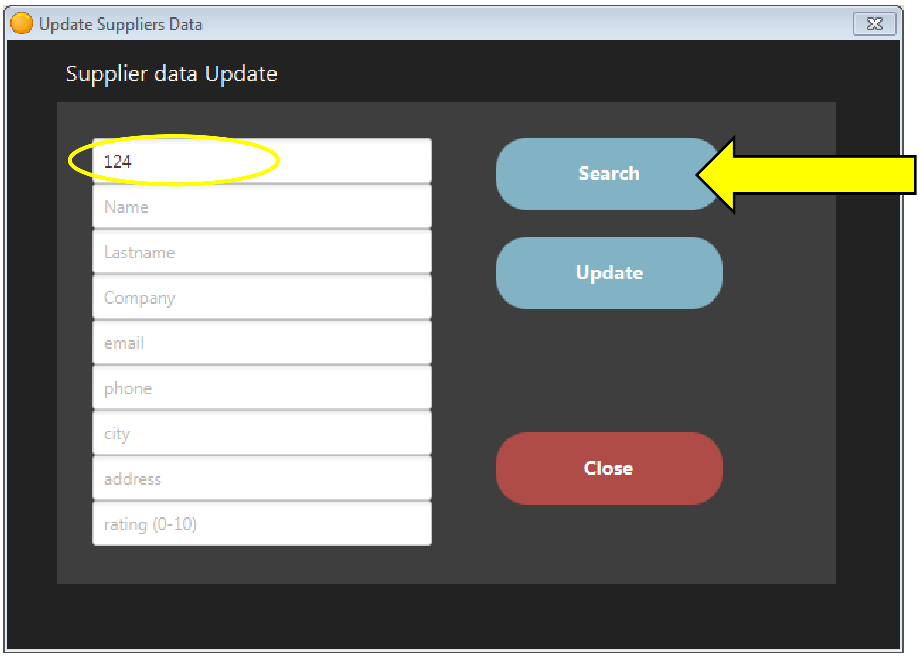


Image 18

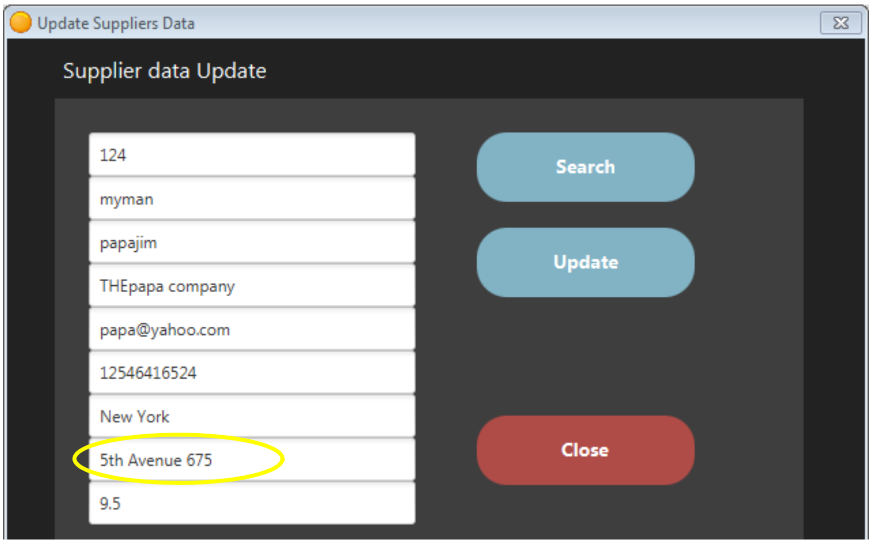


Image 19

In Image 20 the user has modified the address from "5th avenue 675" to "4th street 256" , then click the "Update" button.

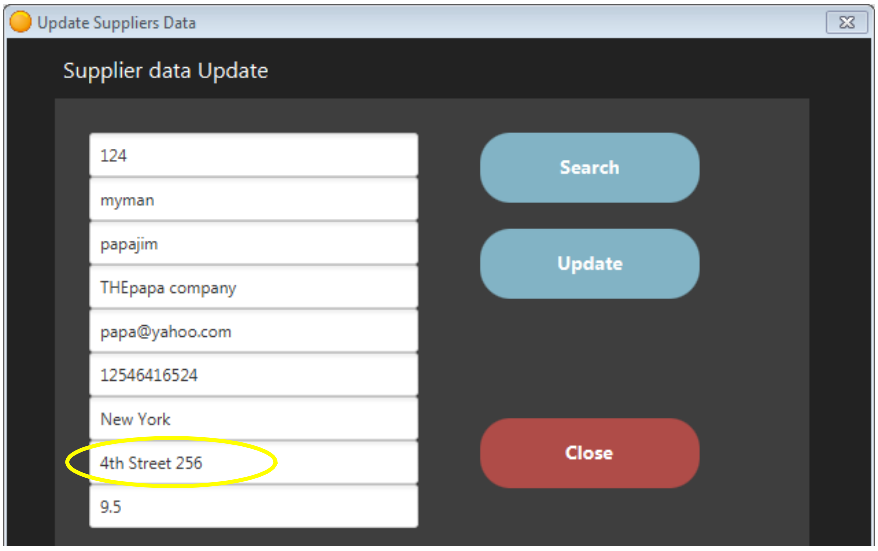


Image 20

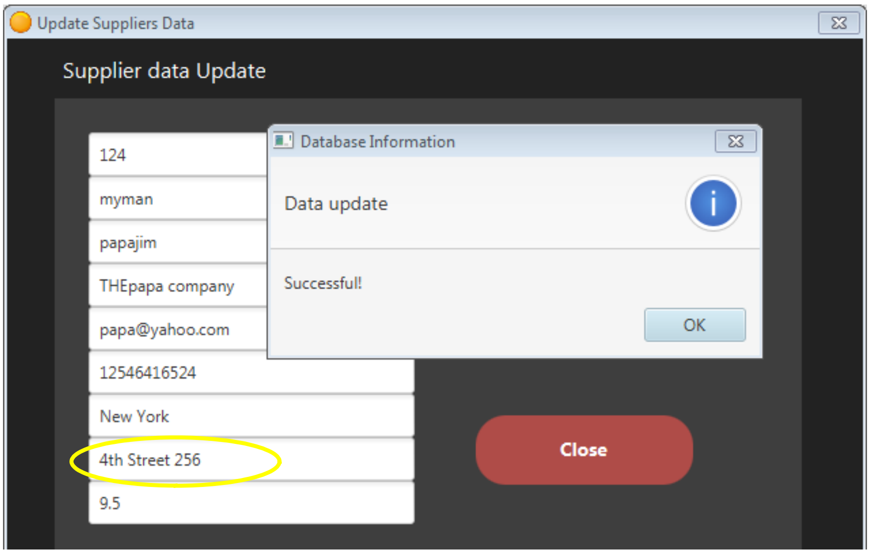
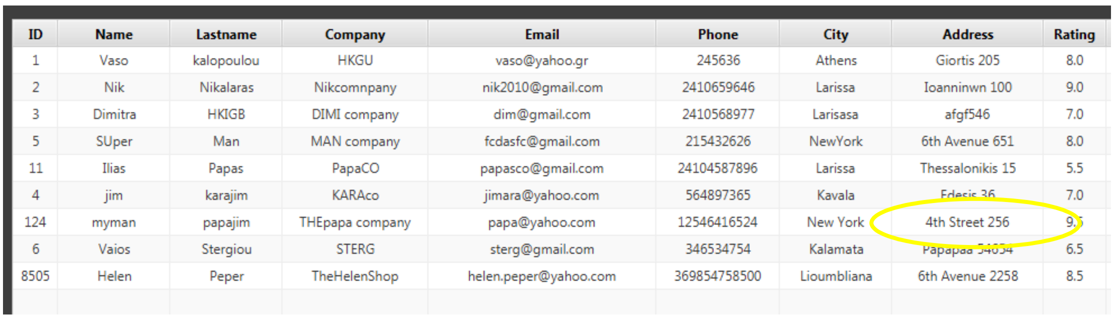


Image 21

See below the modified address in the Suppliers Table for the supplier ID=124.



ID	Name	Lastname	Company	Email	Phone	City	Address	Rating
1	Vaso	kalopoulou	HKGU	vaso@yahoo.gr	245636	Athens	Giortis 205	8.0
2	Nik	Nikalaras	Nikcomnpany	nik2010@gmail.com	2410659646	Larissa	Ioanninwn 100	9.0
3	Dimitra	HKIGB	DIMI company	dim@gmail.com	2410568977	Larisasa	afgf546	7.0
5	SUper	Man	MAN company	fcdasfc@gmail.com	215432626	NewYork	6th Avenue 651	8.0
11	Ilias	Papas	PapaCO	papasco@gmail.com	24104587896	Larissa	Thessalonikis 15	5.5
4	jim	karajim	KARAco	jimara@yahoo.com	564897365	Kavala	Edesis 36	7.0
124	myman	papajim	THEpapa company	papa@yahoo.com	12546416524	New York	4th Street 256	9.5
6	Vaios	Stergiou	STERG	sterg@gmail.com	346534754	Kalamata	Papapaa 54054	6.5
8505	Helen	Peper	TheHelenShop	helen.peper@yahoo.com	369854758500	Lioumbliana	6th Avenue 2258	8.5

Image 22

Delete Supplier

Insert a valid Supplier-ID and click the “Delete Supplier” button.

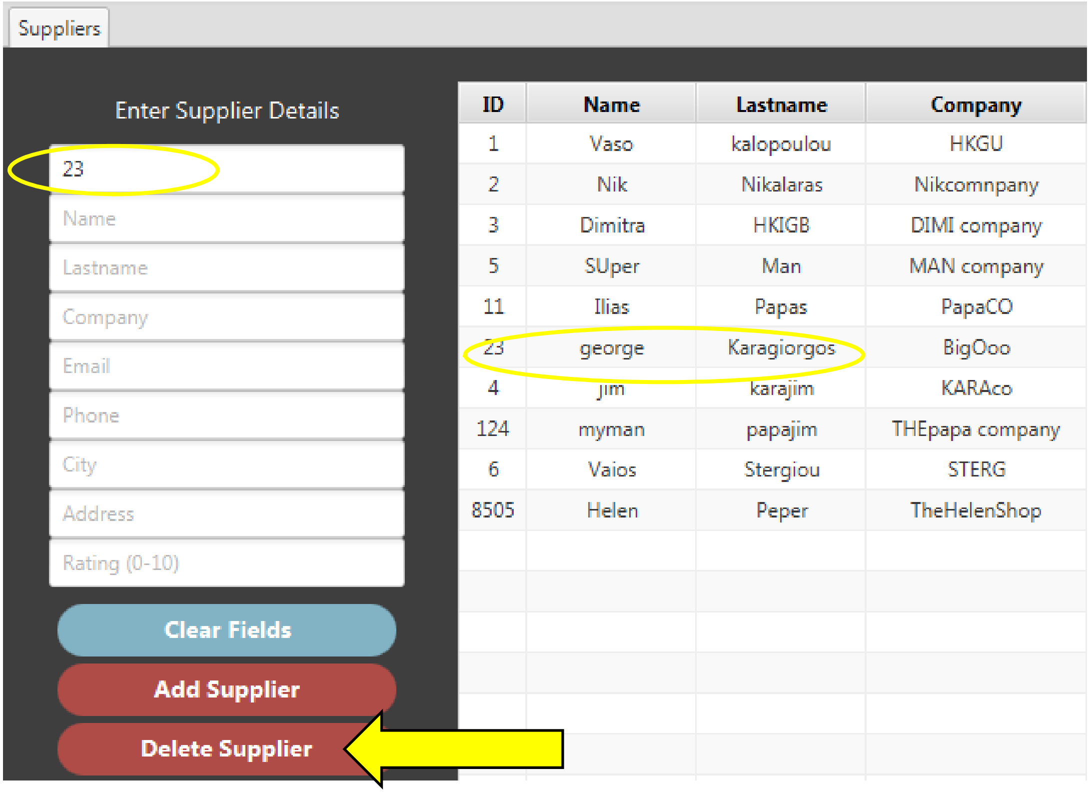


Image 23

When you click the delete button, a Confirmation window pops-up and you have to reply. If you answer “Yes”, the Supplier with the relevant ID is deleted and the following Alert Message should appear: “Data Update Successful!”

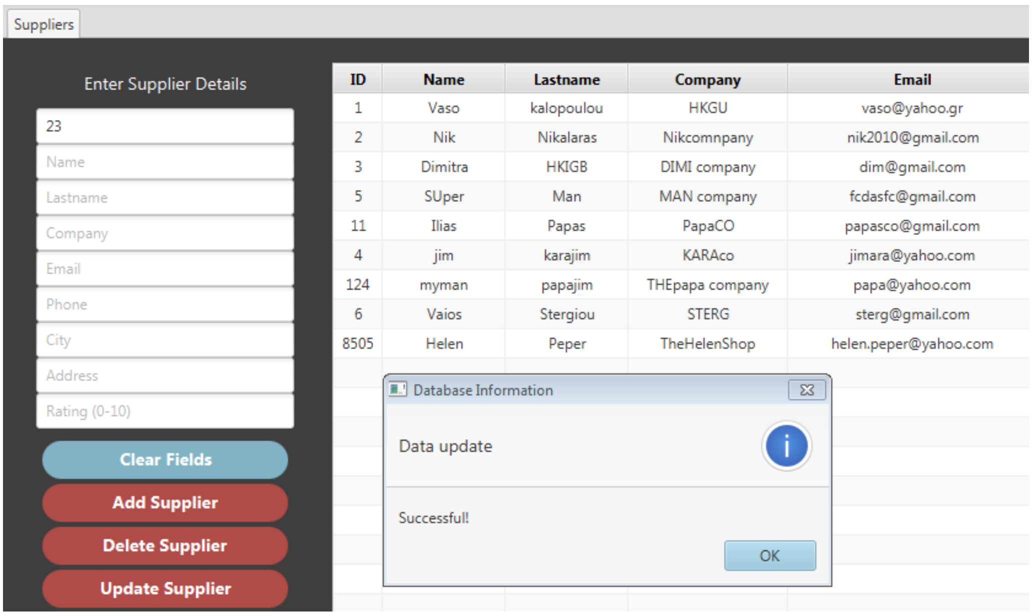


Image 24

2.3 Set-up Products

New Product

In order to insert a new product in the inventory you should open the products feature and click the "Inventory Manager" button.

In the inventory manager view click the button "Add new product".

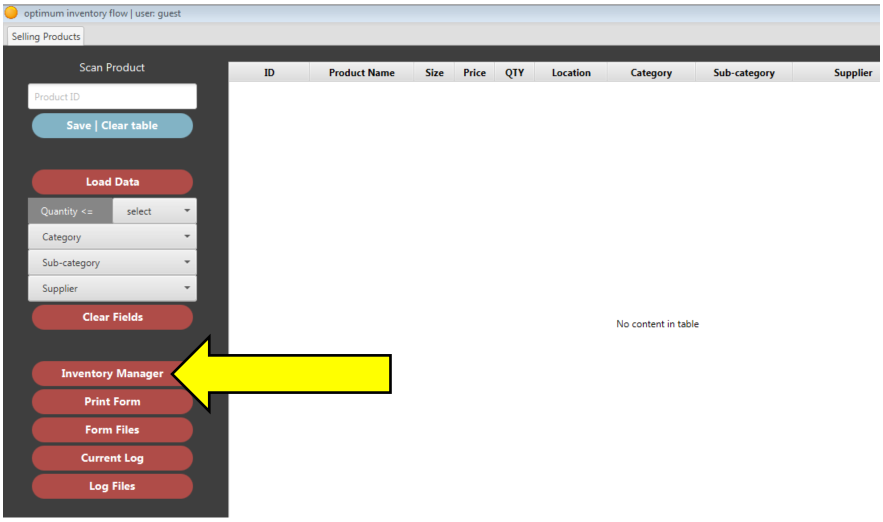


Image 25

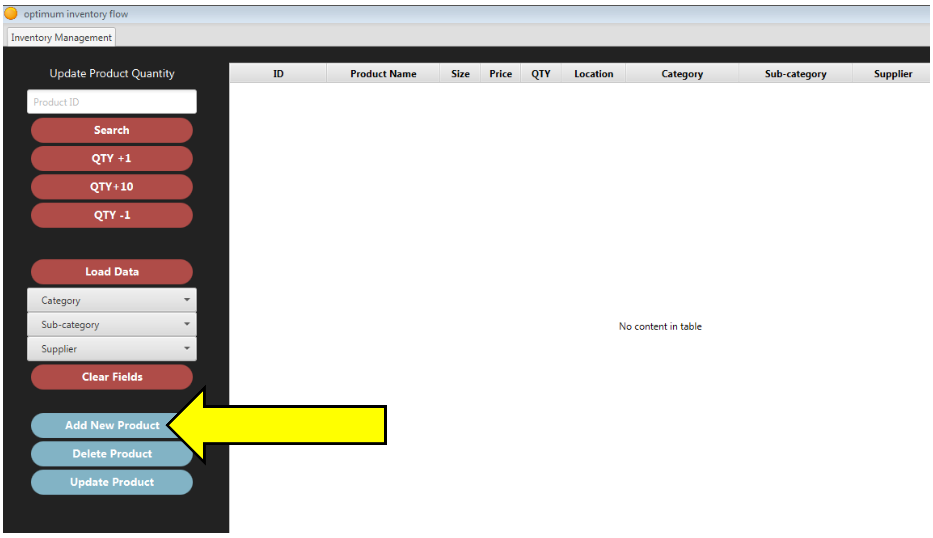


Image 26

In the "Add new product" view you have to insert the data of the new product. The new id is created automatically, but if you like you can delete it and add the id you need.

Keep in mind that you should have inserted already the suppliers for the products. If you don't have the suppliers inserted, please go to Chapter 2.2.

You have to provide the information described in the fields in the image below. You can always make updates or delete a product later.

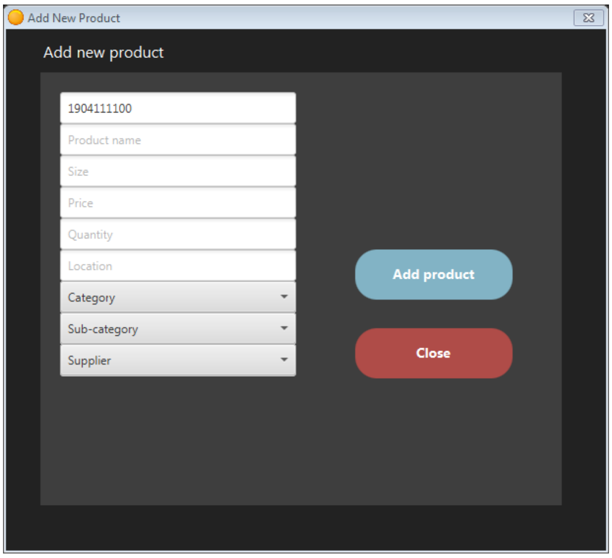


Image 27

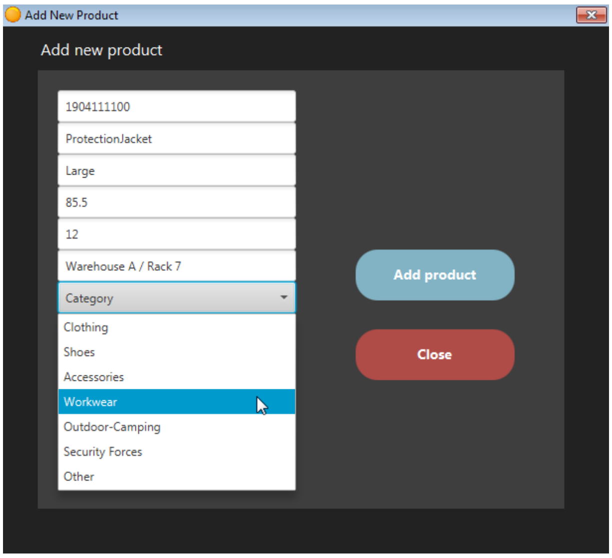


Image 28

As soon as you have inserted all the relevant information click the button “Add product” (see the Image below).

If there are no missing information, the following alert should appear “Data update. Successful!” (see the Image below).

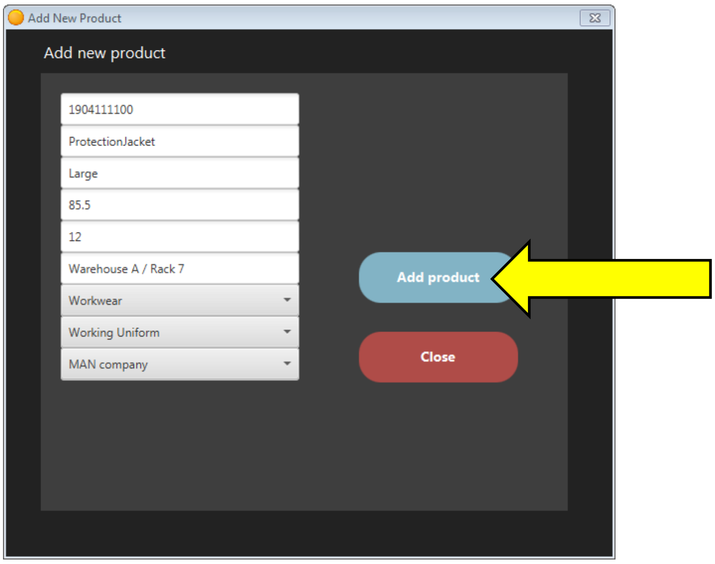


Image 29

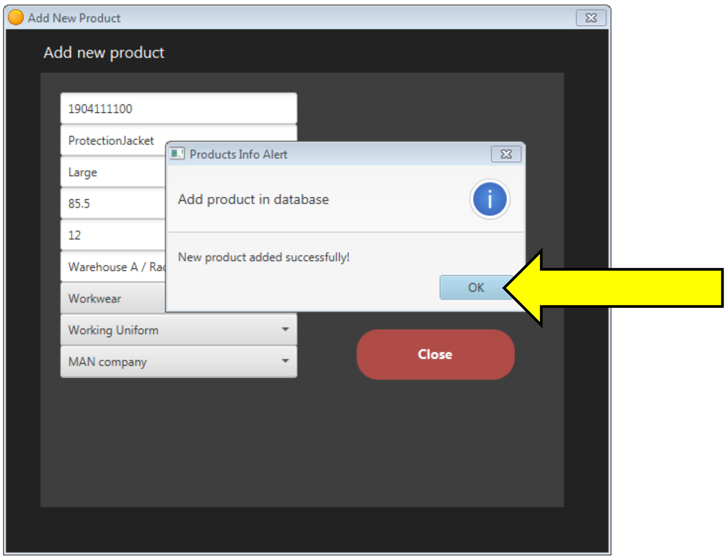


Image 30

Update Product Info

In order to update (modify information or change the quantity) a product in the inventory you should open the products feature and click the "Inventory Manager" button.

In the inventory manager view click the button "Update product". The following screen should appear.

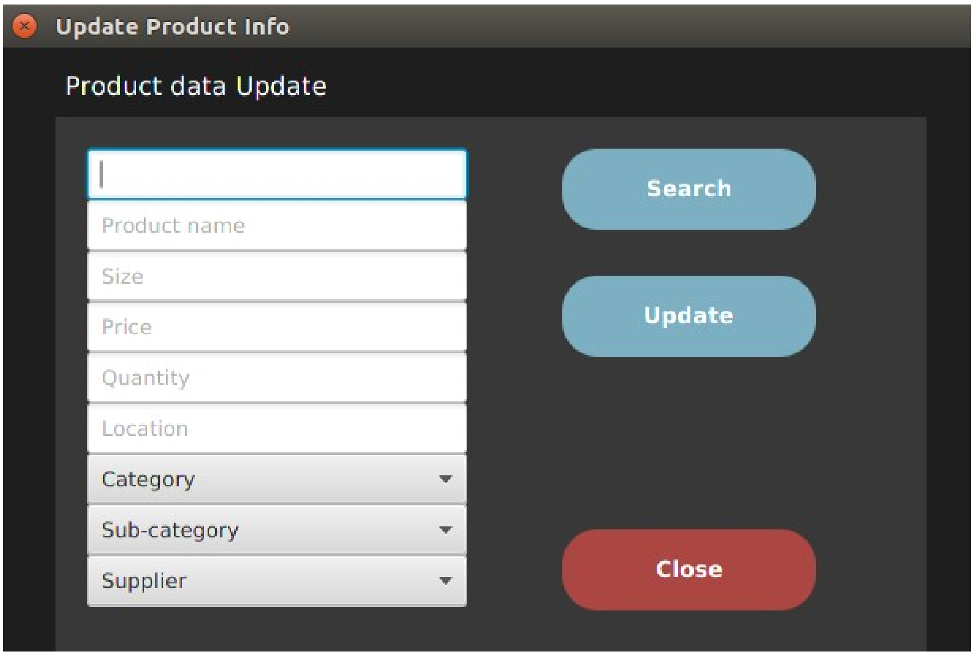


Image 31

Insert the product-ID you'd like to update and click the "Search" button. Then modify the field or fields you like and click the "Update" button.

See the following images depicting the update procedure for a product's information.

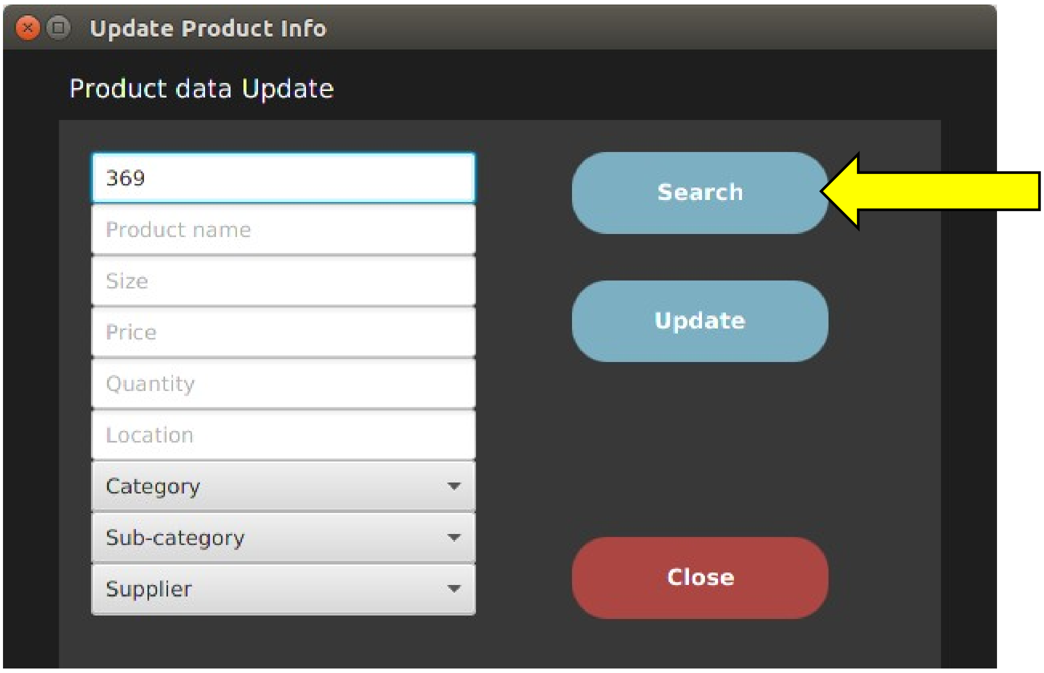


Image 32

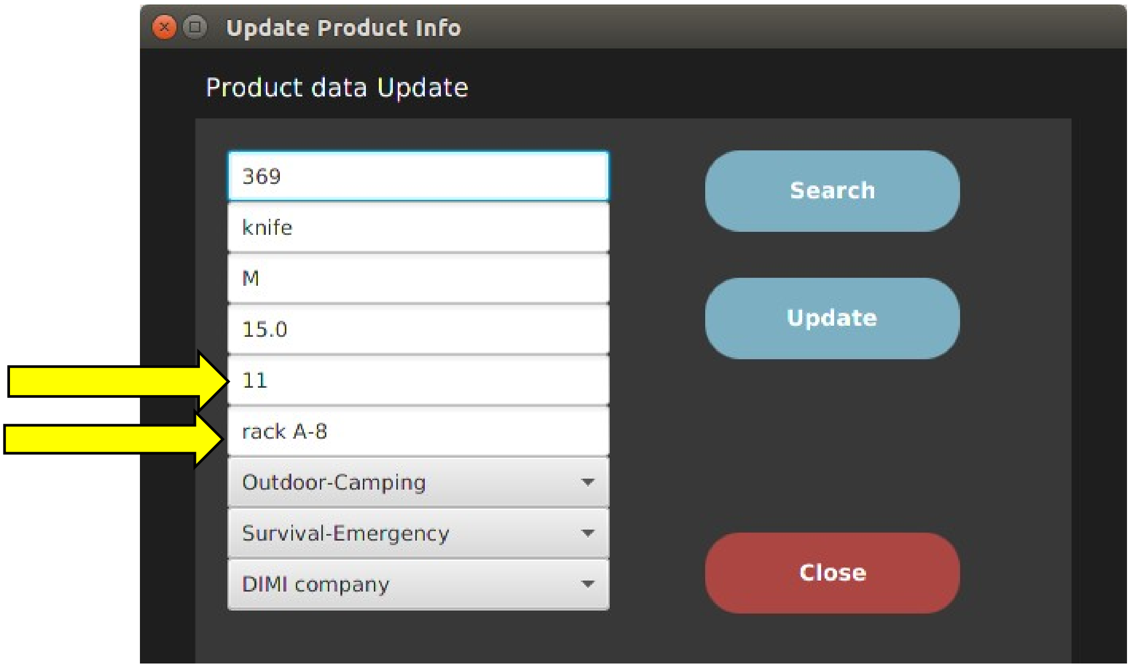


Image 33

The user needs to change the quantity and the storage location of the product.

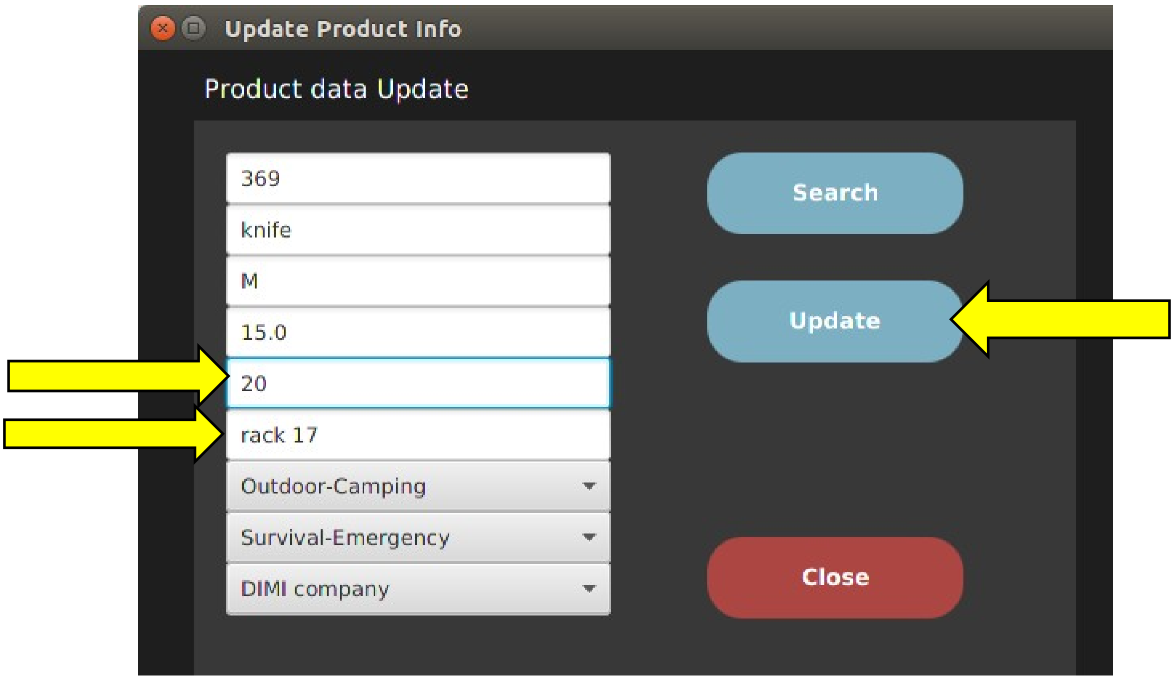


Image 34

In the Image above the user has modified the quantity and the storage location of the product. Now the user clicks the "Update" button and the following window pops-up (Update Product Info Successful!).

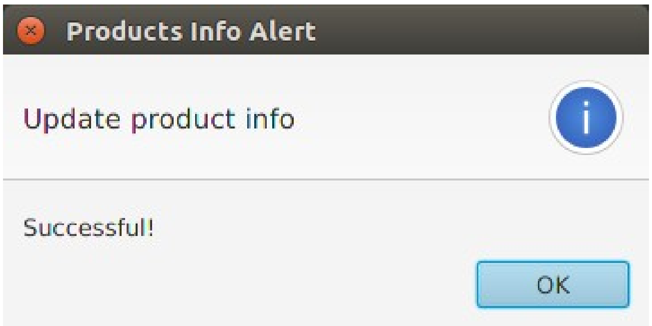


Image 35

Delete Product

In order to delete a product in the inventory you should open the products feature and click the “Inventory Manager” button.

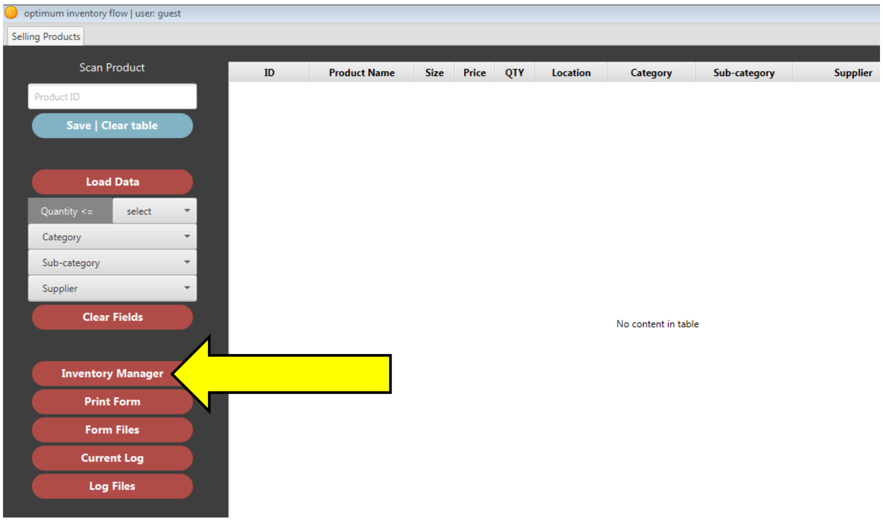


Image 36

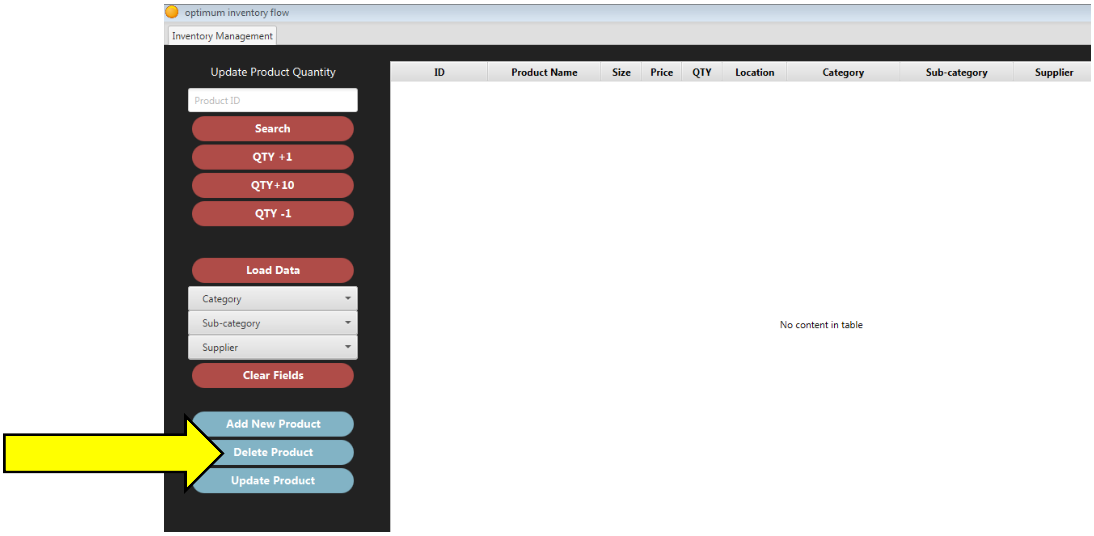


Image 37

In the inventory manager view, click the button "Delete product" (see Image above). The following screen should appear.

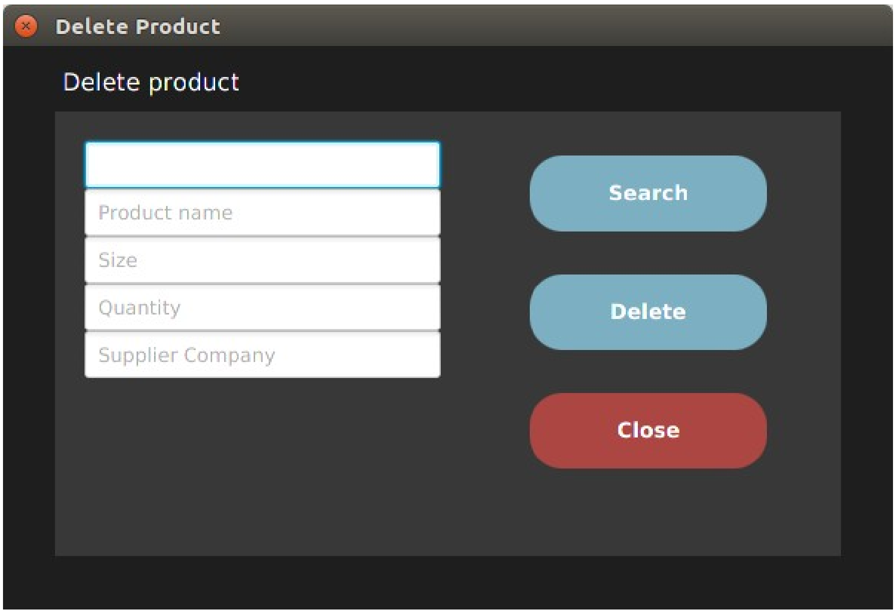


Image 38

Insert a valid product ID and click Enter on your keyboard or the “Search” button.

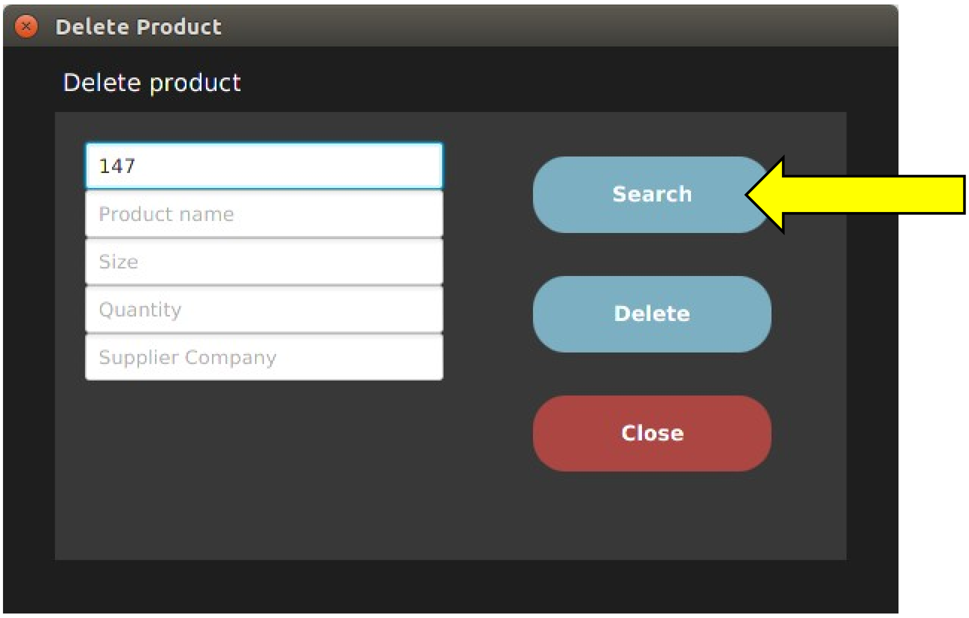


Image 39

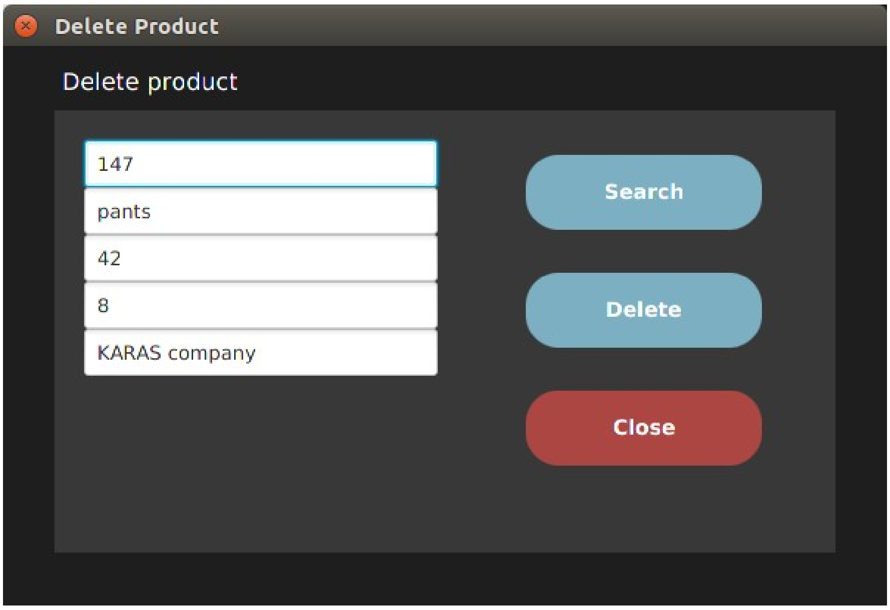


Image 40

If this is the product you want to delete click the “Delete” button.

A Confirmation window pops-up and you have to reply. If you answer “Yes”, the user will be deleted. See the image below.

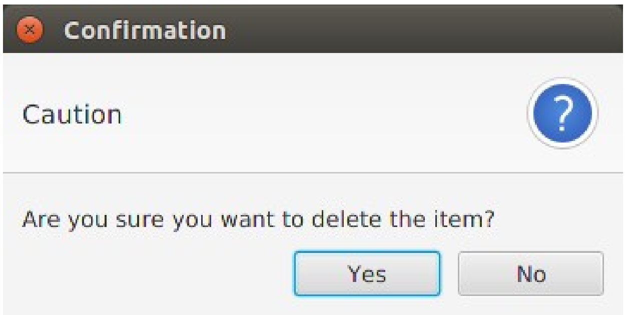


Image 41

2.4 Alerts Configuration

In the admin panel, click the “Settings” button.

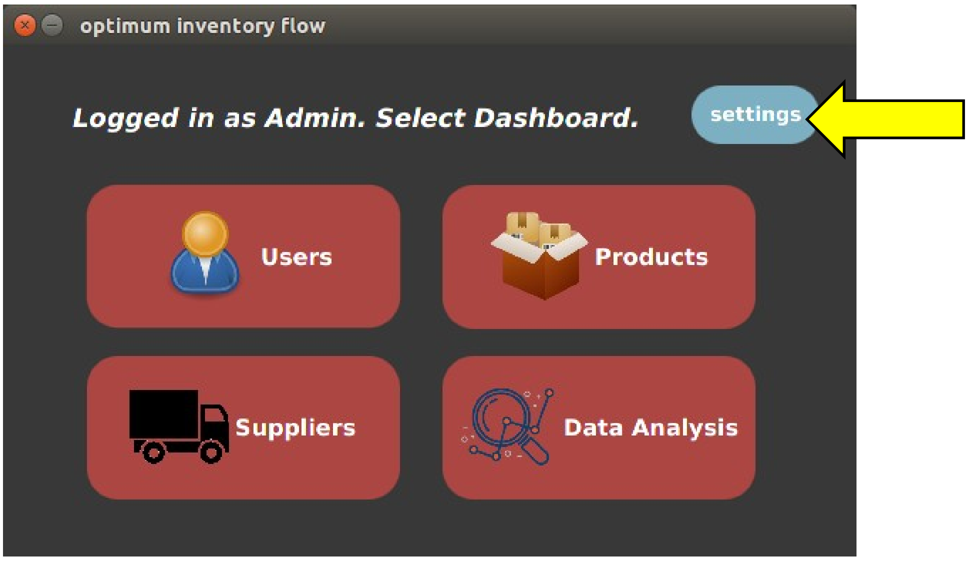


Image 42

The settings table should appear (see image below). There you insert the appropriate quantity limits of your choice for each category and click “Save” button.

When a product of the category reaches the quantity limit for the specific category, an alert will pop-up to inform you. Also the low limit alert for the category will be logged in the current day’s log.

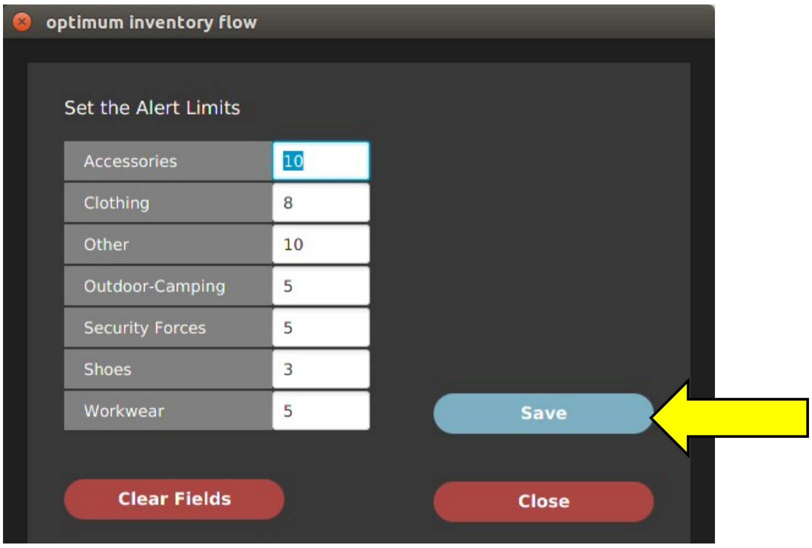


Image 43

After clicking the “Save” button the following window will appear to inform you that the update of the quantity limits was successful.

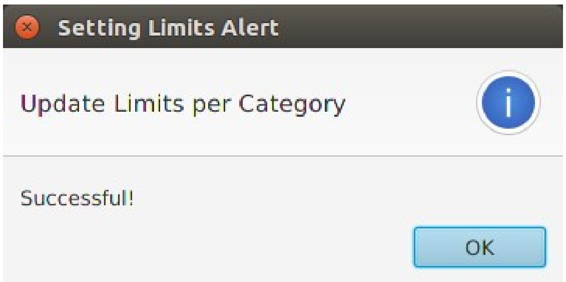


Image 44

In the Image below you can see an example of the log with some categories having products in low quantity (below limits settings).

You can open this log file by opening the products dashboard and clicking the “Current Log” button.

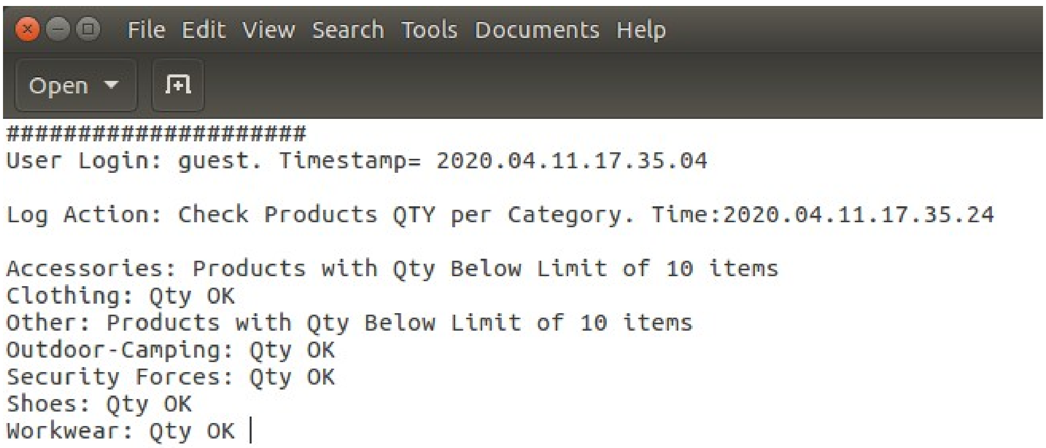


Image 45

2.5 Install or Update Java

Follow the steps described below only if there is a JAVA related error in your system causing crashes of optiflow.

The procedure for Java Updates is described below.

Windows OS

1st Step. Find the Java Control Panel (Java 7 Update 40 and later versions)

Starting with Java 7 Update 40, you can find the Java Control Panel through the Windows Start menu.

1. Launch the **Windows Start** menu
2. Click on **Programs** (**All Apps** on Windows 10)
3. Find the **Java** program listing
4. Click **Configure Java** to launch the Java Control Panel

2nd Step. Enable the latest installed version of Java in the Java Control Panel

1. In the Java Control Panel, click on the **Java** tab.
2. Click **View** to display the Java Runtime Environment Settings
3. Verify that the latest Java Runtime version is enabled by checking the **Enabled** box.

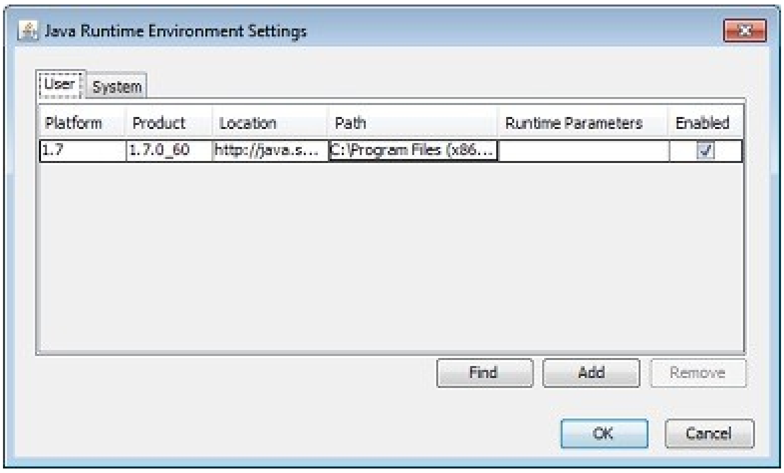


Image 46

4. Click **OK** to save settings
5. Click **OK** in Java Control Panel window to confirm changes and close the window.
6. Try to run optiflow again.

If you need any further help click here to access online help.

Linux OS

Open a terminal *(Ctrl + Alt + t)* and type:

sudo add-apt-repository ppa:webupd8team/java
sudo apt-get update
sudo apt-get install oracle-java8-installer
sudo apt install oracle-java8-set-default

Or for Java version 10:

sudo apt install oracle-java10-installer
sudo apt install oracle-java10-set-default

Now, please try to run optiflow again.

If you need any further help click here to access online help.

Part 3. Main Use

The main everyday use of opriflow is selling your products and keeping the database updated. Also the everyday use contains checkin some alerts for low quantity and the relevant log file of the specific day.

The use of a barcode scanner will make the work much easier and safer with no error typing of product codes. Visit our website here, for some recommended barcode scanners.

Check the images below depicting the everyday use of opriflow.

Firstly, log in with the right credentials of your user-profile. Username Peri.

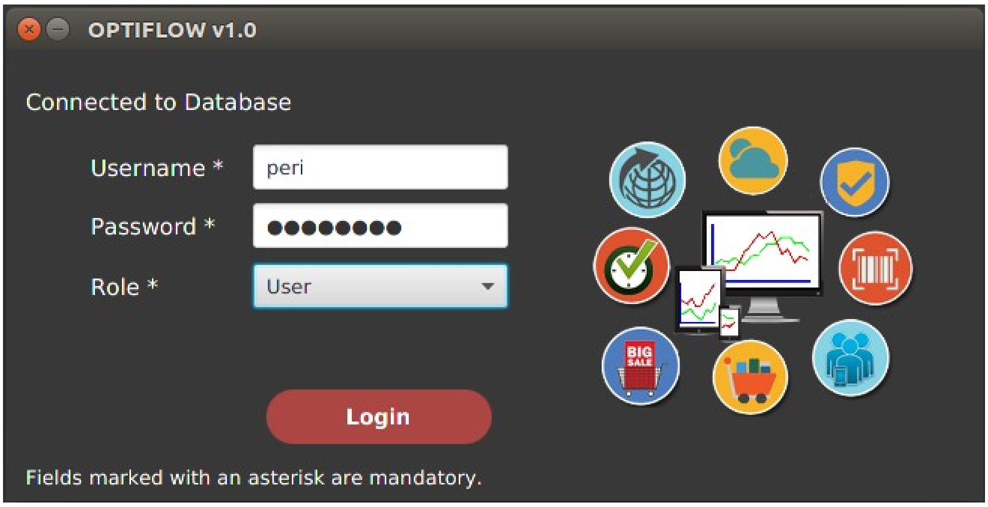


Image 47

User Peri Logged in succesfully.

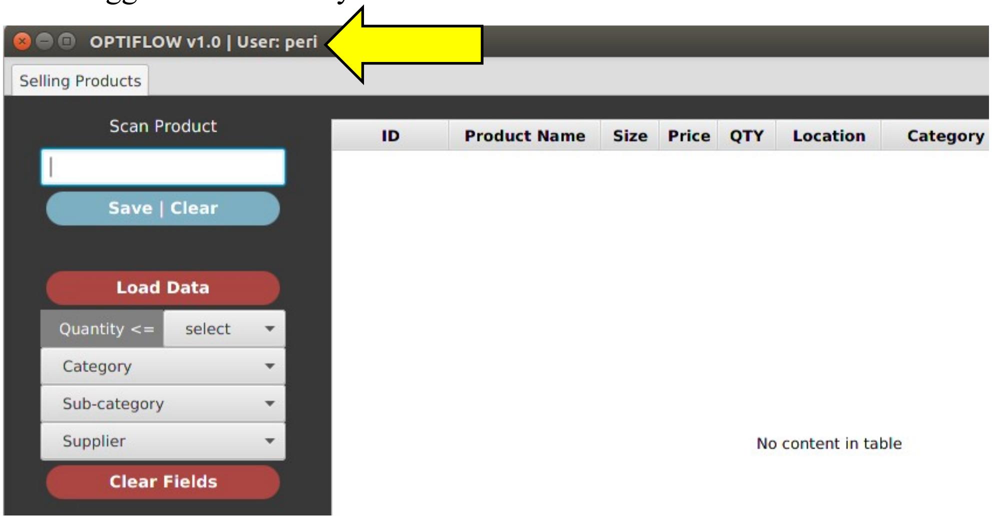


Image 48

Selling products

The user scans the product-ID (with a barcode scanner) or he enters manually the product-ID and clicks enter button in the keyboard.

This view should appear and the Qty has been reduced by one product item (new qty after selling this product is 5 items).

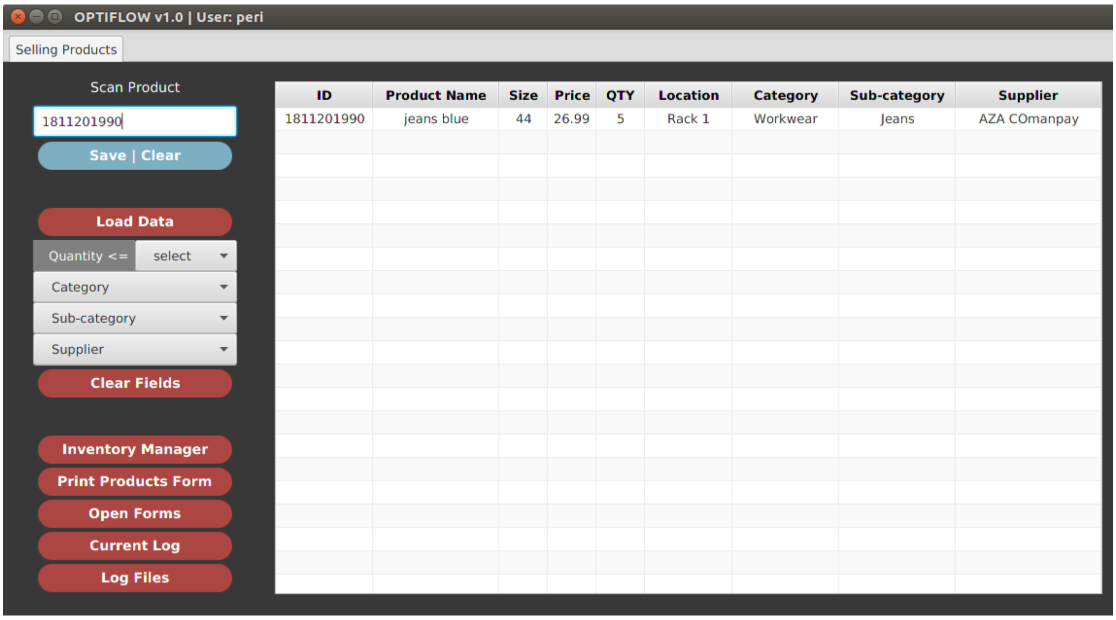


Image 49

Then he scans (or insert manually) the second product-ID, the third product-ID, etc. See the image below. The receipt with all the products for one specific customer is created in the view.

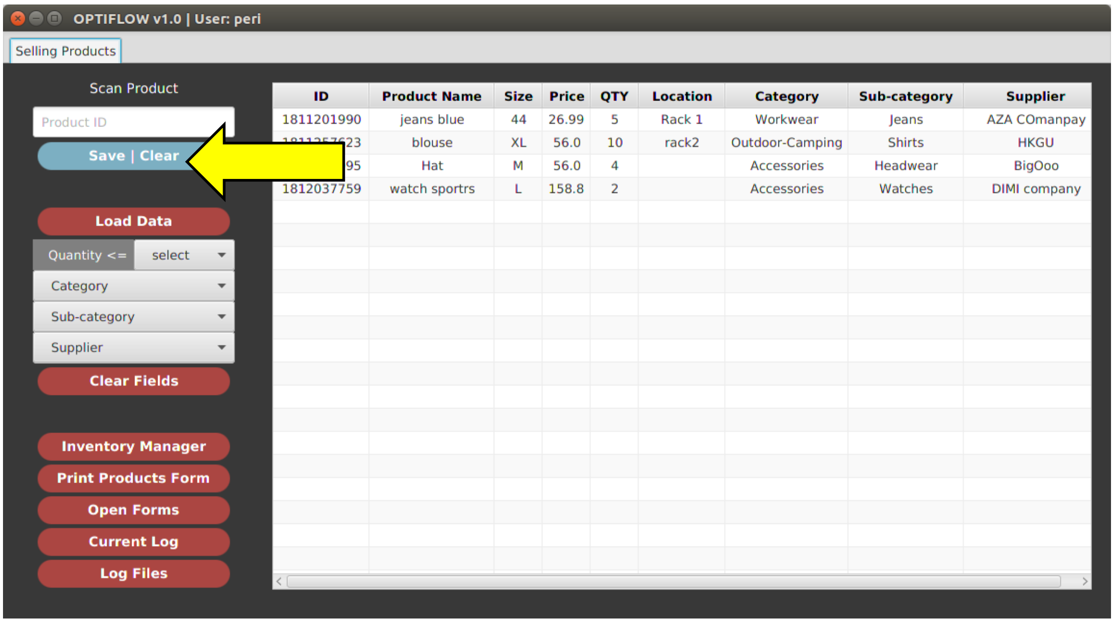


Image 50

The user now should press the “Save|Clear” button to save the receipt/sales data in the database and clear the table.

Checking the Qty alerts

The user should press the button “Load data” and this way all checks for qty levels are starting. See the image below.

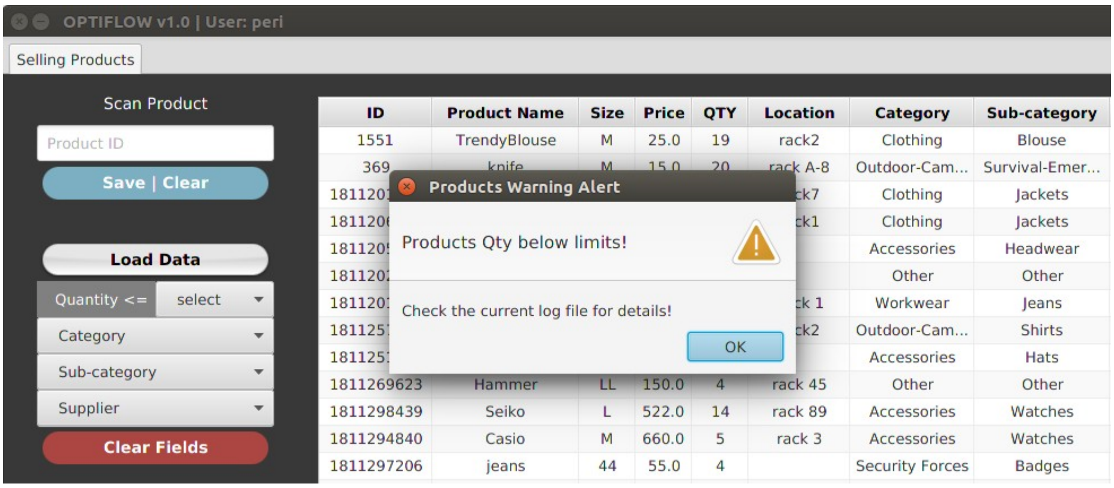
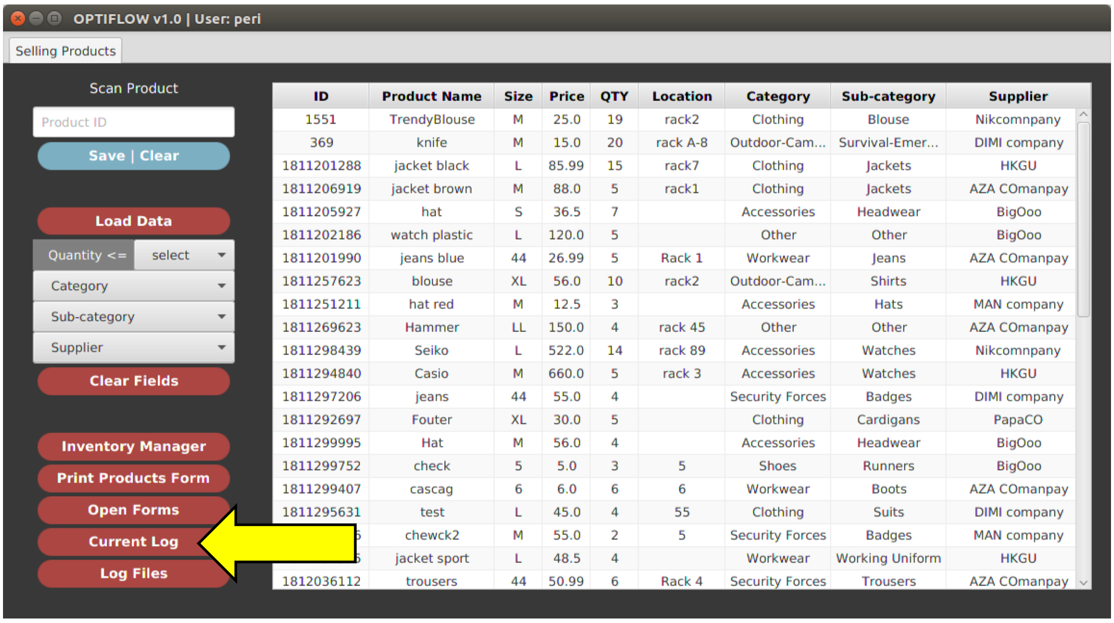


Image 51

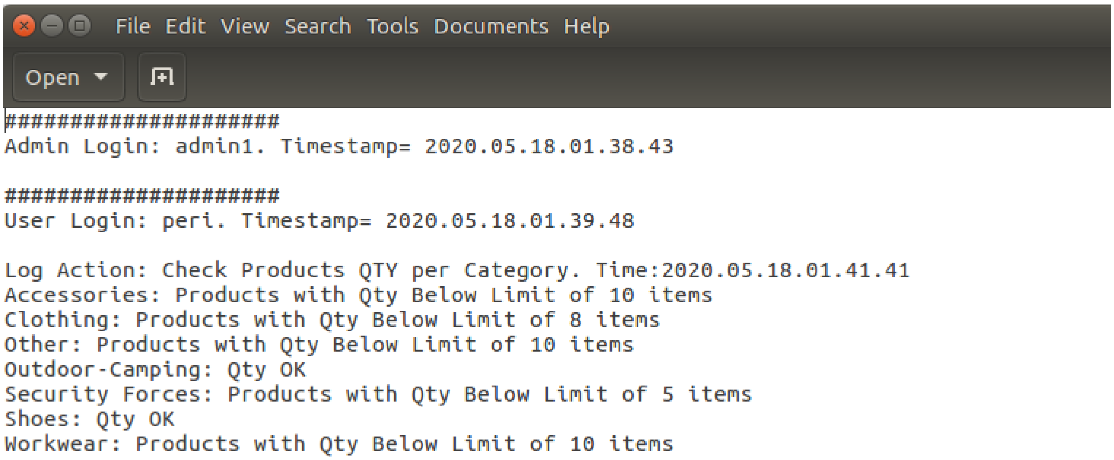
The user should press the button OK to close the alert. Then press the button “Current Log” to see the current day’s log file for more info about the quantity levels.



ID	Product Name	Size	Price	QTY	Location	Category	Sub-category	Supplier
1551	TrendyBlouse	M	25.0	19	rack2	Clothing	Blouse	Nikcomnpany
369	knife	M	15.0	20	rack A-8	Outdoor-Cam...	Survival-Emer...	DIMI company
1811201288	jacket black	L	85.99	15	rack7	Clothing	Jackets	HKGU
1811206919	jacket brown	M	88.0	5	rack1	Clothing	Jackets	AZA COmanpay
1811205927	hat	S	36.5	7		Accessories	Headwear	BigOoo
1811202186	watch plastic	L	120.0	5		Other	Other	BigOoo
1811201990	jeans blue	44	26.99	5	Rack 1	Workwear	Jeans	AZA COmanpay
1811257623	blouse	XL	56.0	10	rack2	Outdoor-Cam...	Shirts	HKGU
1811251211	hat red	M	12.5	3		Accessories	Hats	MAN company
1811269623	Hammer	LL	150.0	4	rack 45	Other	Other	AZA COmanpay
1811298439	Seiko	L	522.0	14	rack 89	Accessories	Watches	Nikcomnpany
1811294840	Casio	M	660.0	5	rack 3	Accessories	Watches	HKGU
1811297206	jeans	44	55.0	4		Security Forces	Badges	DIMI company
1811292697	Fouter	XL	30.0	5		Clothing	Cardigans	PapaCO
1811299995	Hat	M	56.0	4		Accessories	Headwear	BigOoo
1811299752	check	5	5.0	3	5	Shoes	Runners	BigOoo
1811299407	cascag	6	6.0	6	6	Workwear	Boots	AZA COmanpay
1811295631	test	L	45.0	4	55	Clothing	Suits	DIMI company
[illegible]5	chewck2	M	55.0	2	5	Security Forces	Badges	MAN company
[illegible]5	jacket sport	L	48.5	4		Workwear	Working Uniform	HKGU
1812036112	trousers	44	50.99	6	Rack 4	Security Forces	Trousers	AZA COmanpay

Image 52

See the image below for log file example. There you can see the qty alerts per category.




```
#####################
Admin Login: admin1. Timestamp= 2020.05.18.01.38.43

#####################
User Login: peri. Timestamp= 2020.05.18.01.39.48

Log Action: Check Products QTY per Category. Time:2020.05.18.01.41.41
Accessories: Products with Qty Below Limit of 10 items
Clothing: Products with Qty Below Limit of 8 items
Other: Products with Qty Below Limit of 10 items
Outdoor-Camping: Qty OK
Security Forces: Products with Qty Below Limit of 5 items
Shoes: Qty OK
Workwear: Products with Qty Below Limit of 10 items
```

Image 53

Part 4. Creating Reports/Forms

The user can create forms of three types: users (users dashboard), suppliers (suppliers dashboard) and products (products dashboard). The procedure is quite the same.

In the Products dashboard (logged in as Admin) or in the simple User's view (logged in as User) press the button "Print products form". Check image 54 below.

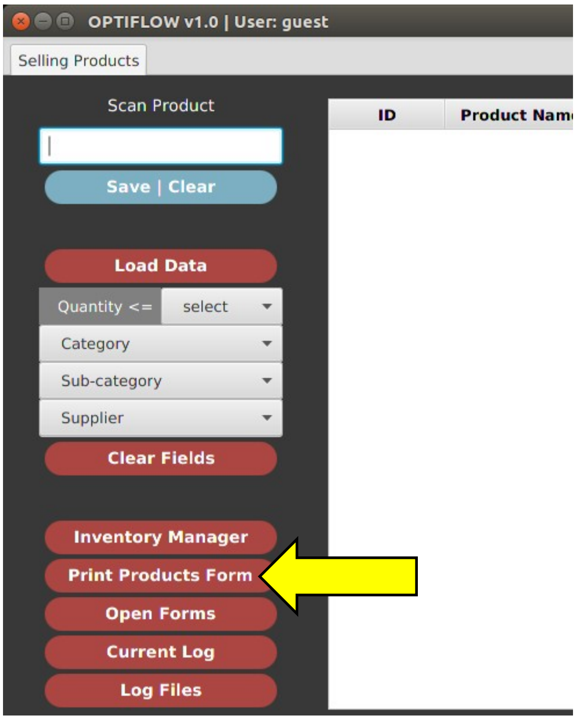


Image 54

The window "Print forms" (Image 55) should appear with a new form (ID 441).

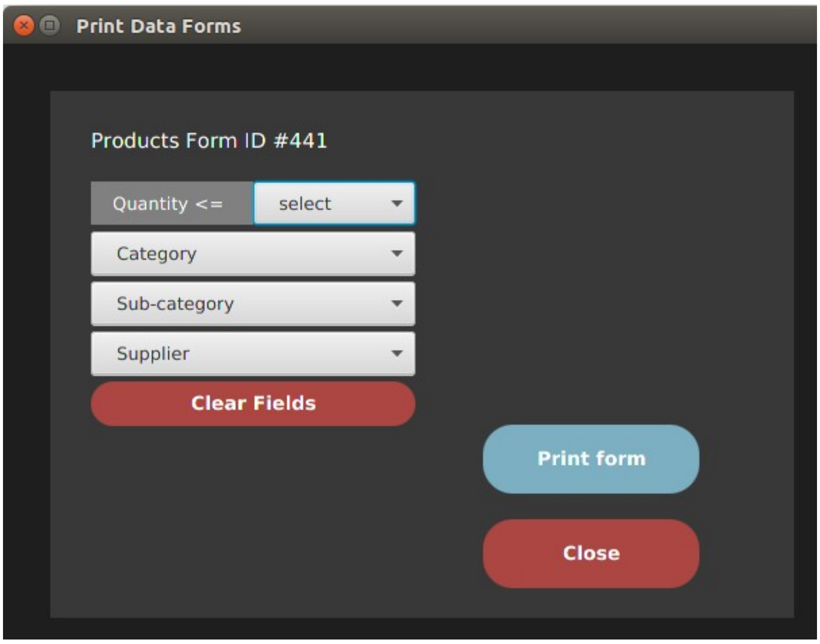


Image 55

There the user selects the filters he wishes/needs and press the “print form” button.

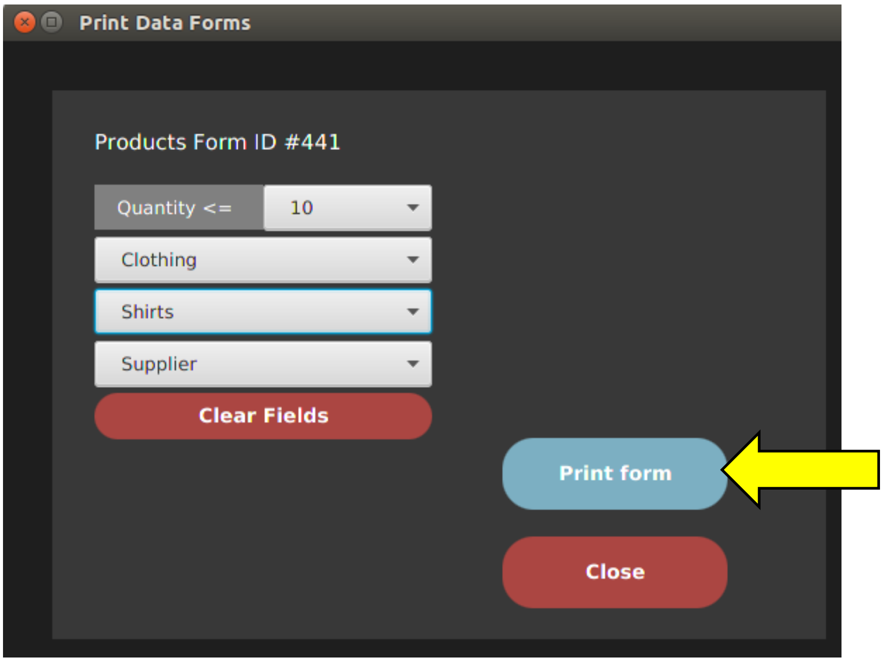


Image 56

Then the user can press “close” to close the window. In order to check/view the created form (ID 441) press the button “Open Forms” (Image 57). This way the user opens the folder where the forms are saved by default and he can find the form with ID 441.

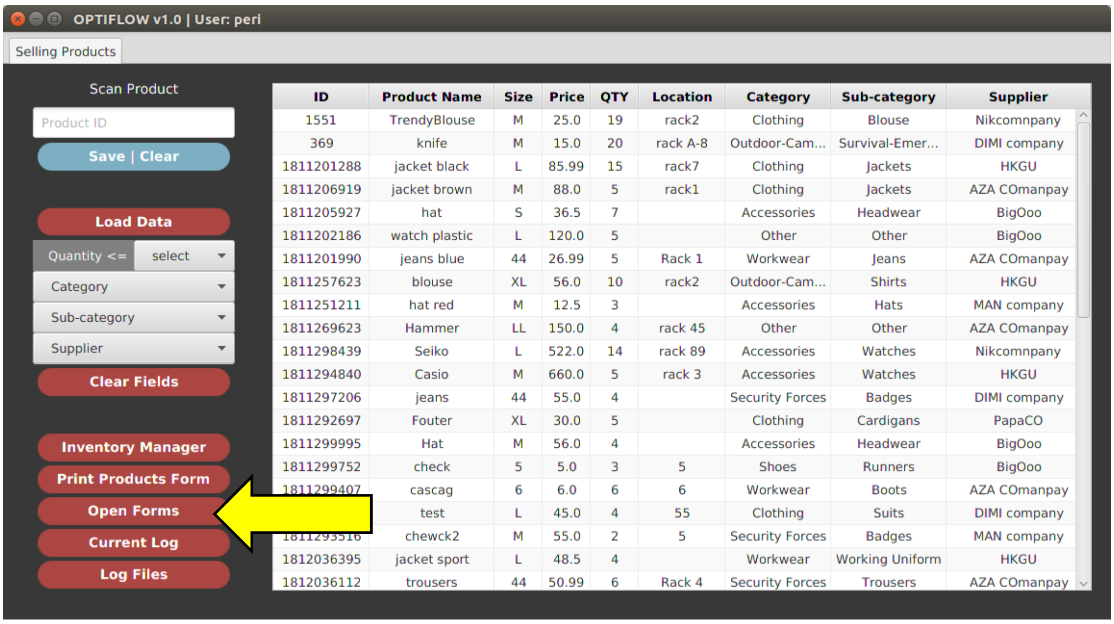


Image 57

Part 5. Update products

In the Products dashboard (logged in as Admin) or in the simple User's view (logged in as User) press the button "Inventory Manager". Check image 58 below.

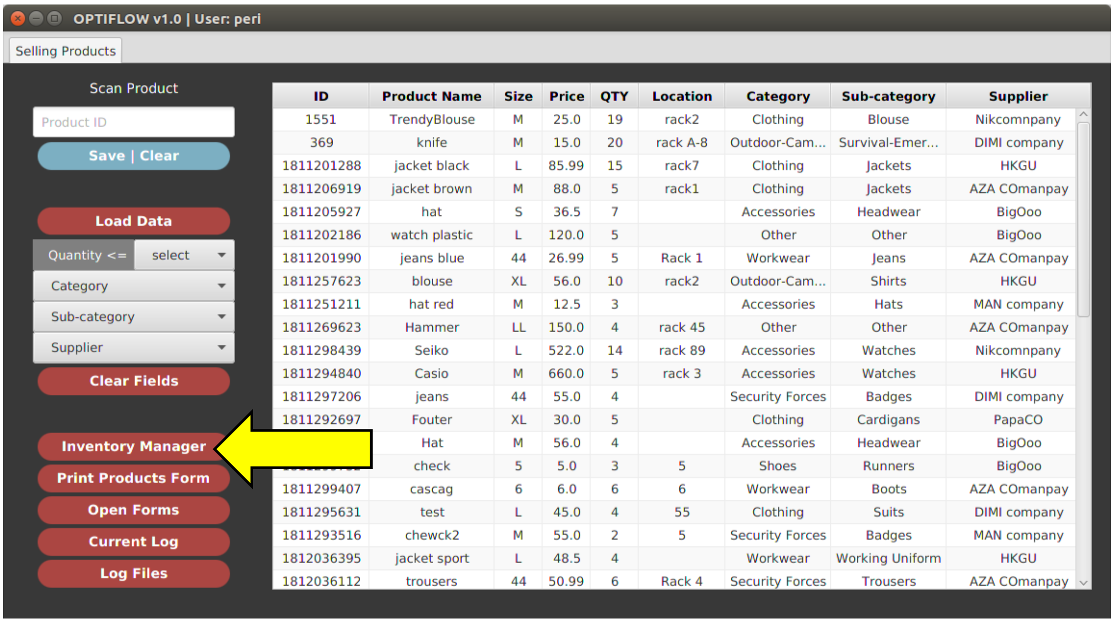


Image 58

The following view should appear (Inventory Manager view). The user can update (increase for example) the quantity of products when the supplier has delivered a package with these products.

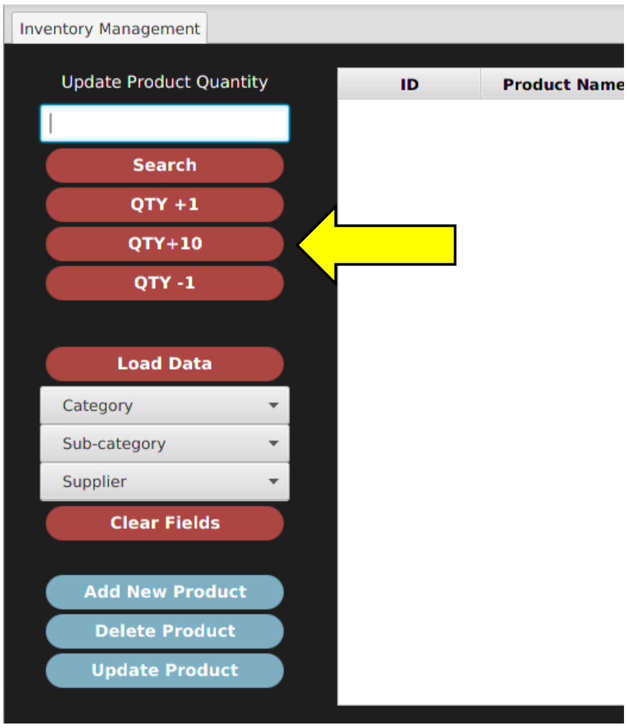


Image 59

Also, in the Inventory Manager view the user can update/delete /add a product (the three blue buttons at the bottom). Check Image 60.

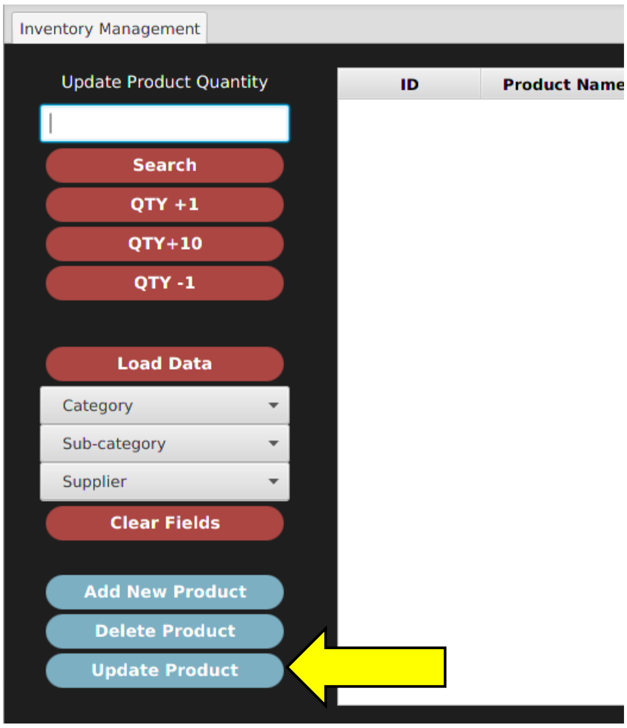


Image 60

For example check the update product view below.

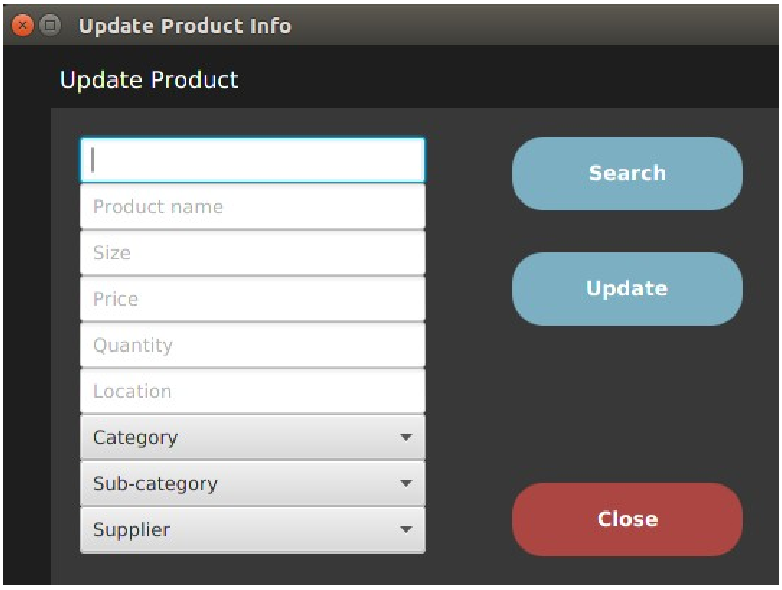


Image 61

There the user inserts or scans a product ID and clicks "Search". The product's info should appear in the screen.

The user now can make the changes and click "Update". After a succesful message appearing, the user clicks "Close".

Part 6. Log Files

The application logs every action of the users. All the procedures are logged, for example selling a product, adding a new supplier or updating a product's information. The user can check the daily log file by pressing the button "Current Log" (Image 62).

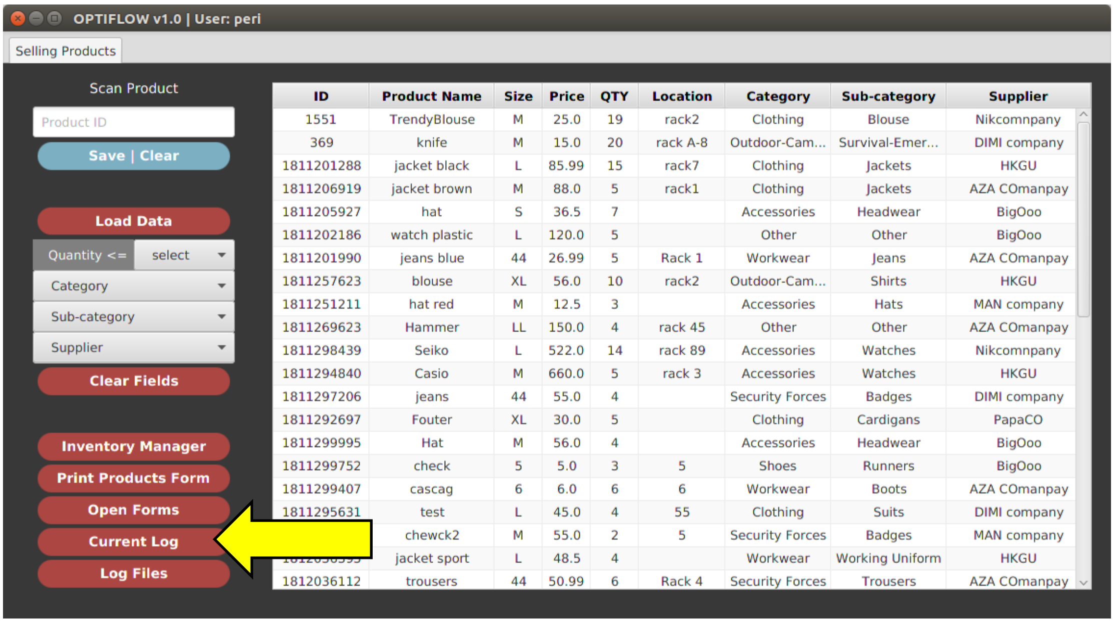


Image 62

Also, the user can check all the created log files (from the beginning of the optiflow use) by pressing the button "Log Files" (Image 63).

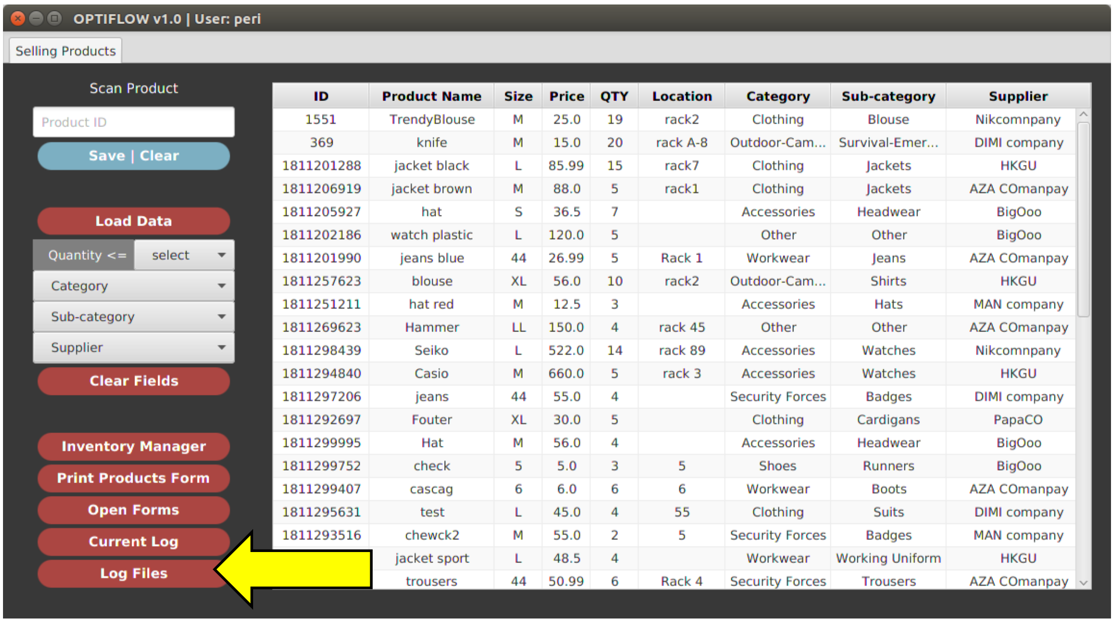


Image 63

Part 7. Graphic Data Analysis

Optiflow offers a variety of data visualization tools, that can help the user to understand the actual state of the store/business and make the right decisions.

There are three types of graphic visualization features:

1. sales per category graph

2. total sales graph

3. sales per category pie chart

In order to use these features the user should log in as administrator and press the "Data Analysis" button. The following view will appear. If the user presses the info buttons (i) he will see some useful information per graph or chart.

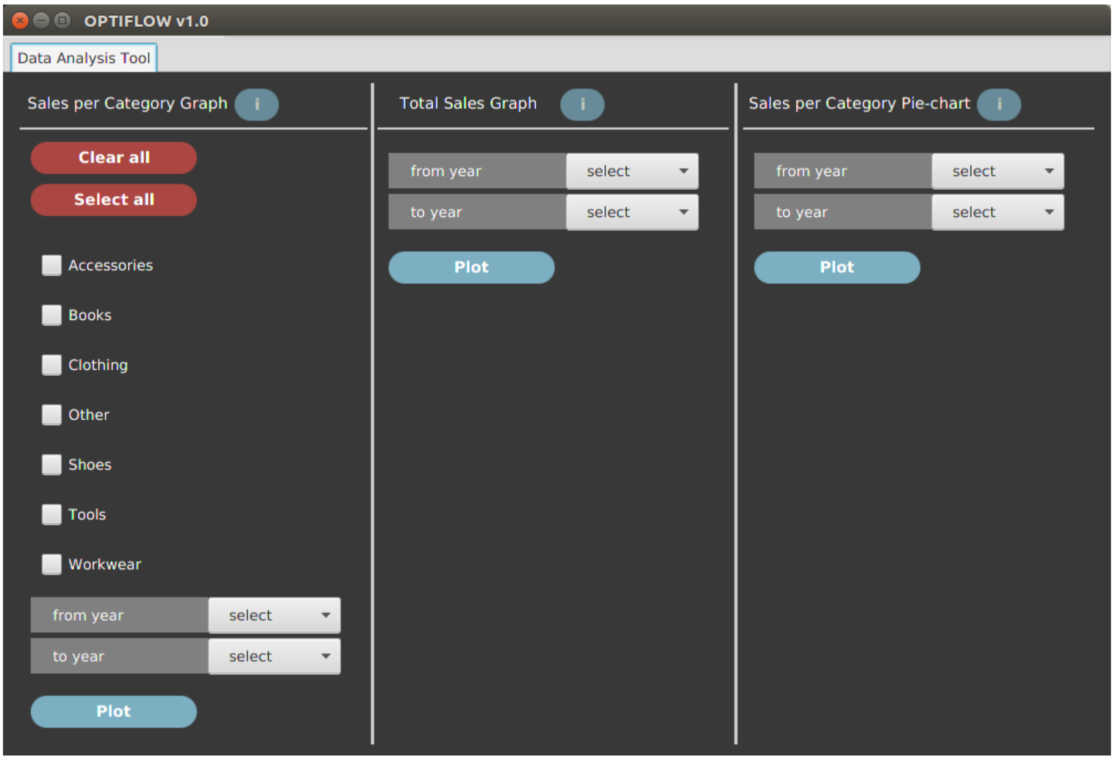


Image 64

The interface is really user-friendly and checl the images below for an example chart of the "sales per category graph".

Firstly, the user selects the appropriate categories and the years period from-to. When he is ready, he should press the "plot" button in the first column.

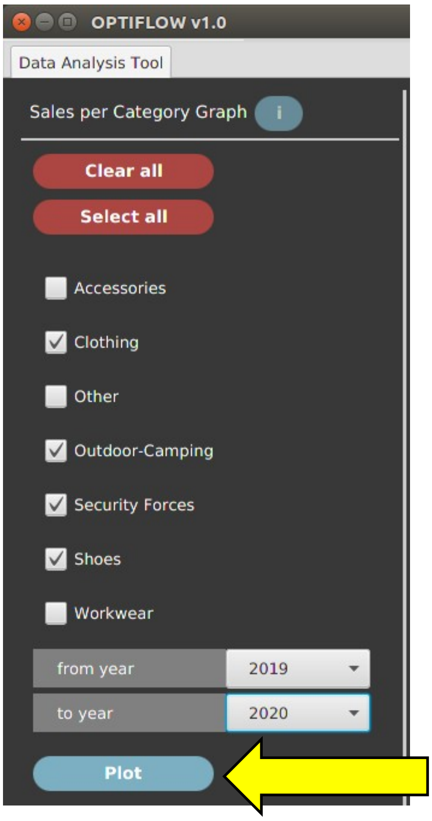


Image 65

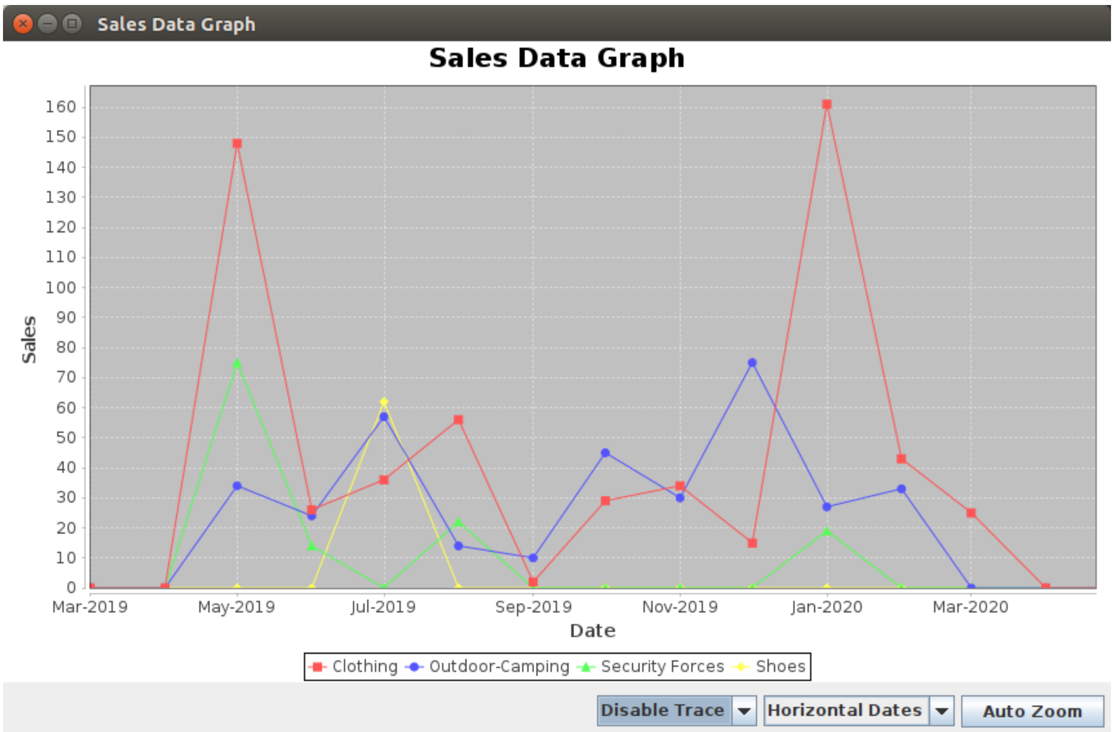


Image 66

The user now can zoom in, at a smaller period from the one initially set. Also, he can save the image by double-clicking, setting the desired properties and selecting "save as".

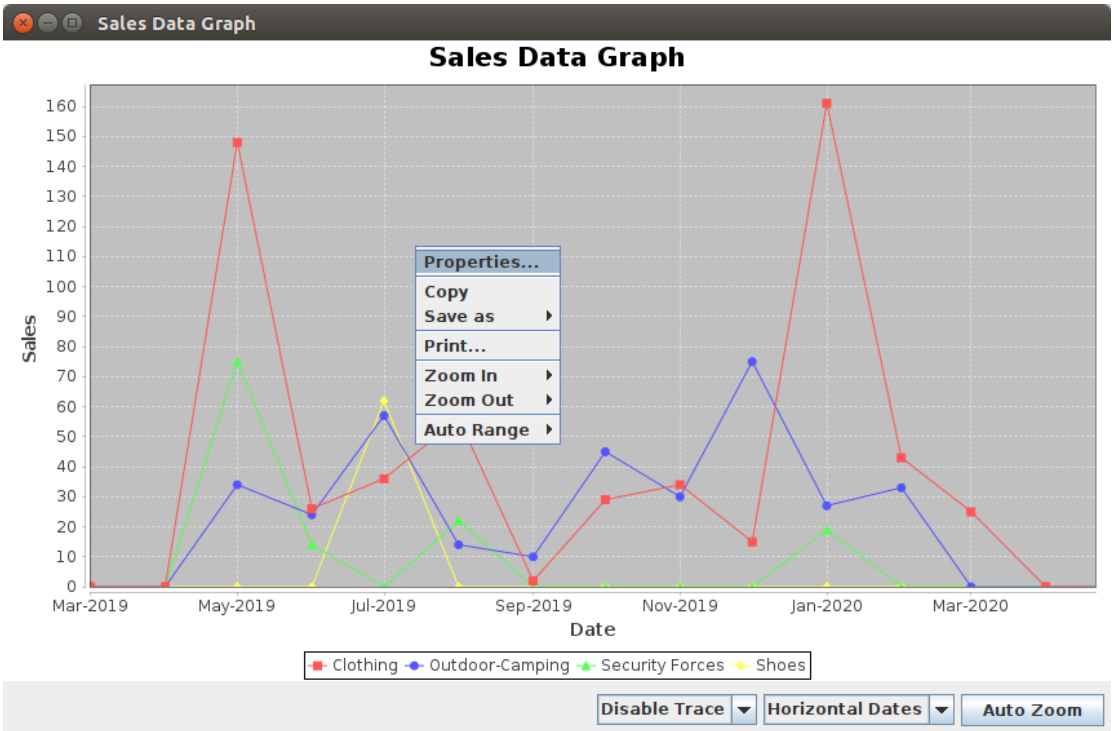


Image 67

Check, for example, some chart properties settings below.

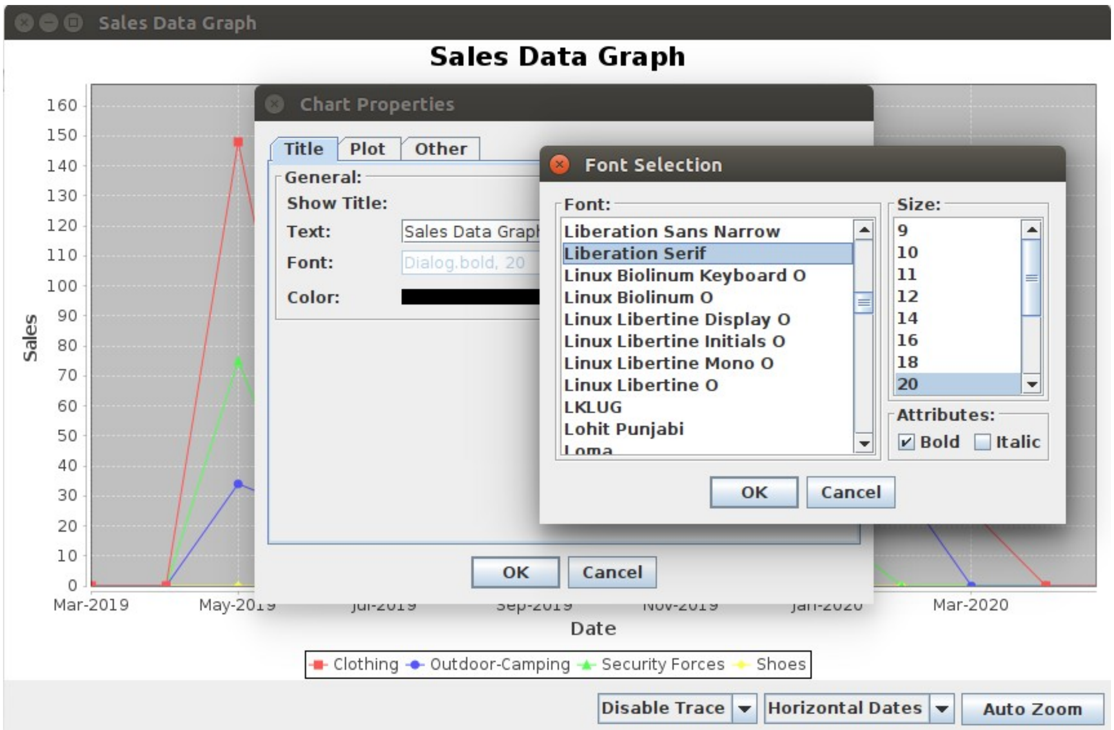


Image 68

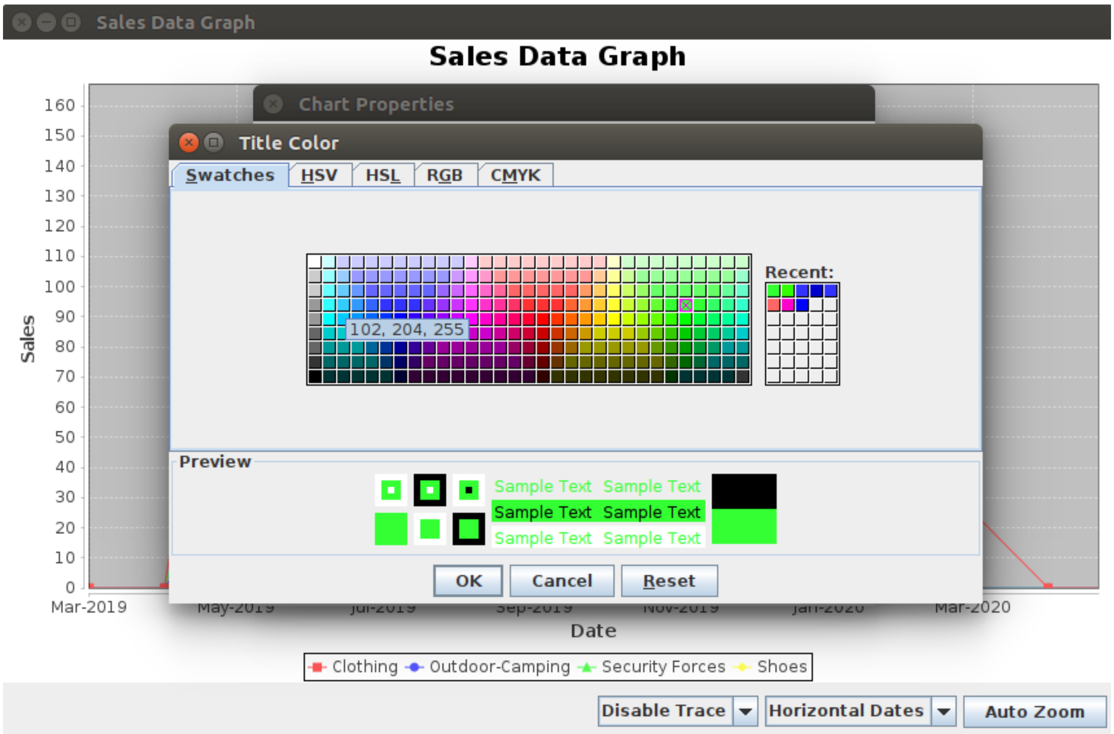


Image 69

Finally, he can save the image by double-clicking and selecting "save as" → PNG.

Below you can find some other chart example screenshots.

First the total sales graph.

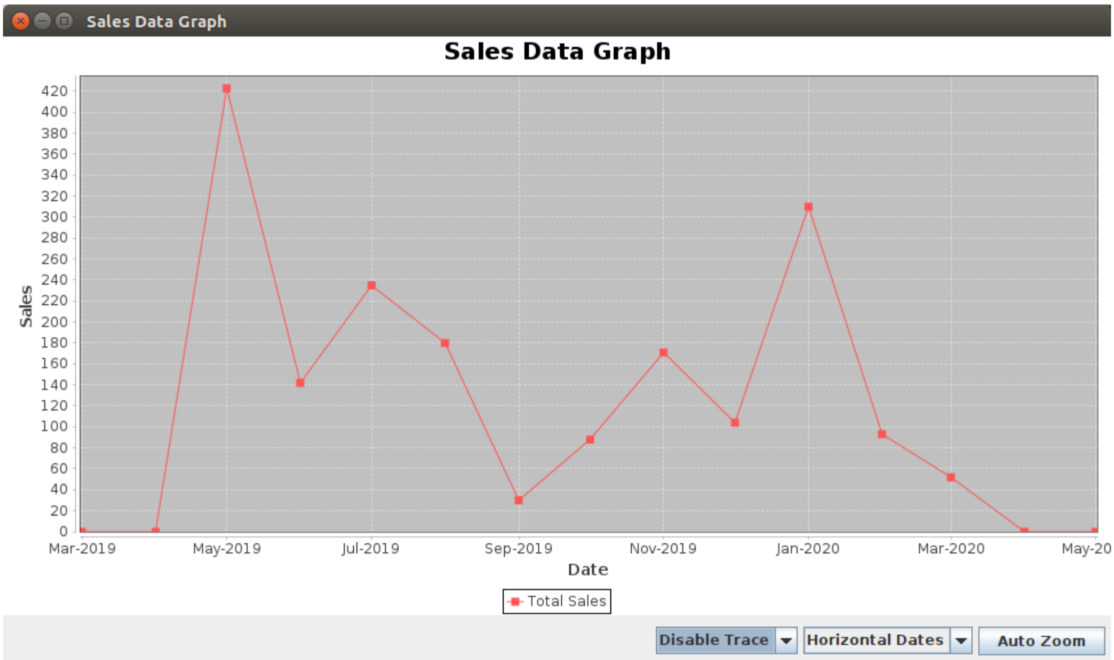


Image 70

The category pie chart.

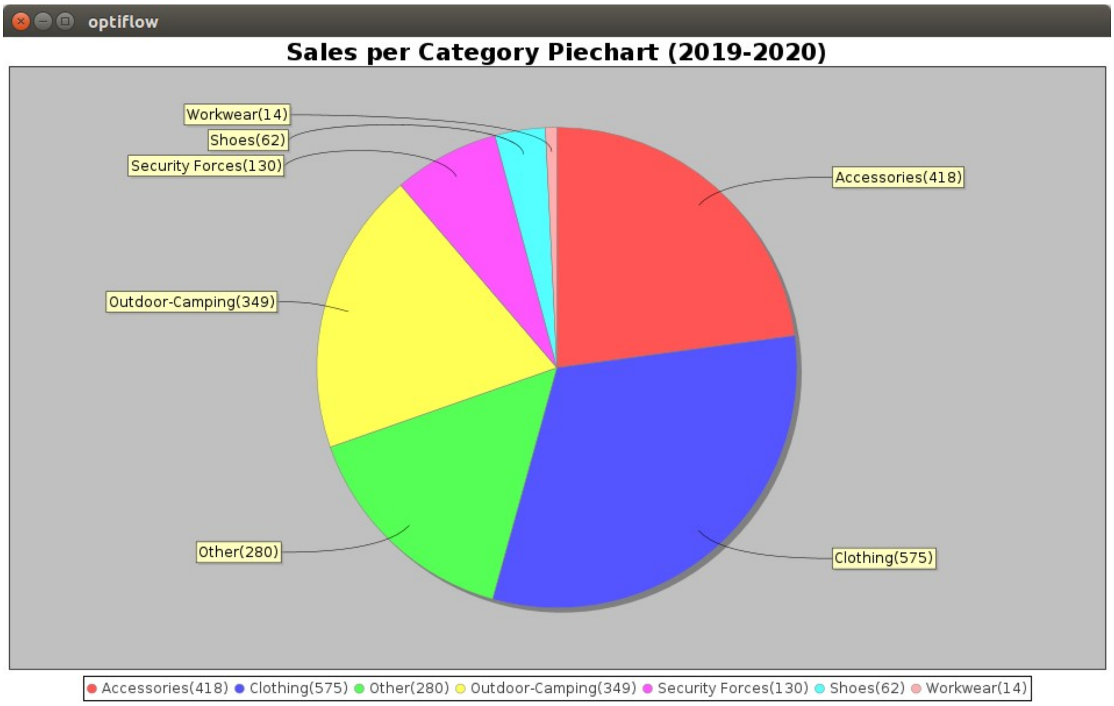


Image 71

Appendix A. Optiflow Video Tutorials