

User Scenarios

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1. Inventory Manager

- Task: monthly inventory audit
- Goal: discover any discrepancies between physical inventory and digital records
- Process:
 - Login to inventory system
 - Create new logs for all equipment
 - Review inventory system reports for differences
 - Adjust records as needed
 - Generate report summary
- Frequency: monthly
- Features:
 - Auditing process
 - Real-time alerts for potential mismatches
 - Scanner integration, mobile device usage
 - Summary reporting

2. Repair shop staff

- Task:
 - Receive new stock and update the inventory system.
- Goal:
 - Quickly log new items to keep inventory accurate and up-to-date.
- Process:

- Log in on a mobile device, scan items as they come in, verify quantities, and confirm the update.
- Frequency:
 - Daily, as shipments arrive.
- Needed Features:
 - Mobile-friendly interface
 - Fast barcode scanning
 - Automatic inventory updates

3. IT Team

- Task:
 - Troubleshoot a data sync issue
- Goal:
 - Fix the issue quickly to prevent downtime and keep data accurate
- Process:
 - Receive an alert, log into the admin panel, check error logs, diagnose and resolve the problem, then verify with warehouse staff that everything's back to normal
- Frequency:
 - As needed, quick response
- Features:
 - Admin controls
 - Error logs
 - Alerts and reports

4. Procurement Team

- Task:

- Review stock levels and reorder items that are low
- Goal:
 - Prevent stockouts by staying on top of reorder points
- Process:
 - Check inventory reports
 - Generate a purchase order for low-stock items
 - Send it to the supplier
 - Track order status
- Frequency:
 - Weekly
- Needed Features:
 - Dashboard for low-stock equipment
 - Reorder feature
 - Order status tracking

5. Finance department

- Task:
 - Generate a quarterly report on inventory value
- Goal:
 - Get accurate numbers for budgeting and financial planning
- Process:
 - Access the system
 - Pull up the valuation report
 - Verify cost data

- Export it for the quarterly financial report
- Frequency:
 - Quarterly
- Needed Features:
 - Exportable valuation report
 - Integration with accounting tools
 - Cost analysis

6. Operations/Logistics Team

- Task:
 - Review stock levels and reorder equipment that are low
- Goal:
 - Prevent low stock by staying on top of reorder points
- Process:
 - Check inventory reports
 - Generate a purchase order for low-stock items
 - Send it to the supplier
 - Track order status
- Frequency: Weekly or as needed
- Needed Features:
 - Dashboard for low-stock items
 - Reorder feature
 - Order status tracking

7. Suppliers/Vendors

- Task: Receive and fulfill purchase orders.
- Goal: Deliver orders accurately and on time.
- Process:
 - Receive the order
 - Confirm details
 - Set a delivery date
 - Update the system with delivery status
 - Keep track of past orders
- Frequency:
 - As orders come in
- Needed Features:
 - Supplier portal
 - Order confirmation
 - Delivery status updates.

8. Regulatory Bodies

- Task:
 - Conduct a compliance audit
- Goal:
 - Verify the company follows industry standards for inventory and data management
- Process:
 - Access compliance reports, review logs, verify data accuracy, and download audit trails if needed

- Frequency:
 - Annually or as needed
- Needed Features:
 - Read-only access to compliance reports, data logs, and audit trail records