



Lecturer

2. Add/Edit Recipes

KitMan

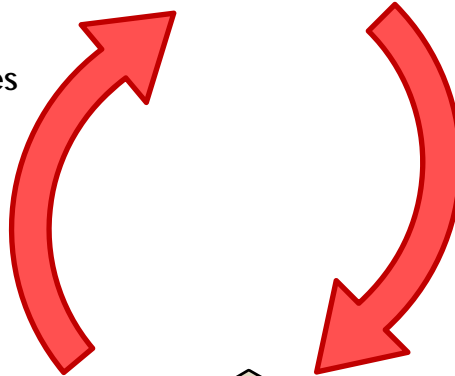



Stores

1. Add/Edit Products
Hide Product
Hides from Stores
Hides from Price Updates
Coster Supplier
Available to Lecturers

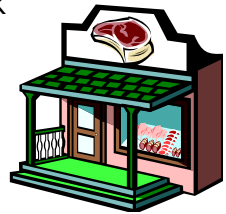
7. Check for Price Updates
At Login
Downloads Updates
Adds to KitMan

3. Backup




4. Send Price Updates 
Olympus Email Out
Wednesday for Next Week
Uses Most Recent Backup

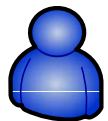
6. Process Automatically
Send Updates
Emails Report



Supplier

8. Overnight Update
Suppliers, Products, Prices, Recipes

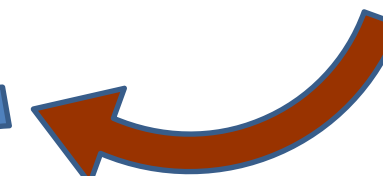
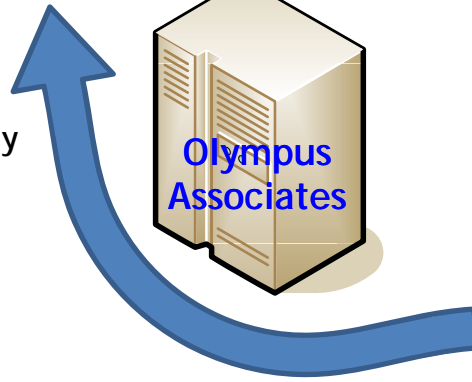
5. Supplier Enters Prices 
Emails Back



Olympus



KitMan Online





Stage 1 - Products

Stores personnel are the only people who can add or edit Suppliers and Products. They are in control of the product lists and manage which items are available to different parts of the system.

Hide Product

Hides a Product from the Purchase Order Module.

Hides a Product from the Price Updates sent to Suppliers.

Coster Supplier

Assigning a Coster Supplier makes the item available to Lecturers to use in Recipes and KitMan Online.

Discontinued Items, hides the product from Lecturers and will give a warning if previous order is repeated that contains a Discontinued item.

Since the last User Group Meeting it is now possible to Discontinue and Hide Products in a single step.

Hiding and Discontinuing Products does not change a Recipe, if you are replacing a Supplier then you need to use Product Management - Ingredient Transfer. Please contact KitMan Support for a list of Recipes that contain Discontinued Items.

Stage 2 - Recipes

Lectures are free to create new recipes or edit the bank provided to suit their needs.

A Recipe can also be used as to create Product Lists for regularly ordered items. They can even create a Recipe with their regular 'shopping list' and set each quantity to zero. In KitMan Online they select their 'Shopping List Dish' which will have the Products they regularly order, enter the quantities of the individual items needed then place the order. Any quantity left at zero will be omitted from the final order.

Stage 3 - Stores Backup

This 'backs-up' a copy of the KitMan database from the college network to Olympus' Servers.

Stage 4 - Olympus Send Out Price Updates

According to a pre-agreed schedule Olympus will Email each Supplier with an Excel Product List based upon the most recent Backup. It omits any Hidden Products and shows the most recent Price Update.

This is sent out on a Wednesday afternoon for Next Week.

If we have not received the update by Monday lunch we will email a reminder, we will then follow this up with a phone call on Tuesday and Wednesday if necessary.



Stage 5 - Supplier Completes and Returns

The Supplier simply enters any Price that has changed and can specify the date the change takes effect from. They then email it back to Olympus.

Stage 6 - Olympus Process Automatically

We automatically process the updates as soon as we receive them. Any Price Changes are copied to a Server ready to download into the local KitMan. In addition we now email a report of Price changes to the college.

Stage 7 - Stores Checks for Price Updates

When you login to KitMan you will be asked if you want to check for Price Updates. Clicking continue will then download any updates into the local database.

These along with any other changes are only available to KitMan Online after the database has been backed up.

Stage 8 - Overnight Update

At 7pm the overnight updating of KitMan Online begins. It will use the most recent backup at that time. The system then checks for changes in Suppliers, Products, Prices and Recipes then updates KitMan Online.