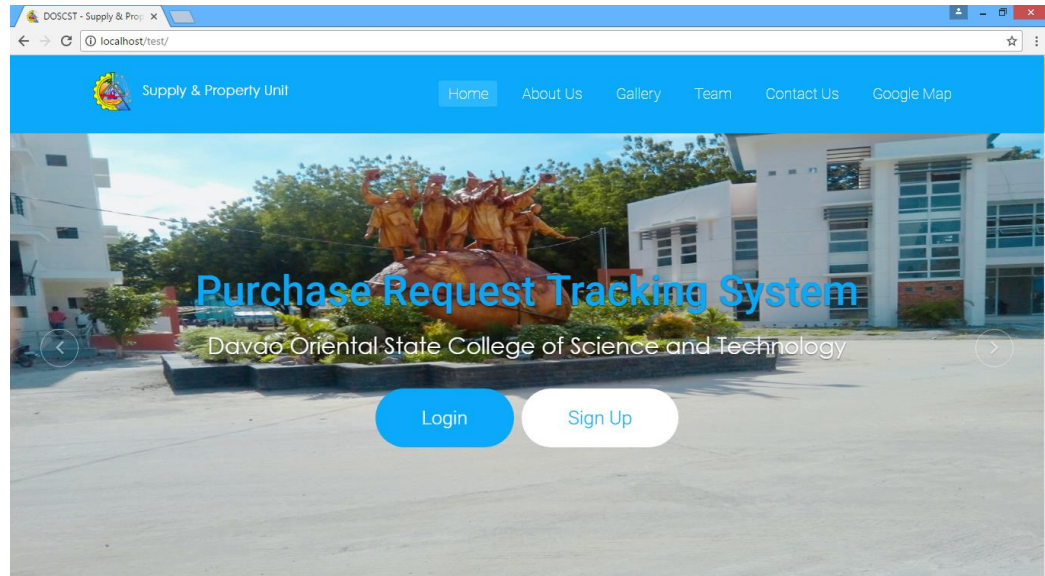
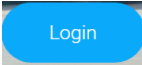



A. Home Page

The screenshot below is the home page of Web-Based Purchase Request Tracking System.

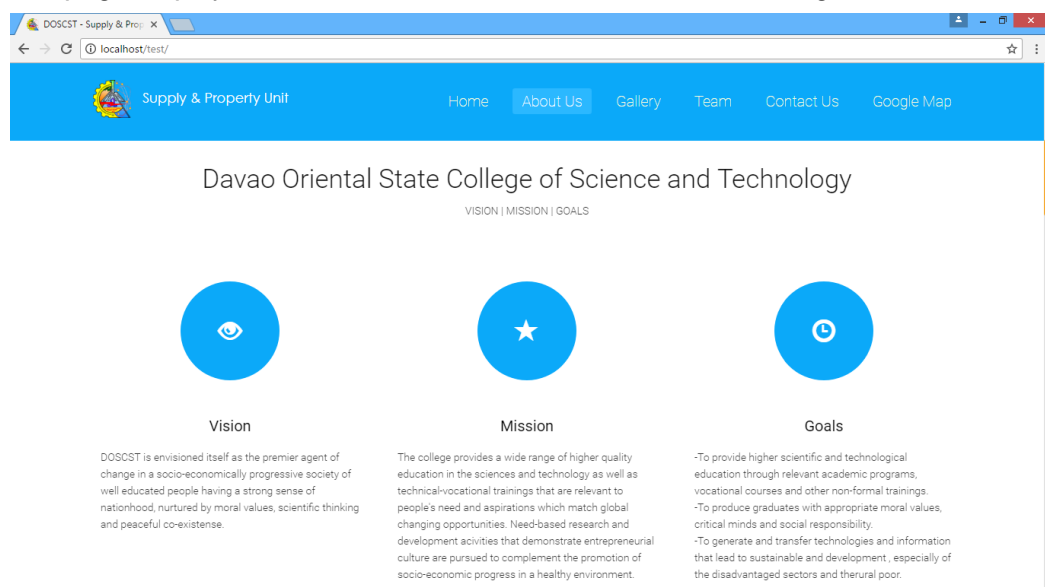


a. Buttons

The  button directs the system user to the Login Form (see item G) while the button  directs the system user to the Sign Up Form (see item H).

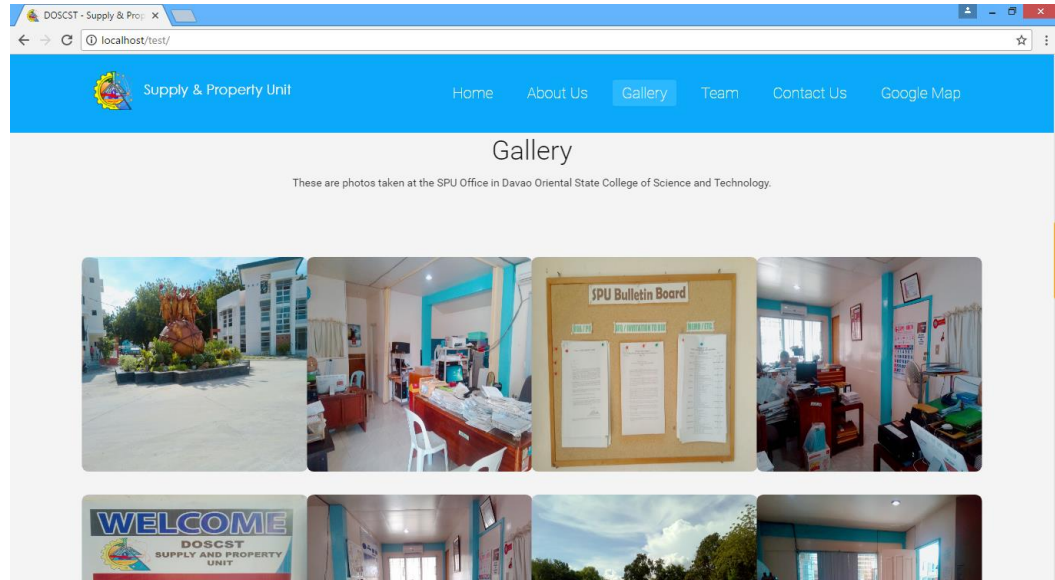
A. About Us

This page displays information such as the vision, mission and goals of DOSCST.



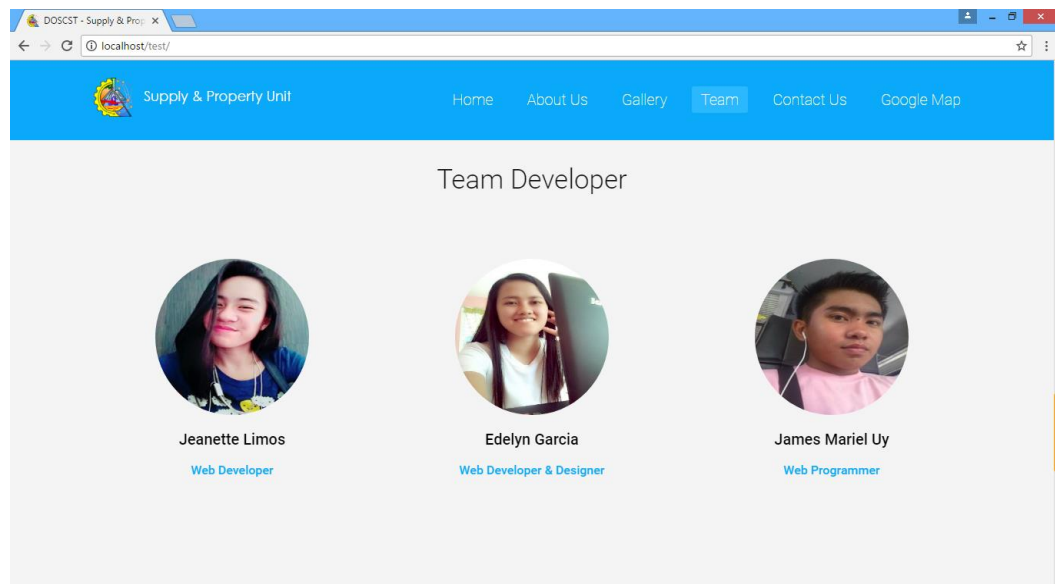
B. Gallery

This page contains photos taken from Supply and Property Unit and grounds of DOSCST.



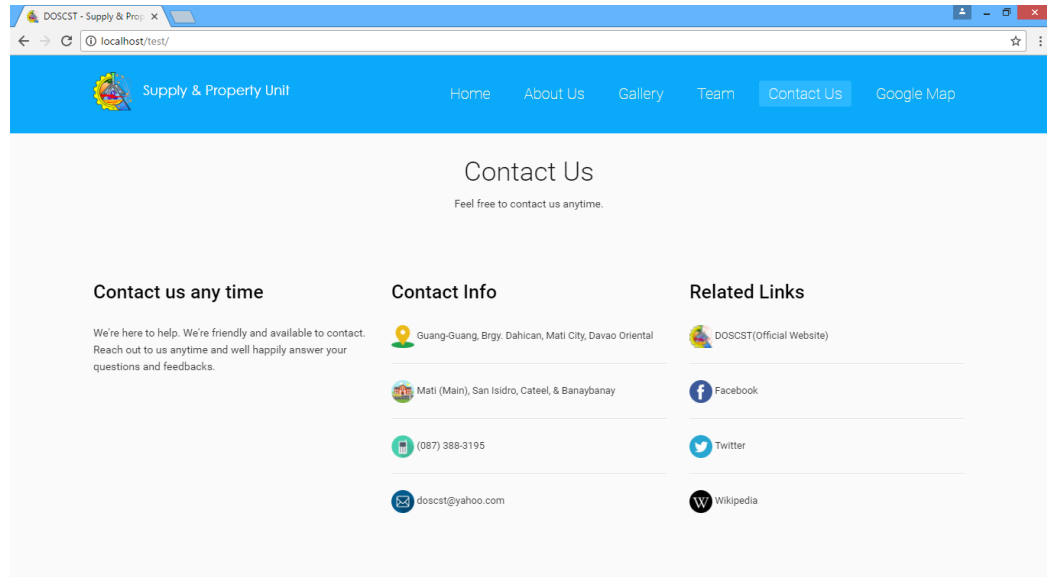
C. Team

This page displays brief information about the system Team Developers.



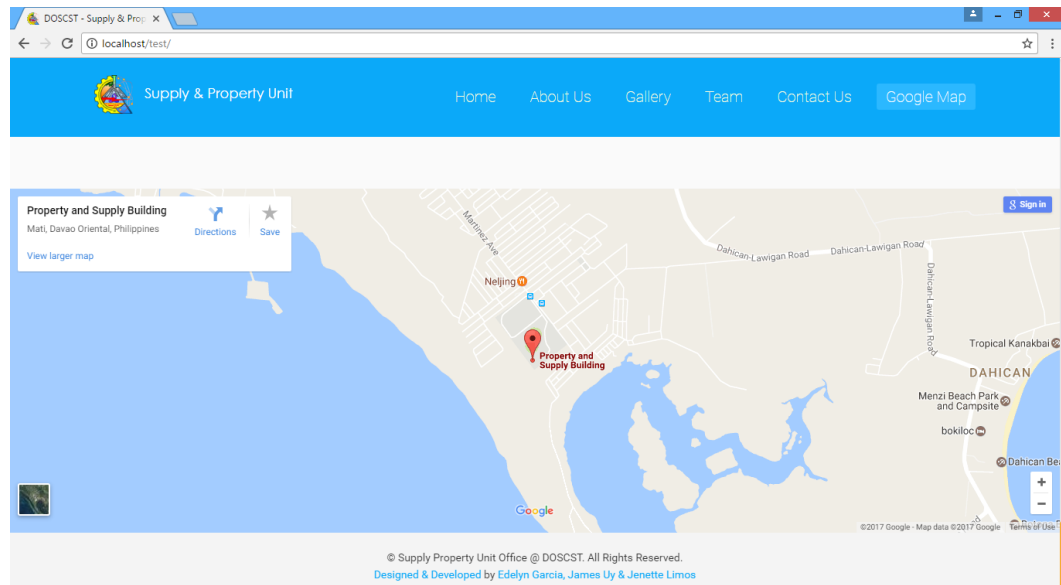
D. Contact Us

This page contains location and contact information such as contact number, social media accounts, email address and website.



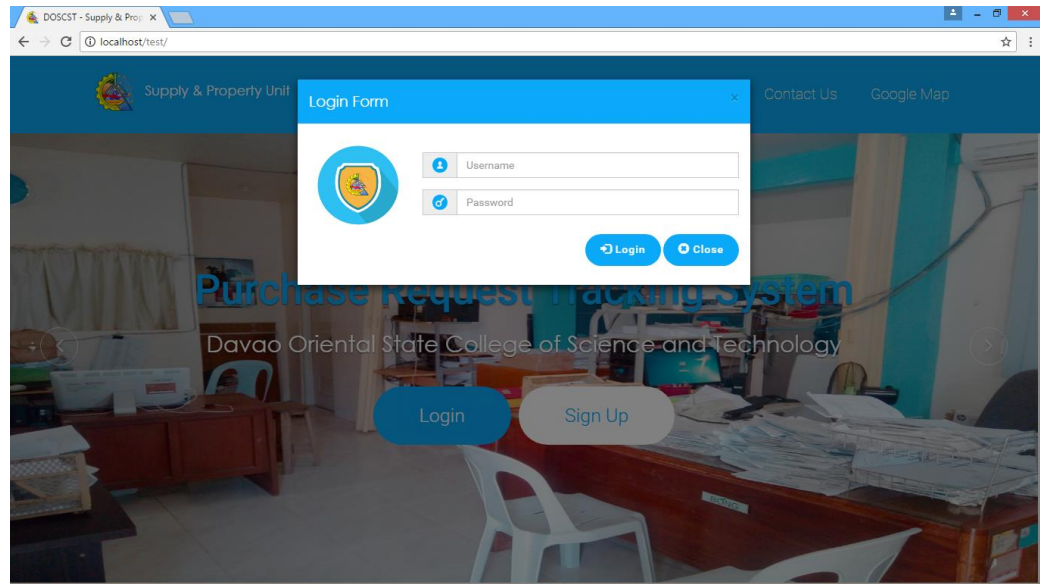
E. Google Map

This page shows the exact location of the Supply and Property Unit in DOSCST through Google Map.



F. Login Form

This allows the user to login to his/her account.

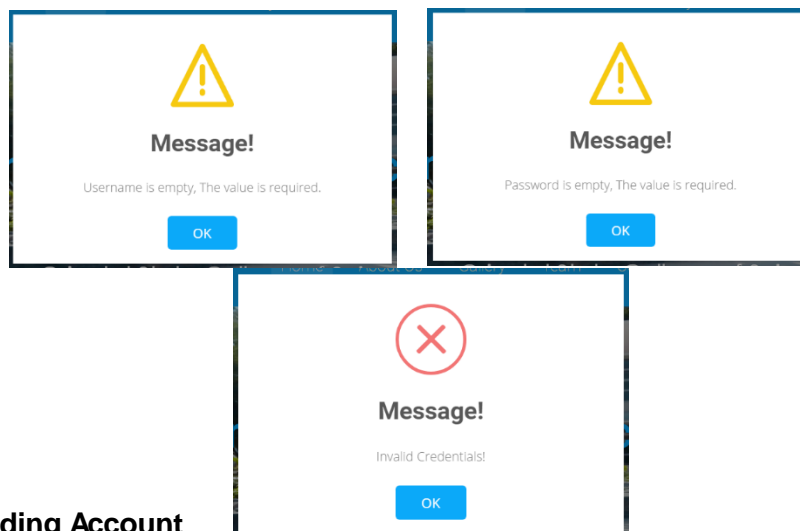


a. Fill-up Login Form

The user needs to input the username in this field and password on this field . Next is to click the button or to cancel click the button.

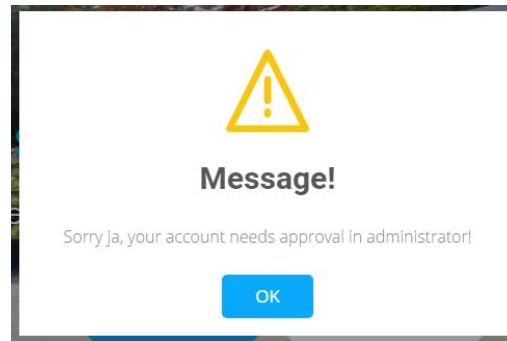
b. Prompts

In case there are missing or incorrect values, the web application will display these messages.



c. Pending Account

If user tries to login in Pending account, this message will be displayed.



G. Sign Up Form (Requestor)

This is where requestor's can sign up for an account.

Note: New accounts can be accessed after it is approved by the Supply and Property Unit.

Sign Up Form (Requestor)

Personal Information:

Firstname:

Middlename:

Lastname:


Gender:

Position:

Section:

Office:

Head-Officer:

Profile Picture:


Choose Image Image Name
Suggested Size: width(150px) x height(150px)

Login Information:

Username:




Password:

Save **Clear Form** **Close**

a. Fill-up Sign Up Form

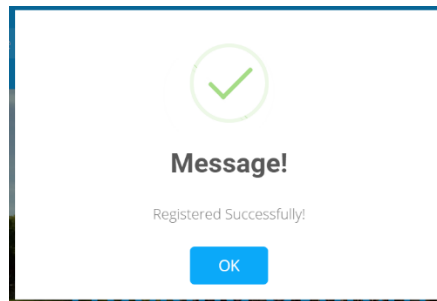
The requestor must fill up all the fields in the **Personal Information:** section

to successfully to create an account. The requestor must click the **Choose Image**

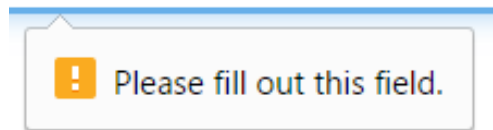
to select a profile image for his/her account. After all fields have been completely filled up, the requestor must click the  button. To refresh the form the user can click the  button. To close the form the user can click the  button.

b. Prompts

This message will be shown if the signing up for a new account is successfully done.

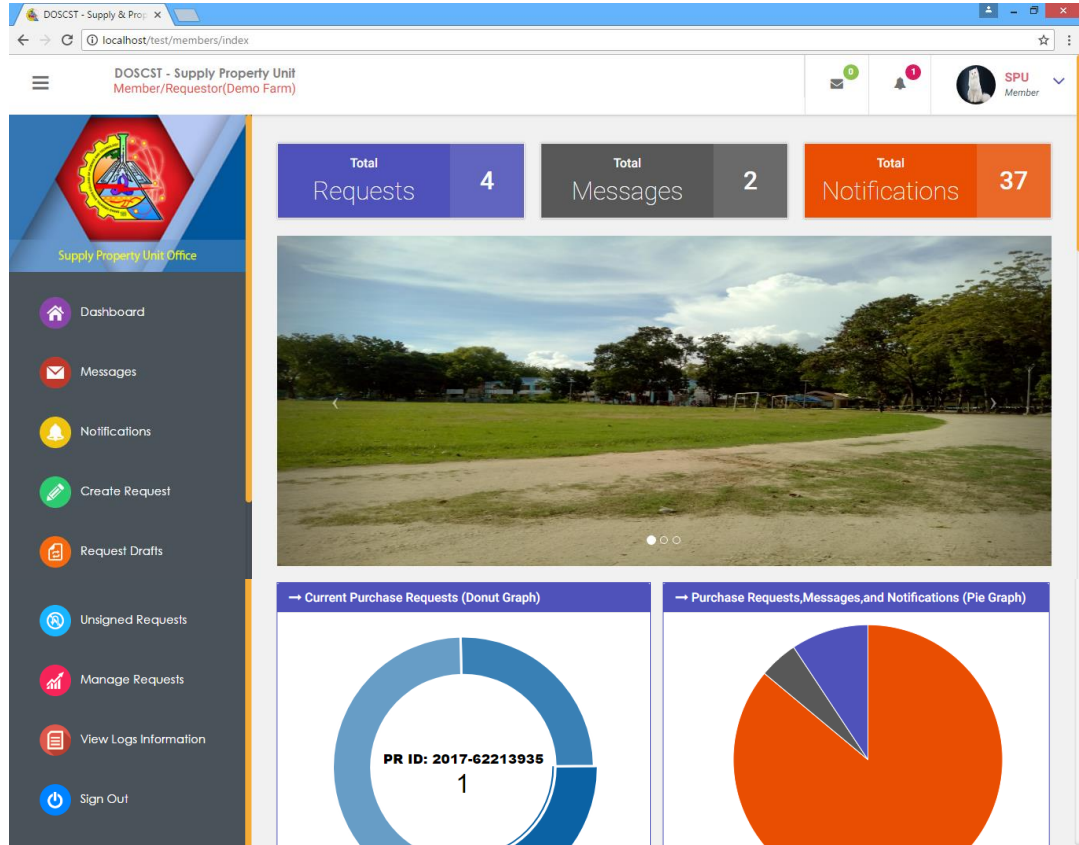


Otherwise, this prompt will display if there are lacking information.



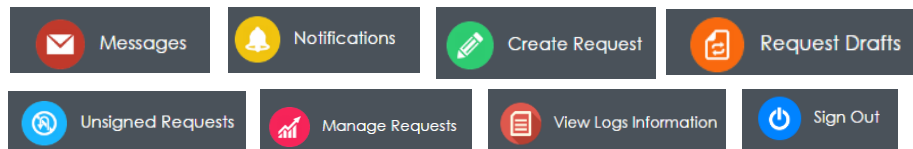
H. End-user Dashboard

The screenshot below shows the End-user dashboard which displays after a requestor logged-in in their accounts. Dashboard also contains charts and images.



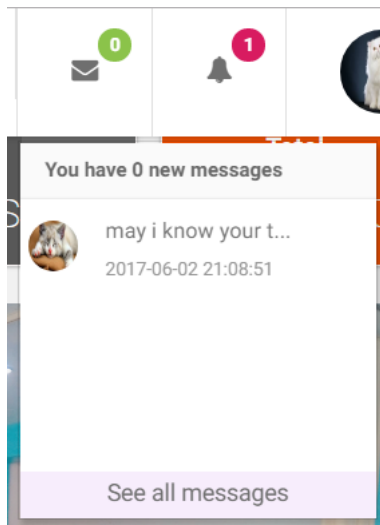
a. Navigations

Navigations directs the users to different pages.



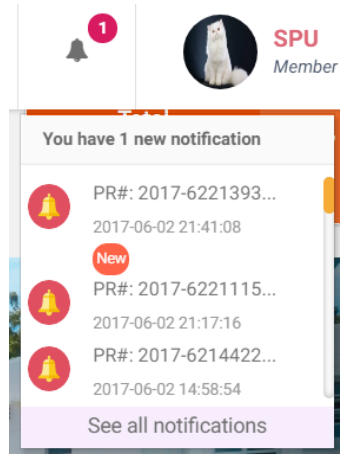
b. Message

This displays unread messages received by the end-user.



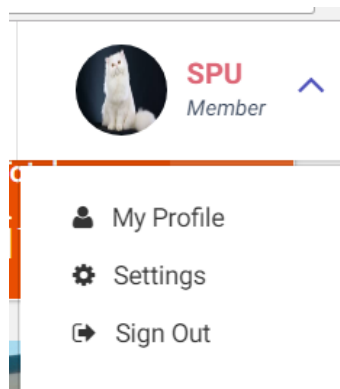
c. Notification

This displays newly received notifications of the end-user.

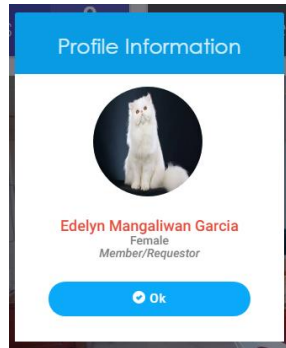



d. User Information

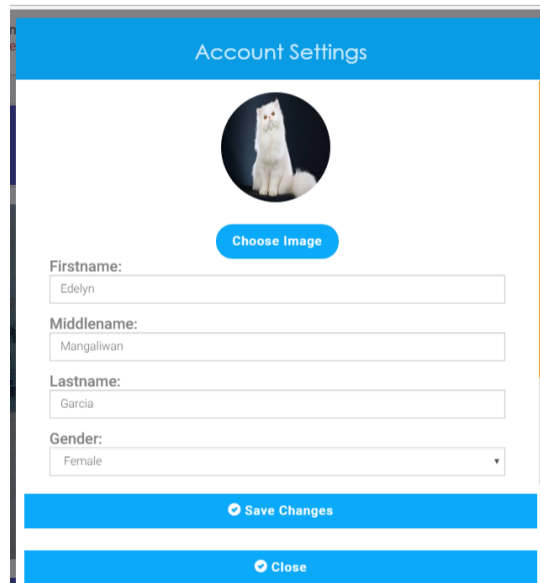
This displays user information.



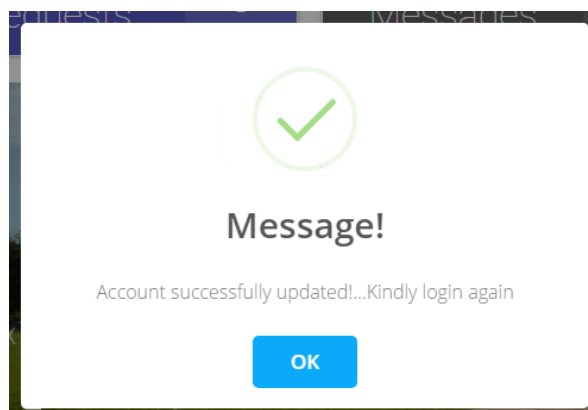
- **My Profile** – by clicking  **My Profile** this window will display.




- **Settings-** by clicking  **Settings** this window will open. In which the user can edit his/her account.

A screenshot of a mobile application window titled "Account Settings". At the top, there is a blue header with the text "Account Settings". Below the header is a circular profile picture of a white cat. Underneath the picture is a blue button with a white checkmark icon and the text "Choose Image". Below this are four input fields: "Firstname:" with the value "Edelyn", "Middlename:" with the value "Mangaliwan", "Lastname:" with the value "Garcia", and "Gender:" with a dropdown menu showing "Female". At the bottom of the window are two blue buttons: "Save Changes" and "Close", both with white checkmark icons.

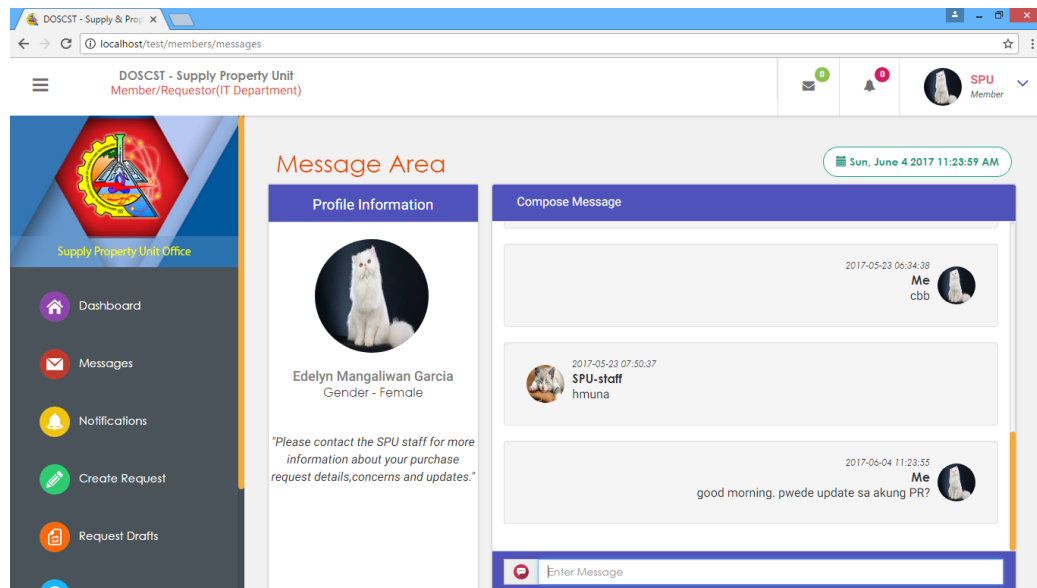
By clicking the  button, this prompt will display.



- **Sign out-** by clicking  **Sign Out** the end-user will be logged out in the system.

I. Messages

This is where the end-user and administrator can have conversations such as following up for the Purchase Requests that they have submitted.



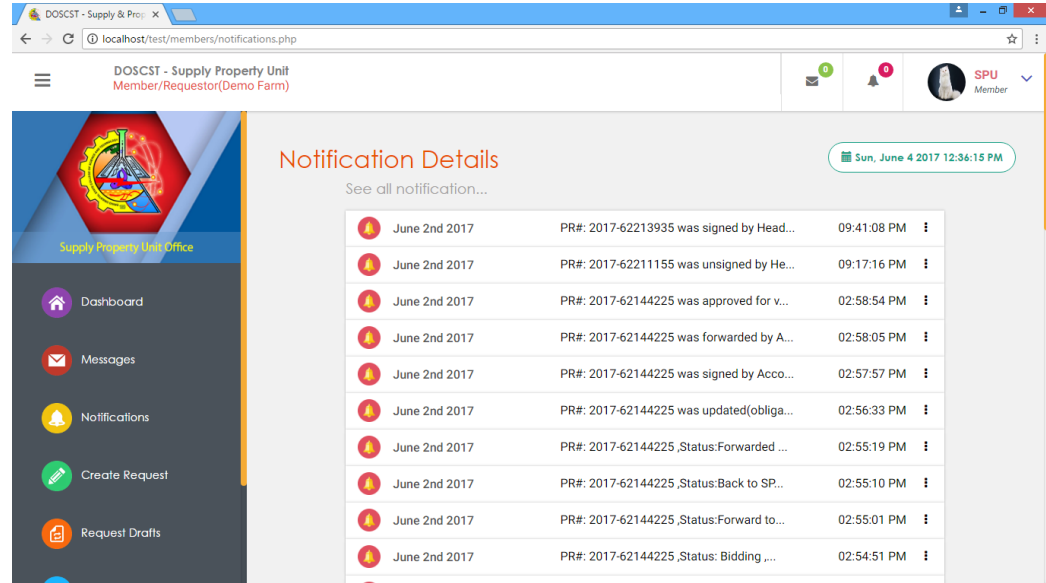
To write message for the administrator, the end-user can input their messages in this area,



After typing the message, it can be sent through pressing the **ENTER** key in the keyboard.

J. Notifications

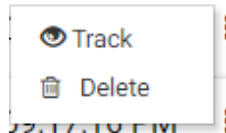
This is where the notifications are displayed.




The end-user can click on the notification to show full details. Example:




The end-user can also  a notification.




a. Track

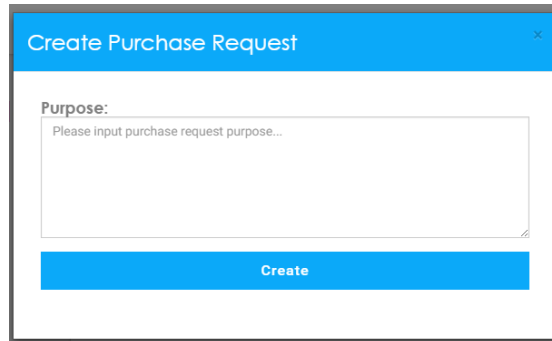
By clicking  **Track**, the end-user can track the notifications of a certain Purchase Request. (see)

b. Delete


By clicking  **Delete**, the end-user can delete the notification.

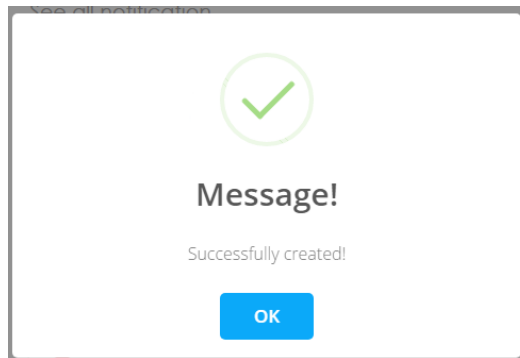
K. Create Purchase Request

By clicking the  from the navigation, a form that is showed below will be displayed where end-users needs to input the Purpose of making the request.



The image shows a modal window titled "Create Purchase Request". Inside the modal, there is a text input field labeled "Purpose:" with a placeholder text "Please input purchase request purpose...". Below the input field is a blue button labeled "Create".

After the Purpose is written, the end-user should click the  button. Once the request is successfully created, this message will be displayed.



L. Manage Request List

This page allows the end-user to add items in the created request.

a. Edit Selected Items

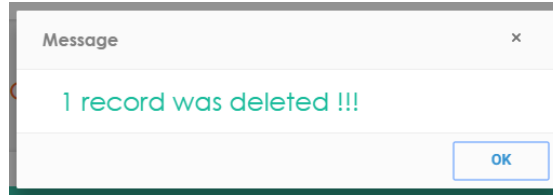
This allows the end-user to edit the selected item. First is to mark the item as shown below,

<input type="checkbox"/>	Item	Description	Unit	Quantity	Unit Cost	Total Cost	Action
<input checked="" type="checkbox"/>	item1	This is the ...	pc	70	₱ 3460.00	₱ 242200.00	⋮
<input checked="" type="checkbox"/>	item2	This is the ...	pc	50	₱ 6000.00	₱ 300000.00	⋮


Second, click the **Edit Selected Items** button.

b. Remove Selected Items

Same as above, in removing multiple items the end-user will still mark the items to be deleted (same as show above at “Edit Selected Items”) but this time the end-user will click the **Remove Selected Items** button and a confirmation prompt will be displayed.



c. Print Preview

By clicking the  button, the end-user can view the Purchase Request in a PDF Form in a different window as shown below,

Stock #	Unit	Item	Description and/or Performance	Quantity	Unit Cost	Total Cost
1	pc	item2	This is the item 2	50	6000.00	300000.00
2	pcs	item1	This is item 1	500	1000.00	500000.00
					Total	800000

Funds Available:
NEW BUDGET
Budget Officer

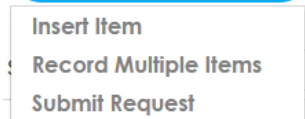
Purpose: For office use..

Requested by: _____ Approved by: _____

Signature: _____

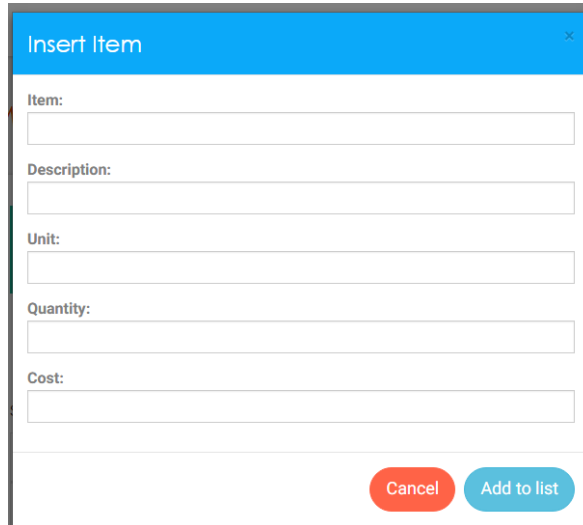
d. Activity Options


By clicking the  button, it will drop down various options.

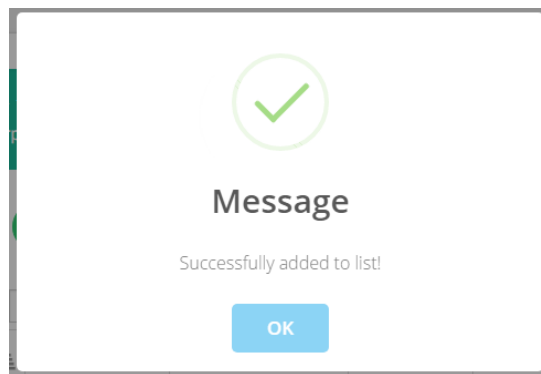


- Insert Item

By clicking the **Insert Item** , this means that the end-user can only insert one item at a time and will display this form.



After completely filling up the form, the end-user can click the  button and a success message will be displayed.



End-user can also click the  button to close the form.

- **Record Multiple Items**
- By clicking the **Record Multiple Items** , the end-user can insert multiple items and a modal will display that is shown below,

The end-user will input how many items she/he needs to insert in the Purchase Request, example

Enter how many records you want to insert:

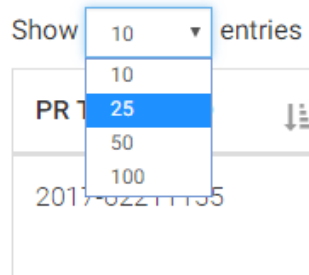
Then click the **Generate** button. Automatically the page will be displayed that will be good for 5 items to be inserted.

Stock#	Item	Description	Unit	Quantity	Unit Cost
1	<input type="text" value="Item"/>	<input type="text" value="Description"/>	<input type="text" value="Unit"/>	<input type="text" value="Quantity"/>	<input type="text" value="Unit Cost"/>
2	<input type="text" value="Item"/>	<input type="text" value="Description"/>	<input type="text" value="Unit"/>	<input type="text" value="Quantity"/>	<input type="text" value="Unit Cost"/>
3	<input type="text" value="Item"/>	<input type="text" value="Description"/>	<input type="text" value="Unit"/>	<input type="text" value="Quantity"/>	<input type="text" value="Unit Cost"/>
4	<input type="text" value="Item"/>	<input type="text" value="Description"/>	<input type="text" value="Unit"/>	<input type="text" value="Quantity"/>	<input type="text" value="Unit Cost"/>
5	<input type="text" value="Item"/>	<input type="text" value="Description"/>	<input type="text" value="Unit"/>	<input type="text" value="Quantity"/>	<input type="text" value="Unit Cost"/>

After completely filling up the form, to save the item the end-user will click on the **Save All** button.

e. Showing Entries

By selecting desired number of entries to be displayed in the table, the end-user must click the

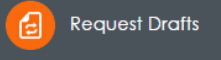


f. Pagination

The end-user can navigate through the tables after clicking these page options.




M. Request Drafts

By clicking the  in the navigation, the end-user will be redirected to the Request Drafts Page. This page consists of Purchase Requests that are not yet final or submitted to the immediate head officer.


A screenshot of a web application interface showing the 'Purchase Request Drafts' page. The page title is 'Purchase Request Drafts' and the date is 'Sun, June 4 2017 2:10:7 PM'. A green message box states: 'If you would like to view and manage purchase request items, click "View" button. You can modify request purpose by using "Edit Request" button and removing purchase request by using "Remove" button.' Below the message is a table with columns: PR Tracking ID, Purpose, Date Created, and Action. The table contains two rows of data. At the bottom, there is a 'Showing 1 to 2 of 2 entries' indicator and pagination controls with 'Previous', '1', and 'Next' buttons.

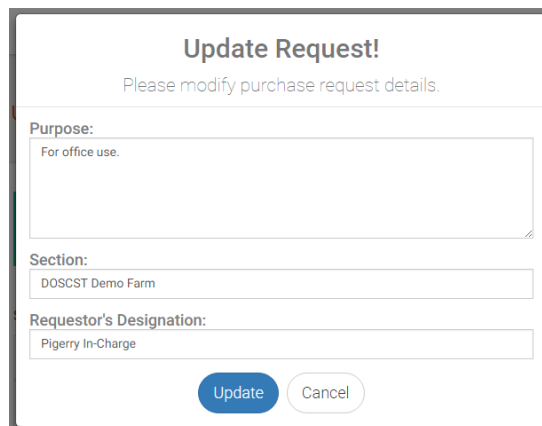
PR Tracking ID	Purpose	Date Created	Action
2017-62211155	For office use.	2017-06-02 21:11:55	View Edit Request Remove
2017-64125349	Purpose	2017-06-04 12:53:56	View Edit Request Remove

a. View

By clicking the  button, the end-user will be redirected to the Manage Requests List in which the end-user can add, modify and remove items in the Purchase Requests which is shown previously in the item L. (Manage Request List).

b. Edit Request

By clicking the  button, the end-user can edit the details for the Purchase Request that is shown below,




Update Request!
Please modify purchase request details.

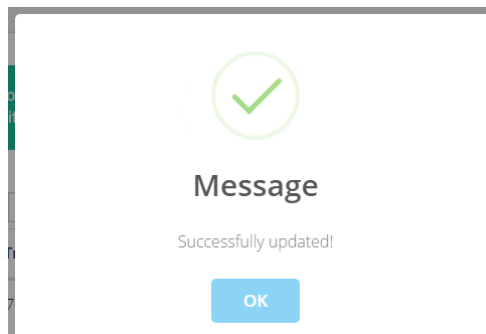
Purpose:
For office use.

Section:
DOSCST Demo Farm

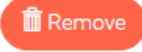
Requestor's Designation:
Pigery In-Charge

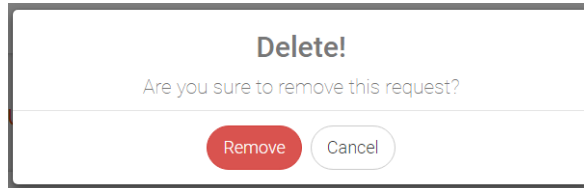
Update **Cancel**

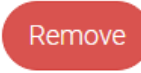
Once the end-user is already done in the changes he/she can click the  button to save the changes and a success message will appear confirming the action.

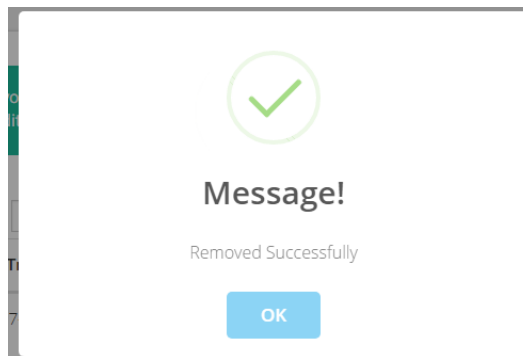


c. Remove

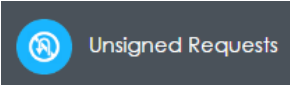
By clicking the  button, end-user can remove the Purchase Request from the list of Purchase Request Drafts. After clicking, the system will require a confirmation through this dialog.

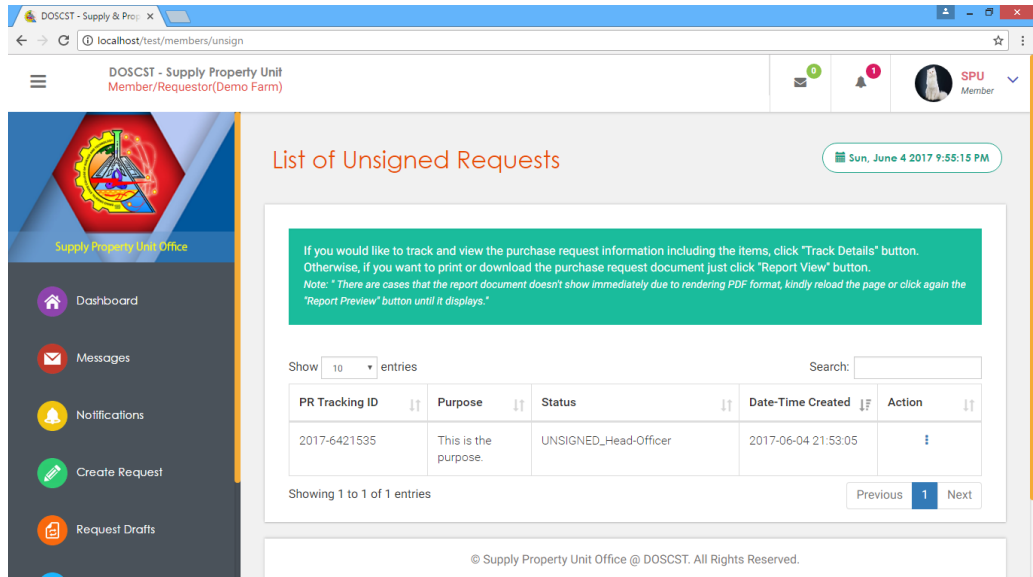


Once, the end-user will click the  button and a success message will display.



N. Unsigned Requests

By clicking the  from the navigation, the end-user will be redirected to the Unsigned Request Page which displays all the submitted requests that re unsigned by the Authorized Personnel.

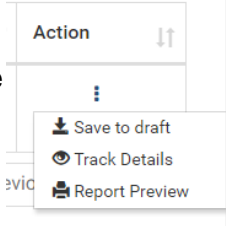


The screenshot shows a web application interface for 'DOSCST - Supply Property Unit'. The main content area is titled 'List of Unsigned Requests' and displays a table with the following data:


PR Tracking ID	Purpose	Status	Date-Time Created	Action
2017-6421535	This is the purpose.	UNSIGNED_Head-Officer	2017-06-04 21:53:05	[Action Icon]

Below the table, it indicates 'Showing 1 to 1 of 1 entries' and includes 'Previous' and 'Next' navigation buttons. A green callout box contains the following text: 'If you would like to track and view the purchase request information including the items, click "Track Details" button. Otherwise, if you want to print or download the purchase request document just click "Report View" button. Note: " There are cases that the report document doesn't show immediately due to rendering PDF format, kindly reload the page or click again the "Report Preview" button until it displays.' The footer of the page reads '© Supply Property Unit Office @ DOSCST. All Rights Reserved.'


a. Action

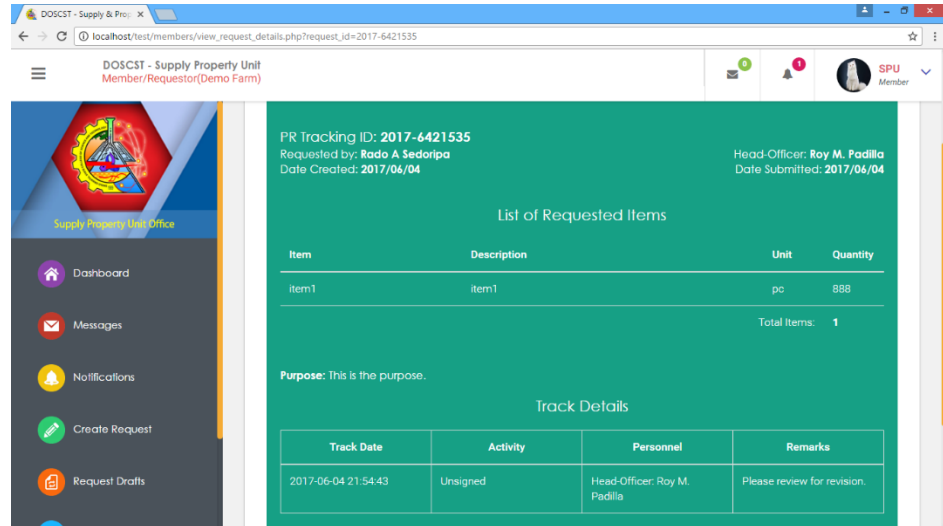
By clicking the  the end-user can do the following options.

- **Save to Draft**

By choosing the  **Save to draft** the end-user can save the unsigned PR in cases like the end-user wanted to resubmit PR.

- **Track details**

By choosing the  **Track Details** option, end user can track the selected request and will direct to this page,



PR Tracking ID: 2017-6421535
Requested by: Rado A Sedoripa
Date Created: 2017/04/04
Head-Officer: Roy M. Padilla
Date Submitted: 2017/04/04

List of Requested Items


Item	Description	Unit	Quantity
Item1	Item1	pc	888
Total Items:			1

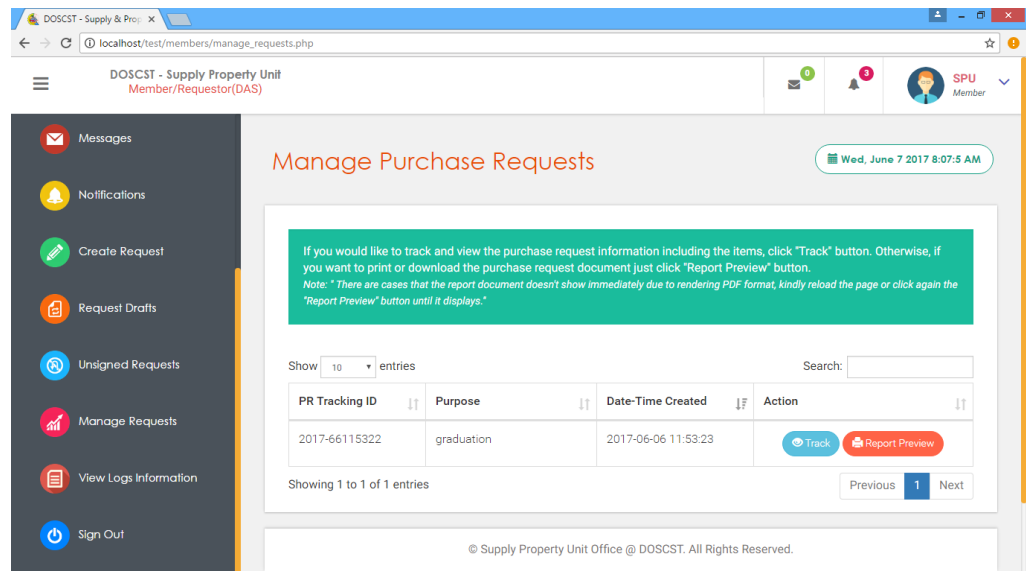
Purpose: This is the purpose.

Track Details

Track Date	Activity	Personnel	Remarks
2017-06-04 21:54:43	Unsigned	Head-Officer: Roy M. Padilla	Please review for revision.

O. Manage Purchase Request

By clicking the  **Manage Requests**, the system user will be redirected to the Manage Purchase Request page where the user can Track and Print his submitted requests.



Manage Purchase Requests

Wed, June 7 2017 8:07:5 AM

If you would like to track and view the purchase request information including the items, click "Track" button. Otherwise, if you want to print or download the purchase request document just click "Report Preview" button.
Note: * There are cases that the report document doesn't show immediately due to rendering PDF format, kindly reload the page or click again the "Report Preview" button until it displays.*


Show 10 entries Search:

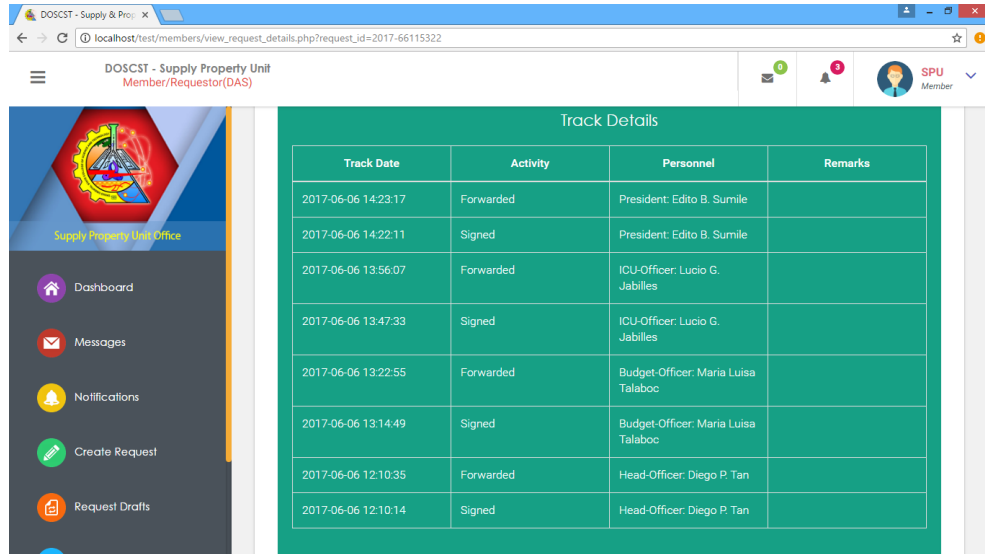
PR Tracking ID	Purpose	Date-Time Created	Action
2017-66115322	graduation	2017-06-06 11:53:23	Track Report Preview

Showing 1 to 1 of 1 entries [Previous](#) [1](#) [Next](#)

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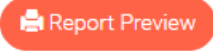
a. Track

By clicking the  button, the end-user can be able to view the status of his purchase request including the remarks from the authorized personnel.



Track Date	Activity	Personnel	Remarks
2017-06-06 14:23:17	Forwarded	President: Edito B. Sumile	
2017-06-06 14:22:11	Signed	President: Edito B. Sumile	
2017-06-06 13:56:07	Forwarded	ICU-Officer: Lucio G. Jabilles	
2017-06-06 13:47:33	Signed	ICU-Officer: Lucio G. Jabilles	
2017-06-06 13:22:55	Forwarded	Budget-Officer: Maria Luisa Talaboc	
2017-06-06 13:14:49	Signed	Budget-Officer: Maria Luisa Talaboc	
2017-06-06 12:10:35	Forwarded	Head-Officer: Diego P. Tan	
2017-06-06 12:10:14	Signed	Head-Officer: Diego P. Tan	

b. Report Preview

In the  button, the end-user can view the PR in PDF format.

P. Logs Information

By clicking the button, the end-user will be redirected to the Logs Information page where the end-user can view history such as submitting and creating purchase request.

The screenshot displays the 'Logs Information' page. At the top, there is a header with the user's name 'SPU Member' and a date 'Wed, June 7 2017 8:42:36 AM'. Below the header, a green box contains the text: 'These are the list of logs information about purchase requests.' Below this, there is a search bar and a 'Show 10 entries' dropdown. The main content is a table with the following data:

Log DateTime	PR Tracking ID	Activity	Action
2017-06-06 11:58:18	2017-66115322	Submit purchase request	Report Preview
2017-06-06 11:53:22	2017-66115322	Create purchase request	Report Preview

Below the table, it says 'Showing 1 to 2 of 2 entries' and has 'Previous', '1', and 'Next' navigation buttons. At the bottom, there is a footer: '© Supply Property Unit Office @ DOSCST. All Rights Reserved.'