Minutes of Meeting

Client Name	Hi-Tech Label Industries
Project Name	Inventory Management System
Date	15-01-2020
Attendees	**High Tech Label Industries :** Ajit Singh Uppal **Thinkinno:** Hiren Acharya

Discussion Summary

The Objective of the meeting was to understand the requirement to develop an Desktop Application working under LAN environment for two users. The application covers the Inventory Management of the Yarn rolls placed in different Rows of the Racks. The main purpose of the application is to get the stock of a particular colour shade with the possible different locations placed in the warehouse racks.

Discussion Points:

1. Yarn thread is used to make various lables which are attached on the clothes.
2. One Yarn roll is of 1 KG.
3. There are around possible 1000 shades of various colour variants which are predefined.
4. There are various companies selling the same 1000 shades.
5. The Shade No is written on the roll and the company label is already attached on every Yarn roll which are purchased.
6. Inventory is added by the warehouse user and attaches the rack no and row number for the particular Yarn roll.
7. There are multiple racks in the warehouse and all the racks are named I.e. Rack No-1, Rack No-2. (Can be added). The Racks are reserved as follows.
    7.1. Newly purchased Yarn rolls (Out of 1000 standard shades)
    7.2. Sample made Yarn rolls (Additional customised sample made Yarn roll)
8. There are more Racks for the standard shades and few for the sample Yarn rolls.
9. The Sample made Yarn rolls can have a seperate Shade No, Denior.
10. There are currently 7 rows in one rack. (Can be extended).
11. The maximum capacity to store 30 Yarn rolls in one row, but this is not the benchmark storage can be more or less than 30 Yarn rolls depends on the stock.
12. In one row first priority is to fill the row with the same colour shade, if the same shade is less than 30 rolls then the row is filled with rolls of another shades. This can be multiple colour shades as well.
13. The yarn roll is of 1 KG each but once the yarn is used by the production that roll is not counted in the stock. (Because the physical counting is not possible for every yarn after it is used in the production)
14. Stock is added once when the Yarn rolls are purchased
15. Stock is adjusted within the rows and racks to make place for the new stock.

16. Stock management during and after label production process.
    16.1. In the morning or during the day the stock is deducted when the total amount of different shade yarn rolls are taken out to manufacture labels.
    16.2. These yarn rolls are kept back to the racks once the production is completed into the particular racks and rows.
    16.3. These rolls once used are kept back in the end of the day, another day or may be at the week end depends on the volume of production and period of production.
    16.4. Masters to be maintained.
        16.4.1. Company Master
        16.4.2. Colour Master (For Eg. Red, Blue, Purple)
        16.4.3. Shades Master (For Eg. 916, HT151, TI267)
        16.4.4. Denior Master (Thickness of thread for Eg. 50/0, 90/0, 80/0)
        16.4.5. Rack Masters and positions (No of rows for eg. Rack-62 Position-4)
17. While adding the stock or removing the stock the common field to be used is Shade Number. On selection of shade number the fields to be auto displayed is Colour, Denior.
18. Auto backup is required in the system itself every week end.
19. Database should be designed in such a way that it should not be accessible (toggled) by a lay man.
20. The Desktop system will be running on the Windows - 10 system in the LAN environment.
21. Mainly Single report is required by applying multiple filters.
22. The main report required is with entering a particular shade the user should be able to see the total stock in the ware house and the position of the yarn rolls in the respective racks.

Questions

1. Were are the yarn rolls stored once it is used in the production and how these yarn rolls are calculated in the stock.

Deliverables from Thinkinno:
    1. Send MOM by 16 January 2020
    2. Make the feature list & (SOW) scope of work with duration for the application.

Deliverables from Mr Ajit Singh Uppal.
    1. Approve the Scope of work (SOW) and quotation.