

Function	Comment	Changes (to be/not to be implemented)
View/Edit Project Details	Money fields should have currency code	Add in currency code
View/Edit Project Details	Not sure which field are mandatory even though it is stated as Basic Fields. So can have some indication or instructions to guide users, as some people are visual person and prefer clear indication.	Add in asterisks and make it red and bold.
View/Edit Project Details	Autocomplete of name is very good!	Good
View/Edit Project Details	Should be able to cater for incident whereby only 1 or 2 supplier is needed. Such as purchasing office tools, e.g. microsoft only (some things are monopolized).	Remove minimum 3 supplier rule
View/Edit Project Details	Have a comment log for re-assign to keep track why it is being assigned to someone else.	Add in a remarks section
View/Edit Project Details	How do I know which fields am I supposed to update now, if another buyer last minute assign the project to me? Include comments box for status of project to let new buyer know where to pick up from.	Add in a remarks section
View/Edit Project Details	If renewal of contract, there is only 1 supplier, won't have the need to have minimal of 3 suppliers.	Remove minimum 3 supplier rule
View/Edit Project Details	Have fields for First & Final quotations and automate calculation of cost savings/avoidance. Put this together with final supplier selection section.	Add in fields "Final Quotations" and "Cost Avoidance"
View/Edit Project Details	Can there be more than 1 files uploadaed?	Multiple files can be uploaded by zipping it up
View/Edit Project Details	Cannot use typing in to select the supplier	We have disabled entering of supplier name to reduce human error.
View/Edit Project Details	Currency is very important for supplier quotation price	Add in currency code and converter
View/Edit Project Details	Supplier quotation price should take in decimals (converted currency can have decimals)	Allow decimals in supplier quotation price
View/Edit Project Details	Number validation must be able to cater for () - +	Revise regex for number validation
Notification	For notifications, better to include project name and project amount to get better overview.	We will not be implementing this as displaying too much information will make the notification page cluttered. We have provided a button to view details of the project.
Notification	If you create account on behalf of the FO, you will want to be able to see the project too. Cause most probably you will be the one who will continue to update the project.	Change will not be implemented as this will require a change in our data structure.
Notification	Notification must be like Facebook style cause now not obvious enough.	Add in count for unread notifications
Notification	Have a notification on the number of Open Projects once user logs in, FB-style.	Add in count for unread notifications
Supplier	Great and useful to keep track of supplier, having the rating would help in our selection phase	Good
Supplier	Very useful to track supplier information, especially viewing of past project information and ratings	Good
Navigation	Use a Quick Link button for Open Projects as this is quite important to Procurement team.	An Open Projects tab is already shown for Procurement staff. Too many of the similar tabs will confuse the users instead.
Navigation	Don't just say Open Projects, quite misleading that it is for each individual user and not a team thing. Will lead user to think that they have endless projects to clear when it is actually meant for the entire team to clear.	Change "Open Projects" to "Unassigned Projects"
Send for Approval	All validators should be unique	Make all validators unique
Send for Approval	It's not clear that the comments textbox cannot be filled in	Make the disabled field more obvious
Send for Approval	No need to state C-Level, just put Management Level Approval.	Change the text from "C-level" to "Management Level"
Send for Approval	Show who are the other C-levels waiting to approve after you.	This function is not commonly needed.
Send for Approval	Functional Owner cannot be same as the buyer	Perform check on FO and Buyer names
Audit Log	Audit log has two xpid	Remove XPID in round bracket
PAF Template	There should be date when the PAF template is created to track.	Add in timestamp for the date of creation of PAF template
PAF Template	Description for PAF fields should be optional.	Make the description of the PAF fields optional
PAF Template	Phone number must be able to capture different region number	Back to latest template button has bug that causes more issues
PAF Template	Numbers only validation is not working well--alphabets can be put in	Revise regex for number validation
PAF Template	This function is good and useful!	Good
PAF Template	Back to latest template button has bug that causes more issues	Fix bug with latest template button
Report	Should be able to export to report too	Allow exporting of reports to excel format
Report	Can we create a report that allows us to track the supplier we spend the most on?	Add in extra analytics to the report. This will be considered if we have excess capacity after planning for Sprint 9
Report	Should display all the information that was created for project and export them onto excel. Make it cater for whatever fields added onto edit paf template	Allow exporting of reports to excel format
Report	Good visualisation	Good
Create New Account	Populate name based on XPID is more convenient for user i.e. AD	We are unable to access the AD so we have to workaround this issue.
Create New Account	Create account link is not clearly visible	Make the "Create Account" link button the same size as the "Login" button
Create New Account	Very neat and easy for head of procurement	Good
General	Can allow importing of projects into the system	Allow importing of projects as well as users
General	Should allow delegates, so when the person goes on leave, the delegate will receive all the notifications (send to both person). So you can sign in to add and remove delegates.	Effort needed will be a lot, which does not justify the need to make this change. Furthermore, users can already assign their projects to other members.

General Comments		
		Looks much nicer now
	HPSM for storing documents (we can't stop using this). Creating the projects will be on IPS. Will be good if you can specify whether its a MSA when you create a project. IPS is just going paper-less and firming up the process	
		Simplifies thing and good that it removes the need for paper entirely. Overall is good. Easy to use.
		Good that everyone can login to the system.