RollsNice

ERP System

Complete User Manual

Garment & Stitching Factory Management

Version 2.2 | March 2026

88	41	440	145
Screens	Modules	API Endpoints	Database Tables

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50. Boss Special Controls - Complete Summary

1. Getting Started - Login & Setup

First Time Setup (Boss)

Step 1:
Open the app on any device - phone, tablet, laptop or desktop using the app URL.

Step 2:
You will see the Welcome Screen - tap 'Get Started' button.

Step 3:
Read and accept Terms & Conditions and Privacy Policy.

Step 4:
Onboarding Screen shows app features - swipe through slides or tap 'Skip'.

Step 5:
Boss account is pre-created. Enter your Boss email and password to login.

Step 6:
Boss login requires OTP verification (sent to email) or Security PIN for extra security.

Step 7:
After login, go to Setup Wizard from the menu to configure your factory details.

Step 8:
In Setup Wizard: Enter factory name, address, GST number, and upload logo.

Step 9:
Add your first products, suppliers, and staff members through the wizard.

Creating Staff Accounts

Step 1:
Staff members open the app and tap 'Sign Up' on the login screen.

Step 2:
They enter full name, email, phone number, and create a password.

Step 3:
Email verification OTP is sent - they must enter the code to verify.

Step 4:
Account goes to 'Pending Approval' status - staff cannot login yet.

Step 5:
Boss opens User Management and sees the pending account.

Step 6:
Boss taps 'Approve' and assigns role (Manager / Supervisor / Worker).

Step 7:
Boss selects which modules the staff member can access.

Step 8:
Staff member can now login and see only their assigned modules.

> **No staff can access the system without Boss approval. Boss controls all access.**

2. User Roles & Permissions

RollsNice has 4 user roles. Each role has different access levels:

Role	What They Can Do
BOSS	Full access - all modules, all actions, approve/reject, AI Agent, delete, dispatch
MANAGER	Only modules assigned by Boss. Can manage daily operations
SUPERVISOR	Only modules assigned by Boss. Limited to operational tasks
WORKER	Only modules assigned by Boss. View and create entries only

How to Assign Module Access

Step 1:
Go to User Management from the Administration menu.

Step 2:
Select the user you want to modify.

Step 3:
Tap 'Edit Permissions' or 'Assign Modules'.

Step 4:
Check/uncheck modules: Cutting, Stitching, Purchase, Stock, etc.

Step 5:
Save changes. The user will immediately see updated modules.

> Non-boss users only see modules that Boss has explicitly granted to them.

3. Dashboard & Home Screen

What You See on Home Screen

- Quick Stats Cards - Today's production count, pending tasks, stock alerts
- Navigation Grid - Quick access tiles to all your granted modules
- Enterprise Menu - Full categorized list of all modules
- Production Hub - All production modules in one place
- Recent Activity - Latest entries, updates, and notifications

Enterprise Menu Categories

- Production: Cutting, Stitching, HomeWork, QC, Godown, Packaging, Enterprise Production, Wastage
- Orders & Jobs: Orders, Bulk Orders, Jobs, Order Module
- Inventory: Purchase, Stock, Warehouse, Suppliers, Product Catalog, Inventory Alerts, Barcode
- Financial: Sales, Expenses, Salary, Incentive, Invoicing, Quotations, Rate Cards, Costing
- Staff & HR: Staff, Attendance, Gamification, Worker Performance, Shifts
- Master Data: Customers, Companies, Shops
- Reports: Enterprise Reports, Analytics, Order Analytics, Audit Trail, Data Export
- Administration: Approval Center, User Management, Module Control, Org Settings
- Support: Notifications, AI Agent, Help Center, Guidebook, Feedback, Language Settings

How to Navigate

Step 1:

Tap any tile/card on home screen to open that module.

Step 2:

Use the bottom navigation bar for quick access to main sections.

Step 3:

Tap the menu icon (3 lines) to open Enterprise Menu with all modules.

Step 4:

Use the search bar to quickly find any module by name.

Step 5:

Pull down on any list screen to refresh data.

4. Automation Chain - How It Works

RollsNice has a ZERO-GAP BUSINESS CYCLE. This means the entire production flows automatically from one stage to the next. You do not need to manually create entries for downstream stages. The system does it for you.

Flow 1: Purchase to Stock

Step 1:
Create a Purchase Bill with items and quantities.

Step 2:
Tap 'Receive' on the bill to mark goods received.

AUTOMATIC:
Stock quantities are automatically increased.

AUTOMATIC:
Stock history entry is automatically recorded.

Flow 2: Cutting to Stitching

Step 1:
Create a Cutting entry with product, quantity, fabric details.

Step 2:
Submit the cutting entry.

AUTOMATIC:
Material stock is automatically deducted.

Step 3:
Transfer the cutting entry.

AUTOMATIC:
Stitching entry is automatically created with cutting details.

Flow 3: Stitching to QC & Payment

Step 1:
Open stitching entry, assign workers, update progress.

Step 2:
Mark stitching as 'Complete' when all pieces done.

AUTOMATIC:
QC (Quality Control) entry is automatically created.

AUTOMATIC:
Payment record is automatically created for the stitcher.

Flow 4: HomeWork to QC & Payment

Step 1:
Create homework entry with worker, quantity, rate.

Step 2:
Worker/Team Leader submits completed work.

Step 3:
Supervisor verifies the quantity and quality.

Step 4:

Boss approves the homework entry.

AUTOMATIC:

QC entry is automatically created.

AUTOMATIC:

Payment record is automatically created.

Flow 5: QC to Godown

Step 1:

Open QC entry, inspect quality, enter pass/reject counts.

Step 2:

Tap 'Pass' to approve quality.

AUTOMATIC:

Godown entry is automatically created for passed pieces.

AUTOMATIC:

Finished goods stock is automatically updated.

Flow 6: Godown to Dispatch

Step 1:

Boss opens Godown and selects items for dispatch.

Step 2:

Boss creates dispatch with transport details.

AUTOMATIC:

Finished goods stock is automatically deducted.

AUTOMATIC:

Stock history is automatically recorded.

> **Manual Creation Blocked: QC = auto from Stitching/HomeWork (Boss only manual). Godown = auto from QC (Boss only manual). Stitching = auto from Cutting (no manual).**

5. Purchase & Suppliers

Adding a New Supplier

Step 1:
Open 'Suppliers' from the Inventory section in Enterprise Menu.

Step 2:
Tap the '+ Add Supplier' button at the top or bottom of the screen.

Step 3:
Enter supplier name (required), phone number, email address.

Step 4:
Enter supplier address, city, state, GST number.

Step 5:
Tap 'Save' button. Supplier is now available across all modules.

> **Add GST number to automatically calculate tax in purchase bills.**

Creating a Purchase Bill

Step 1:
Open 'Purchase' from the Inventory section.

Step 2:
Tap '+ New Purchase Bill' button.

Step 3:
Select a supplier from the dropdown list.

Step 4:
Enter bill number (your reference), bill date.

Step 5:
Tap '+ Add Item' to add products to the bill.

Step 6:
For each item: Select product, enter quantity, rate per unit.

Step 7:
Amount is auto-calculated (quantity x rate).

Step 8:
Add more items if needed by tapping '+ Add Item' again.

Step 9:
Review total amount at the bottom.

Step 10:
Tap 'Save' - bill is created in 'Pending' status.

Receiving a Purchase Bill

Step 1:
Open the purchase bill you want to receive.

Step 2:
Tap the 'Receive' button.

Step 3:

Confirm the received quantities (can modify if partial delivery).

Step 4:

Tap 'Confirm Receive'.

AUTOMATIC:

Stock is automatically updated with received quantities.

AUTOMATIC:

Stock history entry is created showing the increase.

> **Non-boss users editing purchase bills need Boss approval from Approval Center.**

Purchase Returns

Step 1:

Open the received purchase bill.

Step 2:

Tap 'Create Return' button.

Step 3:

Enter return quantity and reason for return.

Step 4:

Submit the return.

AUTOMATIC:

Stock is automatically adjusted (reduced by return quantity).

6. Stock & Inventory

Viewing Current Stock

Step 1:
Open 'Stock' from the Inventory section.

Step 2:
See all products listed with: Product name, Current stock, Minimum stock, Unit.

Step 3:
Items below minimum stock level are highlighted in RED.

Step 4:
Tap any product to see detailed stock history.

Step 5:
Pull down on the screen to refresh stock data.

Stock Alerts

Step 1:
Open 'Inventory Alerts' from the Inventory section.

Step 2:
See all products that are below minimum stock level.

Step 3:
Each alert shows: Product name, current stock, minimum required.

Step 4:
Resolve alerts by creating a purchase bill for low-stock items.

> Stock alerts are generated automatically. You cannot create them manually.

How Stock Changes Automatically

- Purchase Received = Stock INCREASES (raw material added)
- Cutting Submit = Stock DECREASES (fabric/material used)
- QC Pass = Finished goods stock INCREASES (product ready)
- Dispatch = Finished goods stock DECREASES (product sent out)

7. Product Catalog & Barcode

Adding a New Product

Step 1:
Open 'Product Catalog' from the Inventory section.

Step 2:
Tap '+ Add Product' button.

Step 3:
Enter product name (required), SKU code, category.

Step 4:
Select unit of measurement (Piece, Meter, Kg, etc.).

Step 5:
Set minimum stock level (for auto stock alerts).

Step 6:
Add description, size variants, color options if needed.

Step 7:
Tap 'Save'. Product is now available in all modules.

> Products created here appear in Purchase, Cutting, Stitching, Orders, and all other modules.

Barcode Scanner

Step 1:
Open 'Barcode Scanner' from the Inventory section.

Step 2:
Point camera at a barcode or QR code.

Step 3:
System identifies the product and shows details.

Step 4:
Quickly update stock or find product information.

8. Cutting Module

Creating a New Cutting Entry

Step 1:
Open 'Cutting' from the Production section.

Step 2:
Tap '+ New Cutting' button.

Step 3:
Select product/style from the dropdown.

Step 4:
Enter lot number for tracking.

Step 5:
Enter planned quantity (how many pieces you plan to cut).

Step 6:
Enter actual cut quantity (can differ from planned).

Step 7:
Enter fabric used (meters/kg consumed).

Step 8:
Enter wastage quantity if any.

Step 9:
Select sizes and enter quantity per size if needed.

Step 10:
Tap 'Save'. Entry is created in 'Draft' status.

Cutting Entry Workflow (Status Flow)

Step 1:
DRAFT: Entry is saved. You can still edit all details.

Step 2:
SUBMIT: Tap 'Submit' button. Entry is locked for editing.

AUTOMATIC:
Material stock is automatically deducted (fabric used).

Step 3:
TRANSFER: Tap 'Transfer' to send pieces to stitching.

AUTOMATIC:
Stitching entry is automatically created with all cutting details.

After submit, stock is deducted. After transfer, stitching is auto-created. These cannot be undone without Boss intervention.

Viewing Cutting Details

Step 1:
Tap any cutting entry in the list to see full details.

Step 2:
View: Product, lot, quantities, fabric consumption, sizes, wastage.

Step 3:

See linked stitching entry (if transferred).

9. Stitching Module

> **Stitching entries CANNOT be manually created. They are auto-created when cutting is transferred.**

Viewing Stitching Entries

Step 1:
Open 'Stitching' from the Production section.

Step 2:
See all stitching entries with status, product, quantity.

Step 3:
Filter by status: Pending, In Progress, Complete.

Assigning Workers to Stitching

Step 1:
Open a stitching entry by tapping on it.

Step 2:
Tap 'Assign Worker' button.

Step 3:
Select worker from the staff list.

Step 4:
Enter assigned quantity (number of pieces for this worker).

Step 5:
Enter rate per piece (payment rate).

Step 6:
Tap 'Assign'. Worker is now linked to this entry.

Step 7:
You can assign multiple workers to the same entry.

Updating Stitching Progress

Step 1:
Open the stitching entry.

Step 2:
Enter completed quantity as workers finish pieces.

Step 3:
Progress bar shows completion percentage.

Step 4:
When all pieces are done, tap 'Complete' button.

AUTOMATIC:
QC entry is automatically created for quality inspection.

AUTOMATIC:
Payment record is automatically created for each assigned worker.

Multi-Stitcher Support

One stitching entry can have multiple workers. Each worker gets their own assigned quantity and rate. Payments are auto-created per worker based on their completed pieces.

10. Home Work Module

Creating a HomeWork Entry

Step 1:
Open 'Home Work' from the Production section.

Step 2:
Tap '+ New HomeWork' button.

Step 3:
Select product from dropdown.

Step 4:
Select worker or team leader from staff list.

Step 5:
Enter quantity (number of pieces to be stitched at home).

Step 6:
Enter rate per piece.

Step 7:
Add any notes or special instructions.

Step 8:
Tap 'Save'. Entry is created in 'Pending' status.

HomeWork Workflow

Step 1:
PENDING: Entry created, work not yet started.

Step 2:
SUBMIT: Worker/Team Leader submits completed work count.

Step 3:
VERIFY: Supervisor/Manager physically checks and verifies quantity and quality.

Step 4:
APPROVE: Boss approves the final quantity and rate.

AUTOMATIC:
QC entry is automatically created for quality check.

AUTOMATIC:
Payment record is automatically created for the worker.

Team Leader Permissions

- Team leaders can only see homework assigned to their team.
- They can submit work completion but cannot change rates.
- Quantity and rate changes need Boss approval.
- Boss sets granular permissions per team leader from Staff Access Control.

11. Quality Control (QC)

> QC entries are AUTO-CREATED from Stitching completion or HomeWork approval. Manual QC creation is Boss-only.

Inspecting QC Entries

Step 1:
Open 'QC' from the Production section.

Step 2:
See all pending QC inspections.

Step 3:
Tap an entry to open inspection form.

Step 4:
Enter PASSED quantity (pieces that meet quality standards).

Step 5:
Enter REJECTED quantity (pieces that failed quality check).

Step 6:
For rejected pieces, select rejection reason from dropdown.

Step 7:
Add inspection notes if needed.

QC Pass - Approving Quality

Step 1:
After entering pass/reject counts, tap 'Pass' button.

AUTOMATIC:
Godown entry is automatically created for passed pieces.

AUTOMATIC:
Finished goods stock is automatically increased.

QC Fail

Step 1:
If all pieces fail, tap 'Fail' button.

Step 2:
Entry is marked as failed with rejection details.

Step 3:
Failed items can be sent back for rework.

12. Godown (Warehouse Storage)

> Godown entries are AUTO-CREATED from QC Pass. Manual creation is Boss-only.

Viewing Godown Stock

Step 1:
Open 'Godown' from the Production section.

Step 2:
See all stored finished goods with product name and quantity.

Step 3:
Filter by product, date, or status.

Step 4:
Each entry shows source (which QC entry it came from).

Dispatching from Godown (Boss Only)

Step 1:
BOSS opens Godown module.

Step 2:
Select items to dispatch (check boxes).

Step 3:
Tap 'Dispatch' button.

Step 4:
Enter transport details, vehicle number, destination.

Step 5:
Confirm dispatch.

AUTOMATIC:
Finished goods stock is automatically deducted.

AUTOMATIC:
Stock history records the dispatch.

> **Only Boss role can dispatch. No other role has dispatch permission.**

13. Packaging Module

Creating a Packaging Entry

Step 1:
Open 'Packaging' from the Production section.

Step 2:
Tap '+ New Packaging' button.

Step 3:
Select product to be packed.

Step 4:
Enter quantity of pieces to pack.

Step 5:
Select packing type (Box, Polybag, Carton, etc.).

Step 6:
Enter carton details (carton number, pieces per carton).

Step 7:
Assign packer (worker who will do the packing).

Step 8:
Tap 'Save' to create the entry.

Completing Packaging

Step 1:
When packing is done, open the entry.

Step 2:
Enter actual packed quantity.

Step 3:
Tap 'Complete' button.

Step 4:
View packer performance and packaging history.

14. Dispatch Module

Dispatch is the final stage - sending finished goods to the customer.

> **Dispatch is BOSS-ONLY. Non-boss users need Boss approval for dispatch operations.**

Creating a Dispatch

Step 1:
Go to Godown, select items for dispatch.

Step 2:
Create a Packing List with carton numbers and details.

Step 3:
Generate a Delivery Challan with transport info.

Step 4:
Enter vehicle number, driver name, destination address.

Step 5:
Confirm dispatch.

AUTOMATIC:
Stock is deducted and history recorded.

Proof of Delivery (POD)

Step 1:
When goods are delivered, record the POD.

Step 2:
Enter received-by name, date, any remarks.

Step 3:
Dispatch is marked as 'Delivered'.

15. Orders & Bulk Orders

Creating a New Order

Step 1:
Open 'Orders' from the Orders & Jobs section.

Step 2:
Tap '+ New Order' button.

Step 3:
Select customer from dropdown (or create new customer).

Step 4:
Enter order reference number.

Step 5:
Add products: Select product, enter quantity, rate.

Step 6:
Set delivery date and priority (High / Medium / Low).

Step 7:
Add special instructions or notes.

Step 8:
Tap 'Save'. Order goes to 'Pending Approval'.

Step 9:
Boss approves the order from Approval Center.

Step 10:
Once approved, order becomes 'Active'.

Converting Order to Job

Step 1:
Open an approved order.

Step 2:
Tap 'Convert to Job' button.

Step 3:
A Job entry is created linked to this order.

Step 4:
Track production progress through the Job module.

Bulk Orders

Step 1:
Open 'Bulk Orders' from the menu.

Step 2:
Create bulk order with multiple products and large quantities.

Step 3:
Track bulk order progress across all production stages.

Step 4:
View completion percentage per product.

16. Jobs Module

Creating a Job

Step 1:

Open 'Jobs' from the Orders & Jobs section.

Step 2:

Tap '+ New Job' button (or convert from an order).

Step 3:

Enter job name, select product, set target quantity.

Step 4:

Set deadline date.

Step 5:

Tap 'Save'. Job is created.

Job Actions

- Start - Begin production on the job. Status changes to 'In Progress'.
- Hold - Pause job temporarily. Work stops but data is preserved.
- Resume - Continue a paused job.
- Cancel - Cancel the job entirely.
- Duplicate - Create a copy of the job with same details.
- View Timeline - See complete activity history of the job.
- View Stages - See production stage-wise progress (Cutting > Stitching > QC > Godown).

17. Staff Management

Viewing Staff List

Step 1:
Open 'Staff' from the Staff & HR section.

Step 2:
See all staff members with name, role, status, phone.

Step 3:
Filter by role (Boss / Manager / Supervisor / Worker).

Step 4:
Search by name or phone number.

Staff Details

Step 1:
Tap any staff member to see their complete profile.

Step 2:
View: Personal info, role, assigned modules.

Step 3:
View: Attendance history, payment records.

Step 4:
View: Performance score, XP points, achievements.

Step 5:
View: Production history (what they've worked on).

18. Attendance Module

Marking Daily Attendance

Step 1:

Open 'Attendance' from the Staff & HR section.

Step 2:

Today's date is shown by default. You can change the date.

Step 3:

See list of all staff members.

Step 4:

For each staff member, tap the status button:

- Present (P) - Worker came to work
- Absent (A) - Worker did not come
- Half Day (H) - Worker worked half shift
- Leave (L) - Worker is on approved leave

Step 5:

Tap 'Save Attendance' to record.

Viewing Attendance History

Step 1:

Select date range using the date picker.

Step 2:

View attendance records for all staff.

Step 3:

See total present days, absent days, leaves per worker.

Step 4:

Export attendance data if needed.

19. Salary & Payroll

Setting Up Salary Structure

Step 1:
Open 'Salary' from the Financial section.

Step 2:
Go to 'Salary Structure' tab.

Step 3:
Tap '+ Create Structure' for a worker.

Step 4:
Set base salary amount (monthly fixed pay).

Step 5:
Add allowances: Travel, Food, Housing, etc.

Step 6:
Add deductions: PF, ESI, Advance, etc.

Step 7:
Save the structure.

Generating Monthly Payroll

Step 1:
Go to 'Payroll' tab in Salary module.

Step 2:
Select month and year.

Step 3:
Tap 'Generate Payroll' button.

Step 4:
System auto-calculates for each worker:

- Base Salary + Allowances
- Plus: Piece-rate earnings (from auto-created payments)
- Plus: Incentive bonuses
- Minus: Deductions (PF, ESI, advances)
- Minus: Penalties (if any)
- = Net Payable Amount

Step 5:
Review all calculations. Modify if needed.

Step 6:
Boss taps 'Approve Payroll' to finalize.

Step 7:
Boss taps 'Process Payroll' to release payments.

20. Payments Module

> Payment records are AUTO-CREATED when stitching or homework is completed. You don't create them manually.

Viewing Payments

Step 1:
Open 'Payments' (inside Salary section or directly from menu).

Step 2:
See all payments: Pending, Approved, Processed.

Step 3:
Filter by worker name, date range, status.

Step 4:
Each payment shows: Worker, product, quantity, rate, total amount.

Processing Payments (Boss Only)

Step 1:
Open a pending payment.

Step 2:
Review details: Worker, quantity, rate, amount.

Step 3:
Tap 'Process Payment' to mark as paid.

Step 4:
Payment status changes to 'Processed'.

> **Only Boss can process payments. Non-boss users cannot mark payments as paid.**

21. Sales Module

Creating a Sale

Step 1:
Open 'Sales' from the Financial section.

Step 2:
Tap '+ New Sale' button.

Step 3:
Select customer from dropdown.

Step 4:
Add products with quantities and selling rates.

Step 5:
System calculates total sale amount.

Step 6:
Add payment received (full or partial).

Step 7:
Generate invoice from the sale.

Step 8:
Track outstanding payments for the customer.

Sales Dashboard

- Total sales today / this week / this month
- Top selling products
- Customer-wise sales breakdown
- Outstanding payments summary

22. Expenses Module

Recording an Expense

Step 1:
Open 'Expenses' from the Financial section.

Step 2:
Tap '+ Add Expense' button.

Step 3:
Select category: Rent, Electricity, Transport, Maintenance, Supplies, etc.

Step 4:
Enter amount.

Step 5:
Select date of expense.

Step 6:
Enter description / notes.

Step 7:
Attach receipt photo (optional) - tap camera icon.

Step 8:
Tap 'Save'. Expense is recorded.

Expense Reports

- View expenses by category (pie chart).
- View expenses by date range.
- Compare month-over-month spending.
- Export expense data to CSV/Excel.

23. Invoicing & Quotations

Creating an Invoice

Step 1:
Open 'Invoice' from the Financial section.

Step 2:
Tap '+ New Invoice' button.

Step 3:
Select customer.

Step 4:
Add line items: Product, quantity, rate, tax rate.

Step 5:
System calculates subtotal, tax, and grand total.

Step 6:
Tap 'Generate PDF' to create printable invoice.

Step 7:
Share invoice via email or download.

Creating a Quotation

Step 1:
Open 'Quotation' from the Financial section.

Step 2:
Tap '+ New Quotation' button.

Step 3:
Select customer, add products with proposed rates.

Step 4:
Set validity period (how long the quote is valid).

Step 5:
Save and share quotation with customer.

Step 6:
When customer confirms, tap 'Convert to Order'.

AUTOMATIC:
An order is created from the quotation details.

24. Costing Module

Product Costing

Step 1:
Open 'Costing' from the Financial section.

Step 2:
Select a product to calculate cost.

Step 3:
System shows: Material cost, labor cost, overheads.

Step 4:
Set selling price and see profit margin.

Step 5:
Compare costs across different products.

25. Rate Cards

Creating Rate Cards

Step 1:
Open 'Rate Cards' from the Financial section.

Step 2:
Tap '+ New Rate Card' button.

Step 3:
Select product/style.

Step 4:
Set stitching rate per piece for this product.

Step 5:
Optionally set different rates for different workers.

Step 6:
Save. These rates auto-populate when assigning stitching work.

Bulk Rate Update

Step 1:
Select multiple rate cards.

Step 2:
Enter percentage increase or new flat rate.

Step 3:
Apply to all selected. Rates updated everywhere.

26. Customers, Companies & Shops

Adding a Customer

Step 1:
Open 'Customers' from the Master Data section.

Step 2:
Tap '+ Add Customer' button.

Step 3:
Enter customer name, phone, email, address.

Step 4:
Enter GST number for tax invoicing.

Step 5:
Save. Customer available in Orders, Sales, Invoice modules.

Adding a Company

Step 1:
Open 'Companies' from Master Data.

Step 2:
Tap '+ Add Company'. Enter company name, contact info.

Step 3:
Link company to customers and orders.

Adding a Shop

Step 1:
Open 'Shops' from Master Data.

Step 2:
Tap '+ Add Shop'. Enter shop name, location, contact.

Step 3:
Link shop to dispatch and delivery.

27. Multi-Warehouse Management

Creating a Warehouse

Step 1:
Open 'Warehouse' from the Inventory section.
Step 2:
Tap '+ Add Warehouse' (Boss/Manager only).
Step 3:
Enter warehouse name, location, capacity.
Step 4:
Save. Warehouse is ready for stock.

Stock Transfer Between Warehouses

Step 1:
Open the source warehouse.
Step 2:
Select items to transfer.
Step 3:
Choose destination warehouse.
Step 4:
Enter transfer quantity.
Step 5:
Tap 'Create Transfer'.
Step 6:
At destination, tap 'Receive Transfer' to confirm.
AUTOMATIC:
Stock updated in both warehouses automatically.

28. Analytics & Reports

Analytics Dashboard

Step 1:

Open 'Analytics Dashboard' from the Reports section.

Step 2:

View charts and graphs:

- Production trends - daily/weekly/monthly output
- Revenue vs Expenses over time
- Worker productivity ranking
- Stock movement graphs
- Order fulfillment rates and timelines

Step 3:

Select date range to filter data.

Step 4:

Tap any chart for detailed breakdown.

Order Analytics

- Order completion rates by customer
- Average delivery times
- Delayed orders list
- Customer-wise revenue breakdown

29. Enterprise Reports & Data Export

Generating PDF Reports

Step 1:

Open 'Enterprise Reports' from the Reports section.

Step 2:

Select report type:

- Invoice Report - All invoices for a period
- Delivery Challan Report
- Stock Report - Current stock summary
- Production Report - Output by stage
- Attendance Report - Staff attendance summary
- Payment Report - All payments for a period

Step 3:

Select date range and filters.

Step 4:

Tap 'Generate Report'. PDF is created.

Step 5:

Download or share the PDF.

Data Export (CSV/Excel)

Step 1:

Open 'Data Export' from the Reports section.

Step 2:

Select module to export (Purchase, Stock, Production, etc.).

Step 3:

Select date range and filters.

Step 4:

Tap 'Export CSV' or 'Export Excel'.

Step 5:

File downloads to your device.

> Export is available for ALL modules - Purchase, Stock, Cutting, Stitching, QC, Orders, Payments, Attendance, and more.

30. Audit Trail

Viewing Audit Logs

Step 1:
Open 'Audit Trail' from the Reports section.

Step 2:
See every action logged: Who did what, when, from where.

Step 3:
Filter by user, action type, module, date range.

Step 4:
Each log shows: User name, action, timestamp, details.

> **Audit logs cannot be deleted or modified. They are permanent records for security.**

31. AI Agent (Boss Only)

AI Agent is accessible ONLY to Boss role. No other user can see or use it.

Chat Tab - Talk to AI

Step 1:
Open 'AI Agent' from the Support section in Enterprise Menu.

Step 2:
You see the Chat tab by default.

Step 3:
Type your question in Hindi, English, or Urdu.

Step 4:
Examples of what to ask:

- 'Factory scan karo' - AI will analyze all factory data
- 'Kya problems hain?' - AI will list all detected issues
- 'Stock situation batao' - AI will show stock levels and alerts
- 'Aaj ki production kitni hai?' - AI will show today's numbers
- 'Worker performance kaisi hai?' - AI will analyze productivity
- 'Pending payments kitne hain?' - AI will list outstanding payments

Step 5:
AI reads ALL factory data in real-time and gives you answers.

Step 6:
Chat history is saved. You can continue conversations.

Scan Tab - Factory Health Report

Step 1:
Tap 'Scan' tab at the top.

Step 2:
Tap 'Run Scan' button.

Step 3:
AI scans ALL factory data:

- Stock levels and low stock alerts
- Production bottlenecks (stuck at any stage)
- QC failure rates
- Pending payments
- Attendance patterns
- Audit trail flags and suspicious activity

Step 4:
Health Score is displayed (0 to 100). Higher = healthier factory.

Step 5:
Issues listed by priority: Critical (red), High (orange), Medium (yellow), Low (blue).

Step 6:
Each issue has a recommended fix suggestion.

Live Stats Tab - Real-Time Dashboard

Step 1:

Tap 'Live Stats' tab.

Step 2:

See real-time numbers:

- Today's Cutting count, Stitching count, QC count, Godown count
- Active stock alerts
- Audit flags (suspicious entries)
- Pending approvals
- Pending payments total
- Today's attendance count

Step 3:

Data auto-refreshes every 30 seconds.

32. AI Productivity & Fraud Detection

AI Productivity Tracking

Step 1:
Open 'AI Productivity' from the Reports section.

Step 2:
View worker productivity scores based on AI analysis.

Step 3:
See output-per-hour calculations.

Step 4:
Identify top performers and underperformers.

Step 5:
View anomaly alerts (unusual patterns detected).

> AI monitoring is silent - workers don't see it. Only Boss can view these reports.

AI Fraud Detection

Step 1:
Open 'AI Fraud' from the Reports section.

Step 2:
View flagged entries:

- Fake entry detection - entries with suspicious patterns
- Quantity mismatches - output doesn't match input
- Attendance fraud - unusual check-in patterns
- Rate manipulation attempts

Step 3:
Review each flag and mark as: Confirmed fraud / False alarm.

33. Approval Center

Using the Approval Center

Step 1:

Open 'Approval Center' from the Administration section.

Step 2:

See ALL pending approvals in one place.

Step 3:

Filter by type:

- User Accounts - New signup requests
- Role Changes - Staff role update requests
- Purchase Edits - Bill modifications by non-boss
- Dispatch - Dispatch requests
- Payments - Payment processing requests
- HomeWork - Quantity/rate change requests
- Feature Activation - Module enable/disable requests
- Soft Deletions - Record deletion requests

Step 4:

Tap any request to see details.

Step 5:

Tap 'Approve' or 'Reject' with optional comment.

Step 6:

Bulk approve: Select multiple requests, tap 'Approve All'.

34. Enterprise Production (MES)

Advanced Production Features

- Detailed Purchase Orders (PO) with specifications
- Goods Received Notes (GRN) for formal receiving
- Cutting Lay Plans for fabric optimization
- Stitching SMV (Standard Minute Value) tracking for efficiency
- AQL (Acceptable Quality Level) sampling for quality standards
- Bin/Rack godown management for organized storage

Step 1:

Open 'Enterprise Production' from the Production section.

Step 2:

Access advanced features like PO management, GRN, and lay plans.

Step 3:

Track production efficiency with SMV metrics.

Step 4:

Use AQL sampling to set quality standards.

35. Enterprise Features & Security

Anti-Fraud Features

- Quantity Locking - Lock approved quantities to prevent tampering
- Silent Audit Logs - Every action logged invisibly in background
- No-Delete Policy - Nothing permanently deleted (soft delete only)
- Fake Entry Prevention - System validates all entries before saving
- Loss/Leakage Detection - Track material losses through production

Factory God-Mode Control (Boss Only)

Step 1:
Access from Enterprise Menu under Administration.

Step 2:
Live command center shows all production in real-time.

Step 3:
One-click actions: Pause production, send alerts, freeze module.

Step 4:
Bottleneck detection: System identifies which stage is slowing down.

Step 5:
Production readiness report: Is factory ready for a new order?

36. Client & Vendor Portals

Setting Up Client Portal

Step 1:
Open 'Client/Vendor Portal' from Administration.

Step 2:
Tap '+ Create Portal User'.

Step 3:
Enter client email and set access level.

Step 4:
Choose what client can see: Orders, Invoices, Delivery status.

Step 5:
Client receives login credentials via email.

Step 6:
Client can login and view their order progress.

Vendor Portal

Step 1:
Create vendor portal user similarly.

Step 2:
Vendor can see: Purchase orders assigned to them.

Step 3:
Vendor can submit delivery confirmations.

Step 4:
Vendor can track payment status.

37. User Management

Step 1:
Open 'User Management' from Administration.

Step 2:
See users grouped by status: Pending, Active, Disabled.

Step 3:
Pending tab: Approve or reject new signup requests.

Step 4:
Active tab: Change roles, modify module access, disable accounts.

Step 5:
Disabled tab: Re-enable previously disabled accounts.

Step 6:
Tap any user to see full profile and permissions.

Step 7:
Tap 'Edit Permissions' to modify their module access.

38. Module Control & Feature Flags

Enabling/Disabling Modules

Step 1:
Open 'Module Control' from Administration.

Step 2:
See all modules listed with ON/OFF toggle.

Step 3:
Toggle a module OFF to hide it from ALL users (except Boss).

Step 4:
Toggle ON to make it available again.

> Feature flags allow Boss to enable/disable any feature for the entire factory without code changes.

39. Organization Settings

Step 1:
Open 'Org Settings' from Administration.

Step 2:
Set Factory Name, Address, City, State, PIN code.

Step 3:
Add GST number (appears on invoices and challans).

Step 4:
Upload factory logo (appears on PDF reports).

Step 5:
Configure email settings for notifications.

Step 6:
Set default currency and number formats.

40. Subscription Plans & Setup Wizard

Subscription Plans

Step 1:

Open 'Subscription Plans' from Administration.

Step 2:

View current plan and included features.

Step 3:

Compare available plans and their features.

Step 4:

Upgrade or downgrade as needed.

Setup Wizard

Step 1:

Open 'Setup Wizard' from Administration.

Step 2:

Follow step-by-step guided setup:

- Step 1: Factory details (name, address, GST)
- Step 2: Add products/styles
- Step 3: Add suppliers
- Step 4: Add staff members
- Step 5: Configure modules and permissions
- Step 6: Review and finish

41. Documents & File Upload

Managing Documents

Step 1:
Open 'Documents' from Administration.

Step 2:
Upload documents: PDF, images, spreadsheets.

Step 3:
Organize by category (Contracts, Receipts, Reports, etc.).

Step 4:
Search documents by name or category.

Step 5:
Attach documents to purchase bills, orders, or other entries.

42. Machine Log & Gate Pass

Machine Log

Step 1:
Open 'Machine Log' from Administration.

Step 2:
Tap '+ Add Machine'. Enter machine name, type, model.

Step 3:
Set machine status: Running / Under Maintenance / Stopped.

Step 4:
Log maintenance activities with date and details.

Step 5:
Track machine uptime and downtime history.

Gate Pass

Step 1:
Open 'Gate Pass' from Administration.

Step 2:
Tap '+ New Gate Pass'.

Step 3:
Select type: Material In / Material Out / Person Entry / Person Exit.

Step 4:
Enter details: Item/person name, quantity, purpose, vehicle.

Step 5:
Submit for Boss approval.

Step 6:
Boss approves or rejects from Approval Center.

43. Notifications & Email System

Viewing Notifications

Step 1:
Tap the bell icon on any screen to see notifications.

Step 2:
Or open 'Notifications' from the Support section.

Step 3:
See all notifications: Approval requests, stock alerts, task updates.

Step 4:
Tap a notification to go to the related screen.

Step 5:
Mark notifications as read.

Email Notifications

- Daily summary email sent to Boss every day.
- Critical alerts sent immediately via email.
- Stock alert emails when items fall below minimum.
- Payroll completion emails after processing.

44. Multi-Language Support

Step 1:

Open 'Language' from the Support section (or Profile > Settings).

Step 2:

Select your preferred language:

- English
- Hindi
- Urdu

Step 3:

All screens, buttons, labels, and messages change to selected language.

Step 4:

Setting is saved and remembered for next login.

45. Profile, Settings & Security

Profile Settings

Step 1:
Tap your profile icon or go to 'Profile' from menu.

Step 2:
Update: Name, phone number, profile picture.

Step 3:
Change password.

Step 4:
View login history (when and from where you logged in).

Security (Boss)

Step 1:
Set Security PIN for additional login protection.

Step 2:
Enable/disable biometric login (fingerprint/face).

Step 3:
Enable dark mode toggle.

Step 4:
View and manage active sessions.

46. Gamification System

How Gamification Works

- Workers earn XP (Experience Points) for completing production tasks.
- Points are awarded for: Stitching completion, QC pass, homework submission.
- Achievements are unlocked at milestones (100 pieces, 500 pieces, etc.).
- Leaderboard shows top performers ranked by XP.

Step 1:

Open 'Gamification' from the Staff & HR section.

Step 2:

View leaderboard with top workers.

Step 3:

Tap a worker to see their achievements and XP history.

Step 4:

View badges earned and milestones reached.

47. Worker Performance & Shifts

Worker Performance

Step 1:
Open 'Worker Performance' from Staff & HR section.

Step 2:
See performance scores for all workers.

Step 3:
Scores based on: Output, quality, attendance, speed.

Step 4:
Compare workers side by side.

Shift Management

Step 1:
Open 'Shifts' from Staff & HR section.

Step 2:
Create shift schedules: Morning, Afternoon, Night.

Step 3:
Assign workers to shifts.

Step 4:
View shift calendar and coverage.

48. Wastage Tracking

Step 1:

Open 'Wastage Tracking' from the Production section.

Step 2:

See all wastage recorded from cutting entries.

Step 3:

View wastage by product, date, worker.

Step 4:

Compare planned vs actual fabric usage.

Step 5:

Identify high-wastage products and workers.

Step 6:

Take corrective action to reduce material waste.

49. Support, Help & Feedback

Help Center

Step 1:
Open 'Help Center' from Support section.

Step 2:
Browse FAQ and troubleshooting guides.

Step 3:
Contact support for technical issues.

Guidebook

Step 1:
Open 'Guidebook' from Support section.

Step 2:
Step-by-step tutorials for each module.

Step 3:
Best practices and tips for factory management.

Feedback

Step 1:
Open 'Feedback' from Support section.

Step 2:
Submit suggestions for improvement.

Step 3:
Report bugs or issues.

Step 4:
Rate your experience.

System Info & License

Step 1:
Open 'System Info' to see current version, database status.

Step 2:
Open 'License' to view software license information.

50. Boss Special Controls - Complete Summary

Boss has exclusive control over the following critical operations:

Feature	Details
AI Agent	Full AI factory analysis - Chat, Scan, Live Stats
Dispatch	Only Boss can dispatch goods from godown
Payment Processing	Only Boss can mark payments as processed/paid
User Approval	Only Boss can approve new user accounts
Role Assignment	Only Boss can change user roles
Module Access	Only Boss controls which modules each user sees
Manual QC/Godown	Only Boss can manually create QC/Godown entries
Soft Delete	Only Boss can delete records (soft delete)
Security PIN	Boss has additional PIN protection on login
Factory God-Mode	Live command center with one-click actions
Approval Center	All approvals flow to Boss
Feature Flags	Enable/disable any feature for entire factory
Gate Pass Approval	Approve/reject gate pass requests
Purchase Edit	Approve edits made by non-boss users
Payroll Processing	Approve and release payroll

> **If something needs approval, check Approval Center. If something is wrong, use AI Agent Scan. For daily overview, use AI Agent Live Stats.**

RollsNice ERP System
Version 2.2 | March 2026
88 Screens | 41 Modules | 440 API Endpoints | 145 Database Tables
Complete Garment Factory Management Solution