

Better Local Business Agency - fresh thinking, better results

Main Processes

A PARTNER REGISTRATION

- 1 - Select Partner type = SUPPLIER PARTNER
Option 1: Register as a Vendor Partner (Text - If you are a small business and want to compete for a win more contracts and perform better delivering)
Option 2: Register as a Buyer Partner (Text - If you are a organization wanting to source more goods and services from small inner city businesses)
Option 3: Register as a Support Partner (Text - If you are a business professional or academic and want to help small businesses improve their)
- 2 Fill-in in general registration form
- Acknowledge terms and Conditions of use (Different for T&Cs when they register for service after free trial)
- 3 Create back end account for all partners - displaying only fields relevant to each Partner
- 4 Alert Back Office staff of new registrations by email to:
- For Vendor Partner to: newvendor@betterlocalbusinessagency.com
- For Buyer Partner to: newbuyer@betterlocalbusinessagency.com
- For Support Partner to: newSupport@betterlocalbusinessagency.com
- 5 Partner validates email and logs in
- 6 Vendor Partner cannot access their OpenERP company until Back Office validates and activates OpenERP
NB: Manoj, BackOffice will create the OpenERP company, login and ensure all is configured for the Vendor. Once satisfied, OpenERP is activated for the vendor to use
- 7 Support AND Buyer Partner CAN login to BLBA's OpenERP based on Access Rights provided ****Note the change here Manoj****
- 8 Staff manually Activates Vendor OpenERP Access
- 9 On Activation, system generates email notification to Vendor - informing of Next steps and post Trial information (HTML format)

B End of Trial Period and Product OR Service Application and PayPal Payment

- 10 Vendor can elect to Fully Activate OpenERP product at any time
 - 11 At day 10 System Reminder email sent
There are two options for the Vendor to Select during the Trial or at the end of trail
Option 1: PRODUCT ONLY
Option 2: SERVICE OPTIONS (1 or 2 or 3)
Whether Vendor select product or Service Option, all are subject to \$99 product registration fee
- If Vendor selects Product Only Option**
- 12 - Ticks the Option
 - 13 - Selects Additional Options
- Intensive Training Option (\$199) this is the only option. So if ticked, PayPal amount is \$99 + \$199 = \$298
Manoj, Product Only services will not have any service options
 - 14 Vendor Views and Checks T&Cs
 - 15 Vendor reviews initial charges before submitting to PayPal processing
 - 16 Paypal to Collect total amount due
 - 17 On successful PayPal payment, System sends email to Alert Staff and Vendor
 - 18 Staff will generate manual invoice and setup recurring invoices within OPENERP - collected by PayPal
 - 19 Remove restrictions on OpenERP

If Vendor Selects Service Option

- 20 - Ticks Preferred Service Option (1, 2 or 3)
 - 21 Automatically selection of \$99 product registration which is collected by PayPal as with Product only option
 - 22 Vendor Views and Checks T&Cs
 - 23 Vendor reviews initial charges before submitting to PayPal processing
 - 24 On successful PayPal payment, System sends email to Alert Saff and Vendor
 - 25 Staff will generate manual invoice
 - 26 Remove restrictions on OpenERP
- Staff will contact vendor to arrange Assessment Appointment and agree service level package
On agreement, Back Office staff processes application and setup services and setup recurring billing

Other functionality