

## Second-hand Bookshop Demo

Buying  
& Selling Books  
Guides

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### 3 Easy Steps To **Buy** Your Books



Check the book  
you need



Browse our  
catalogue



Come to the SA  
Bookshop to buy

### 3 Easy Steps To **Sell** Your Books



Check your book  
edition



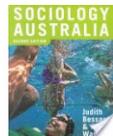
Register &  
choose the price



Bring your books  
to the SA  
Bookshop

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### BOOKS RECENTLY ADDED



Sociology Australia

\$60.00

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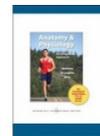

Metric Pattern Cutting for  
Women's Wear

\$38.00

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Hanks Australian  
Constitutional Law

\$60.00

[MORE INFO](#)


Anatomy and physiology- an  
integrative approach

\$90.00

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## Welcome!

The Bookshop Management System shall serve as the basis for performing the core day-to-day business activities of the bookshop.

The bookshop's primary functions for the system are to:

- Fully customisable Second-hand Bookstore system
- Facilitate the registration of members, their bank details and books they wish to sell.
- Search Engine Friendly (SEO/Google)
- Allow the general public to search the bookshop catalogue.
- Accept books and establish sales contracts with owners.
- Process book sales.
- Prepare, but do not make, payments to book owners for books sold.
- Maintain financial records and report on bookshop transactions.
- Maintain audit trails of processing of stock and transactions.
- Manage staff credentials and access to the system.

The system can be customised to your specific needs and attached is document which describes the system specifications in detail.

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Email us:  
[sales@hiddenspark.com](mailto:sales@hiddenspark.com)



## User Types

**Customer** – uses the system to browse the catalogue for books to buy and to sell their books through the bookshop. Customers come from a wide range of cultural, linguistic, and ability backgrounds. Extra option: The online bookshop may support language selection and currency selection.

**Administrator** - uses the system to accept students' books for sale in the bookshop, make sales, perform stocktakes, and manage stock. In addition, administrators may view daily financial records at the end of the day and for specified dates, and create and manage user accounts, retrieve payment lists, change the rate of commission applied to books, view monthly and annual financial reports.

## General Features

1. Search the bookshop catalogue.
2. Advanced search – title, ISBN, subject, author, category, location.
3. Customers may register for a member account. A member account is required in order for books to be sold in the bookshop. Approval by administrators is required before the books are available online.
4. Book images auto-generated via Google Books API based on ISBN.
5. Reserve book or buy online.
6. Social media feed.
7. Recently added books/products.
8. Mobile responsive.

## Member Features

1. Members may view the details of books currently awaiting approval.
2. Email notification to member if a book has been accepted and a contract has been established, or if it has been rejected.
3. Members may view the details of books accepted by the bookshop, for which a contract has been established.
4. Members may view the details of their books that have been sold. The system should only show books for which payment has been made to the owner.
5. Members may view details of books for which the contract period has expired.
6. Members may change their membership details, including preferred bank account, personal details, and password.

7. Email notification to members when their book has sold after the payment has been processed.
8. Email notification to members when a contract for one of their books has expired.
9. Members may request contract renewal of a book for which the contract has expired.
10. Newsletter subscription.

## Payment

1. Each book sold on commission shall have the commission percentage deducted from the sale price of the book.
2. The system shall add the remaining amount to the pay list to be paid to the owner using their preferred bank details.
3. Administrators may view a summary of all payments to be made in the current pay list.
4. Administrators may download the pay list in (Cemtex) ABA file format. The administrator may use this file to make payments through the financial institution's batch payment system via a third party online banking tool.
5. The system shall not add bookshop-owned books or sundry items to the pay list.
6. PayPal online payments.
7. Extra option: other online payment options.

## Administrator Features

1. Administrators may change the rate of commission applied to books.
2. Administrators may change the maximum percentage of RRP accepted for members' current and old edition textbooks. Members must not be able to enter a sale price higher than the above percentage.
3. Administrators may change the GST/tax percentage.
4. Administrators may enter sundry items into stock for sale in the bookshop.
5. Manage users.
6. Manage categories.
7. Manage books/products.
8. Manage content.
9. Approve or reject books.
10. View reserved books. Convert reserved book to a sale.
11. Manage shipping: Flat rate, Per Item, Weight Based.
12. Extra option: integrate with couriers or postal services.

## Reporting and Auditing

1. Monthly and annual financial reports.
2. Daily financial reports for the current working day.
3. Generate and view daily financial reports for any specified date.
4. Commission applied in reports is valid for the date of sale (not the date of reporting).
5. View list of all books in the bookshop.