

# TUS Booking System Documentation

## Introduction

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This documentation will help to the store owners to manage their stores.

## How to make an account

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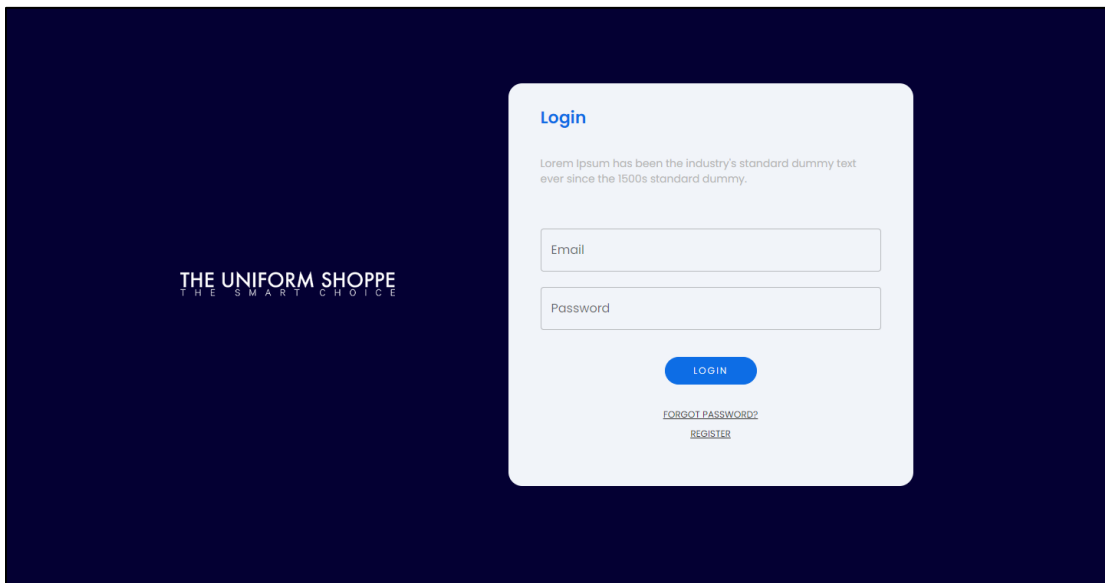
- Contact the System Administrator and request the login details.

## How to login to the store dashboard

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- Enter the email and password in the given fields and click the “**LOGIN**” button to log in to the dashboard.

<http://booking.theuniformshoppe.co.nz/#/login>



# How to manage booking appointments

- Store admin/owner will be able to see all the appointments made by the customers.

The screenshot shows a web application interface for managing appointments. On the left is a sidebar with navigation links: 'Appointments', 'Time slots', 'Schools', and 'Settings'. The main content area is titled 'Appointment' and contains a table with the following data:

Status	Appointment ID	Customer	Date	Kids	
Green	#1	Ishan Edirisinghe	12.12.2022	2	<a href="#">VIEW</a>
Red	#2	Ishan Edirisinghe	12.12.2022	1	<a href="#">VIEW</a>
Grey	#4	Ishan Edirisinghe	19.12.2022	3	<a href="#">VIEW</a>

Below the table, there is a placeholder text: 'Lorem Ipsum has been the industry's standard dummy text ever since the 1500s'.



Green will show the approved appointments



Red will show the rejected appointments



Grey will show the approval pending appointments

- Store admin/owner can update the appointments by clicking “VIEW”.
- Store admin/owner can update the status of the appointments.

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Grey	#4	Ishan Edirisinghe	19.12.2022	3	<a href="#">VIEW</a>

A modal window is open for appointment #4. It contains an 'Extra Note' text area, a 'Status' dropdown menu (currently showing 'Completed'), and two buttons: 'Completed' and 'Pending'. The 'Completed' button is highlighted. The modal also displays the updated timestamp for the selected status: 'Updated: 2022-12-12T04:39:49.000000Z' for 'Completed' and 'Updated: 2022-12-13T04:38:00.000000Z' for 'Pending'.

- Store admin/owner can add any note regarding to the appointment in the given field and can update the status of the appointment, click “**UPDATE**” to save the details. In the right side will show the recent summary of the activities.

The screenshot shows a modal window for updating appointment #1. The modal contains an 'Extra Note' text area, a 'Status' dropdown menu, and an 'UPDATE' button. To the right of the form, there is a summary of recent status updates:

- Completed**  
Updated: 2022-12-07T09:47:22.000000Z
- Pending**  
Updated: 2022-12-07T09:55:24.000000Z
- Completed**  
New update  
Updated: 2022-12-07T10:14:36.000000Z

The background shows the 'Appointment' management interface with a sidebar containing 'Appointments', 'Time slots', 'Schools', and 'Settings'. The main table has columns for Status, Appointment ID, Customer, Date, and Kids. There are 'VIEW' buttons for each row.

- After the confirmation of the status made by store admin/owner, customer will receive the appointment confirmation via an email from the shop. Also status entries will update accordingly.

The screenshot shows the 'Appointment' list in the Avondale system. The table displays the following data:

Status	Appointment ID	Customer	Date	Kids	
●	#1	Ishan Edirisinghe	12.12.2022	2	<a href="#">VIEW</a>
●	#2	Ishan Edirisinghe	12.12.2022	1	<a href="#">VIEW</a>
●	#4	Ishan Edirisinghe	19.12.2022	3	<a href="#">VIEW</a>

The sidebar on the left contains 'Appointments', 'Time slots', 'Schools', and 'Settings'. The main header shows 'Appointment' and a 'VIEW' button. The background text reads: 'Lorem Ipsum has been the industry's standard dummy text ever since the 1500s'.

## How to make time slots

- Store admin/owner will be able to set the time slots accordingly.
  - a. Click the “**NEW SLOT**” and enter the allocate time per person. Store admin/owner can add multiple time slots. **Please always follow the placeholder format when enter the time. (to make sure the consistency)**
  - b. Can update the entries.
  - c. By clicking the red bin icon can remove/delete the entries.
  - d. Click “**Save**” to save.

The screenshot shows a web application interface for managing time slots. On the left is a sidebar with navigation links: 'Appointments', 'Time slots', 'Schools', and 'Settings'. Below the sidebar is a placeholder text: 'Lorem Ipsum has been the industry's standard dummy text ever since the 1500s'. The main content area is titled 'Time Slots' and displays a grid for five days of the week: MONDAY, TUESDAY, WEDNESDAY, THURSDAY, and FRIDAY. Each day has a list of time slots. For example, Monday has slots for 08.00 - 08.30, 08.30 - 09.00, and 09.00 - 08.30. Each slot has a red bin icon for deletion and a 'NEW SLOT' button for adding more. At the bottom of the grid is a 'SAVE' button. The top right corner of the interface shows a user profile icon with the text 'Hello, Avondale'.

## How to add Schools

- Store admin/owners will be able to add schools allocated in current store area.
- Can update the entries.
- By clicking the red bin icon can remove/delete the entries.
- Click “**Save**” to save.

The screenshot shows a web application interface for managing schools. On the left is a sidebar with navigation links: 'Appointments', 'Time slots', 'Schools', and 'Settings'. Below the sidebar is a placeholder text: 'Lorem Ipsum has been the industry's standard dummy text ever since the 1500s'. The main content area is titled 'Schools' and displays a list of school names: 'abcd', 'sds', 'ghhf', and 'hgh'. Each school name has a red bin icon for deletion. Below the list is an 'ADD NEW SCHOOL' button. At the bottom of the interface is a 'SAVE' button. The top right corner of the interface shows a user profile icon with the text 'Hello, Cambridge'.

# Set up the store - Settings

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- Shop admin/owner can update the store details
  - Add a name for the store
  - No of fit-on rooms – Store admin/owner can add the number of fit-on rooms available in the store for the online appointments.
  - Enter the Address of the store.
  - Enter the contact number of the store.
  - Click “**UPDATE**” to save entered details.

Settings

Store Name  
Cambridge

No of Fiton Rooms  
4

Address  
14 Wilson Street, Leamington, Cambridge 3434

Contact No  
273420018

UPDATE