## **Admin Panel Requirements – Rakie Salon Booking System**

### **1. Appointment Management**

* View all appointments in a list or calendar view
* Filter appointments by:  
  + Date (e.g., today, week, month)
  + Status (booked, completed, canceled, no-show)
  + Client name or phone number
* Search appointments by client or date
* Edit appointment details (service, time, status)
* Cancel or delete appointments
* Mark appointments as completed or no-show

### **2. Client Management**

* View all clients with:  
  + Contact info
  + Appointment history
  + Service preferences
  + Notes (e.g., VIP, preferred stylist)
* Edit client profiles
* Search clients by name or phone number
* View upcoming and past appointments

### **3. Service Management**

* Add new services (name, category, price, duration)
* Edit existing services
* Delete or deactivate services
* Organize services by category
* Toggle service visibility to clients

### **4. Store Hours & Availability**

* Set daily opening and closing hours
* Mark specific days as closed (e.g., holidays)
* Add manual time blocks (e.g., lunch breaks)
* View/edit availability through a weekly calendar interface

### **5. Notifications & Reminders**

* Enable/disable automated reminders (e.g., 24-hour before appointment)
* Customize SMS and email reminder templates
* View schedule of outgoing reminders

### **6. Admin Authentication**

* Admin login/logout system
* Secure protected admin-only routes
* Optional: role-based access control
* Optional: password reset functionality

### **7. Reports (Optional Advanced Features)**

* Daily/weekly/monthly appointment summary
* Revenue per service
* Top booked services
* Client visit frequency
* No-show and cancellation rates

### **Optional UX Enhancements**

* Responsive admin dashboard for mobile use
* Dark/light mode toggle
* Export appointment data to CSV or Excel

### **Technical Implementation Notes**

* Frontend: React dashboard under /admin
* Backend: Express.js with admin-only API endpoints
* Database: MongoDB with indexed queries by date and client
* Security: JWT-based authentication for admin access

This document outlines the complete requirements for the admin-side interface of the Rakie Salon Booking System.