1. ID: recLogIn

Title: Log In

Story: As a receptionist I would like login to a unified management system with a unique identifier

2. ID: recAdd

Title: Add Guests

Story: As a receptionist I would like to add guest information info a unified database

3 .ID: recModiify

Title: Modify Guests

Story: As a receptionist I would like to be able to modify guest information with the unified database

4. ID: recDelete

Title: Delete Guests

Story: As a receptionist I would like to delete guest records from the unified database

5. ID: recSearch

Title: Search Database

Story: As a receptionist I would like to query a unified database for guest information or reservations

6. ID: recCheckIn

Title: Check In

Story: As a receptionist, I would like to be able to check guests into a single management system.

7. ID: recCheckOut

Title: Check Out

Story: As a receptionist I would like to be able to check guests out of a single management system.

8. ID: recCreateRes

Title: Create a Reservation

Story: As a receptionist, I would like to be able to create a reservation that easily accessible/retrievable

9. ID: recModifyRes

Title: Modify Reservation

Story: As a receptionist I would like to modify a reservation, wherein the updated reservation details are reflected across a unified management system.

10. ID: recDeleteRes

Title: Delete a Reservation

Story: As a receptionist I would like to delete/close a reservation, wherein the deleted/closed reservation details are reflected across a unified management system

11. ID: recUpdateRm

Title: Update Room Availability

Story: As a receptionist I would like room availabilities to be automated.

12. ID: recGeneInv

Title: Generate Invoice

Story: As a receptionist I would like to generate a client invoice from a single source within a unified management system.

13. ID: recGeneInv

Title: Generate Invoice

Story: As a receptionist I would like process a client's payment.

14. ID: recAnsPhone

Title: Answer the phone

Story: As a receptionist I would like to be able to answer the phone or make phone calls.

15. ID: recSendConf

Title: Send Booking Confirmation

Story: As a receptionist I would like to be able to send booking confirmations from within a unified management system.

16. ID: recRoomAcCard

Title: Room access

Story: As a receptionist I would like to create an access card.

17. ID: manLogIn

Title: Manager Log In

Story: As a manager I would like to have more secure login access with a unique identifier

18. ID: mgrSameRec

Title: Preform Receptionist Tasks

Story: As a manager I would like to be able to preform the same tasks as the receptionist with regards to clients

19. ID: manC-inList

Title: Check-in List

Story: As a manager I would like
to be able to check the lists of customers to check-in.

20. ID: manC-outList

Title: Check-out List

Story: As a manager I would like
to be able to check the lists of customers to check-out.

21. ID: manModRec

Title: Modify Records

Story: As a manager I would like
to be able to modify records, so, that i can fix any mistakes.

22. ID: manFinRep

Title: Produce Fian. Reports

Story: As a manager I would like
to be produce financial reports.

23. ID: mgrPullRep

Title: Pull Reports

Story: As a manager I would like to pull occupancy reports from the system.

24. ID: manPrintRep

Title: Print Reports

Story: As a manager I would like
to be able to print reports.

25. ID: mgrAddEmp

Title: Add Employees

Story: As a manager I would like to add employees an employee database.

26. ID: mgrModifyEmp

Title: Modify Employees

Story: As a manager I would like to modify employees in the database

27. ID: mgrDelEmp

Title: Delete Employees

Story: As a manager I would like to delete employees in the database.

28. ID: mgrAssign

Title: Assign Tasks

Story: As a manager I would like to assign tasks to my employees.

29. ID: mrgCreateEven

Title: Create Events

Story: As a manager I would like to be able to create events.

30. ID: manOrgEven

Title: Organize Events

Story: As a manager I would like to be able to plan and organize the events.

Access System

Log In

- Enter username
- Enter password
- Press login button

Gather information

Gather Information from guest

- Gather guest(s) name(s)
- Gather guest address
- Gather guest phone number
- Gather guests room preferences
- Gather check-in and check-out dates

Check room and dates availabilities

- Navigate to the calendrer/room view
- Confirm that room type is available at for requests dates

Make Reservation

Confirm reservation in system

- Confirm room and availabilities details with guest
- Communicate costs to the guests

Gather payment information

- Gather credit card or other payment information from guest

Process payment

- Generate invoice
- Give invoice to client

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