Access System

ID: recLogIn

Log In

- Enter username
- Enter password
- Press login button

Gather information

ID: recSearch 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

ID: recCheckAvail Check room and dates availabilities

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

Create Reservation

ID: recCalanderView Confirm reservation in system

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

ID: recGeneInv Gather payment information

- Gather credit card or other payment information from guest

ID: recProPay Process payment

- Generate invoice
- Give invoice to client

miro

Access System

ID: manLogIn

Log In

- Enter username
- Enter password
- Press login button

Gather information

ID: recGatherInfo
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

ID: recCheckAvail
Check room and dates availabilities

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

Create Reservation

ID: Confirm reservation in system

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

ID: recSendConf
Gather payment information

- Gather credit card or other payment information from guest

ID: recProPay
Process payment

- Generate invoice
- Give invoice to client

miro

Manage users

ID: mgrCreateUser

Create user

ID: mgrModifyUser

modify the user

ID: mgrDelUser

delete the user

Manage users		
User's name	Correct the ID	Remove the user
User ID	Change the telephone number	Confirm to remove the user
User temporary password	Change the address	

Pull Reports

ID: mgrPullRep

Pull Reports

Pull Reports
Access the reports
View the reports
Print the reports

Manager Tasks

ID: ID: mgrAssign

Assign Tasks

Manager Tasks
Create the task
Modify the task
Delegate the task

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