

Feature / Action	Member	Staff	Admin
Authentication	■	■	■
Register / Sign up	■	■	■
Login	■	■	■
Profile Management	■ (own)	■ (own)	■ (all)
Edit own profile	■	■	■
View all user profiles	■	■	■
Suspend / Reactivate users	■	■	■
Membership Management	■ (view & subscribe)	■	■ (create/edit/deactivate)
Desk / Room / Office Bookings	■ (own)	■ (approve/reject)	■ (full)
Create a booking	■	■	■
Cancel own booking	■	■	■
Approve/Reject bookings	■	■	■
View all bookings	■	■	■
Lease Contracts	■ (own)	■	■ (approve/terminate/manage)
Apply for lease	■	■	■
Approve/Terminate leases	■	■	■
View all leases	■	■	■
Resource Management	■	■	■
Add/Edit desks, rooms, offices	■	■	■
Mark resource under maintenance	■	■	■
Reports / Analytics	■	■	■
Export booking/lease reports	■	■	■