

Check-in Guest

Create New Booking

Guest Check-in

BOOK-BB7B4CBC

Verify Booking

Booking Verified

Guest Name: William Solace

Room: 105

Dates: Mar 18, 2025 - Mar 25, 2025

Complete Check-in

TAJ

Dashboard Tasks Inventory Employees Checkin Checkout

SATYA KARTIK SARMA GOLLAKOTA manager

Register Employee

Name:

Email:

Phone:

Role:

Department:

Salary:

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- Dashboard
- Tasks
- Inventory
- Employees
- + Checkin
- + Checkout

SATYA KARTIK SARMA GOLLAKOTA
manager

Inventory Management

Name
Guest Fragrance Soaps

Category
Consumerables

Description
Luxury mini soaps with refreshing fragrances, perfect for hotel guests.

Price
120

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SATYA KARTIK SARMA GOLLAKOTA
manager

Description
Luxury mini soaps with refreshing fragrances, perfect for hotel guests.

Price
120

Stock Quantity
100

Min Threshold
50

Supplier Email
Enter supplier email

Create **Reset**

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- Dashboard
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SATYA KARTIK SARMA GOLLAKOTA
manager

NAME	CATEGORY	DESCRIPTION	PRICE	STOCK QUANTITY	ACTIONS
Presidential Suite	Hotel Room	Luxury Suite with Private Pool	\$500.00	280	Edit Delete
Family Deluxe Suite	Hotel Room	Family Suite with Two Bedrooms	\$250.00	8	Edit Delete
Executive Business Room	Hotel Room	Executive Room with Workspace	\$180.00	12	Edit Delete

Search inventory... Stock Quantity (Ascendin)

NAME	CATEGORY	DESCRIPTION	PRICE	STOCK QUANTITY	ACTIONS
Mini Refrigerator	Appliances	Mini hotel room fridge	\$199.99	8	<button>Edit</button> <button>Update</button> <button>Delete</button>
Garden View Room	Hotel Room	Classic Room with Garden View	\$130.00	10	<button>Edit</button> <button>Update</button> <button>Delete</button>
Dining Table	Furniture	4-seater wooden dining table	\$120.00	10	<button>Edit</button> <button>Update</button> <button>Delete</button>

Search inventory... Stock Quantity (Descen)

NAME	CATEGORY	DESCRIPTION	PRICE	STOCK QUANTITY	ACTIONS
Soap Bar	Housekeeping	Luxury hotel soap bar	\$1.25	400	<button>Edit</button> <button>Update</button> <button>Delete</button>
Shampoo Bottle	Housekeeping	50ml hotel shampoo bottle	\$2.50	300	<button>Edit</button> <button>Update</button> <button>Delete</button>
Presidential Suite	Hotel Room	Luxury Suite with Private Pool	\$500.00	280	<button>Edit</button> <button>Update</button> <button>Delete</button>

Supplier Email
Enter supplier email
Create Reset

Shampoo Stock Quantity (Descen)

NAME	CATEGORY	DESCRIPTION	PRICE	STOCK QUANTITY	ACTIONS
Shampoo Bottle	Housekeeping	50ml hotel shampoo bottle	\$2.50	300	<button>Edit</button> <button>Update</button> <button>Delete</button>

Urgent: Stock Level Alert for Water Glass



713solangelo713@gmail.com

to me ▾

Wed 12 Mar, 14:49 (5 days ago) ⭐ ⓘ ↵ ⌂ ⌃

Dear Supplier,

We hope this message finds you well.

We are writing to inform you that the stock for the item **Water Glass** has fallen below the minimum threshold. This may affect our ability to fulfill upcoming orders and maintain optimal inventory levels.

Current Stock Level: **120** units
Minimum Threshold: **1000** units

We kindly request that you review your inventory levels and restock the item as soon as possible to avoid any disruptions in supply. Your prompt attention to this matter is greatly appreciated.

If you require any further information or assistance, please do not hesitate to contact us.

Thank you for your cooperation and continued partnership.

Best regards,
Inventory Management Team

Task Creation and Allocation

Task Title: Create a new Gluten Free Menu for the VIP Guest

Description: A specially curated Gluten-Free Menu offering delicious and healthy options for our VIP guests, ensuring a gourmet dining experience without gluten

Due Date: 18/03/2025

Assign Employee: Mike Jones | Night | Kitchen | Chef

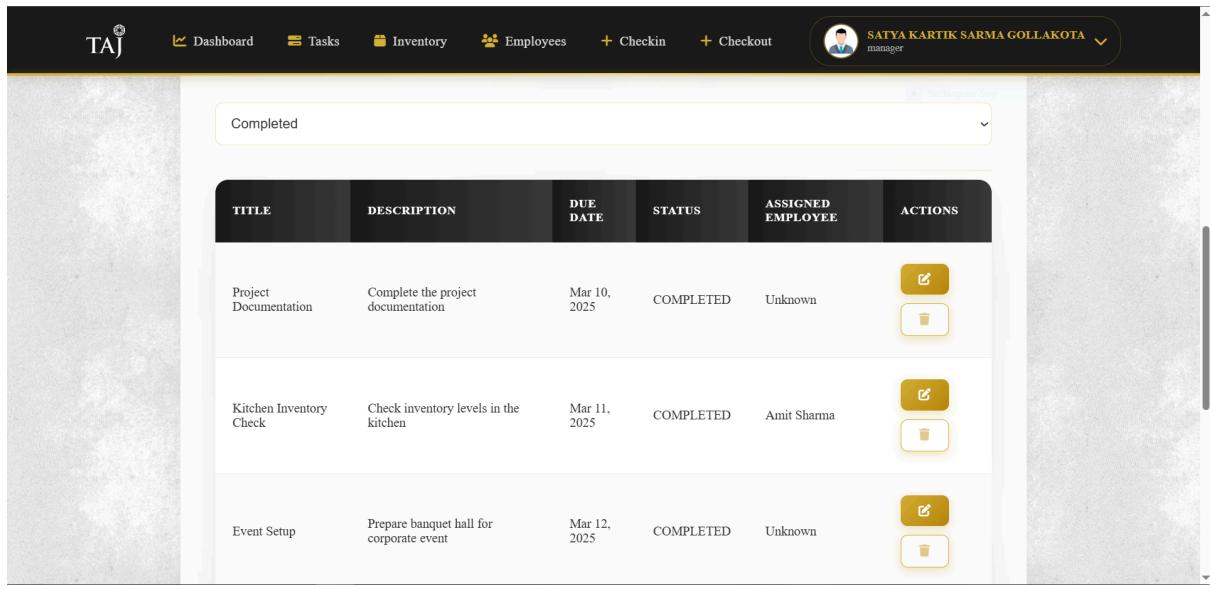
+ Create Task

All Tasks						
Title	Description	Due Date	Status	Assigned Employee	Actions	
Project Documentation	Complete the project documentation	Mar 10, 2025	COMPLETED	Unknown		
Kitchen Inventory Check	Check inventory levels in the kitchen	Mar 11, 2025	COMPLETED	Amit Sharma		
Event Setup	Prepare banquet hall for corporate event	Mar 12, 2025	COMPLETED	Unknown		

Pending					
Title	Description	Due Date	Status	Assigned Employee	Actions
Lobby Cleaning	Clean the main lobby, including mopping and dusting.	Mar 15, 2025	PENDING	fleur delacruz	 
Lobby Cleaning	Clean the main lobby, including mopping and dusting.	Mar 15, 2025	PENDING	Cho Chang	 
Lobby Cleaning	Clean the main lobby, including mopping and dusting.	Mar 15, 2025	PENDING	Unknown	 

Upcoming					
Title	Description	Due Date	Status	Assigned Employee	Actions
Lobby Cleaning	Clean the main lobby, including mopping and dusting.	Mar 15, 2025	PENDING	leo valdez	 
Lobby Cleaning	Clean the main lobby, including mopping and dusting.	Mar 15, 2025	PENDING	Unknown	 
Clean Meeting Room	Ensure the meeting room is cleaned and ready for use.	Mar 20, 2025	PENDING	Unknown	 
Create new Gluten Free Menu for the VIP Guest	A specially curated Gluten-Free Menu offering delicious and healthy options for our VIP guests, ensuring a gourmet dining experience without gluten	Mar 18, 2025	PENDING	Mike Jones	 

In Progress					
Title	Description	Due Date	Status	Assigned Employee	Actions
Security Check	Inspect security systems and surveillance	Mar 14, 2025	IN_PROGRESS	Unknown	 
Staff Training	Conduct staff training for new hygiene policies	Mar 15, 2025	IN_PROGRESS	Amit Sharma	 
Guest Relations	Handle customer complaints and feedback analysis	Mar 16, 2025	IN_PROGRESS	Unknown	 

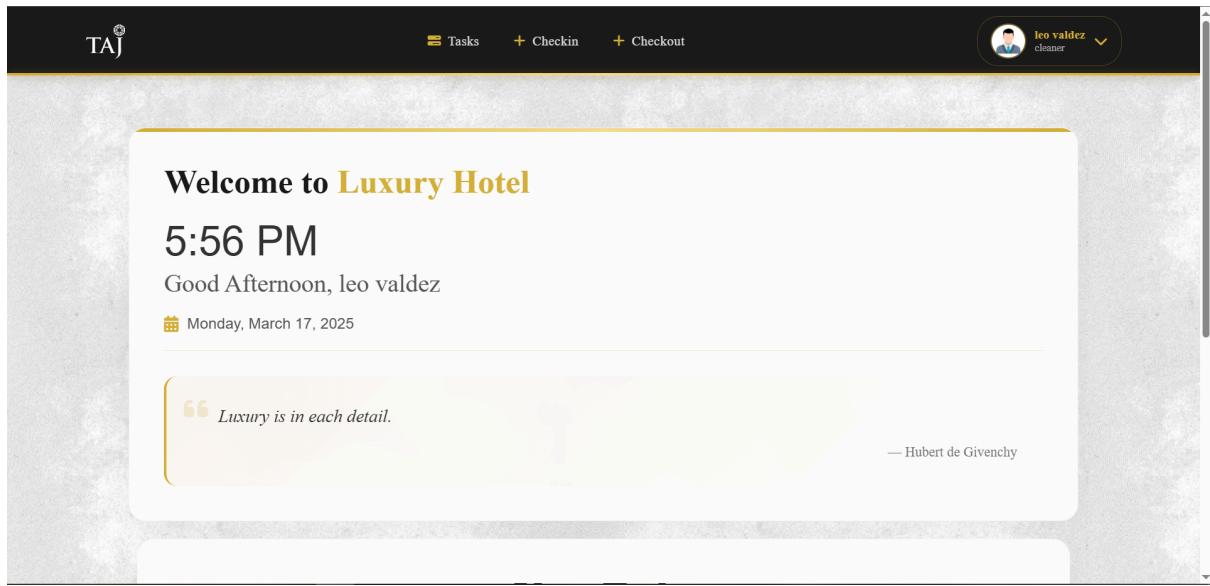


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Dashboard Tasks Inventory Employees + Checkin + Checkout SATYA KARTIK SARMA GOLLAKOTA manager

Completed

Title	Description	Due Date	Status	Assigned Employee	Actions
Project Documentation	Complete the project documentation	Mar 10, 2025	COMPLETED	Unknown	
Kitchen Inventory Check	Check inventory levels in the kitchen	Mar 11, 2025	COMPLETED	Amit Sharma	
Event Setup	Prepare banquet hall for corporate event	Mar 12, 2025	COMPLETED	Unknown	



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Tasks + Checkin + Checkout leo valdez cleaner

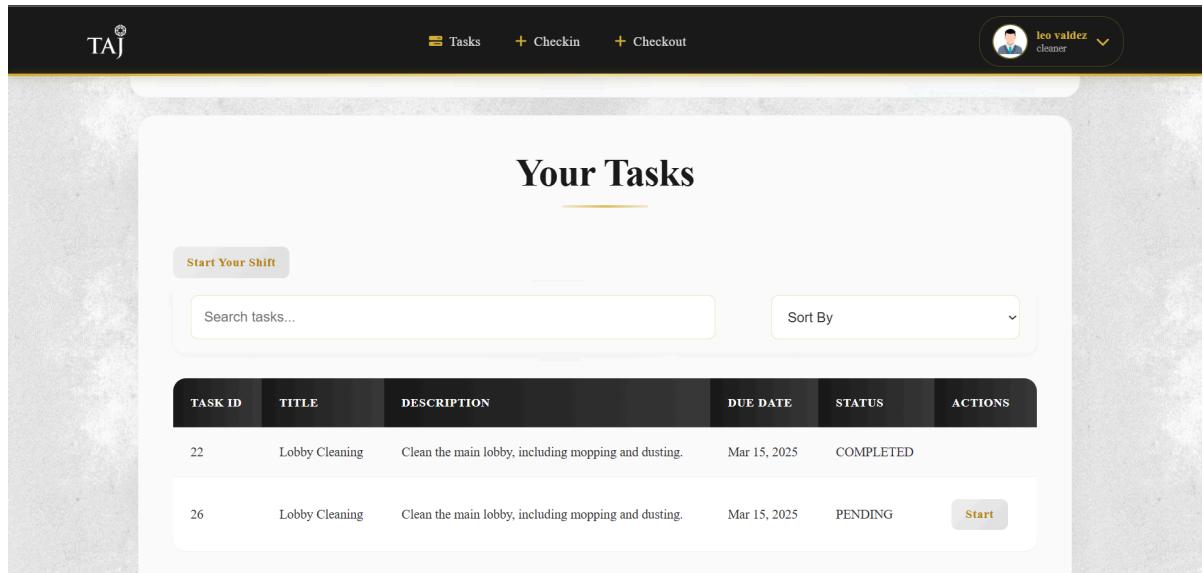
Welcome to Luxury Hotel

5:56 PM

Good Afternoon, leo valdez

Monday, March 17, 2025

**Luxury is in each detail.**
— Hubert de Givenchy



TAJ

Tasks + Checkin + Checkout leo valdez cleaner

Your Tasks

Start Your Shift

Search tasks... Sort By

Task ID	Title	Description	Due Date	Status	Actions
22	Lobby Cleaning	Clean the main lobby, including mopping and dusting.	Mar 15, 2025	COMPLETED	
26	Lobby Cleaning	Clean the main lobby, including mopping and dusting.	Mar 15, 2025	PENDING	