**Calendar Component**

**Use Context**

| **Question** | **Assumption** |
| --- | --- |
| What is the Calendar Component? | * A means in which to display times, dates, schedules and tasks in a simple and clear interface. |
| What function is supposed to be provided by the calendar component? | * Date and time picker within a text field * Allow users to assign available dates and times to entities * Allow users to view assigned available dates and times for an entity * Allow users to assign duration to the calendar * Allow users to view work orders set on entities * Allow users to compare various calendars alongside on another. * The ability to show and set working and non-working days * Be able to show and edit shift information * When selecting a date for a work order you should be able to view the asset and staff availability |
| What are the aims? | Allow the user to easily set up and view schedules, tasks, dates and times from the component anywhere within OK |
| Who is the comp intended for? | The component will be used by majority of the OK users. Admin can use it to set up entities and workers can use it to display time spent on an item. |

**Functions needed.**

**Date and time**

The component should be able to show the default date and time picker. It can also open onto a larger component where the user can see the year, month, day and times, similar to Outlook and GoogleMail. Should have the option to Zoom into day. The calendar should also display the current day and time

**Compare**

Option to view two or more calendars next to one another in order to compare available dates and times.

**Schedule Times**

A user with the correct rights should be able to set the available dates and times for an entity or for a user. The assets’ or users’ working and non-working dates can be set and their availability displayed accordingly.

**Show Availability**

On an entity or user, the date should show the availability with the option to then book against those times.

**Navigation**

* Select Month, week or day view.
* Scroll through the Month, weeks, day by means of prev/next button.
* Be able to link back to todays’ date and time.
* Search function.
* Possibility to show/hide weekends.

**Journeys Hypothesis.**

**Set up work order for an entity**

A user with the correct permission would go to a work order and either manually enter the work order duration or by clicking on the calendar icon that will display a calendar with all the available options.

When the calendar displays the following will be visible:

* Main area with the month, week and day interface. The user can drill down or up to display the more or less data. Ie view only weeks or only days in a week, etc.
* At the top the start and end date fields would be visible

A screenshot of a cell phone

Description automatically generated

**Assign user to a work order**

Assigning a user to a work order as an admin or as a user with the correct permissions, could happen in various ways. This can be done from the work order side, the user side or from the Calendar component.

By clicking on a date in the calendar from the work order crud, you would be able to see a list of user linked to the work order, as well as the times/dates the users are working on the task. The calendar should also display the available times in which it can book against.

The same would happen when viewing a users calendar. The interface should display all the work orders that are assigned to the user. It should also display their availability in order to assign them to a work order.

**User able to set up their available times (what all is on the users calendar set up)**

Where will the user set up their availability? How do they achieve this, and how are they able to edit this in the future?