**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 tasks set on entities * Allow users to compare various calendars alongside on another. |
| 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.

**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. This can be set on non-work dates or times.

**Show Availability**

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

**Default Weekends and Holidays**By default weekends and holidays will be marked as non-working days. These can be overwritten per a user or entity if needed. ie some workers may work on Saturdays and should be able to set this

**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.**

**Set up work order for an entity**

A user with the correct permission would go to a work order, either manually enter the work order duration or click on an 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.

**Assign user to a task**

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

**Journey from admin to see user availability**