**Hotel Booking Management Database System (HBMDS)**

**Usage Documentation**

**Dashboard**

Upon logging in, you will be directed to the dashboard, which provides an overview of hotel operations.

**Form Navigation Menu**:

The form navigation menu will help you enter data. Use it in conjunction with the report navigation menu on the right to enter data in each field. The tabs at the top correspond to each entity.

* + **Customer Registration**: Registration for the customer. It shows it by customer phone number.
  + **Booking**: Booking information with the room number and hotel.
  + **Payment Information**: Show the payment method with the booking number.
  + **New Hire**: It shows the employee registration ID.
  + **Worker Information**: Shows the worker ID and employee ID.
  + **Promotion**: shows Manager ID and Employee ID.
  + **Customer Information**: Show the history of the customer’s booking by customer’s phone number

**Searching in a form**

* + 1. Click on an Attribute
    2. Navigate to Search icon
    3. Enter field
    4. Returns all rows with that data in that attribute
    5. Tip: Specify the first attribute for a unique set of data

**Report Navigation Menu**:

The report navigation menu will be a helpful reference when entering information in a form. You can copy a phone number from a customer form and open the hotel information form to have everything you need to begin creating a booking or updating any sector of this database. There is a scroll bar at the bottom which will help you to access all the information.

**Customer Information Report**

This shows the customer’s history of bookings with our HBMDS. HBMDS can track the customer’s past booking history with the customer’s information, Room Number, date when they visited.

**Hotel Report**

Details the hotel contact information, location, and stars as well as each room and their status, cost, and type.

**Employee Report**

Shows each employees positions, and employee ID as well as their corresponding manager or worker ID.