Dashboard

1. Name change in to “Send a post” in “Send a notification” button
2. Height of the post will adjust according to image attached and text entered
3. Going to add pagination and display previously added posts
4. Functionality for delete notification with a warning like once user click on cross mark message will come “Are you sure you want to delete this post”. They will be able to click yes to delete or click cancel
5. Calendar will come in the top of the page with the name “My weekly booking” next notifications will display below the calendar

Room Booking

1. In the booked events company name should display first and room name next
2. Remove space in the left-hand side of “Today” and make same as “Booking filter”
3. Going to add car park details in the booked events with company and room name. Height of the event will change in the future. For now consider the hoover
4. Users will be able to book only one car park and admin will be able to book multiple car parks for a particular time.
5. Car park drop down should only display available car park for the selected time for both admin and user. If any car park booked in the particular time it will not show under car park drop down.
6. There will be check box for catering for the user while they open event popup. Once they tick the check box and click on “Save” button system will send an email for admin user with the catering information.

Invite a guest

1. After a booking is made and an email is sent once admin update booking details system should automatically resend an email for the guest with updated details.

Report Issue

1. In asset , “Existing Issues” grid should include one column for stipulate who it is from
2. User will be able to see issues only they have reported. Admin will be able to see all the issues.
3. Once user report an issue and click on send button, system will send a confirmation email/thanking email to the particular user
4. For the user “Existing Issues” grid will change in to “My reported issues”.

Asset / Adding users

1. While adding users or assets there will be a cancel button next to “Save” . so users can click on “cancel” button and navigate back to the previous page.

Tutorial

1. Going to put some videos for how to use the system for the client
2. Going to add links for FAQ’s

Visitor Registration

1. Search staff going to change “Hi [Name],Who are you Visiting”
2. For not registered member system will display “[Name] Im sorry we didn’t recognise you. Please reg as a new visitor”
3. In “New Visitor Registration “ form add a question “Are you in one of our Car park”. If user click on “Yes” display a drop down of car parks.
4. After verifying the car park ID display a message “I’m sorry this is a Clients car park , Please kindly park in a visitor car park”.

A new Visitor management page will integrated with the CRATE system. This page should have car park details, sign in and sign out. (for the moment)