



VS Table 予約システム



ーサンプルー

店舗数: 1 (Visual Spa店)
部屋数: 3 (Room1, Room2, Room3)
セラピスト数: 4 (Staff1, Staff2, Staff3, Staff4)

VISUAL SYSTEMS, INC.

2014年3月

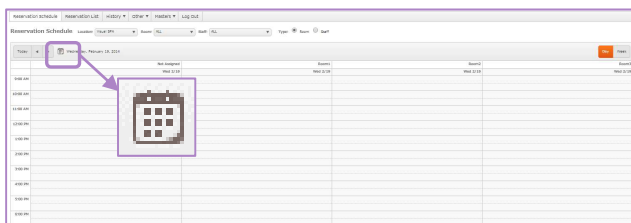
VER.2



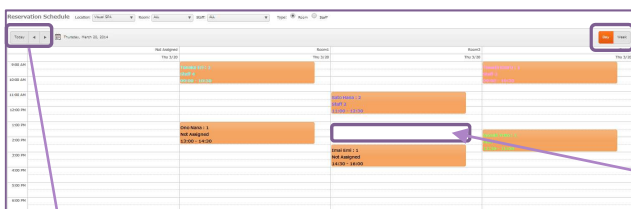
予約手順 1/2



お客様から予約の電話 (3月20日 1PM~2PMで予約希望)

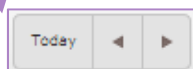


Reservation Schedule画面のカレンダーをクリックして3月20日を開く

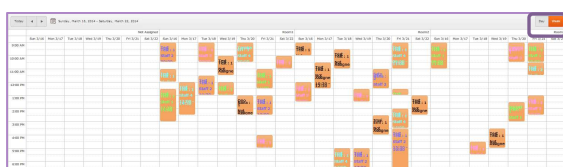


予約スケジュール
空スケジュール

お客様希望の空スケジュール有り！！



矢印クリックで翌日、前日のスケジュールを表示可能。



※Weekをクリック

万が一空がない場合は、“Week”をクリックして1週間分の空き時間を簡単に見つけられます。



WEBシステムの為、インターネット環境があれば、いつでもどこからでもアクセス可能！

予約手順 2/2

A screenshot of a reservation calendar grid. The grid shows time slots for various days. A specific time slot is highlighted with a blue border, indicating it has been selected for a reservation.

空き時間をクリック



The 'Reservation Entry' form contains the following fields and elements:

- First Name: Hana
- Last Name: Sato
- Email: (empty)
- Phone: (empty)
- Amount: \$0.00
- Number Of Guest: (empty)
- Count: 12 (with Profile and History buttons)
- Staff: Not Assigned (dropdown menu)
- Room: Room2 (dropdown menu)
- Start: 1:00 PM (time picker)
- End: 1:30 PM (time picker)
- Remarks: (text area)
- Staff History: (text area)
- Buttons: Save, Cancel

お客様情報を入力します。
過去に来店履歴がある場合は、来店数が自動表示されます。

お客様情報の詳細や履歴を見たい場合はこちらから参照可能。

セラピストの指名がある場合は、こちらから担当者を選択します。
特に指名をしない場合は、“Not Assigned”のままにします。
後からアサイン可能です。(P4参照)

部屋の指定がある場合はここで選択します。

特記事項等を記入します。

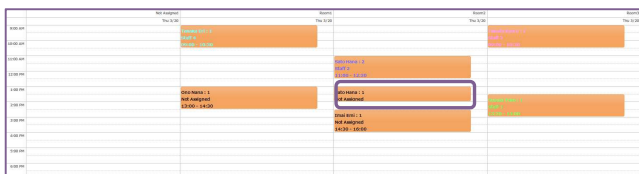
必須項目入力後“Save”で予約完了します。



A screenshot of the reservation calendar grid, identical to the first one, but with the previously selected time slot now filled with an orange bar, indicating the reservation is complete.

予約完了！

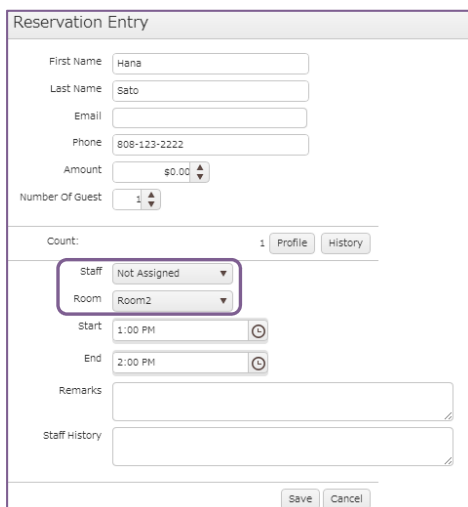
セラピスト、お部屋アサイン



A screenshot of a reservation schedule grid. The grid has columns for dates and times. A purple box highlights a reservation entry in the middle row, second column. The entry shows a staff member 'Not Assigned' and a room 'Room2'.

予約時に指定のなかったセラピスト、お部屋を
予約済みのスケジュールにアサインします。

アサインしたい予約をクリック。



A screenshot of the 'Reservation Entry' form. The form contains fields for First Name (Hana), Last Name (Sato), Email, Phone (808-123-2222), Amount (\$0.00), and Number of Guest (1). Below these fields are buttons for 'Profile' and 'History'. A purple box highlights the 'Staff' dropdown menu (set to 'Not Assigned') and the 'Room' dropdown menu (set to 'Room2'). There are also fields for 'Start' (1:00 PM) and 'End' (2:00 PM), a 'Remarks' text area, and a 'Staff History' text area. At the bottom are 'Save' and 'Cancel' buttons.

ここから選択してアサインし“Save”で保存します。

予約変更

【変更方法①】※予約画面を編集

Reservation Schedule Location: Visual SPA Room: ALL Staff: ALL Type: Room Staff

Today: Thursday, February 13, 2014

Reservation Entry

First Name: Test
Last Name: Staff
Email: test@visualspa.com
Phone: 03-1111-1111
Count: 1
Staff: Test Staff
Room: Room1
Start: 12:30 AM
End: 12:30 AM
Remarks:
Staff Position:
Number of Staff:
Amount: 0.00

変更したい予約をダブルクリックするとReservation Entry画面が表示されます。
変更点をアップデートし、Saveで保存します。

【変更方法②】※ドラッグ&ドロップ

Today: Thursday, February 13, 2014

画面上で移動したいところへドラッグ&ドロップ



予約変更も簡単！

予約検索

Reservation Schedule | **Reservation List** | History | Other | Masters | Log Out

Reservation List Type: Table Grid Location: Visual SPA Room: ALL Staff: ALL

From: 02/13/2014 To: 02/13/2014 First Name: Enter a name here... Last Name: Enter a name here... Base: Date Staff Search Print

- ◆検索したい期間を指定(必須)
- ◆名前から絞り込みも可能(Optional)
- ◆お部屋、セラピストで絞り込みも可能(Optional)
- ◆日付毎、スタッフ毎表示選択(必須)

条件を指定して“Search”ボタンで一覧を表示します。

2014/02/13 - 5 reserved

Date	Start	From	Room	Staff	Name	Pax	Remarks	HST	Conf#	CXL
02/13	09:30 AM	11:30 AM	Room1	Test4 Staff	Test Sato	4			207	
02/13	10:30 AM	12:30 PM	Not Assigned	Test1 Staff	Test Test	1			204	
02/13	12:00 PM	01:30 PM	Room1	Test3 Staff	Test Test	1	test		208	02/13
02/13	12:30 PM	03:00 PM	Room2	Test4 Staff	Test Test	1			203	
02/13	01:30 PM	03:30 PM	Room1	Test1 Staff	Hana Sato	2			205	
02/13	01:30 PM	03:00 PM	Room3	Test2 Staff	Tomo tete	2			206	
02/13	02:30 PM	04:00 PM	Room2	Test1 Staff	Test Test	1			209	02/13

詳細を見るときは、Conf#をクリック

Edit Reservation

Conf#: 205

First Name: Hana Last Name: Sato

Email: htershima@visualhawaii.com Phone: 808-111-2222

Number Of Guests: 2 Amount: 1,000.00

Count: 6

Location: Visual SPA Rooms: Room1 Waiter: Test Staff

Date: 02/13/2014 Time: 10:00 AM ~ 12:00 PM

Description: LomiLomi

Staff History:

Profile History

Cancel Reservation Save Cancel

“Profile”でお客様詳細表示
“History”でお客様の来店履歴表示

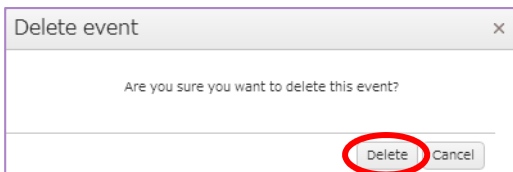
予約キャンセル

【キャンセル】

	Not Assigned Thu 2/13	Room1 Thu 2/13	Room2 Thu 2/13	Room3 Thu 2/13
9:00 AM				
10:00 AM				
11:00 AM		Sato Test : 4 Test4 Staff		
12:00 PM		Test Test : 1 Test5 Staff 12:00 - 13:30		
1:00 PM	Test Test : 1 Test1 Staff 12:30 - 14:30		Test Test : 3 Test6 Staff 12:30 - 13:00	
2:00 PM		Sato Hana : 2 Test2 Staff 14:30 - 16:00		
3:00 PM			Test Test : 1 Test1 Staff 14:30 - 16:00	
4:00 PM				Sato Tomo : 2 Test2 Staff 13:30 - 15:00
5:00 PM				
6:00 PM				



キャンセルしたい予約をクリックするとXが表示されます。
Xをクリックします。



Delete eventが表示されますので、Deleteをクリックして
削除します。



3ステップで完了！

履歴

【Staff別】

Reservation Schedule Reservation List History Other Masters Log Out

History List (Staff) Date: 02/01/2014 ~ 02/15/2014 Monthly Daily

Staff: ALL Search Print

スタッフを絞り込みも可能 (Option)

履歴を確認したい期間を選択 (必須)

月単位か日単位か表示方法を選択 (必須)

Staff Name

- Not Assigned
- Staff 1
- Staff 2
- Staff 3
- Test Test
- Staff 4

Staff 2

Reserved Date	Total	SPA	-	-	-	Cancel
02/15/2014	1	1	0	0	0	0
02/14/2014	1	1	0	0	0	0
02/13/2014	1	1	0	0	0	0
02/09/2014	1	1	0	0	0	0
02/01/2014	1	1	0	0	0	0

【Customer別】

履歴を確認したい期間を選択 (必須)

月単位か日単位か表示方法を選択 (必須)

History List (Customer) Date: 02/01/2014 ~ 02/15/2014 Monthly Daily

First Name: Hana Last Name: Enter a name here... (All:) Search Print

名前で絞り込み可能 (Option)

お客様全て対象の場合はここにチェック (Option)

Customer Name

- Hana/Sato(806-111-2222)

Hana/Sato(806-111-2222)

Reserved Date	Total	SPA	-	-	-	Cancel
02/13/2014	1	1	0	0	0	0
02/01/2014	1	1	0	0	0	0

各種レポート (“Print”ボタンクリックで表示)

Print

◆Reservation List (Date、Staff) 2種類

【Date】

Reservation Schedule Visual SPA Page: 1 / 2
02/01/2014 ~ 02/19/2014

* 2014/02/18 *

Date	Start Time	End Time	Staff	Room	Room #	Room	Staff	Room	Room #	Room	Staff
02/18	11:30 AM	02:00 PM	Staff 3	Not Assigned	Test Test						

* 2014/02/15 *

Date	Start Time	End Time	Staff	Room	Room #	Room	Staff	Room	Room #	Room	Staff
02/15	02:00 PM	03:30 PM	Staff 2	Room2	Hana Spa	Test Test					

* 2014/02/14 *

Date	Start Time	End Time	Staff	Room	Room #	Room	Staff	Room	Room #	Room	Staff
02/14	12:00 PM	03:30 PM	Staff 2	Room2	back testB	Test Test					

* 2014/02/13 *

Date	Start Time	End Time	Staff	Room	Room #	Room	Staff	Room	Room #	Room	Staff
02/13	10:00 AM	12:00 PM	Staff 1	Room1	Hana Spa	Test Test					
02/13	11:30 AM	01:30 PM	Staff 4	Room2	Test Test						
02/13	12:00 PM	03:30 PM	Staff 1	Room1	Test Test						
02/13	12:30 PM	01:30 PM	Staff 3	Room1	Test Test						
02/13	01:30 PM	03:00 PM	Staff 2	Room2	Test Test						
02/13	03:30 PM	04:00 PM	Staff 1	Room2	Test Test						

* 2014/02/11 *

Date	Start Time	End Time	Staff	Room	Room #	Room	Staff	Room	Room #	Room	Staff
02/11	12:00 PM	03:00 PM	Staff 1	Room2	test test	Test Test					

* 2014/02/06 *

Date	Start Time	End Time	Staff	Room	Room #	Room	Staff	Room	Room #	Room	Staff
02/06	02:00 PM	04:00 PM	Staff 2	Not Assigned	Room1	Test Test					

【Staff】

Reservation Schedule Visual SPA Page: 1 / 2
02/01/2014 ~ 02/19/2014

* Not Assigned *

Date	Start Time	End Time	Staff	Room	Room #	Room	Staff	Room	Room #	Room	Staff
02/06	02:00 PM	04:00 PM	Staff 2	Room1	Test Test						
02/01	12:30 PM	02:00 PM	Room2	Test Test							

* Staff 1 *

Date	Start Time	End Time	Staff	Room	Room #	Room	Staff	Room	Room #	Room	Staff
02/13	10:00 AM	12:00 PM	Staff 1	Room1	Hana Spa	Test Test					
02/13	12:00 PM	01:30 PM	Staff 4	Room2	Test Test						
02/13	12:30 PM	01:30 PM	Staff 3	Room1	Test Test						
02/13	01:30 PM	03:00 PM	Staff 2	Room2	Test Test						
02/13	03:30 PM	04:00 PM	Staff 1	Room2	Test Test						

* Staff 2 *

Date	Start Time	End Time	Staff	Room	Room #	Room	Staff	Room	Room #	Room	Staff
02/15	02:00 PM	03:30 PM	Staff 2	Room2	Hana Spa	Test Test					
02/14	12:00 PM	01:30 PM	Staff 2	Room2	back testB	Test Test					
02/13	01:30 PM	03:00 PM	Staff 2	Room2	Test Test						
02/05	02:30 PM	04:00 PM	Staff 2	Room2	Test Test						
02/01	02:00 PM	04:30 PM	Staff 2	Room2	Hana Spa	Test Test					

* Staff 3 *

Date	Start Time	End Time	Staff	Room	Room #	Room	Staff	Room	Room #	Room	Staff
02/16	11:30 AM	02:00 PM	Staff 1	Room2	Test Test						
02/13	12:00 PM	01:30 PM	Staff 3	Room1	Test Test						

* Staff 4 *

Date	Start Time	End Time	Staff	Room	Room #	Room	Staff	Room	Room #	Room	Staff
02/13	11:30 AM	01:30 PM	Staff 2	Room2	Test Test						

◆History (Staff、Customer、Location) 3種類

【Staff】

Reservation History (Staff) Visual SPA Page: 1 / 2
02/01/2014 ~ 02/18/2014

* Not Assigned *

Date	Total	SPAA	SPAB	SPAC	SPAD	SPAE	SPAF
02/05/2014	0	0	0	0	0	0	0
02/01/2014	1	1	0	0	0	0	0
Total	1	1	0	0	0	0	0

* Staff 1 *

Date	Total	SPAA	SPAB	SPAC	SPAD	SPAE	SPAF
02/13/2014	2	2	0	0	0	0	0
02/11/2014	0	0	0	0	0	0	0
02/05/2014	0	0	0	0	0	0	0
02/01/2014	2	2	0	0	0	0	0
Total	4	4	0	0	0	0	0

* Staff 2 *

Date	Total	SPAA	SPAB	SPAC	SPAD	SPAE	SPAF
02/15/2014	1	1	0	0	0	0	0
02/14/2014	1	1	0	0	0	0	0
02/13/2014	1	1	0	0	0	0	0
02/05/2014	1	1	0	0	0	0	0
02/01/2014	1	1	0	0	0	0	0
Total	5	5	0	0	0	0	0

* Staff 3 *

Date	Total	SPAA	SPAB	SPAC	SPAD	SPAE	SPAF
02/16/2014	1	1	0	0	0	0	0
02/13/2014	0	0	0	0	0	0	0
Total	1	1	0	0	0	0	0

* Test Test *

Date	Total	SPAA	SPAB	SPAC	SPAD	SPAE	SPAF
02/05/2014	1	1	0	0	0	0	0
02/03/2014	0	0	0	0	0	0	0
02/01/2014	1	1	0	0	0	0	0
Total	2	2	0	0	0	0	0

【Customer】

Reservation History (Customer) Visual SPA Page: 1 / 2
02/01/2014 ~ 02/18/2014

* Hana/Spa(808-111-2222) *

Date	Total	SPAA	SPAB	SPAC	SPAD	SPAE	SPAF
02/13/2014	1	1	0	0	0	0	0
02/01/2014	1	1	0	0	0	0	0
Total	2	2	0	0	0	0	0

* Hana/Test(808-111-2222) *

Date	Total	SPAA	SPAB	SPAC	SPAD	SPAE	SPAF
02/15/2014	1	1	0	0	0	0	0
Total	1	1	0	0	0	0	0

* Hana/Test(808-222-4444) *

Date	Total	SPAA	SPAB	SPAC	SPAD	SPAE	SPAF
02/01/2014	1	1	0	0	0	0	0
Total	1	1	0	0	0	0	0

* Momo/Toy(808-123-4567) *

Date	Total	SPAA	SPAB	SPAC	SPAD	SPAE	SPAF
02/01/2014	1	1	0	0	0	0	0
Total	1	1	0	0	0	0	0

* Test/Spa(808-111-2222) *

Date	Total	SPAA	SPAB	SPAC	SPAD	SPAE	SPAF
02/13/2014	1	1	0	0	0	0	0
02/01/2014	1	1	0	0	0	0	0
Total	2	2	0	0	0	0	0

* Test/Spa(808-123-4567) *

Date	Total	SPAA	SPAB	SPAC	SPAD	SPAE	SPAF
02/01/2014	1	1	0	0	0	0	0
Total	1	1	0	0	0	0	0

* Test/Test(808-123-0000) *

Date	Total	SPAA	SPAB	SPAC	SPAD	SPAE	SPAF
02/05/2014	0	0	0	0	0	0	0
02/01/2014	1	1	0	0	0	0	0
Total	1	1	0	0	0	0	0

【Location】

Reservation History (Location) Visual SPA Page: 1 / 1
02/01/2014 ~ 02/18/2014

* Visual SPA *

Date	Total	SPAA	SPAB	SPAC	SPAD	SPAE	SPAF
02/18/2014	1	1	0	0	0	0	0
02/15/2014	1	1	0	0	0	0	0
02/14/2014	1	1	0	0	0	0	0
02/13/2014	1	1	0	0	0	0	0
02/11/2014	0	0	0	0	0	0	0
02/06/2014	0	0	0	0	0	0	0
02/05/2014	2	2	0	0	0	0	0
02/03/2014	0	0	0	0	0	0	0
02/01/2014	2	2	0	0	0	0	0
Total	14	14	0	0	0	0	0