



Pop up alert - Member comment, booking reminder or installment record

Settings of pop up alert can be found in Booking > Setup > Alert management.

Alert management									
	Input member code	Press booking slot	Book	Modify	Reconfirm	Arrive	Finish	Cancel	No Show
Comment	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Booking reminder	<input type="checkbox"/>								
Installment record	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

[UnSelect All](#)

Submit
Reset

1. Input member code

Date: 30-May-2014 Shop All Table Display

Shop: CTL Member: B001

1. Input member code

Book My Account History Installment Details Document

Current time: 4:27:42pm

Before 12:00 pm 12:00 pm - 04:00 pm 04:00 pm - 06:00 pm After 06:00 pm

2. Press <Enter>

Date: 24-Jun-2014 Shop All Table Display New Member

Shop: CTL Member: B001

Ms Annie 王小敏 Member group: 黄金VIP

Book My Account History Installment Details Document

Current time: 4:40:46pm

Before 12:00 pm 12:00 pm - 04:00 pm 04:00 pm - 06:00 pm After 06:00 pm

B001 comment

Comment	Type	Last updated	Action
調低冷氣溫度	客人要求	Dennis (dennis) 13-Dec-2010 04:34 pm	Edit Delete
面部皮膚對果酸敏感	客人特徵	Dennis (dennis) 17-Nov-2010 05:35 pm	Edit Delete

[Close](#)

Unspecified

Comment	Type	Last updated	Action

3. The comment of the member will pop up.



2. Press booking slot

Alert management									
	Input member code	Press booking slot	Book	Modify	Reconfirm	Arrive	Finish	Cancel	No Show
Comment	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Booking reminder	<input type="checkbox"/>								
Installment record	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

30-May-2014

CTL
 B004
 Ms Wendy So
 Member group : VIP
 Current time: 4:50:25pm

Before 12:00 pm 12:00 pm - 04:00 pm 04:00 pm - 06:00 pm After 06:00 pm

1. Click on a booking

Time	Shop	Member	Natalie Leung	May Lau	Boey Wan	Michelle Lam	Maggie Wong	Waiting	Unspecified
12:15 pm	B004	Ms Wendy So 90040000(M) Rm D (微針療法)		B004	B005		B007		
12:30 pm		B002		Ms Wendy So 90040000(M) Rm D (微針療法)	Ms Tam Lei Ming 90050000 50050000(M) Rm E (皇冠冷激光頭部護理) 極速光Dealight		Ms Leung Gigi 90070000(M) Rm C (肌膚再生面部護理)		
12:40 pm		Ms Winnie 90020000(M) Rm B (紅外線減肥溶脂)	B003			B006			
01:00 pm			Mr Johnny Au 90030000(M) Rm A (Eyes活性更生護理)			Ms Toby Lau 90060000(M) Rm F (冷凍纖脂減肥療程)			
01:15 pm				B004	B005				
01:30 pm				Ms Wendy So 90040000(M) Rm D (古法線面脫面毛)	Ms Tam Lei Ming 90050000 50050000(M) Rm E				
01:45 pm									

1. Click on a booking

2. The comment of the member will pop up.



3. Book

Alert management

	Input member code	Press booking slot	Book	Modify	Reconfirm	Arrive	Finish	Cancel	No Show
Comment	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Booking reminder	<input type="checkbox"/>								
Installment record	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

[UnSelect All](#)

Submit

Reset

1. Input member code

Date: 10-Jul-2014 Shop All Table Display New Member

Shop: CTL Member: B001 Ms Annie 王小敏 Member group: 黃金VIP

[R](#)
[A](#)
[F](#)
[M](#)
[T](#)
[C](#)
[Book](#)
[By Account](#)
[History](#)
[Installment](#)
[Details](#)
[Document](#)

Before 12:00 pm 12:00 pm - 14:00 pm 14:00 pm - 06:00 pm After 06:00 pm Current time: 5:03:20pm

2. Select a time slot

Time	Coey wong	Fionna Ng	Natalie Leung	May Lau	am	Maggie Wong	Waiting	Unspecified
12:00 pm								
12:15 pm								
12:30 pm								
12:45 pm								
01:00 pm								
01:15 pm								
01:30 pm								
01:45 pm								
02:00 pm								
02:15 pm								
02:30 pm								

3. Press <Book>

4. The installment record of the member will pop up.

Installation - Internet Explorer

Installment List of Ms. Annie 王小敏 (B001)							
Invoice No	Date	Type	Invoice Amt	Amount	OS Amount	No. of Payment	Next Due Date
PSI-01522	19-Jun-2014	Receivables	\$ 1,200.00	\$ 1,000.00	\$ 1,000.00	1	20-Jun-2014
PSI-01503	5-Feb-2014	Receivables	\$ 1,300.00	\$ 1,000.00	\$ 700.00	1	6-Feb-2014
Total amount				\$ 2,000.00	\$ 1,700.00		

Close



4. Modify

	Input member code	Press booking slot	Book	Modify	Reconfirm	Arrive	Finish	Cancel	No Show
Comment	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Booking reminder	<input type="checkbox"/>								
Installment record	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

[UnSelect All](#)

[Submit](#) [Reset](#)

Date: 30-May-2014 Shop: CTL Member: B001 Ms Annie 王小敏 Member group: 黃金VIP
 Current time: 5:08:42pm

Time	Coey Wong	Fionna Ng	Natalie Leung	May Lau	Boey Wan	Michelle Lam	Maggie Wong	Waiting	Unspecified
12:15 pm	B004 Ms Wendy So +90040000(M) +Rm D (微針療法)	B002 D @ R: 1. 蕭醫生 打針 2. 六點後唔好打 電話	B003 Mr Johnny Au +90030000(M) +Rm A (Eyes 活性更生護理)	Rm D (微針療法)	Rm E (皇冠冷激光頭部護理) +極速光Dealight	B006 Ms Toby Lau +90060000(M) +Rm F (冷凍脂肪減肥療程)	B007 Ms Leung Gigi +90070000(M) +Rm C (肌膚再生面部護理)		
12:30 pm									
12:45 pm									
01:00 pm									
01:15 pm									
01:30 pm				B004 Ms Wendy So +90040000(M) +Rm D (古法線面脫眉毛)	B005 Ms Tam Lei Ming +90050000 50050000(M) +Rm E (皇冠冷激光頭部護理) +極速光Dealight				
01:45 pm									
02:00 pm									
02:15 pm									
02:30 pm						B006 Ms Toby Lau +90060000(M) +Rm A (淨化面部)			

1. Click on a booking

2. Press <Modify>

[Back](#) [Modify](#) [Undo Arrive](#) [Ready](#) [Cancel](#) [Finish](#) [Booking reminder](#) [Comment](#) [Remark](#)

Member: Ms. Leung Gigi (B007) Member group: 鑽石VIP Beauty unit: BU01: 320

Booking ID	Shop	Date	Time	Treatment	Therapist	Room
3754	CTL	30-May-2014(Fri)	12:15 pm - 01:00 pm	M001 肌膚再生面部護理	Maggie Wong	Rm C

3. The installment record of the member will pop up.

Installment - Internet Explorer

Installment List of Ms. Leung Gigi (B007)						
Invoice No	Date	Type	Invoice Amt	Amount	OS Amount	No of Payment
PSI-01510	25-Feb-2014	Receivables	\$ 8,888.00	\$ 4,444.00	\$ 4,444.00	1
Total amount			\$ 4,444.00	\$ 4,444.00		

[Close](#)

5. Reconfirm

Alert management

	Input member code	Press booking slot	Book	Modify	Reconfirm	Arrive	Finish	Cancel	No Show
Comment	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Booking reminder	<input type="checkbox"/>								
Installment record	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

[Unselect All](#)

[Submit](#) [Reset](#)

Date: 30-May-2014 Shop All Table Display New Member

Shop: CTL Member: B001 Ms Annie 王小敏 Member group: 黃金VIP

Book My Account History Installment Details Document

Before 12:00 pm 12:00 pm - 04:00 pm 04:00 pm - 06:00 pm After 06:00 pm

Current time: 5:08:42pm

Time	Coey Wong	Fianna Ng	Natalie Leung	May Lau	Boey Wan	Michelle Lam	Maggie Wong	Waiting	Unspecified
12:15 pm	B004 Ms Wendy So 90040000(M) Rm D (微針療法)	D @ R: 1. 需醫生 打針 2. 六點後唔好打 電話	B003 Mr Johnny Au 90030000(M) Rm A (Eyee 活性更生護理)	B004 Andy So 90040000(M) Rm D (微針療法)	B005 Ms Tam Lei Ming 90050000 50050000(M) Rm E (皇冠冷激光頭部護理) 極速光Dealight	B006 Ms Toby Lau 90060000(M) Rm F (冷凍纖脂減肥療程)	B007 Ms Leung Gigi 90070000(M) Rm C (肌膚再生面部護理)		
12:30 pm									
12:45 pm									
01:00 pm									
01:15 pm									
01:30 pm									
01:45 pm									
02:00 pm									
02:15 pm									
02:30 pm									

2. Press <Reconfirm>

Back | Modify | **Reconfirm** | Arrive | Ready | Cancel | No Show | Finish | Remove | Booking reminder | Comment | Remark

3. The comment of the member will pop up.

WeM System - Internet Explorer

B004 comment

Comment	Type	Last updated	Action
調低冷氣溫度	客人要求	Dennis (dennis) 16-Dec-2010 03:36 pm	Edit Delete

[Close](#)

180%



6. Arrive

	Input member code	Press booking slot	Book	Modify	Reconfirm	Arrive	Finish	Cancel	No Show
Comment	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Booking reminder	<input type="checkbox"/>								
Installment record	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

[UnSelect All](#)

[Submit](#)

[Reset](#)

Date: 30-May-2014 Shop All Table Display New Member

Shop: CTL Member: B001 Ms Annie 王小敏 Member group: 黃金VIP

[R](#) [A](#) [F](#) [M](#) [T](#) [B](#) Book My Account History Installation Details Document

Before 12:00 pm 12:00 pm - 04:00 pm 04:00 pm - 06:00 pm After 06:00 pm Current time: 5:08:42pm

Time	Quey Wang	May Lau	Booy Wan	Michelle Lam	Maggie Wong	Waiting	Unspecified
12:15 pm	B004 Ms Wendy So +90040000(M) Rm D (微針療法)	B002 D @ R: 1. 需醫生 打針 2. 六點後唔好打電話 Ms Winnie +90020000(M) Rm B (紅外線減肥溶脂)	B003 Mr Johnny Au +90030000(M) Rm A (Eyes活性再生護理)	B004 Ms Wendy So +90040000(M) Rm D (微針療法)	B005 Ms Tam Lei Ming +90050000 50050000(M) Rm E (皇冠冷激光頭部護理) 極速光Dealight	B006 Ms Toby Lau +90060000(M) Rm F (冷凍纖脂減肥療程)	B007 Ms Leung Gigi +90070000(M) Rm C (肌膚再生面部護理)
12:30 pm							
12:45 pm							
01:00 pm							
01:15 pm							
01:30 pm							
01:45 pm							
02:00 pm							
02:15 pm							
02:30 pm							

Back | Modify | Reconfirm | **Arrive** | Ready | Cancel | No Show | Finish | Remove | Booking reminder | Comment | Remark

1. Click on a booking

2. Press <Arrive>

3. The comment of the member will pop up.

Wem System - Internet Explorer

B004 comment

Comment	Type	Last updated	Action
調低冷氣溫度	客人要求	Dennis (dennis) 16-Dec-2010 03:36 pm	Edit Delete

[Close](#)



7. Finish

Alert management									
	Input member code	Press booking slot	Book	Modify	Reconfirm	Arrive	Finish	Cancel	No Show
Comment	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Booking reminder	<input type="checkbox"/>								
Installment record	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

[UnSelect All](#)

Submit **Reset**

Date: 30-May-2014 Shop All Table Display New Member

Shop: CTL Member: B001 Ms Annie 王小敏 Member group: 黃金VIP

Book My Account History Installation Details Document

Before 12:00 pm 12:00 pm - 04:00 pm 04:00 pm - 06:00 pm After 06:00 pm

Current time: 5:08:42pm

Time	Coey Wong	Fionna Ng	Natalie Leung	May Lau	Boey Wan	Michelle Lam	Maggie Wong	Waiting	Unspecified
12:15 pm	B004 Ms Wendy So +90040000(M) +Rm D (微針療法)	B002 D @ R: 1. 需醫生 打針 2. 六點後唔好打 電話	B003 Mr Johnny Au +90030000(M) +Rm A (Eyes活性更生護理)	Ms +90040000(M) +Rm D (微針療法)	Ms +90050000 50050000(M) +Rm E (皇冠冷激光頭部護理) +極速光Dealight	B006 Ms Toby Lau +90060000(M) +Rm F (冷凍脂肪減肥療程)	B007 Ms Leung Gigi +90070000(M) +Rm C (肌膚再生面部護理)		
12:30 pm									
12:45 pm									
01:00 pm									
01:15 pm									
01:30 pm				B004 Ms Wendy So +90040000(M) +Rm D (古法繙面 脫面毛)	B005 Ms Tam Lei Ming +90050000 50050000(M) +Rm E (皇冠冷激光頭部護理) +極速光Dealight				
01:45 pm									
02:00 pm									
02:15 pm							B006 Ms Toby Lau +90060000(M) +Rm A (淨化面部)		
02:30 pm									

1. Click on a booking

2. Press <Finish>

Back | Modify | Reconfirm | Arrive | Ready | Cancel | No Show | **Finish** | Remove | Booking reminder | Comment | Remark

Member : Ms Leung Gigi (B007) Other Mem. Prepared by : beauty (beauty)

Date : 30-May-2014 (Fri) Shop : CTL

Deposit outstanding : \$ 0 Treatment receipt no Press to input treatment receipt no

Treatment recei

Booking ID	Deduct amount	Time	Therapist	
3754		30-May-2014 12:15 pm - 01:00 pm	Maggie Wong (maggie)	
1	M001 肌膚再生面部護理 \$ 500			肌膚再生面部護理 (M001), PSI-01510, outstanding : 3[婚紗攝影套餐 (wedding)]

PRINT & OK OK Cancel

Deduct Course Consumption Cashier Deposit

3. Press <Print & OK> or <OK>

Installment - Internet Explorer

Installment List of Ms. Leung Gigi (B007)							
Invoice No	Date	Type	Invoice Amt	Amount	OS Amount	No of Payment	Next Due Date
PSI-01510	25-Feb-2014	Receivables	\$ 8,888.00	\$ 4,444.00	\$ 4,444.00	1	21-Feb-2014
Total amount			\$ 4,444.00	\$ 4,444.00			

Close

4. The installment record of the member will pop up.



8. Cancel

Alert management

	Input member code	Press booking slot	Book	Modify	Reconfirm	Arrive	Finish	Cancel	No Show
Comment	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Booking reminder	<input type="checkbox"/>								
Installment record	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

[UnSelect All](#)

Submit
Reset

Date: 30-May-2014 | Shop All | Table Display | New Member
 Shop: CTL | Member: B001 | Ms Annie 王小敏 | Member group: 黃金VIP
 Current time: 5:08:42pm
 Before 12:00 pm | 12:00 pm - 04:00 pm | 04:00 pm - 06:00 pm | After 06:00 pm

1. Click on a booking

Time	Coey Wong	Fionna Ng	Natalie Leung	le Lam	Maggie Wong	Waiting	Unspecified
12:15 pm	B004 Ms Wendy So 90040000(M) Rm D (微針療法)	B002 D @ R: 1. 需醫生打針 2. 六點後唔好打電話	B003 Mr Johnny Au 90030000(M) Rm A (Eyes活性更生護理)	B004 Ms Wendy So 90040000(M) Rm D (微針療法)	B005 Ms Tam Lei Ming 90050000 50050000(M) Rm E (皇冠冷激光頭部護理) 極速光Dealight	B007 Ms Leung Gigi 90070000(M) Rm C (肌膚再生面部護理)	
12:30 pm							
12:45 pm							
01:00 pm							
01:15 pm							
01:30 pm							
01:45 pm							
02:00 pm							
02:15 pm							
02:30 pm							

2. Press <Cancel>

[Back](#) | [Modify](#) | [Reconfirm](#) | [Arrive](#) | [Ready](#) | [Cancel](#) | [No Show](#) | [Finish](#) | [Remove](#) | [Booking reminder](#) | [Comment](#) | [Remark](#)

4. The installment record of the member will pop up.

Invoice No	Date	Type	Invoice Amt	Amount	OS Amount	No of Payment	Next Due Date
PSI-01510	25-Feb-2014	Receivables	\$ 8,888.00	\$ 4,444.00	\$ 4,444.00	1	21-Feb-2014
Total amount			\$ 4,444.00	\$ 4,444.00			



9. No show

	Input member code	Press booking slot	Book	Modify	Reconfirm	Arrive	Finish	Cancel	No Show
Comment	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Booking reminder	<input type="checkbox"/>								
Installation record	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

[UnSelect All](#)

[Submit](#) [Reset](#)

Date: 30-May-2014 Shop: CTL Member: B001 Ms Annie 王小敏 Member group: 黃金VIP
 Current time: 5:08:42pm

Time	Coey Wong	Fionna Ng	Natalie Leung	le Lam	Maggie Wong	Waiting	Unspecified
12:15 pm	B004 Ms Wendy So 90040000(M) Rm D (微針療法)	B002 D @ R: 1. 需醫生 打針 2. 六點後唔好打 電話	B003 Mr Johnny Au 90030000(M) Rm A (Eyes活性更生護理)	B004 Ms Wendy So 90040000(M) Rm D (微針療法)	B005 Ms Tam Lei Ming 90050000 50050000(M) Rm E (皇冠冷激光頭部護理) 極速光Dealight	B006 Ms Toby Lau 90060000(M) Rm F (冷凍纖脂減肥療程)	B007 Ms Leung Gigi 90070000(M) Rm C (肌膚再生面部護理)
12:30 pm							
12:45 pm							
01:00 pm							
01:15 pm							
01:30 pm							
01:45 pm							
02:00 pm							
02:15 pm							
02:30 pm							

1. Click on a booking

2. Press <No Show>

Back | Modify | Reconfirm | Arrive | Ready | Cancel | **No Show** | Finish | Remove | Booking reminder | Comment | Remark

WeM System - Internet Explorer

B004 comment

Comment	Type	Last updated	Action
調低冷氣溫度	客人要求	Dennis (dennis) 16-Dec-2010 03:36 pm	Edit Delete

[Close](#)

3. The comment of the member will pop up.