

## F function @ WeM System

### Main page > Booking > Select booking table you need > F



Booking

Page Menu

21-Oct-2022, Friday

Shop All Table Display New Member

Shop Wanchai Member

R A **F** SMS M T B Book My Account Campaign History Instalment Details Document R Int.

Current time: 10:47:53am

### Member at shop

Press <magnifier> the user can view the booking of the designated therapist on the day.

Users can view other shop or dates.

Press <+> to select the analysis code and enter a remark for the appointment.

Member code	Member name	Action	Booking time	Therapist	Treatment	Equipment	Room	Remark
WeM-00002	Chan Dai Ming	Finish	21-Oct-2022 11:30 am	Cindy (ST03)	SESHA 活胜肽膠原護理 (T04)		Room 2	No need to call
WeM-00005	Chan Mary	Finish	21-Oct-2022 12:00 pm	Ben (ST02)	激光冷凍脫毛 (T08)	L.PA Laser	Room 3	+
WeM-00007	Ho Mary	Finish	21-Oct-2022 11:30 am	Holly (beauty)	Sweedish Aroma Massage (T02)		Room 1	+
WeM-00007	Ho Mary	Finish	21-Oct-2022 12:30 pm	Holly (beauty)	Sweedish Aroma Massage (T02)		Room 1	+
WeM-00006	Wong Christy	Finish	21-Oct-2022 01:00 pm	Cindy (ST03)	MS急救抗敏保濕療程 (T06)		Room 2	+

Member count: 4, Booking count: 5

Print Excel Close

Show finished member

Press <Finish> to finish and go to redemption page.

After <Finish>, the record will be moved to list of finished members and the booking time slot will change color.

Switch to list of finished members.

### Arrived member list

Member code	Member name	Action	Booking time	Therapist	Treatment	Equipment	Room	Remark
WeM-00002	Chan Dai Ming	Undo finish Print	21-Oct-2022 11:30 am	Cindy (ST03)	SESHA 活胜肽膠原護理 (T04)		Room 2	No need to call

Member count: 1, Booking count: 1

Print Excel Close

Show member at shop

Press <Undo finish> to void treatment receipt and undo finish treatment. The record will be moved to list of members at shop.

Press <Print> to re-print treatment receipt for member.

System with survey function can conduct survey with member at this point.

Switch to list of members at shop.