



MY SPA 4.3 – New in this Version

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Couple and four-handed treatments

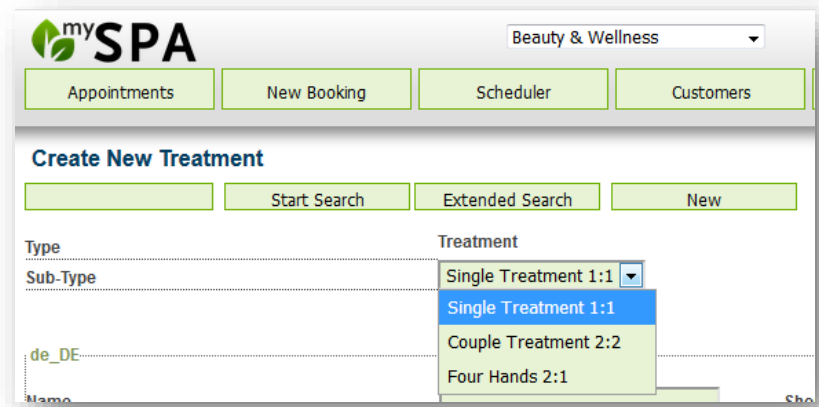
New types of treatment have been introduced for treatments involving more than one practitioner.

For couple treatments, two specialists and one room are reserved and two guests can be registered. The treatment for couples has one price, the billing is prepared for the first selected guest. For the second participant the treatment is saved with the price 0,00. The value of the service is split in equal parts in the statistics for the specialists.

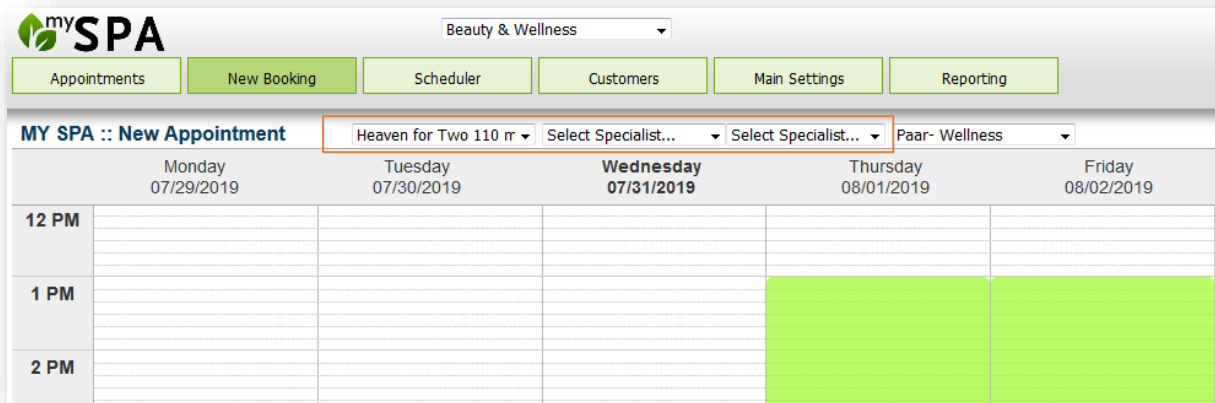
Four-handed treatments, on the other hand, have two practitioners, but only one room.

When creating a new treatment, please select the appropriate option under Master data – Applications.

Please note that existing single treatments cannot be changed to treatments of a different type.



When the appointment is booked, the system checks in the background whether two qualified therapists are available:

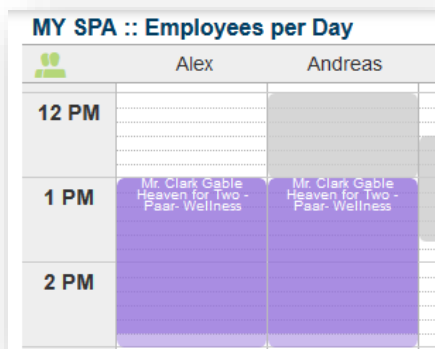
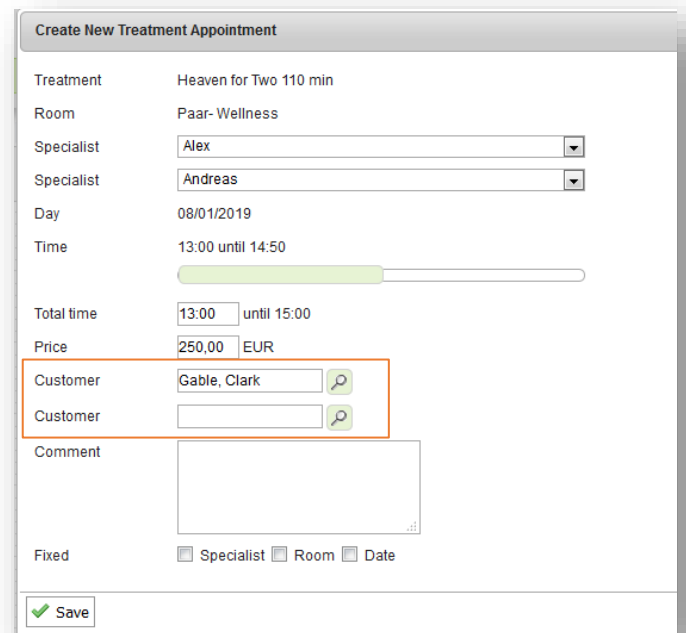


Also in the appointment's details and when appointments are postponed, two specialists are booked and their availability checked, as well as two guests (optional).

The first guest is regarded as the main customer for whom billing is carried out.

The second participant can be entered, but it is not necessary. An appointment sheet is also created for the second guest and the treatment is recorded in his or her history with a price of 0.00.

The appointment with his guests and handlers is kept in all calendar views and lists all participants and you can jump directly to his guest profile by clicking on his name. In the personnel overview, the appointment can also be moved individually from one specialist to another.



Settle Guest Account (Mr. Clark Gable)

Treatment of Andreas Olenberg	Price	End price
<input checked="" type="checkbox"/> Heaven for Two 110 min from 08/01/2019 (13:00:00)	250,00 EUR	250,00 EUR
Tip for Andreas Olenberg		5 EUR

Tip for: EUR

Payment Method:


Discount percentage:

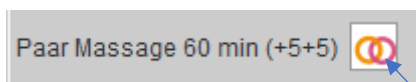
Pay and intermediate document

Heaven for Two 110 min (+0+10)	Andreas Olenberg, Alexandra Adams	13:00	Paar- Wellness	Clark Gable
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The tip is proposed for the first guest entered. Please enter the tip for the second employee in the free field.

Would the second registered guest like to take over the bill? Then please exchange the guest names of the 1st and 2nd position.

 Details of the second guest of a couple treatment can be found by clicking on the icon:



Couple Treatment Details

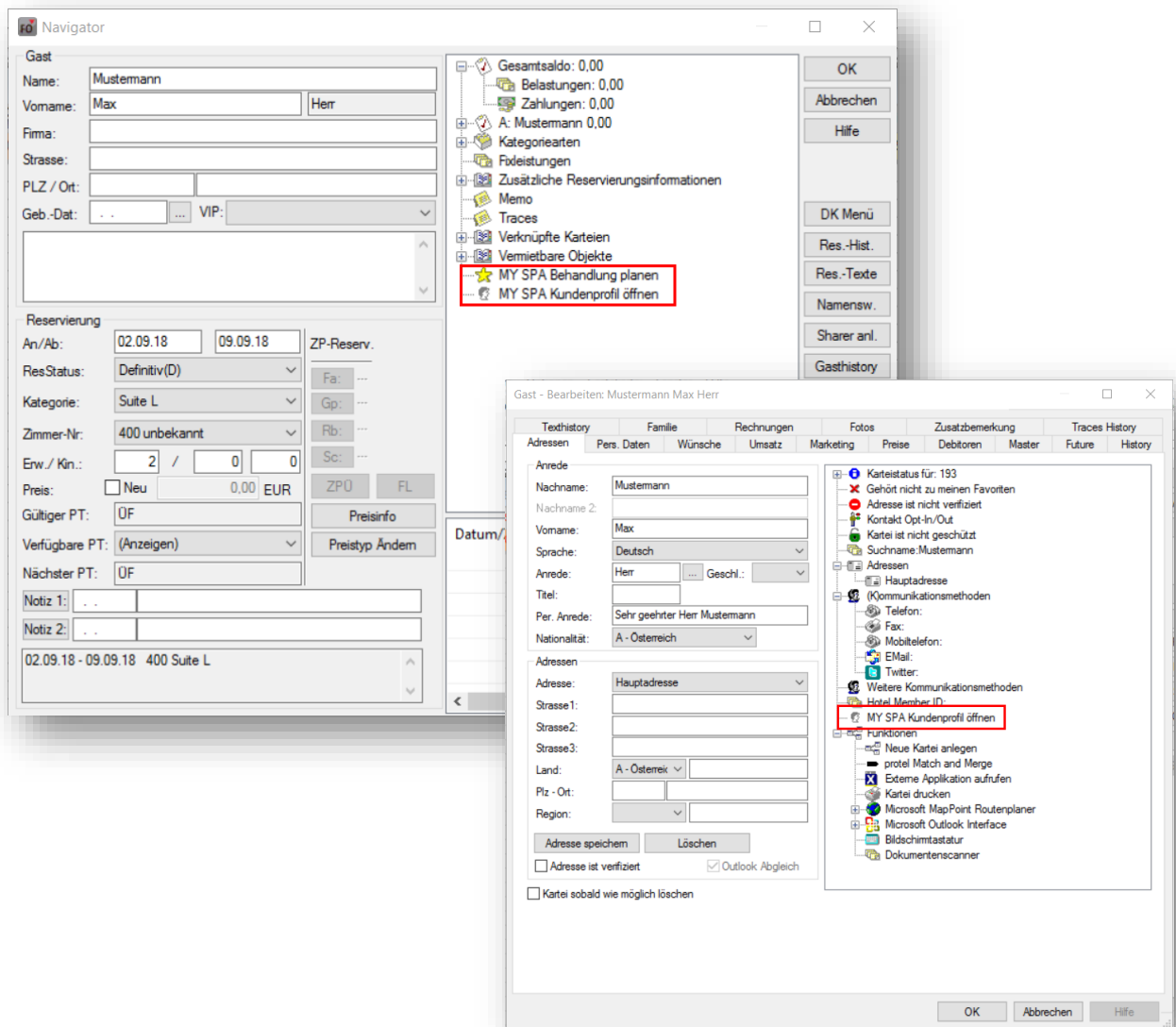
Name	Specialists	Price	Booking Date
Paar Massage	Charlotte Ziegler, Christina Firenze	120,00 USD	08/05/2019 (14:49:24)
Main Guest	Ellen Ripley		
2. Guest	Betty Garrett		

All names of guests and therapists mentioned here are links that will take you to the customer mask/staff calendar.



Protel: Jump to the MY SPA customer view

It is now possible to jump directly from the protel reservation and guest profile to the MY SPA customer mask and the main guest's calendar. Here not only his currently entered appointments are displayed, but also appointments can be booked directly for him. Please note: this adjustment must be executed by your protel supervisor.



Viewing and booking appointments in the guest profile

In the customer mask you will find a new button 'Date booking'. By clicking on this button you will not only see the customer's appointments in the overview, but you can also book further appointments for the guest directly.

Employees Shift schedules

The weekly assignment of previously defined work schedules can now be entered repeatedly.

Weekday	Work Start	Work End	break until
Monday	09:00	18:00	
Tuesday	08:00	18:00	00:00
Wednesday	08:00	18:00	00:00
Thursday	08:00	18:00	00:00
Friday	08:00	20:00	00:00
Saturday	08:00	18:00	00:00
Sunday	04:00	23:00	00:00



Packages

When creating a new package, the same view of editing a package is now shown; the selection of a certain package component is done via an input field.

Edit Packages

Package Name: Asian Comfort
Price: 250 EUR ← → 200,00 EUR ⓘ
Account-ID: 0
Active:

Package Component	Quantity	Price	Unit	Action
Indian Head Massage 30 min (+0+10)	1 x	29,74	EUR	⊖
Sheadiva Scrub 30 min (+5+10)	1 x	29,00	EUR	⊖
Traditionelle Thai Massage 90 min (+5+5)	1 x	66,91	EUR	⊖
Paarbehandlung Klassisch 30 min (+5+5)	1 x	74,35	EUR	⊖

Accept Changes Back

When adding a new component, the calculation of the proportional prices can be carried out again as a percentage if the arrow to the left is selected. The calculated price can be taken over as the total package price by clicking on the arrow to the left.

Categories


Assignment of Revenue Accounts

You can now assign revenue accounts to the offer and item categories. If no re accounts have yet been assigned, the accounts stored there are transferred when you create a new account. However, these sales accounts can be overwritten in the master data of treatments and articles.

Spa-, Sports and Activity Categories

Go Back

(Your query returned 4 matches in total.)

Description	Translation (en_GB)	Sales Account
 Kosmetik	Cosmetic	401

Furthermore, the possibility of translations for use in the online booking route has been added.



Sorting by employees and rooms

The display of possible treatments has been changed according grouping by categories. It is now possible to assign all treatments of a category to an employee or a room with a single click.

The screenshot shows the 'Edit Room/Device' interface. At the top, there are buttons for 'Start Search', 'Extended Search', and 'New'. Below this, there are input fields for 'Name' (containing 'Activity'), 'No', and 'tausend'. A checkbox labeled 'Active' is checked. A large text area contains the text 'Pilates, Yoga, Couple'. Below this is a 'Comment' field. The main part of the interface is a list of treatment categories with checkboxes for each treatment. The categories are: 'Treatments Category Cosmetic', 'Treatments Category Wellness', 'Classes Category Sporty', and 'Classes Category Wellness'. A green arrow points to the 'Choose All/ None' checkbox under the 'Treatments Category Wellness' section. At the bottom, there are 'Accept Changes' and 'Back' buttons.

Template design for guest documents

It is now possible to design templates according to your wishes and store them in your installation. We need documents in any desired language and, if necessary, for each spa of your multi-property installation:

- Appointment List
- Proof of Service (before treatment)
- Guest Check (after settlement)

The requested format of the template is .ODT, we will gladly send you the list of possible placeholders. Images must be integrated in good resolution as graphics in original size and must not have been changed by formatting the word processing program. We also need our own or licensed fonts as a file.

All templates will be checked by us, converted and stored in your installation. We will be happy to help you create the templates. Please note that we charge for the design and integration of templates on a time basis.



PDF Settings

Salutation of Guests: formal

Last Name:

Show Room:

Shop Logo: Keine Datei ausgewählt.

Advertising Image: Keine Datei ausgewählt.

Advertising Text: Unsere Produktberater helfen Ihnen bei der Suche nach den passenden Produkten, denn eine individuelle Pflege, abgestimmt auf die Bedürfnisse Ihrer Haut, ist essentiell.

Proof of Service/ Guest Check:

- None
- MY SPA PDF A4
-

Appointment Confirmation:

First Name:

Show Price:

Show Specialist:

Other

- Linking of employees and room names: In the Main Settings - Treatments, the names of the employees or rooms are now designed as links, so you may jump to the employee or room by clicking on them.
- Date selection page Appointments: The date selection has been improved and adapted to the calendar view.
- The export over working hours, found under Reporting - Commission Report now also displays all other appointments marked as 'Absent'.

Welcome to MY SPA

Period: 07/31/2019 to 07/31/2019

Upcoming Features

- New Calendar View Resource Optimizer: view rooms and employees for an application that optimizes capacity utilization
- Mailing the appointment list
- Pre-book treatment wishes for guests in MY SPA
- Course modules can be combined into event weeks: book events with several course components and fixed participants for the entire event.

