



MY SPA 5.4 – New in This Version

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New Interfaces: apaleo and protel Air

With this version, MY SPA is already in productive operation in conjunction with apaleo and protel Air. If you are considering changing your hotel system, nothing stands in the way.

Contact us, the transition is easy, as MY SPA has always been based on web-based cloud technology and can therefore go live immediately.

Cloud-Fiscalization

For the creation of invoices with our MY POS spa cash register, we offer a cloud TSE: via the Efsta middleware with Fiskaly.



MY SPA Standard Guest Documents – New Font

The MY SPA standard guest documents Appointment schedule and Guest Check (proof of service) are now fully prepared for special characters in all Western languages. The new DejaVu font is modern yet easy to read.

DejaVu Sans

A quick note: we are happy to create customised templates for you with your preferred fonts for pre-arrival schedules, on arrival and for guest checks. Unlike the use of MY SPA standard PDFs, this is a chargeable service, but we can fully customise the design of the templates to meet your requirements.

Online Booking for Your Guests

Old – New IBE

We no longer support the old booking route, which was accessed in your installation at [.../myspa/overview.php](#).

In consultation with you, the old page can be automatically redirected to the new booking route ([.../myspa/spabooking.php](#)).

Enabling individual employees for booking

To further restrict the availability of capacities in the online booking route, you can allow employees to be booked individually:

Specialist		Trainer
Bookable Online	<input checked="" type="checkbox"/>	
Fallback	<input type="checkbox"/>	Activate/deactivate this option to make the employee bookable/not bookable for the online booking route.
Authorized for Billing	<input checked="" type="checkbox"/>	Authorized for Prize Change

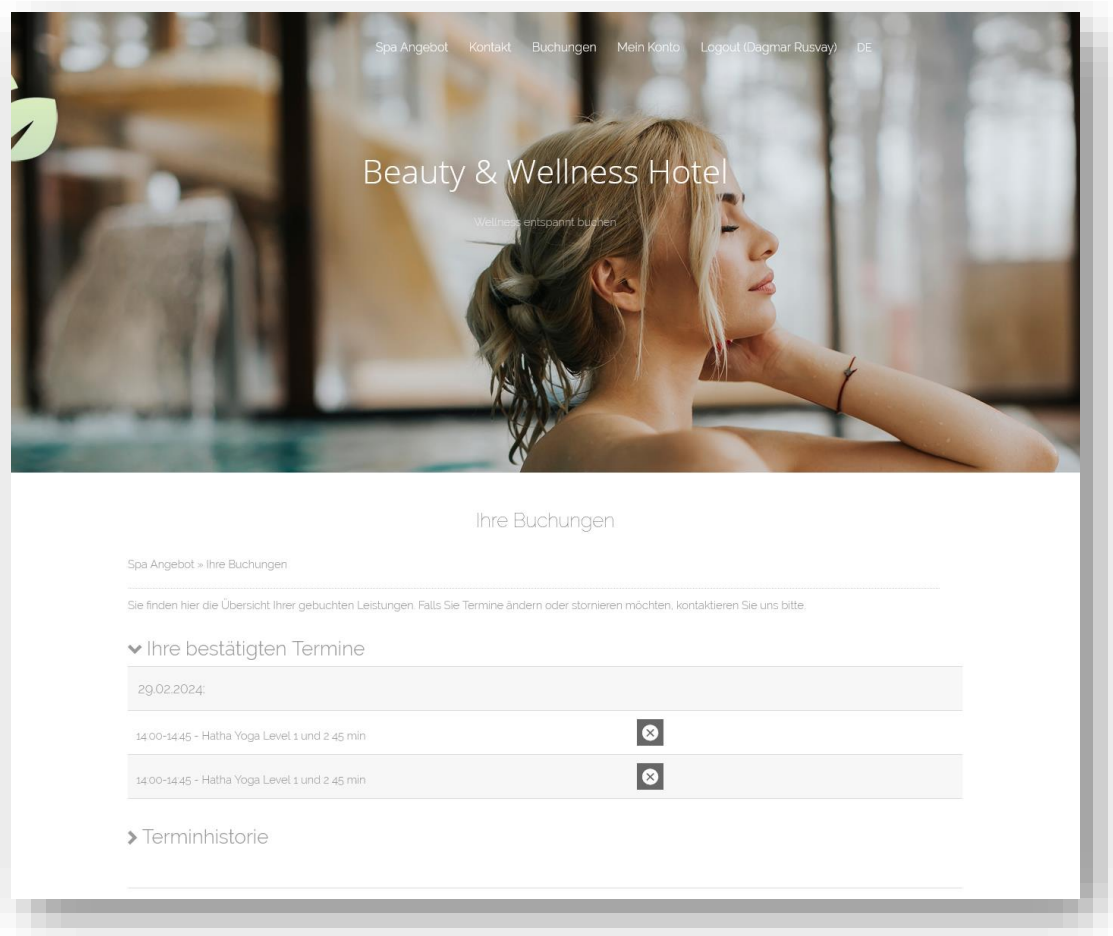
Appointment Cancellation

You can allow the guest to cancel appointments.

First select your individual cancellation conditions under Master data - Shop data - Settings - Booking conditions for online shop:

Depending on the lead time for the appointment according to the cancellation condition, the guest will find a cancellation button in their appointment overview:

Allow hotel-guest user accounts	<input type="checkbox"/>
Show previous stays	<input type="checkbox"/>
Cancellation option	24 hours in advance ▾
	Never
Allow Online Booking	72 hours in advance
Weekday	48 hours in advance
Monday	
Tuesday	24 hours in advance



When you click on the cancellation button, a summary is shown and a cancellation e-mail is sent after confirmation.

Course Booking

Many of our customers use the course module to manage DAY SPA guest quotas.

Number of Participants

You can set the number of participants permitted separately for each event. This allows you to control how many guests can book in by default, but you also have the option of increasing or limiting the number per event individually. To do this, you edit the individual course event:

Edit Existing Booking

Treatment: Hatha Yoga Level 1 und 2 (45 Minutes)

Room/ Ressource: Yoga und Massagen

Specialist: Alex

Date: 22.02.2024

Start: 14:00 until 14:45 o'clock

Total time: 14:00 until 15:00 o'clock

Price: 60 EUR (50 EUR)

Min. Participants: 1

Max. Participants: 5

Date-Comment: [Text Area]

Fixed: Specialist Room Date

Book for Multiple Participants

Guests can now book several places at once in the online booking route. The other participants are listed under the same name as the person making the booking.

Spa Offers | Contact | Bookings | My Account | Logout (Dagmar Rusvay) | EN

Appointment selection - Hatha Yoga Level 1 und 2 45 min

Spa Offers » Details » Appointment selection

February 2024 | March 2024

Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
			1	2	3	4				1	2	3	
5	6	7	8	9	10	11	4	5	6	7	8	9	10
12	13	14	15	16	17	18	11	12	13	14	15	16	17
19	20	21	22	23	24	25	18	19	20	21	22	23	24
26	27	28	29				25	26	27	28	29	30	31

29.02.2024
Hatha Yoga Level 1 und 2 45 min (60.- EUR)

14:00 hrs (Available: 3)

1 book

1
2
3

Please note that the "Customer multi-appointment check" setting in the MY SPA master data - shop data must be deactivated for this (the check as to whether the guest already has an appointment at the same time).

Customer Multi Appointment Check

If this option is not checked, you may book more than one appointment for one customer at the the same time (e.g. for himself and an accompanying person).