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Thank you for purchasing our software. If you have any questions that are beyond the scope of this help file, please let us know by email, we will reply your query within short time.

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# DevSteed Appointment Booking

Any kinds of Spa, Salon, Doctor Appointment & other appointment booking application.

**Document version v 1.2**

## About Application

DevSteed booking is one of the best spa, salon and any kinds of doctor appointment and schedules booking application with an integrated CMS website. Using this system admin can Customize Service time slot, Daily/Weekly/Monthly Booking & cancelation limitations, Employee wise service and service price, and Website appearance like (Logo, Theme Color, Background Image, Menu Color, FAQ, About us, Photo Gallery, Contact us, Google map), etc., Payment gateway configuration, User role & resource permission etc. as like user want.

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## 1. Installation

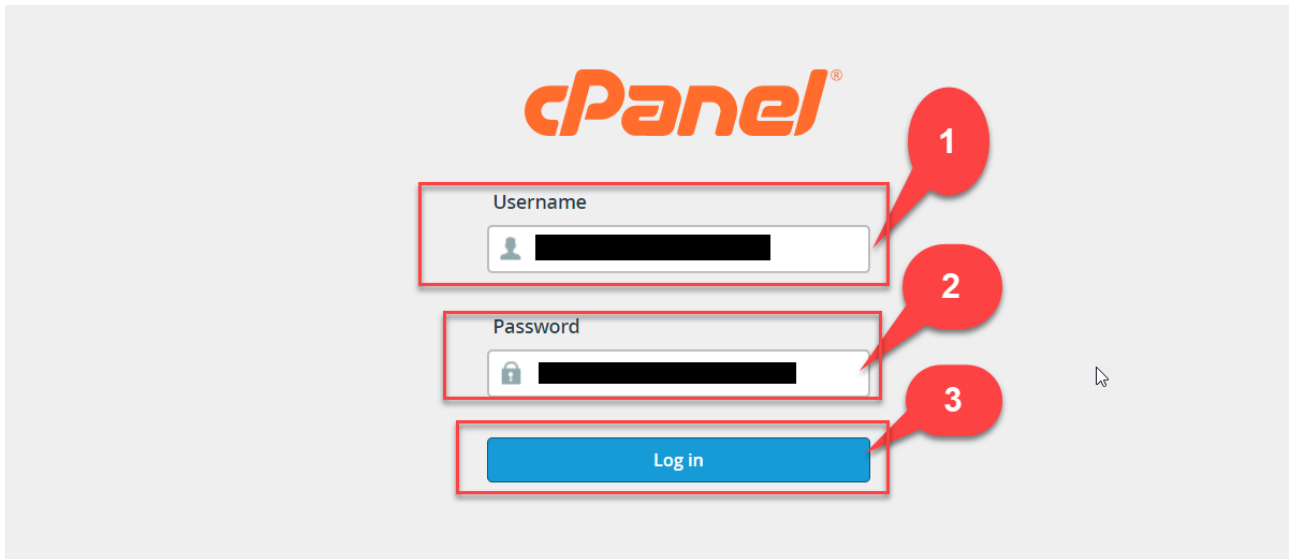
This application is very easy to install. Any type of normal user can easily install it with just a few clicks with some basic information. After installation user can easily configure the application & website from admin panel without writing code.

### 1.1 Server requirements

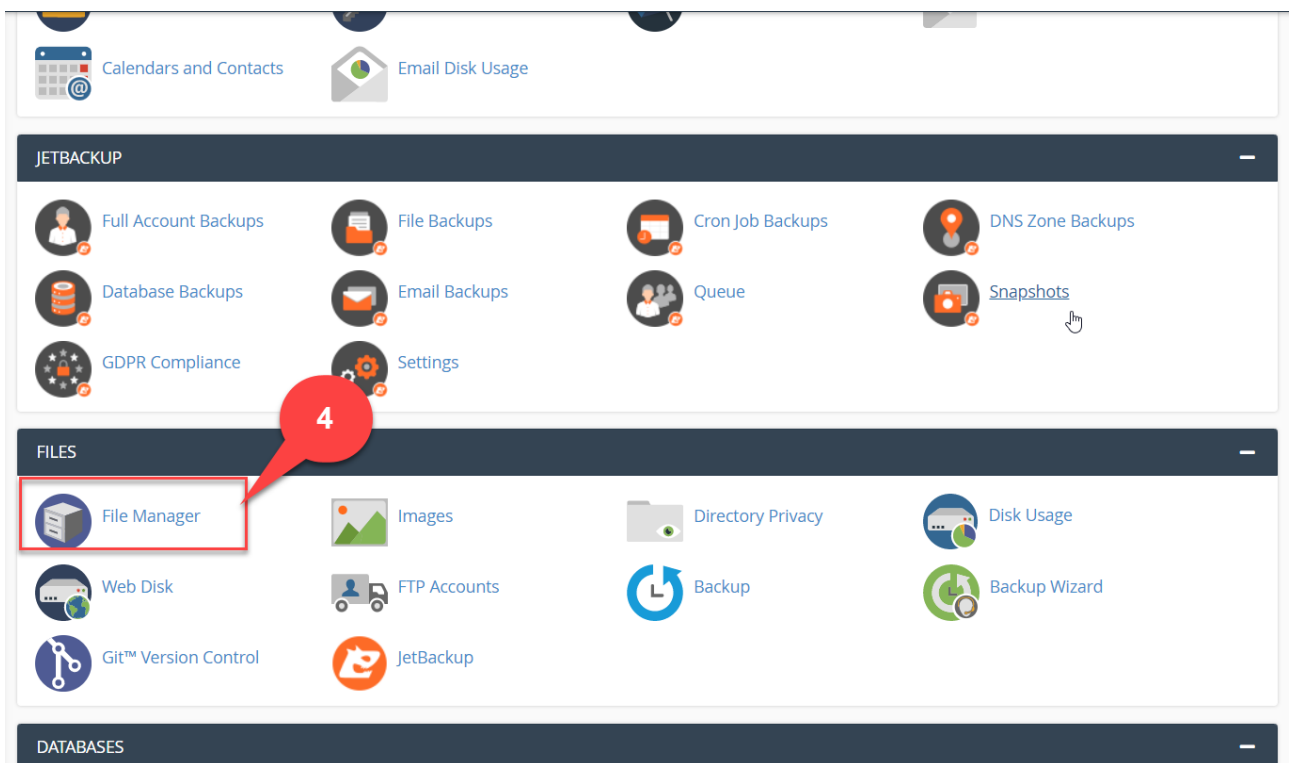
1. PHP >= 7.3 to <=8.0
2. MySQL / MariaDB / Percona Server for MySQL 5.6.17 or above
3. BCMath PHP Extension
4. Ctype PHP Extension
5. Fileinfo PHP Extension
6. JSON PHP Extension
7. Mbstring PHP Extension
8. OpenSSL PHP Extension
9. PDO PHP Extension
10. Tokenizer PHP Extension
11. XML PHP Extension

### 1.2 Installation

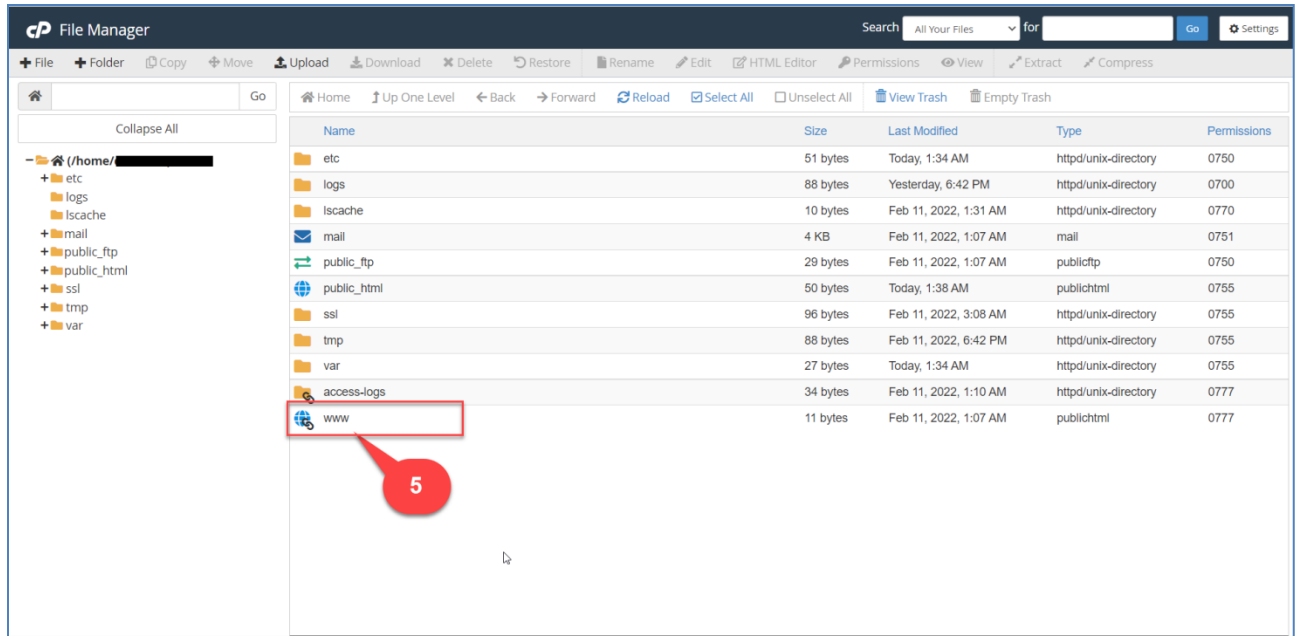
Login to cPanel by using your hosting credentials.



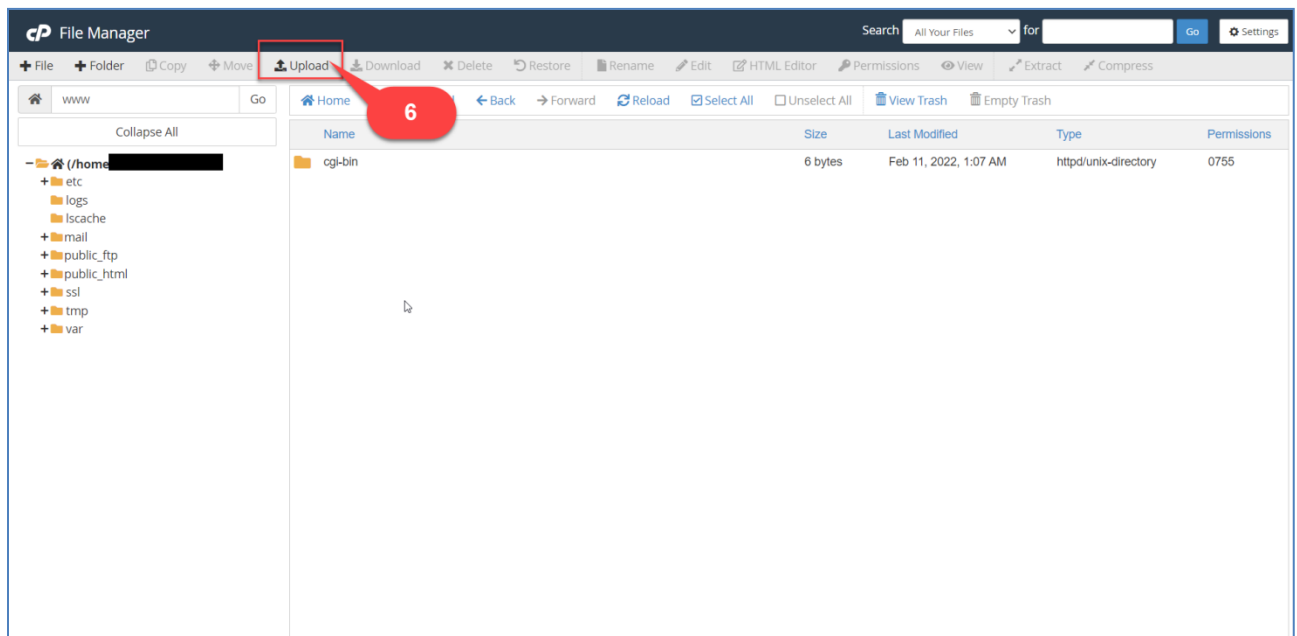
1. Enter cPanel Username.
2. Enter Password.
3. Click to Login Button.



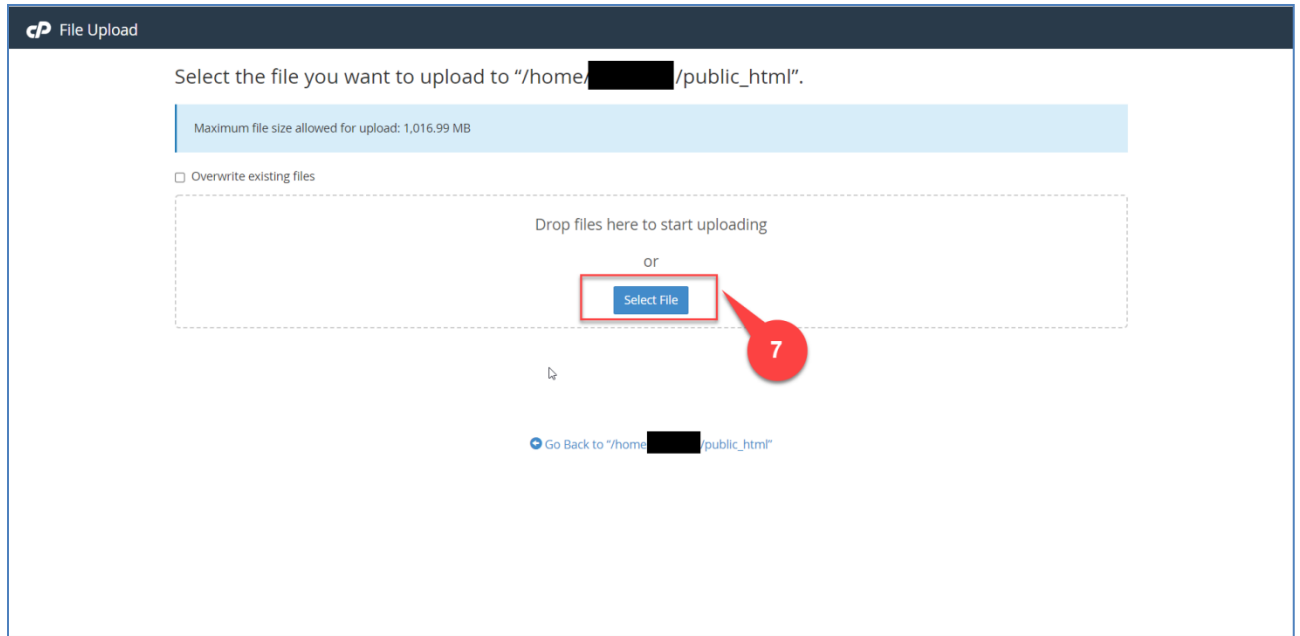
4. Click to file manager.



5. Click to open www folder.

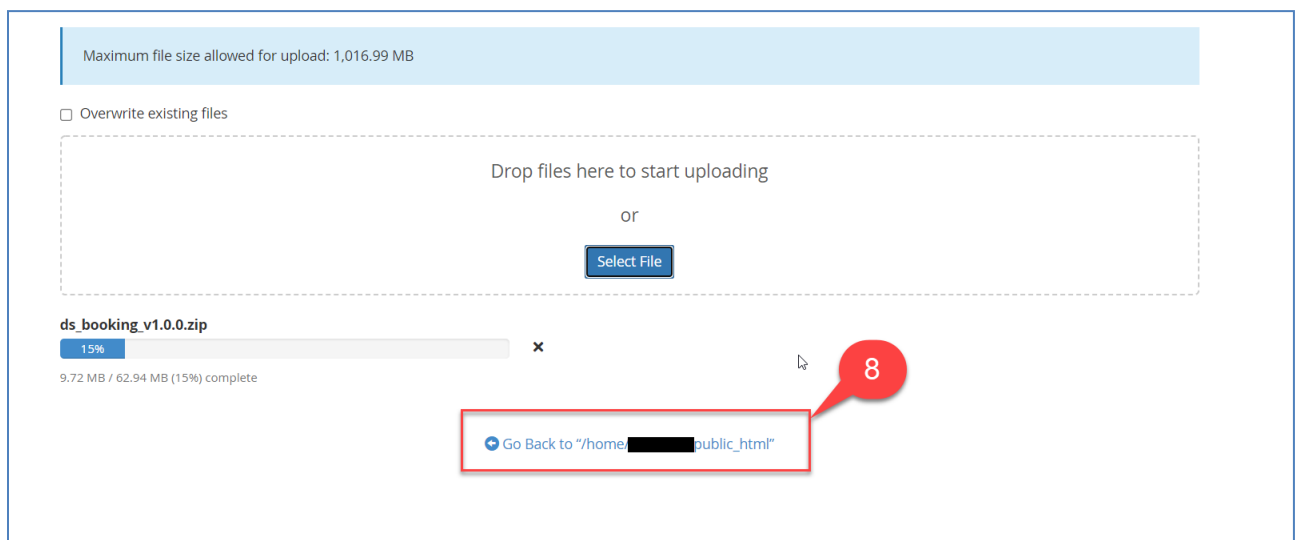


6. Click to upload button.

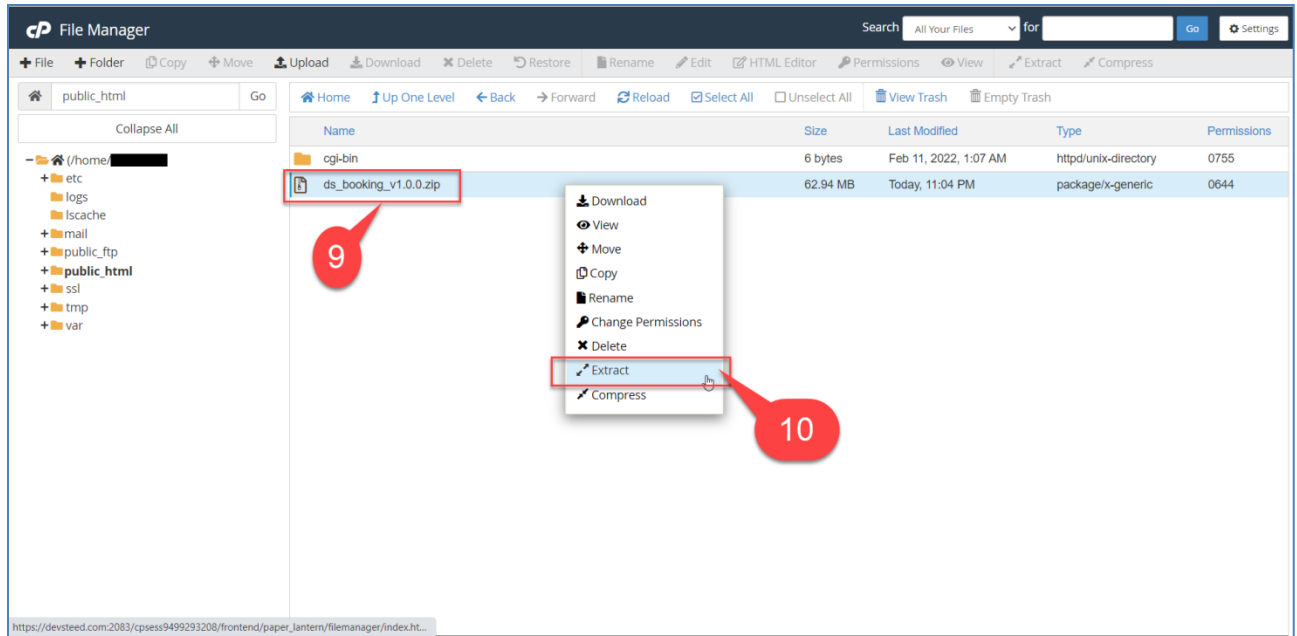


7. Select and upload Project file.

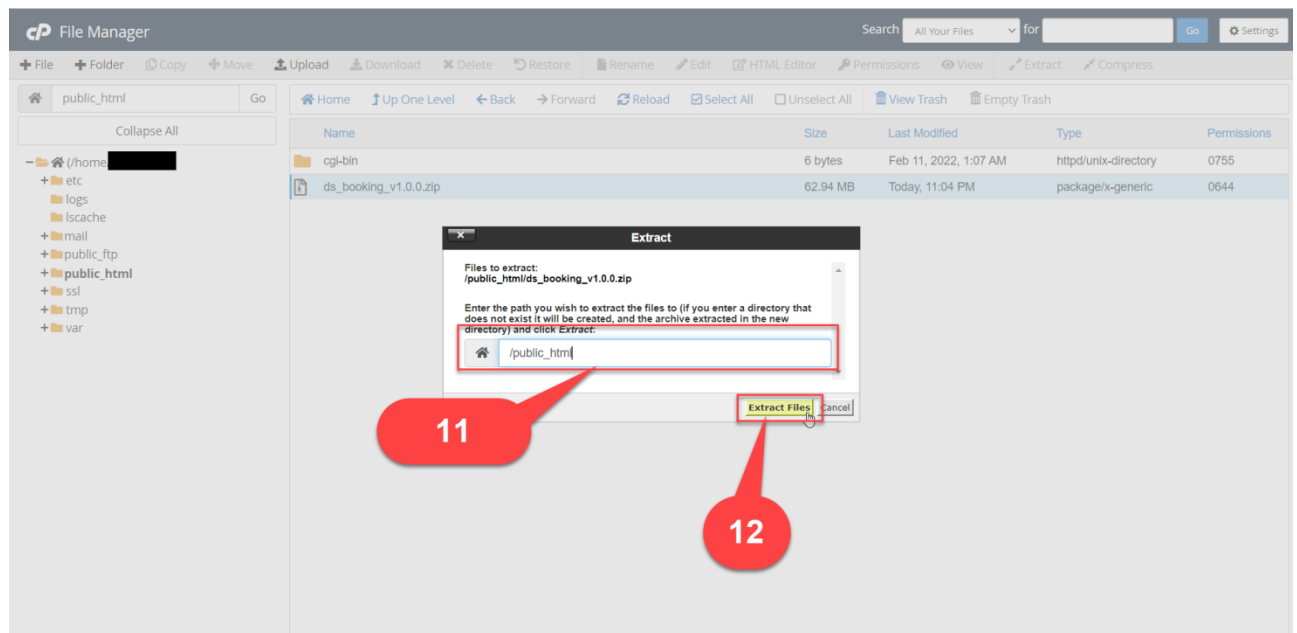
**Note:** Do not unzip project file, if you unzip and upload project you need server 775 read & write permission and you need to set 775 permission manually in server.



8. After completed project file click to marked link.



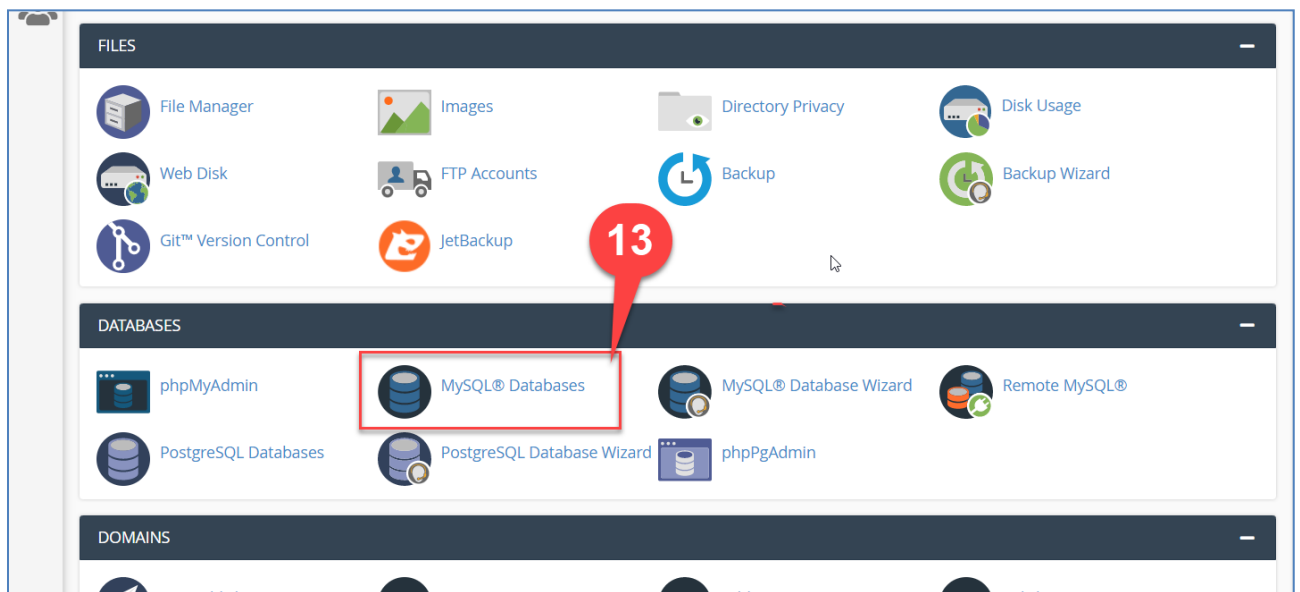
9. Click to right button.
10. Click to extract button.



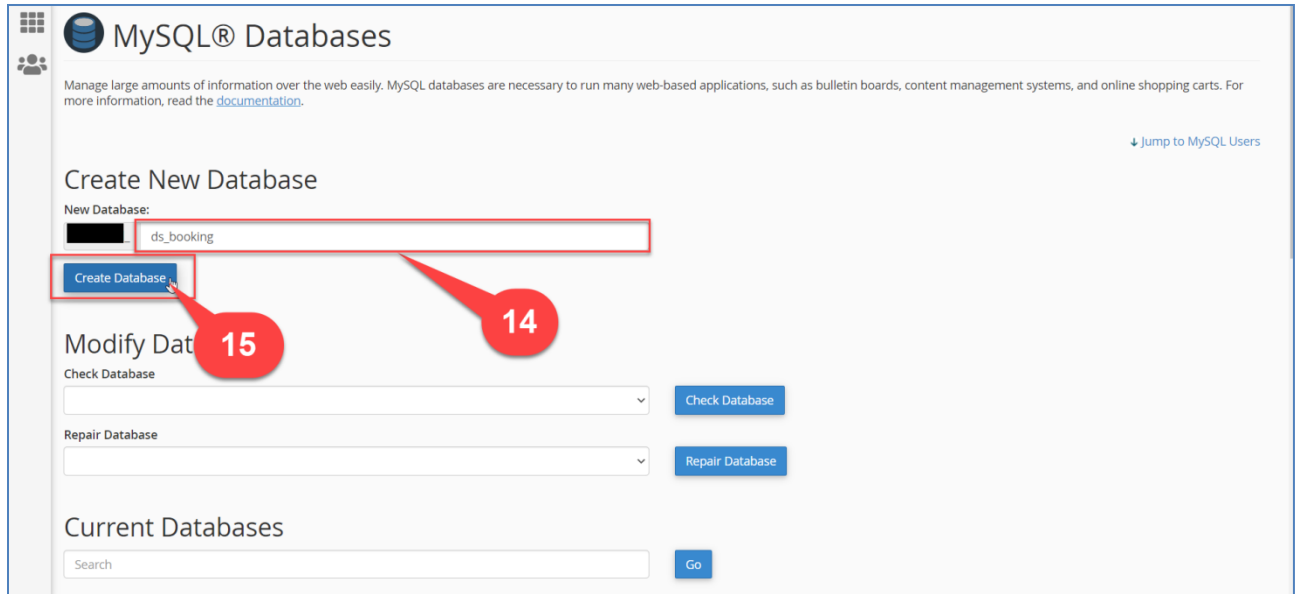
11. Confirm directory.
12. Click Extract File.

Name	Size	Last Modified	Type
app		1 PM	httpd/unix-directory
bootstr		1 PM	httpd/unix-directory
cgi-bin		22, 1:07 AM	httpd/unix-directory
config		1 PM	httpd/unix-directory
data		1 PM	httpd/unix-directory
node_		1 PM	httpd/unix-directory
public		1 PM	httpd/unix-directory
resour		1 PM	httpd/unix-directory
routes		1 PM	httpd/unix-directory
storage		1 PM	httpd/unix-directory
tests		1 PM	httpd/unix-directory
vendor		2 PM	httpd/unix-directory
artisan		20, 7:58 AM	text/x-generic
compo		22, 8:44 AM	text/x-generic
composer.lock	290.64 KB	Jan 25, 2022, 10:37 PM	text/x-generic
ds_booking_v1.0.0.zip	62.94 MB	Today, 11:04 PM	package/x-generic

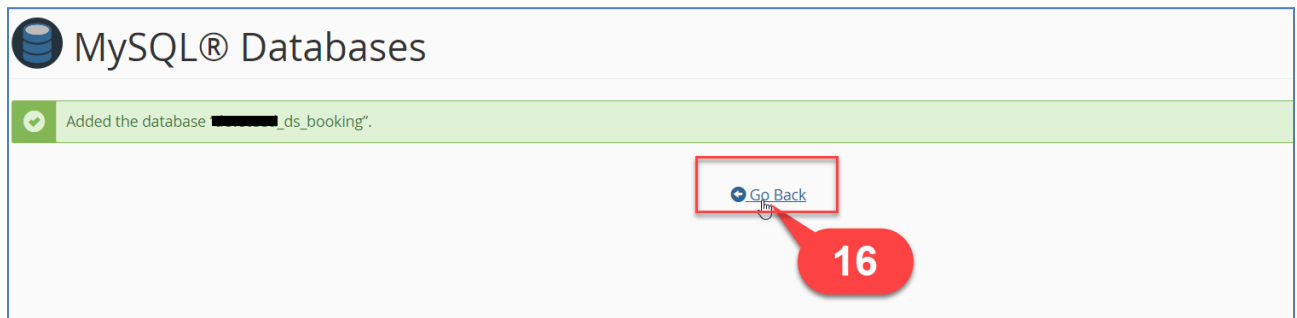
Complete extract file.



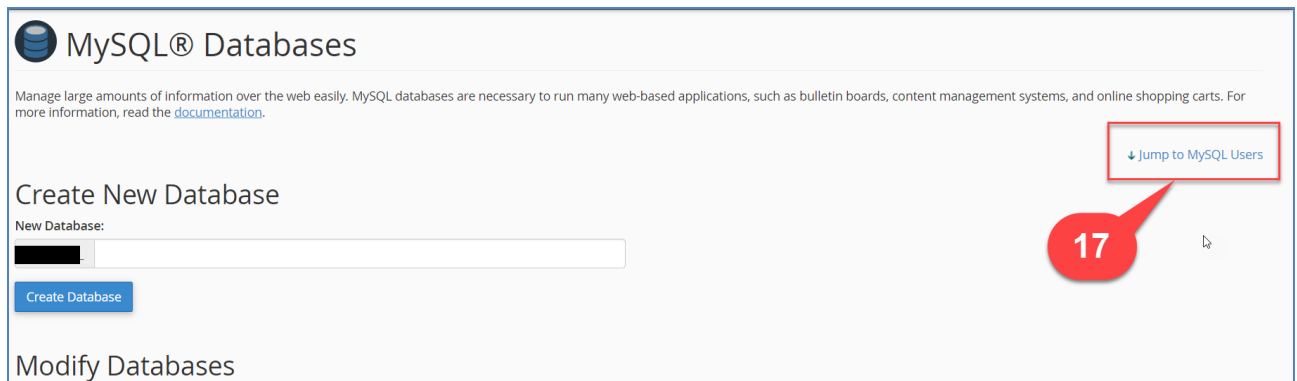
13. To Database create click to MySQL Database.



14. Enter new Database name.
15. Click to “Create Database” button.



16. Click to Go back.



17. Click to “Jump to MySQL Users”

The screenshot shows the 'MySQL Users' interface with the 'Add New User' form. The form includes fields for 'Username', 'Password', and 'Password (Again)'. A 'Strength' indicator shows 'Very Strong (100/100)'. A 'Create User' button is at the bottom left. A 'Password Generator' button is on the right. Red callout boxes with numbers 18 through 21 point to the Username field, Password field, Password (Again) field, and the Create User button respectively.

MySQL Users

Add New User

Username

dsf

Password

Password (Again)

Strength

Very Strong (100/100)

Create User

Current Users

18. Enter database username.

19. Enter database password.

20. Enter Password again.

21. Click to "Create User" button.

**Note:** Please keep database name, username, and password.

The screenshot shows the 'MySQL® Databases' interface. A green success message states: 'You have successfully created a MySQL user named "dsfbooking".' A 'Go Back' button is located at the bottom right. A red callout box with the number 22 points to the 'Go Back' button.

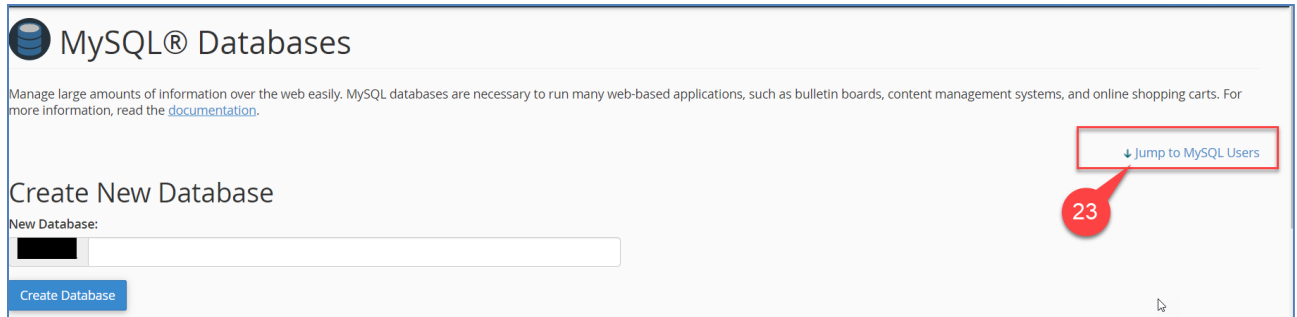
MySQL® Databases

You have successfully created a MySQL user named "dsfbooking".

Go Back

22. Click to Go Back button.





MySQL® Databases

Manage large amounts of information over the web easily. MySQL databases are necessary to run many web-based applications, such as bulletin boards, content management systems, and online shopping carts. For more information, read the [documentation](#).

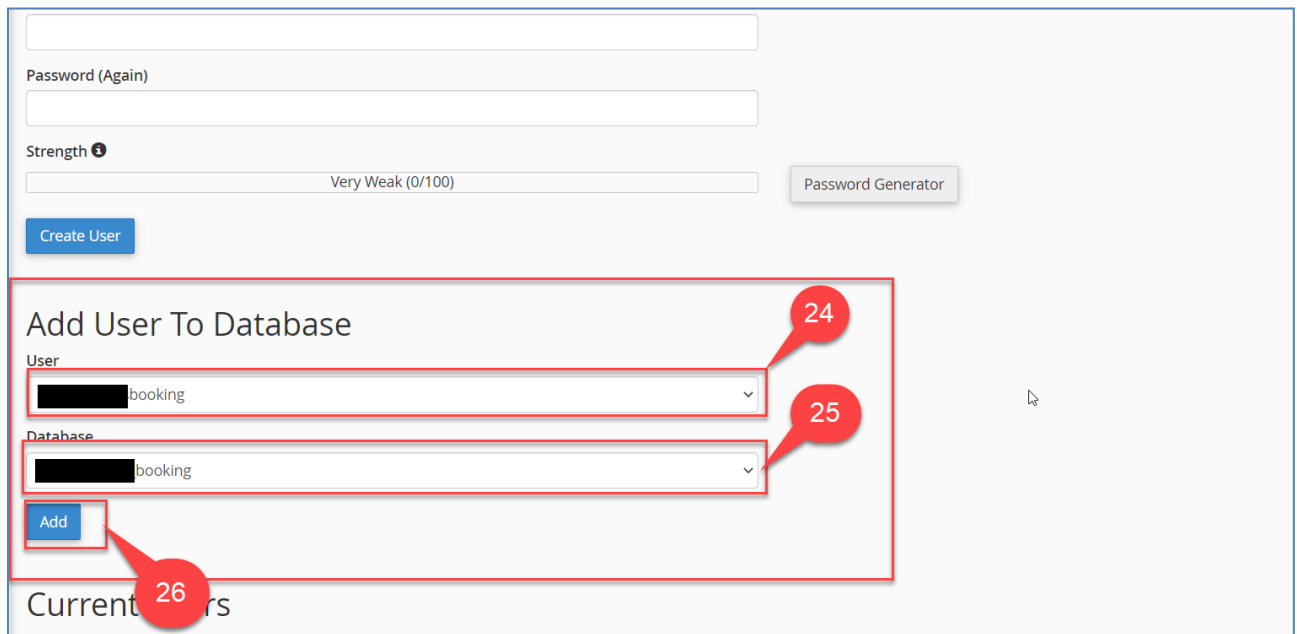
### Create New Database

New Database:

Create Database

[Jump to MySQL Users](#)

23. Click to “Jump to MySQL Users”



Password (Again)

Strength **i**

Very Weak (0/100)

Password Generator

Create User

### Add User To Database

User

booking

Database

booking

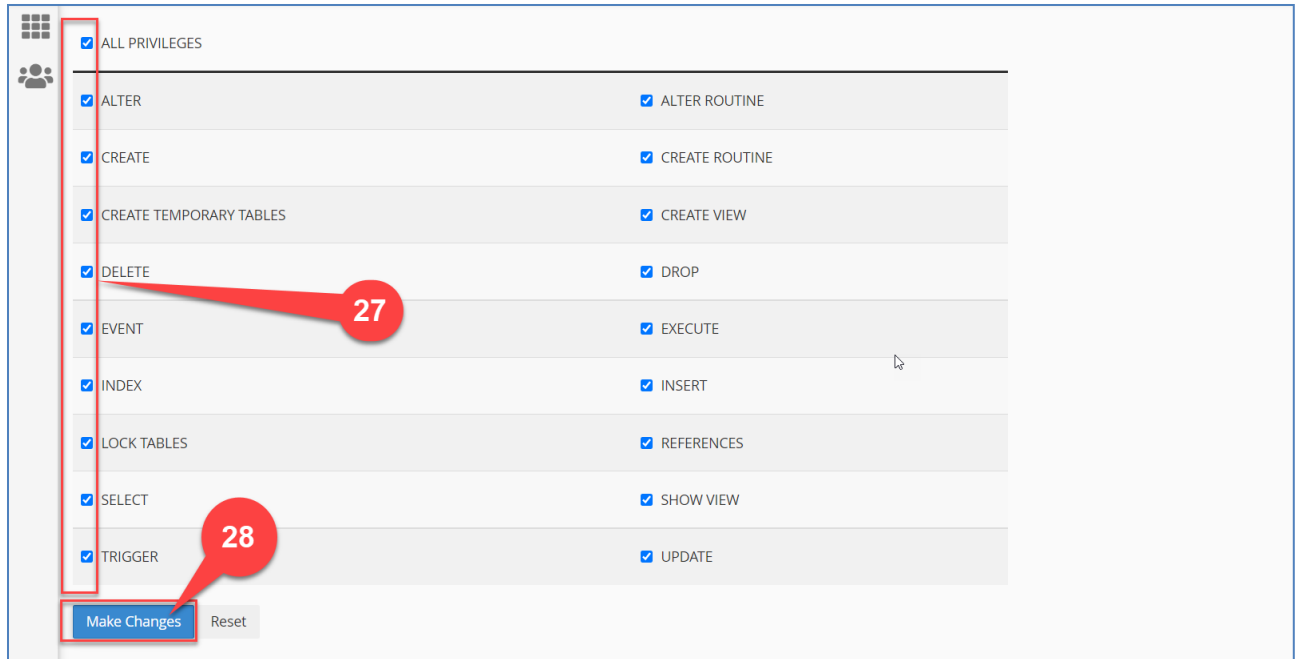
Add

Current Users

24. Select the database user that you created.

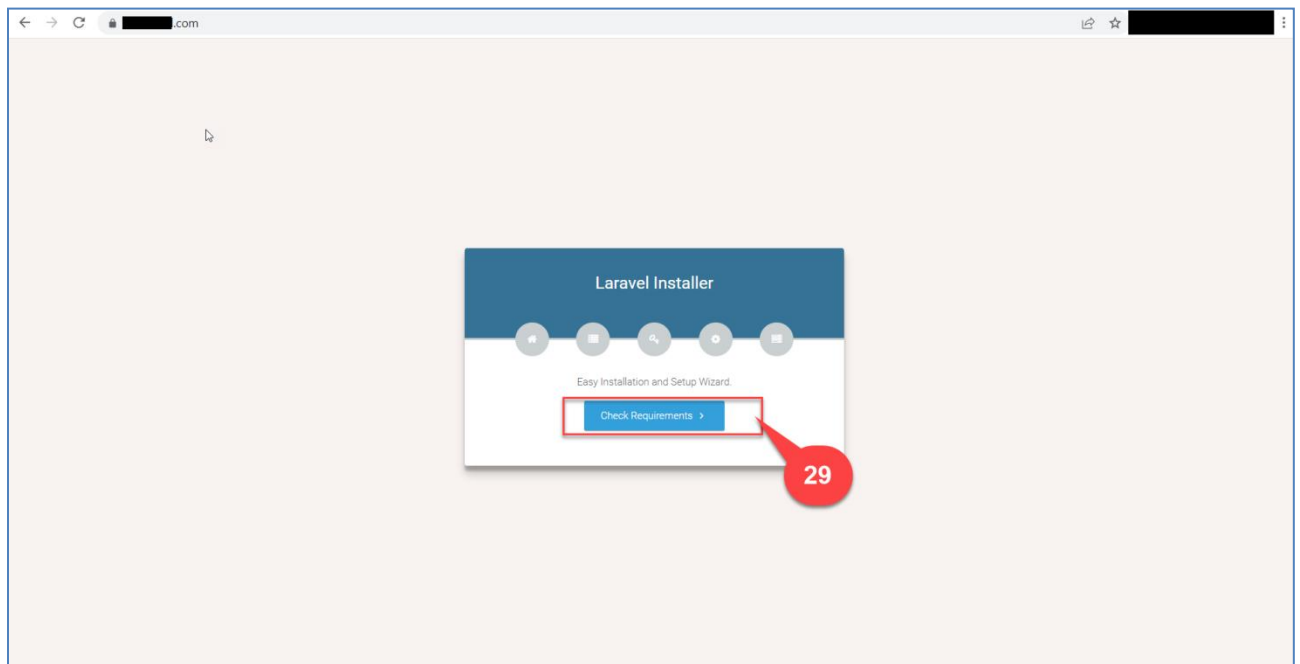
25. Select the database that you created.

26. Click to Add Button.

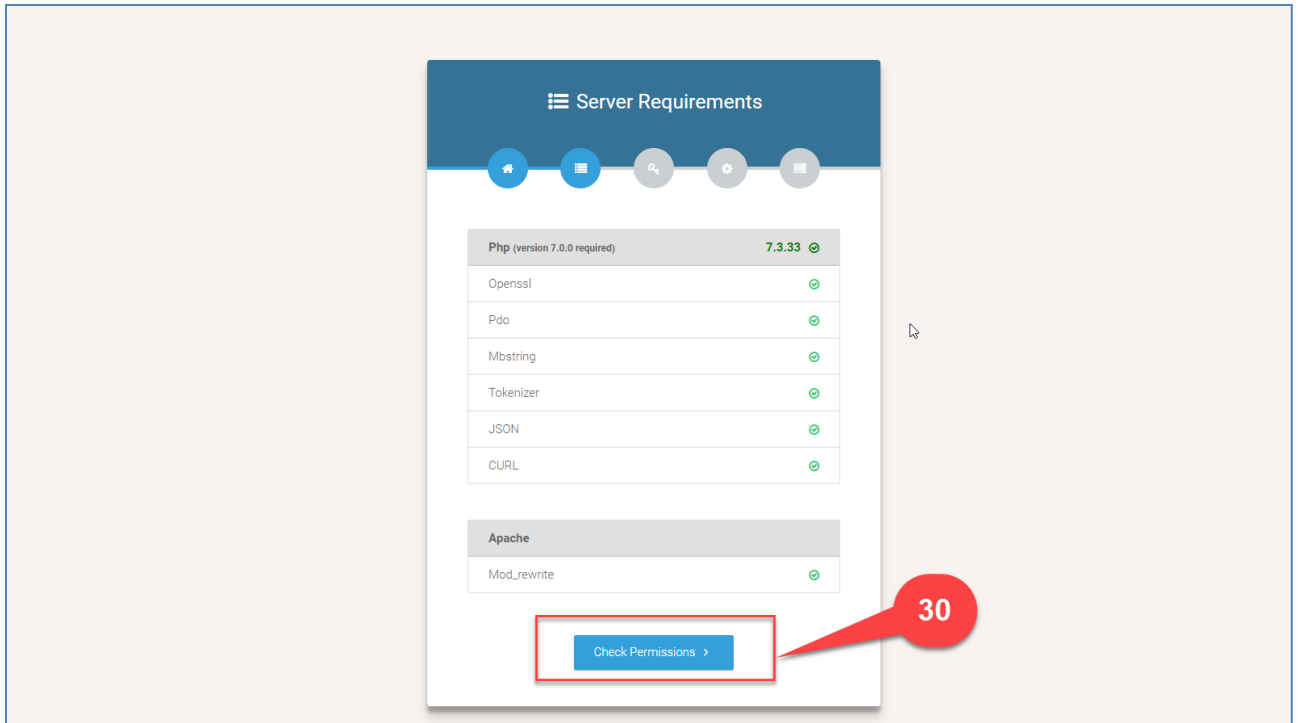


27. Check All Permission.

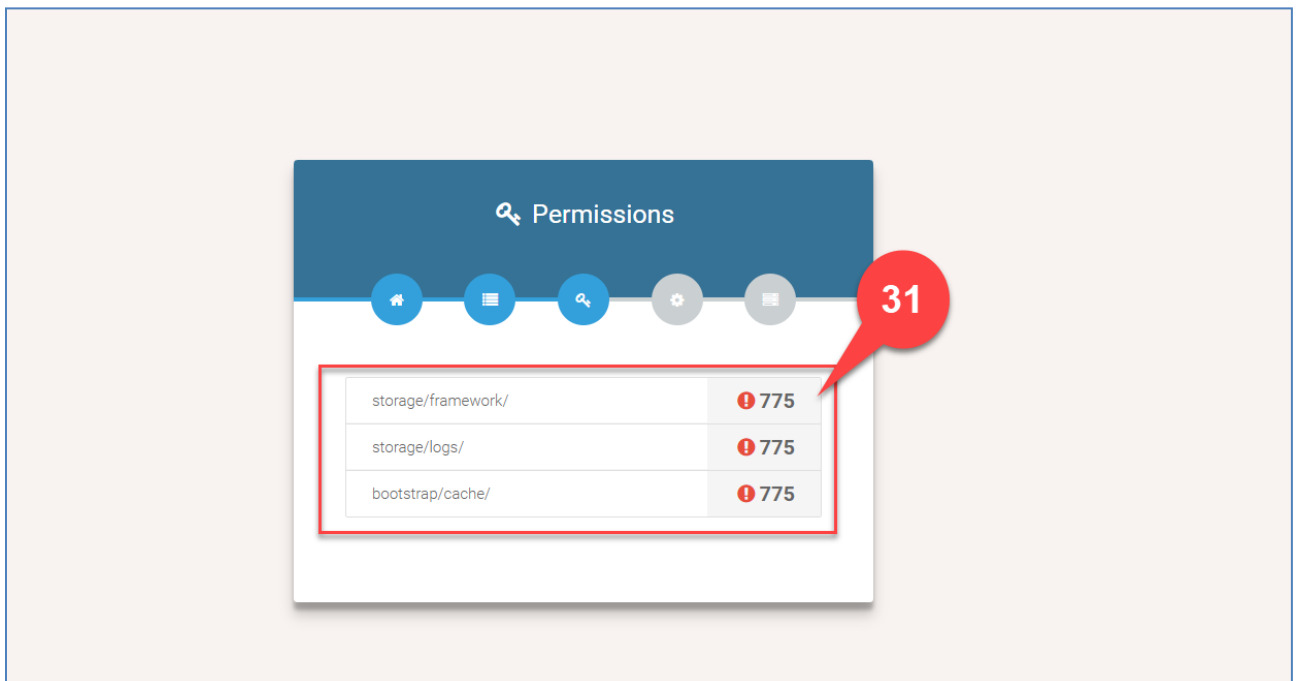
28. Click to "Make Change" button.



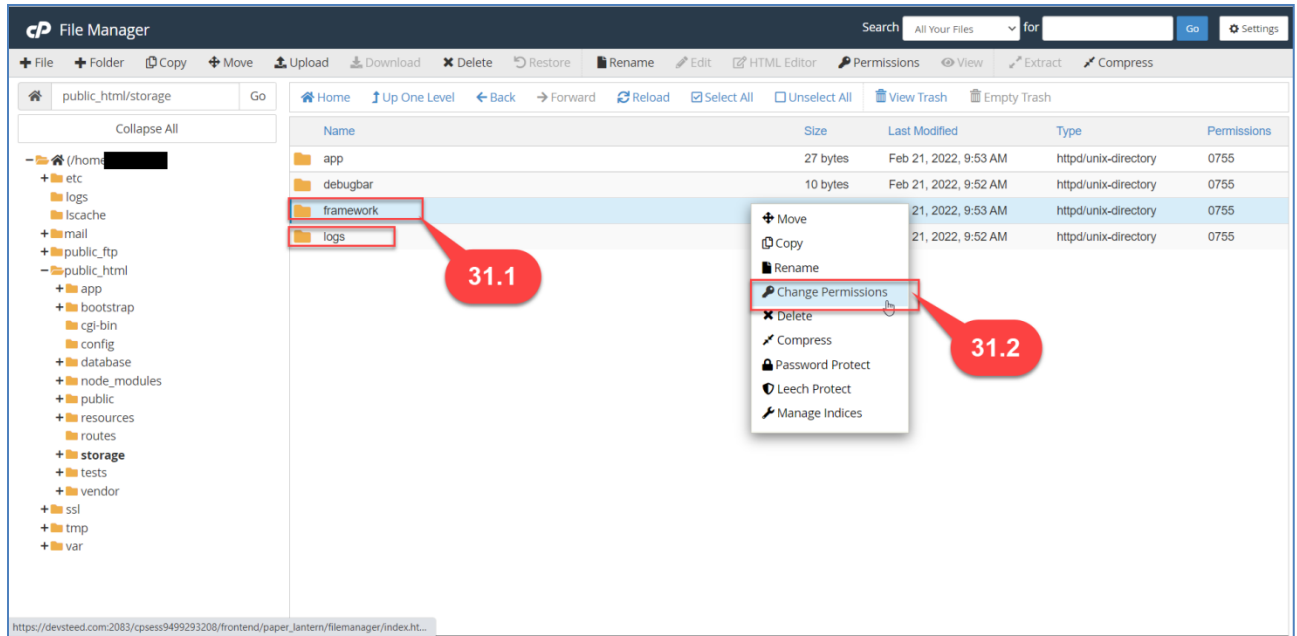
29. Enter your domain name in browser url then you will see the given screen. Now click to "Check requirements"



30. Click to Check Permission.

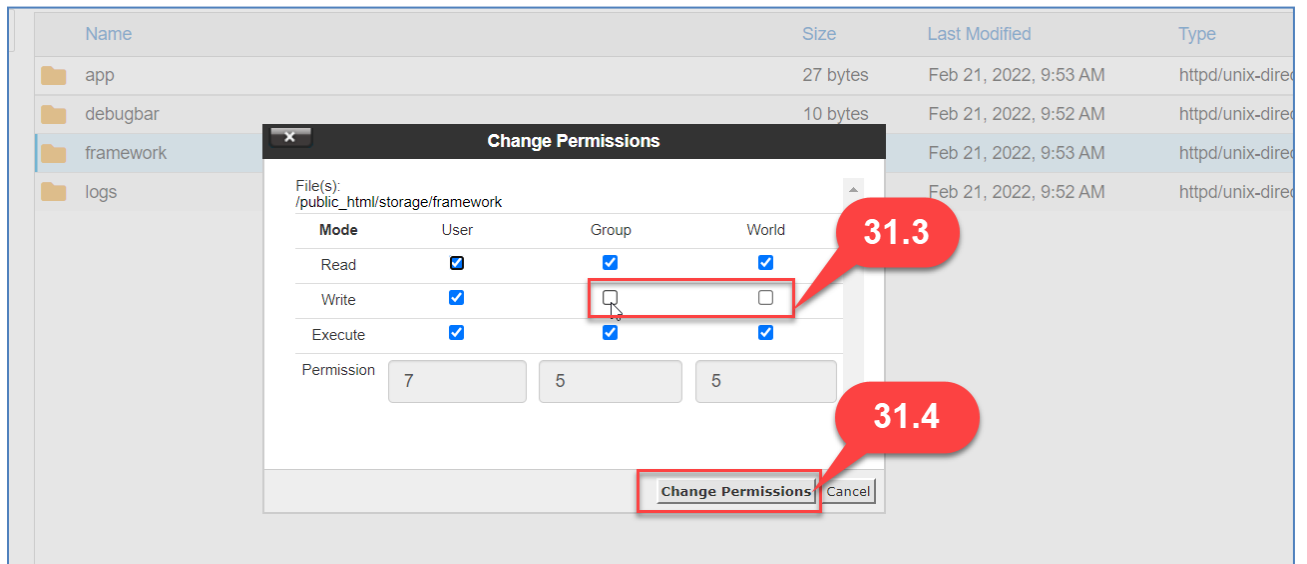


31. If you found this type of warning you need to set 775 permission each chilled & parent folder from hosting panel.



31.1. Click to right button to change 775 permissions.

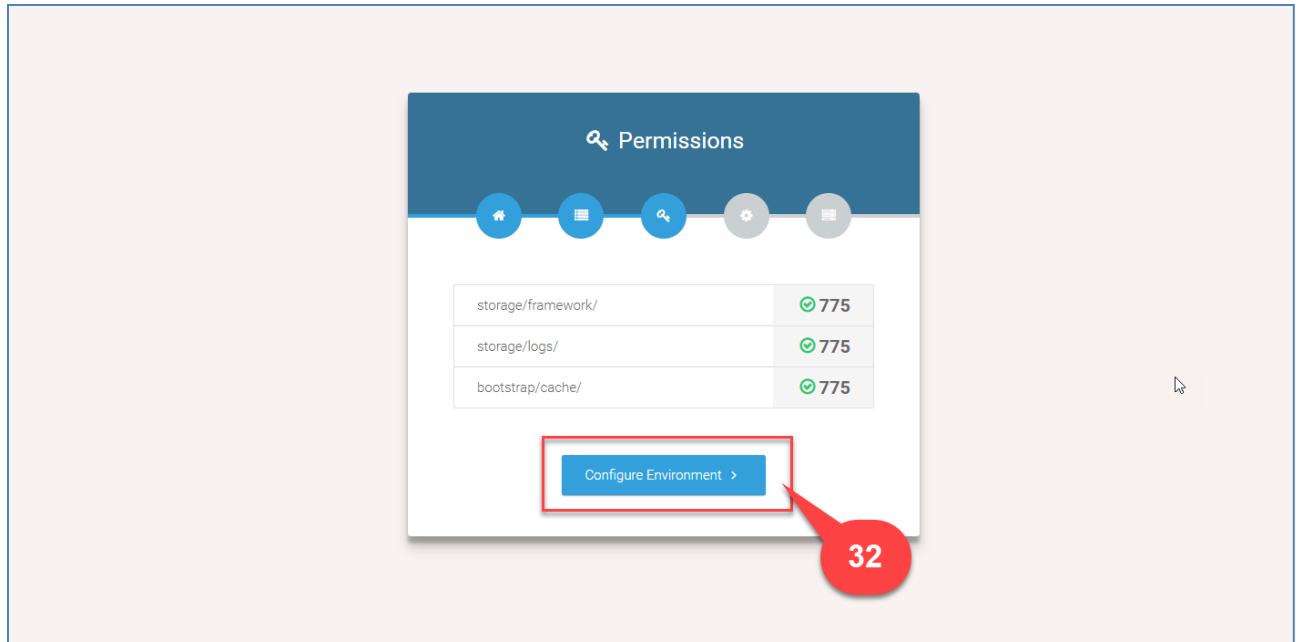
31.2. Click to change permission.



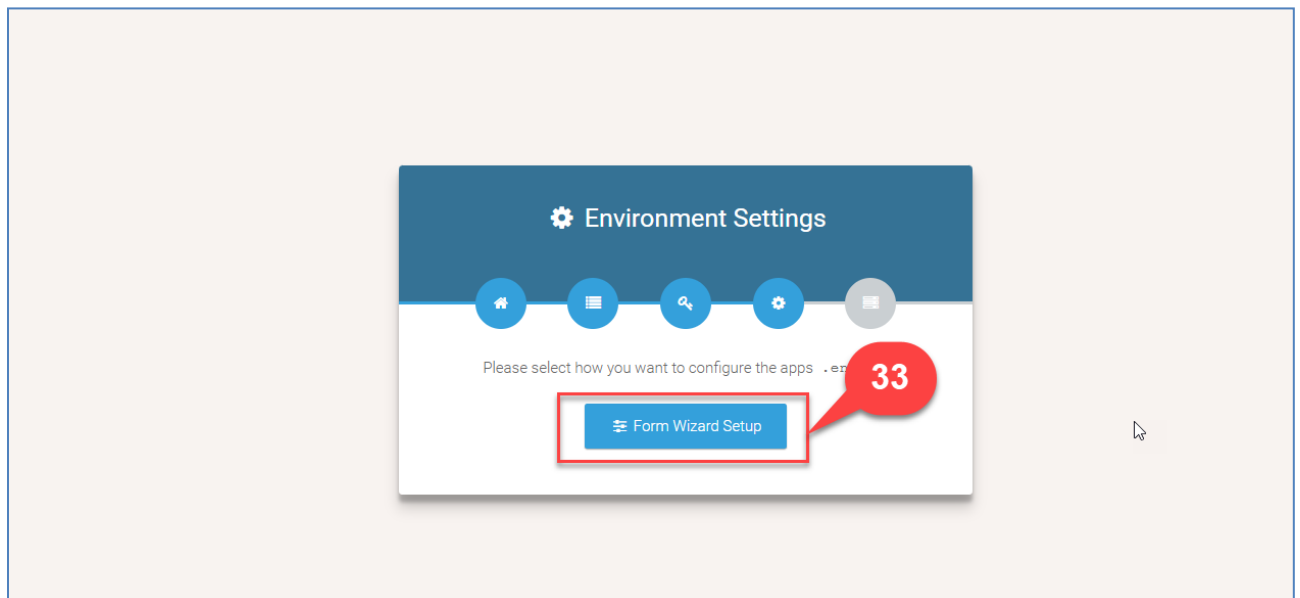
31.3. Check all uncheck checkbox.

31.4. Click to Change permission button.

**Note:** You need to change 775 or write permission of [storage/logs/, bootstrap/cache/, storage/framework/] using same way, If you found warning 775.



32. Will be available Configure Environment, Click to "Configure Environment" button.



33. Click to Form Wizard Setup.

34.

The screenshot shows the 'Guided .env Wizard' interface. At the top, there are icons for Environment, Database, and Application. Below these, there are several input fields and a button, each with a red callout bubble containing a number:

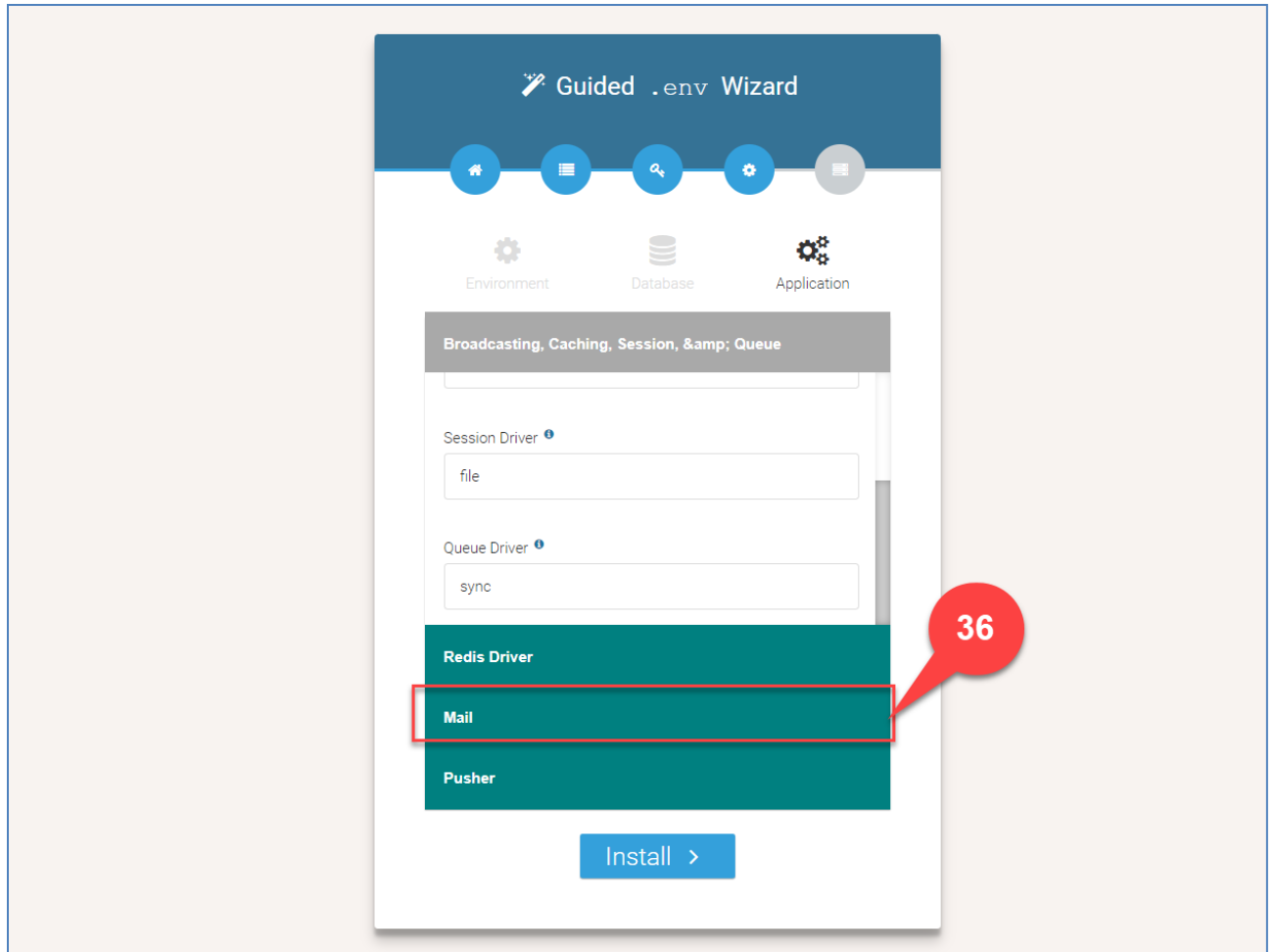
- 34.1** points to the 'App Name' text input field, which contains 'DS Booking'.
- 34.2** points to the 'App Environment' dropdown menu, which is set to 'Production'.
- 34.3** points to the 'App Debug' radio button group, where 'False' is selected.
- 34.4** points to the 'App Log Level' dropdown menu, which is set to 'debug'.
- 34.5** points to the 'App Url' text input field, which contains a masked URL ending in '.com'.
- 34.6** points to the 'Setup Database >' button.

- 34.1. Enter App name.
- 34.2. Change environment name as production.
- 34.3. Change app debug option false.
- 34.4. Change app log as debug or else.
- 34.5. Enter app URL as your website URL.
- 34.6. Click to "Setup Database".

35.

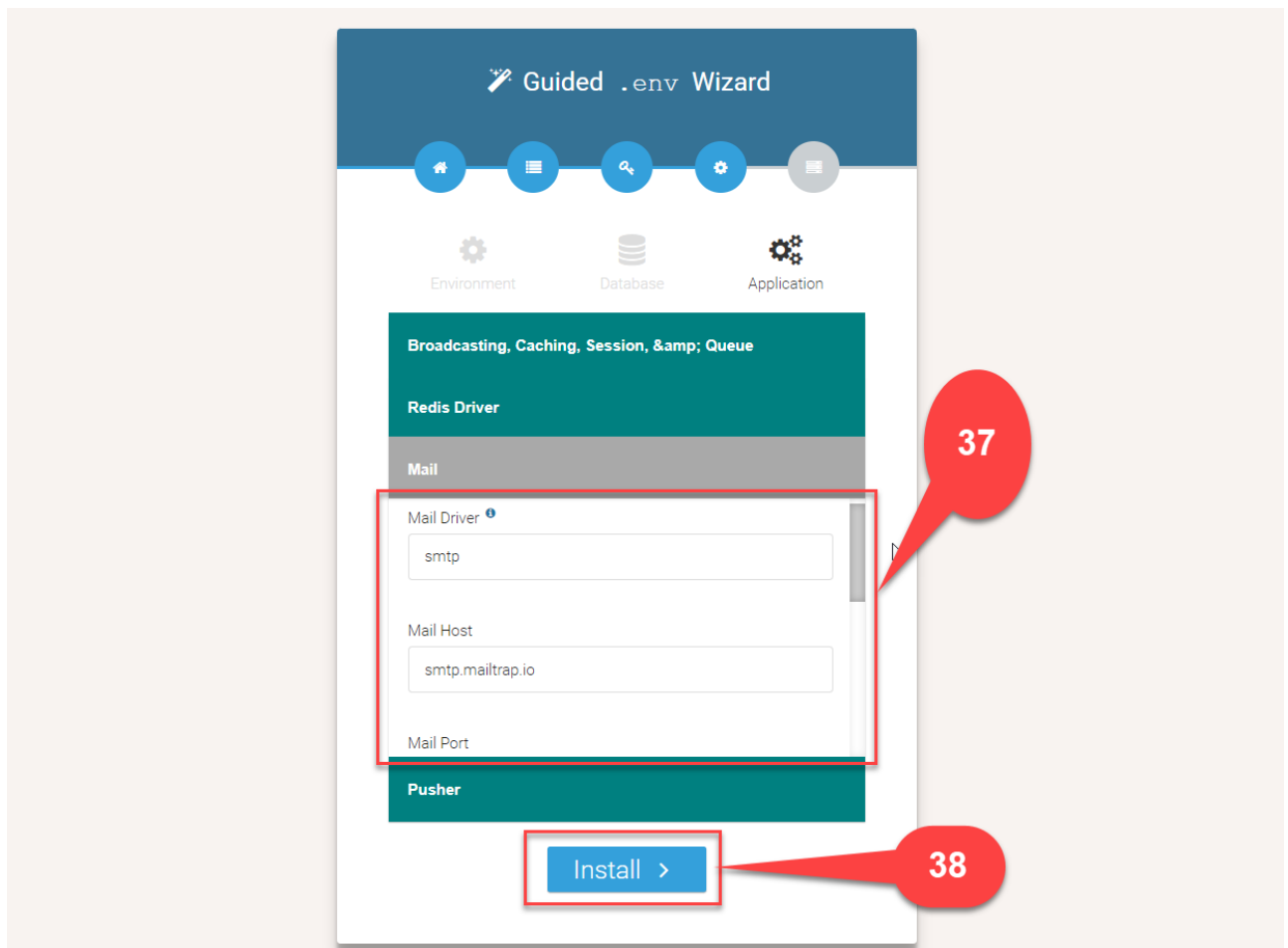
The screenshot displays the 'Guided .env Wizard' interface. At the top, there are five circular icons: a home icon, a list icon, a search icon, a settings icon, and a document icon. Below these, there are three main sections: 'Environment', 'Database', and 'Application'. The 'Database' section is currently active, showing a 'Database Connection' dropdown menu set to 'mysql'. Below this, there is a red warning message: 'Could not connect to the database.' The form fields for 'Database Host' (127.0.0.1), 'Database Port' (3306), 'Database Name' (sbooking), 'Database User Name' (sbooking), and 'Database Password' (masked with dots) are visible. At the bottom, there is a blue button labeled 'Setup Application >'. Seven red callout boxes with white text numbers (35.1 through 35.7) point to specific elements: 35.1 points to the 'Database Connection' dropdown, 35.2 points to the warning message, 35.3 points to the 'Database Host' field, 35.4 points to the 'Database Port' field, 35.5 points to the 'Database Name' field, 35.6 points to the 'Database User Name' field, and 35.7 points to the 'Setup Application >' button.

- 35.1. Select database driver.
- 35.2. Enter database host.
- 35.3. Enter database port.
- 35.4. Enter database name.
- 35.5. Enter database user name.
- 35.6. Enter database password.
- 35.7. Click to Setup Application.

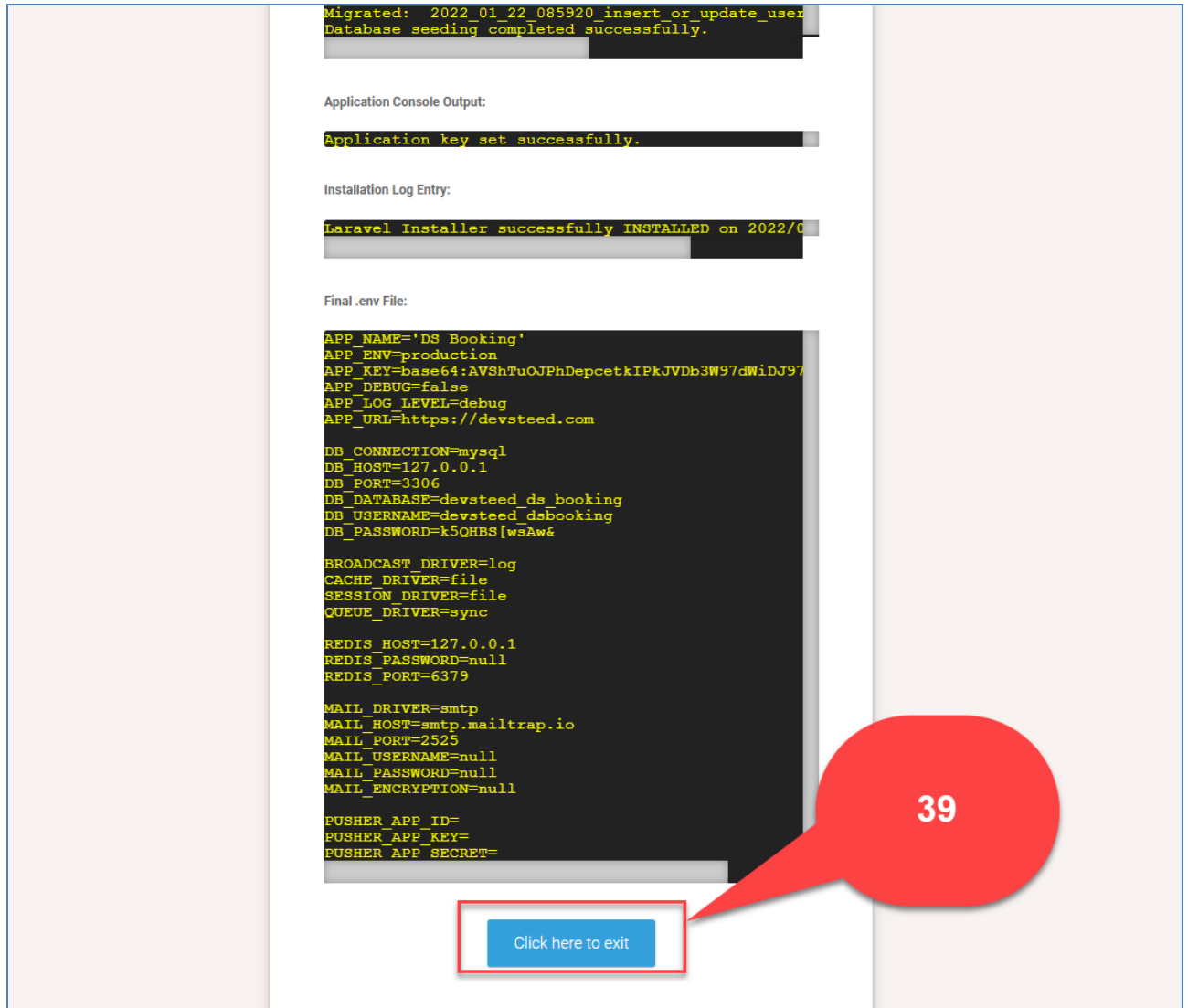


36. To email configuration click to mail. Email configuration required for service notification.





- 37. Enter email configuration info.
- 38. Click to install button.

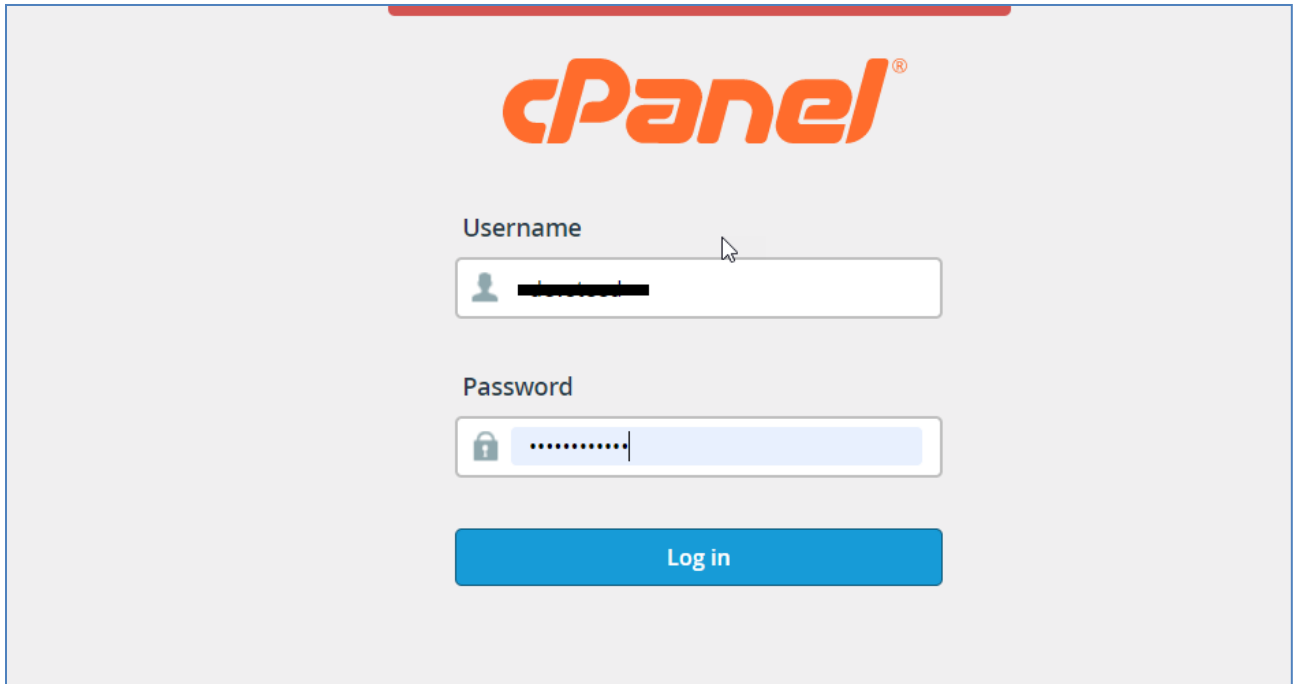


39. Click to “Check here to exit” button.

### 1.3 Update Existing Project

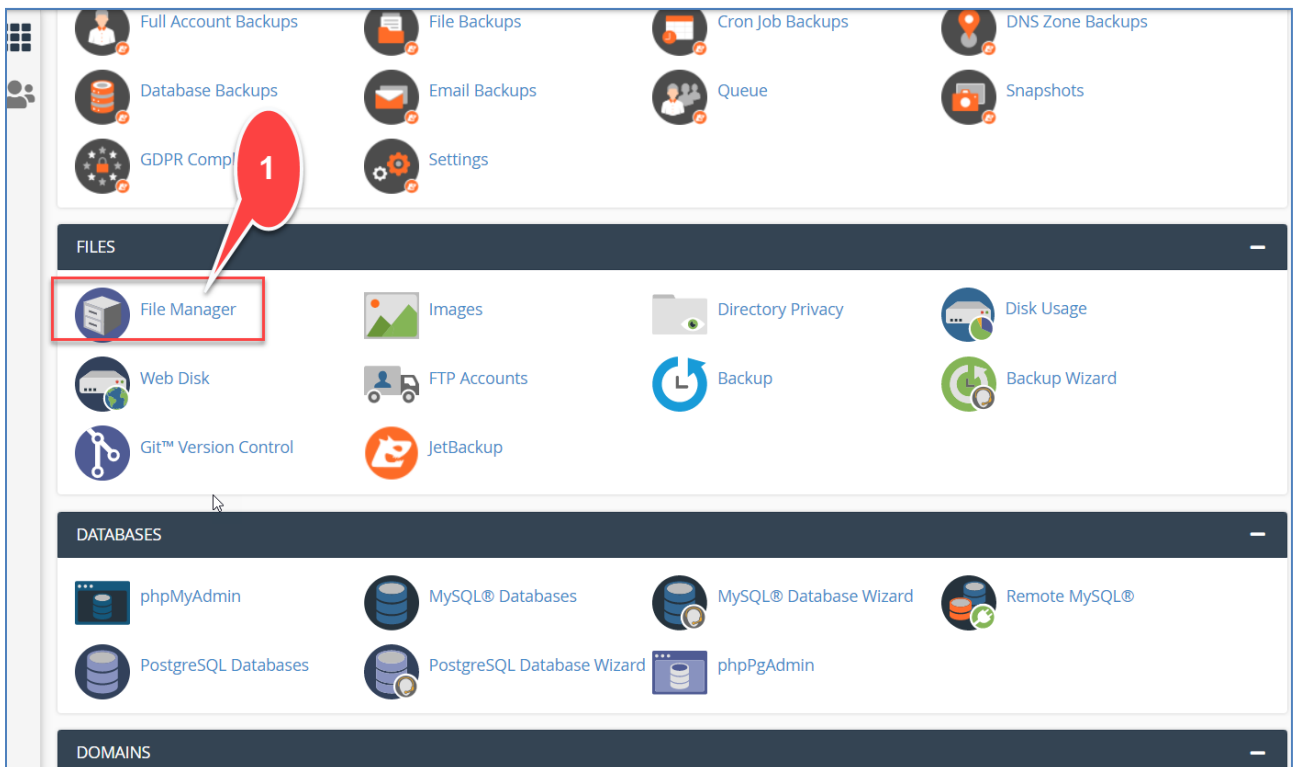
To Update existing project,flow the instruction.

1. After downloading updated project from code canyon upload zip file source\_code.zip to existing directory.

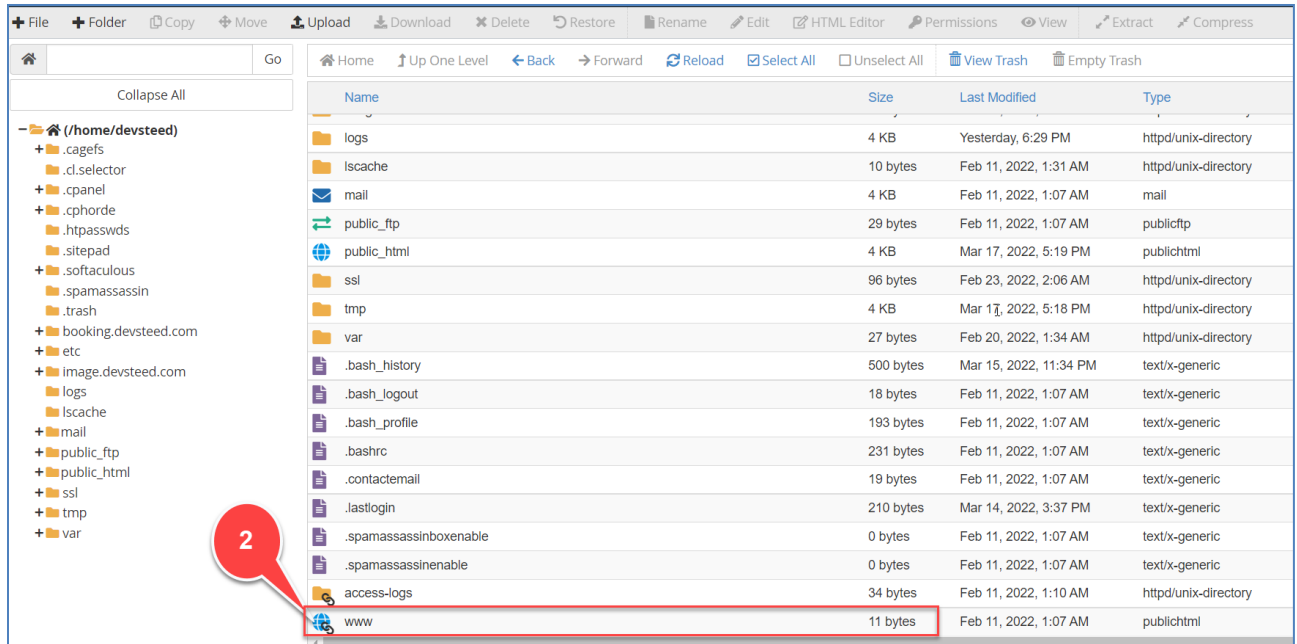


The image shows the cPanel login interface. At the top is the cPanel logo in orange. Below it are two input fields: 'Username' and 'Password'. The Username field contains a masked password '\*\*\*\*\*'. The Password field also contains a masked password '\*\*\*\*\*'. Below the password field is a blue 'Log in' button.

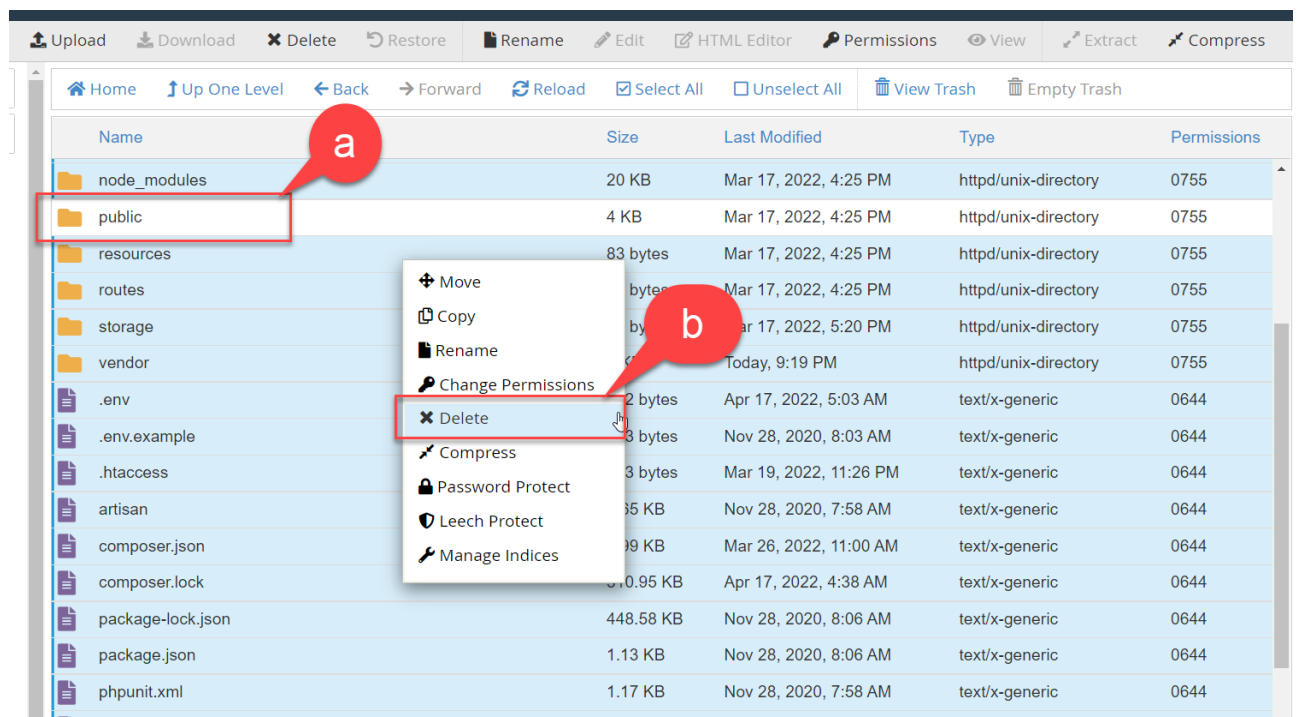
Enter Username & password to login control panel.



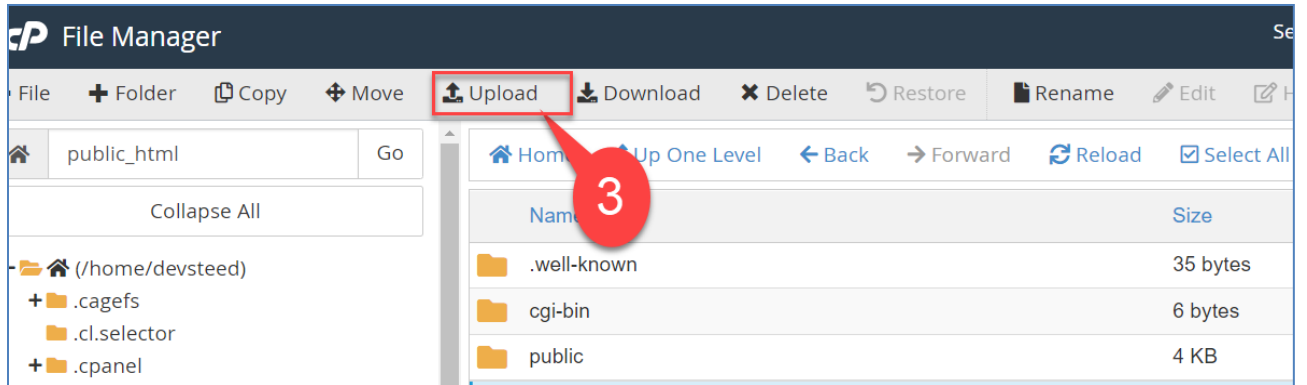
1. Click to the File Manager.



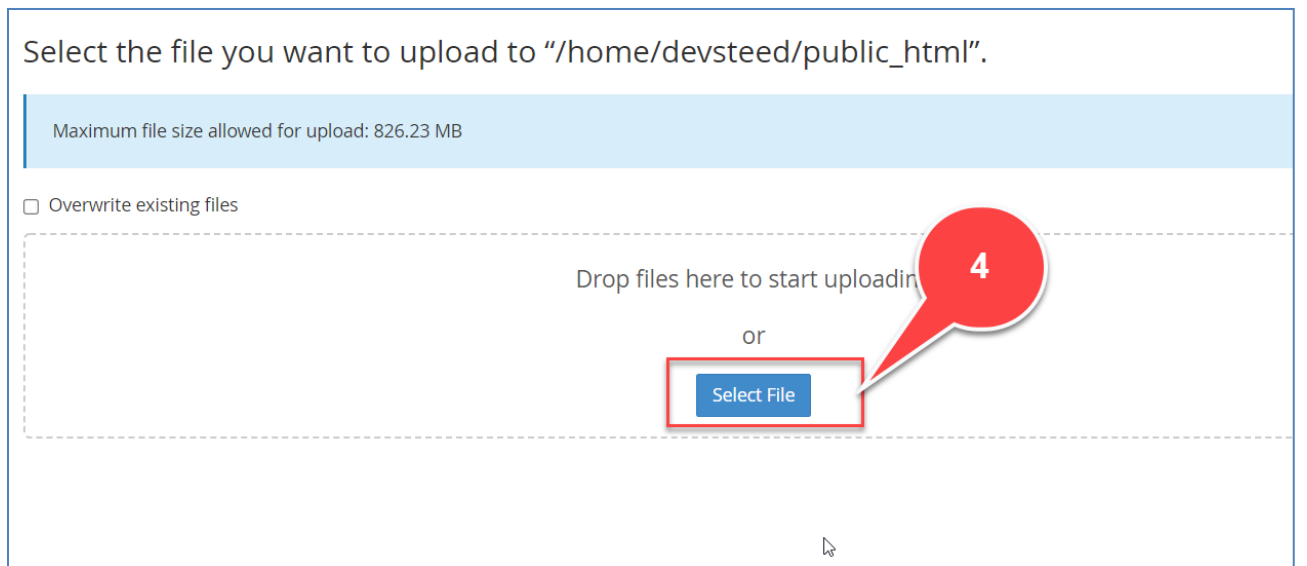
2. Click to the www folder or your desire directory where you installed or stored project.



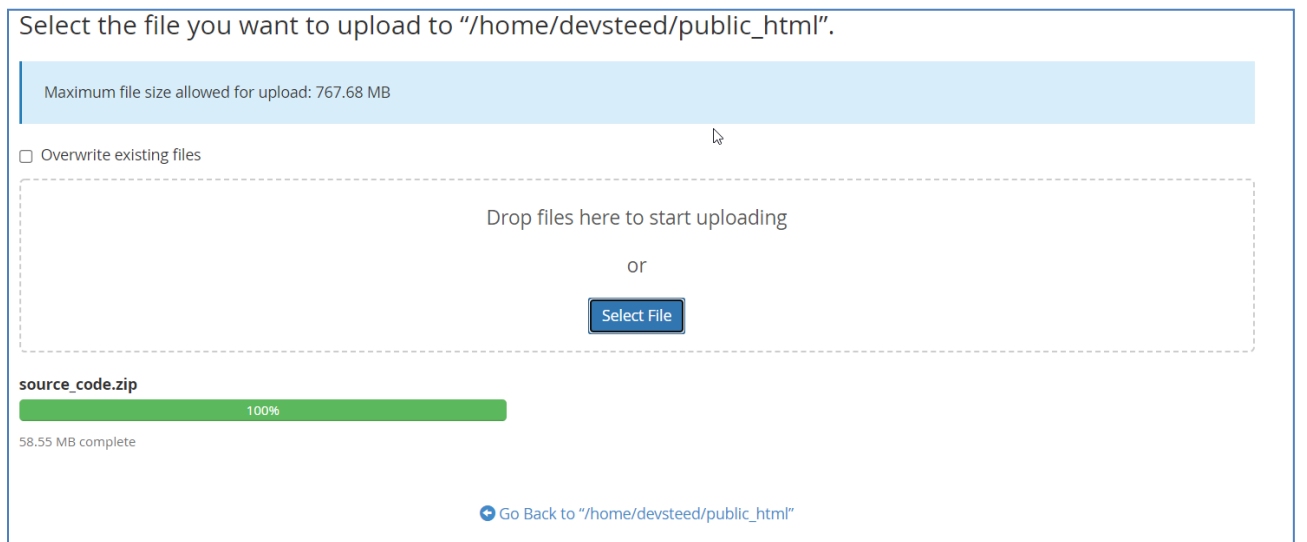
- Do not delete public folder.
- Delete all previous file without public folder. Because here is stored all images in "upload files". You can copy "upload files" to another to security purpose or backup that is stored in public folder.

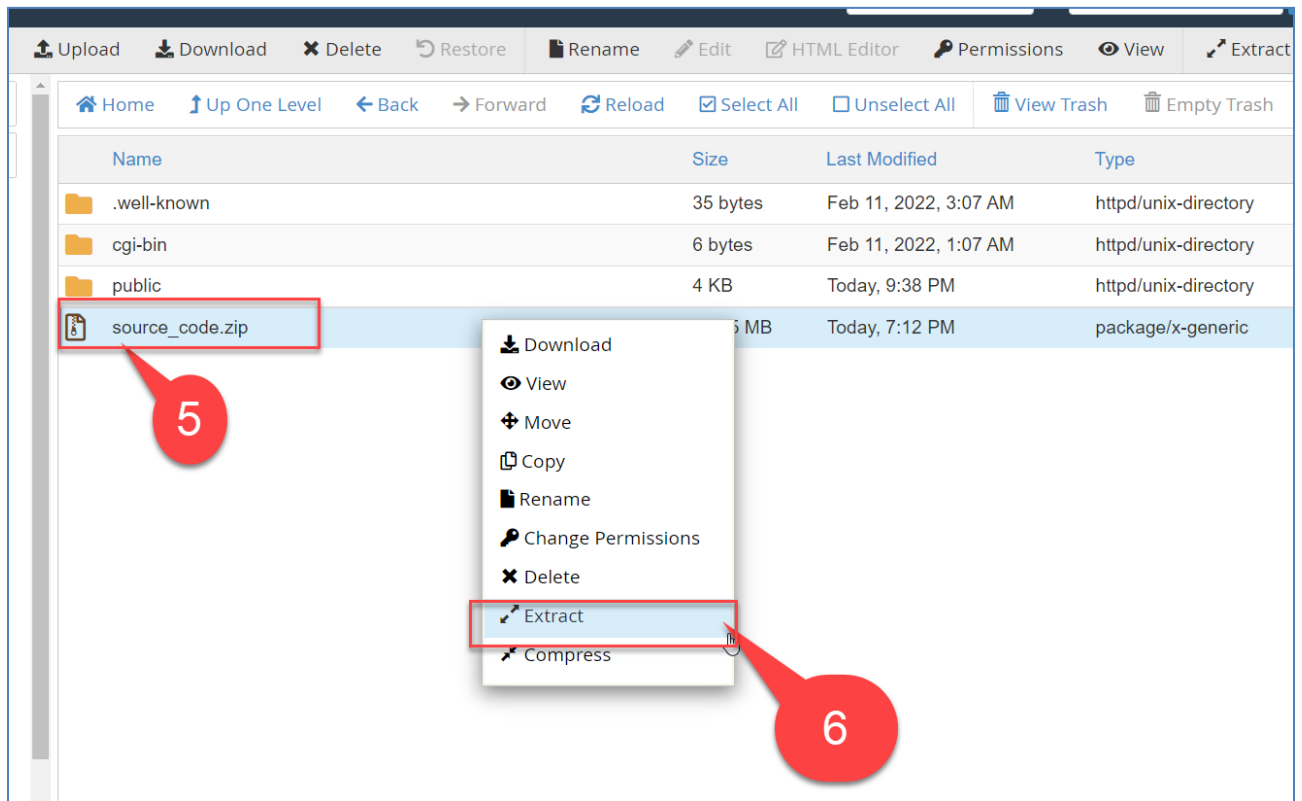


3. Click to upload button.



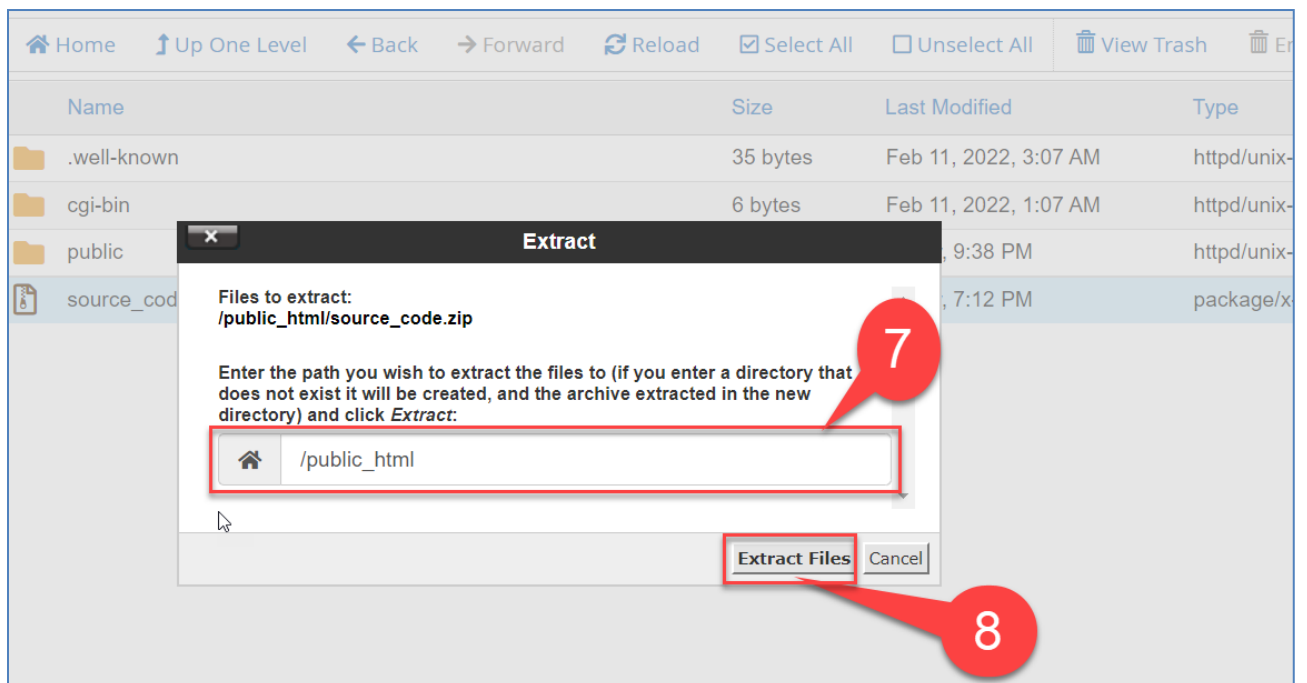
4. Select & upload downloaded source\_code.zip



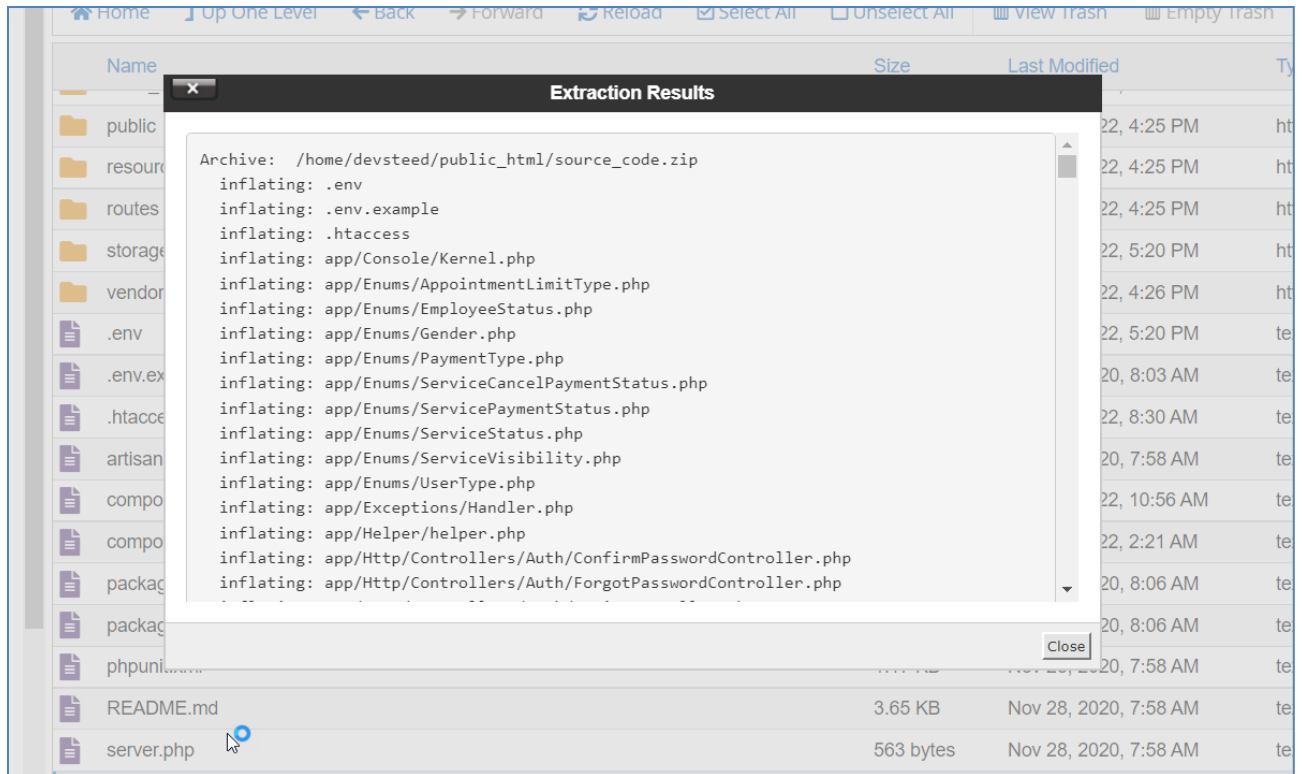


5. Right button clicked to the uploaded source\_code.zip

6. Click to Extract button.



7. Choose your project directory.
8. Click to extract button.



Before completed extract source code you see.

**Now follow you will installation Step-29 to 39 for complete project update.**

## 2. Login /Sign in

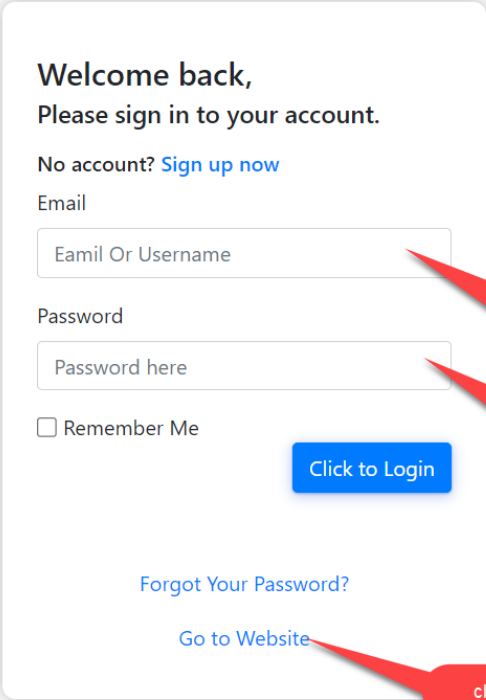
In demo version have 3 users **admin,web user, staff**. Password is same 12345678 for all users.

**admin:** admin user can access all.

**Staff:** staff is service provider like doctor, spa service provider staff, salon service provider staff. They can access only add, edit, delete service or the permission that will be given to them. But admin can change permission if needed.

**Web user:** web user is client. Web user has default permission he/she can book service by using website and see booking info using client dashboard.

All users can login using same login page.



The image shows a login form with the following elements:

- Welcome back, Please sign in to your account.**
- No account? [Sign up now](#)**
- Email**
- 
- Password**
- 
- ☐ Remember Me
- [Click to Login](#)
- [Forgot Your Password?](#)
- [Go to Website](#)

Annotations (red callouts) point to the following fields:

- user name or email** points to the Email input field.
- password** points to the Password input field.
- click to main website** points to the Go to Website link.

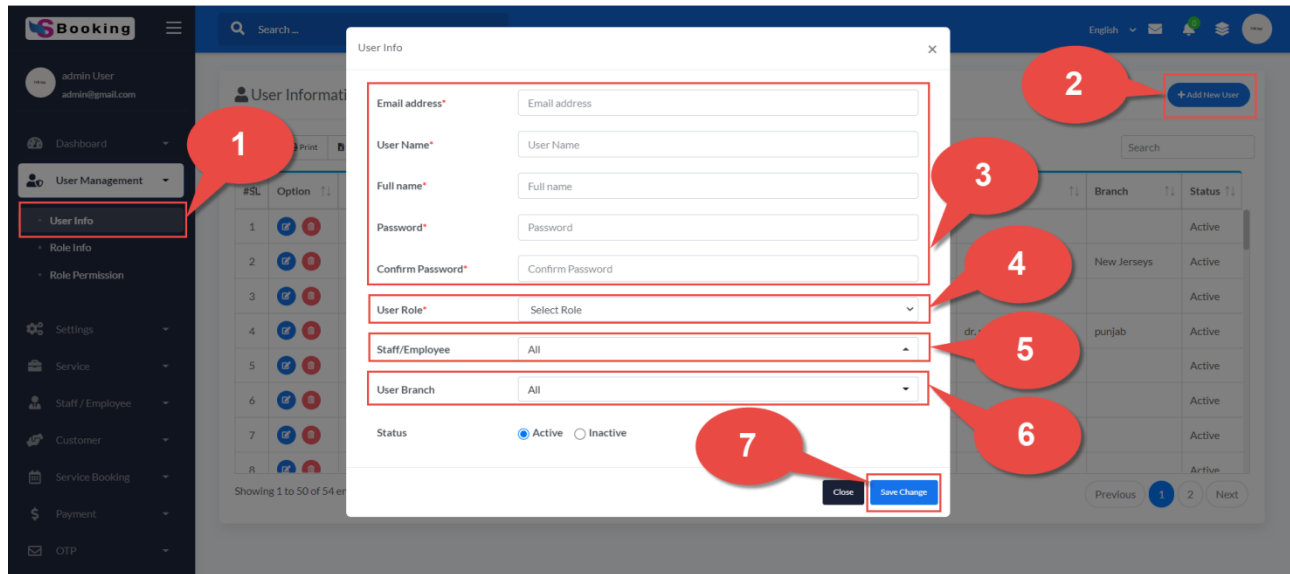
### 3. User Management

Control overall system using the user management like user, role, add, edit, delete & view permission.

#### 3.1. User Info

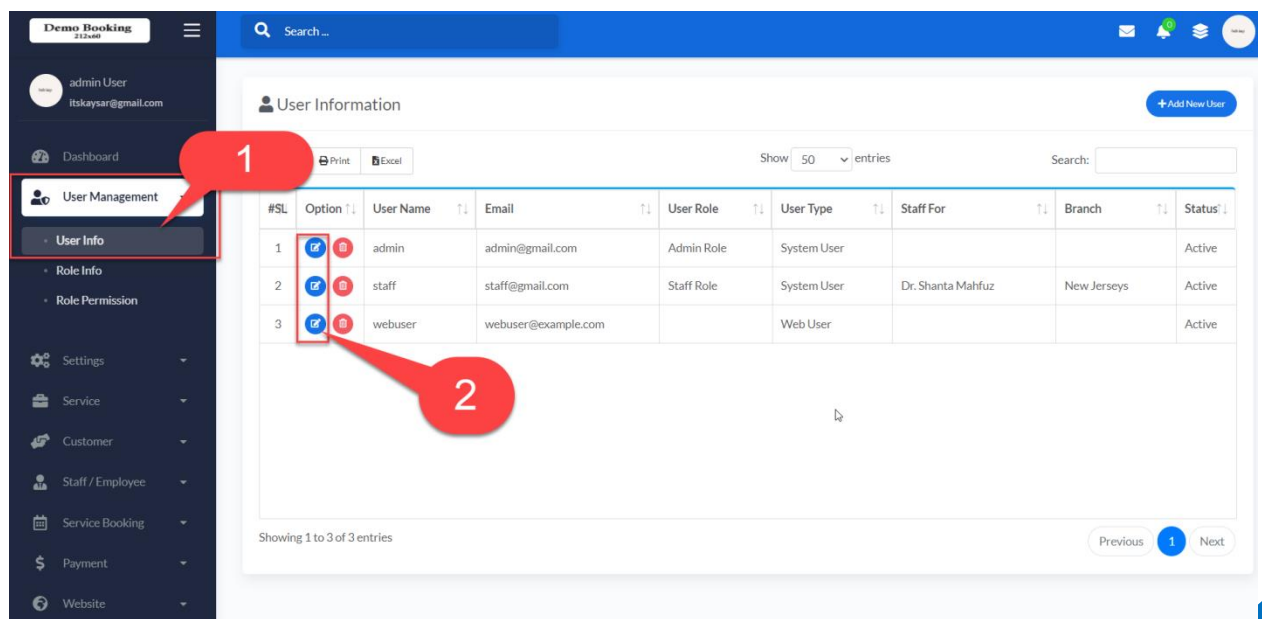
**3.1.1. Add User:** To create a new user please follow the below instruction.





1. For create user select User Management=> User Info.
2. Click Add New User
3. Open modal and input required info.
4. Select user role.
5. Select Service provider staff/employee like (Doctor, spa service provider staff, salon service provider staff etc.), if you need to allow (add, edit, delete) booking permission to service provider staff.
6. Select user branch for allow specific branch permission
7. Click Save Change button for store information.

**3.1.2. Edit User:** To edit a user please follow the below instruction.



1. For edit user info go to User Management=> User Info.
2. Click the edit icon for edit.







The 'User Info' modal form contains the following fields:

- Email Address\*
- User Name\*
- Full Name\*
- Password\*
- Confirm Password\*
- User Role\*
- Staff/Employee
- User Branch
- Status (Active/Inactive)

1. Change your desire information.
2. Click the Save Change button for store your modified information.

### 3.1.3. Delete User: To delete user please follow the below instruction.

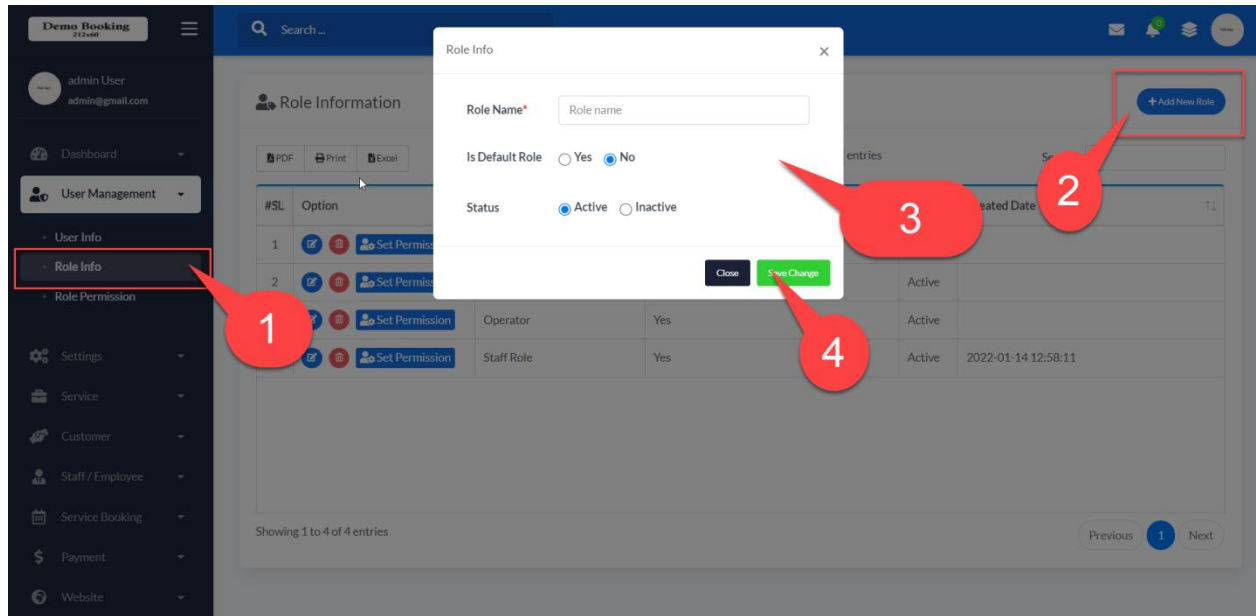
The 'User Information' table contains the following data:

#SL	Options	User	Email	User Role	User Type	Staff For	Branch	Status
1	 	admin	admin@gmail.com	Admin Role	System User			Active
2	 	staff	staff@gmail.com	Staff Role	System User	Dr. Shanta Mahfuz	New Jerseys	Active
3	 	webuser	webuser@example.com		Web User			Active

1. Go to user Management=> User Info for delete user.
2. Click to delete icon for delete.

## 3.2 Role Info

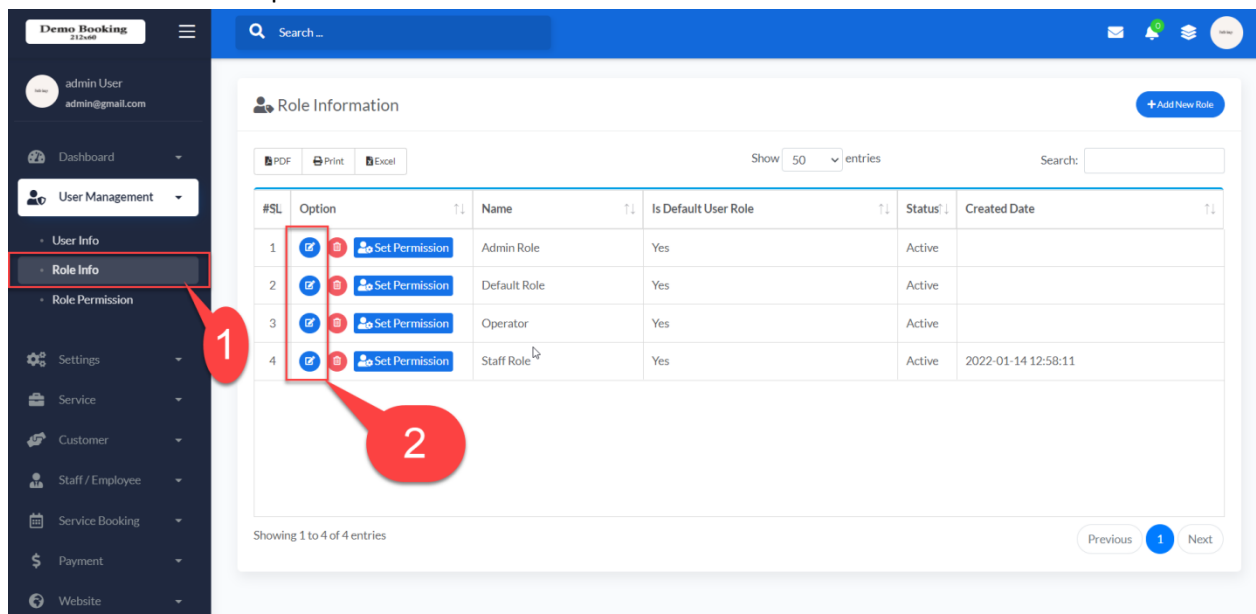
### 3.2.1 Add Role: To add new role please follow the below instruction.



1. To add new role, go to User Management => Role Info.
2. Click to Add New Role.
3. Input required info.
4. Click to save change button.

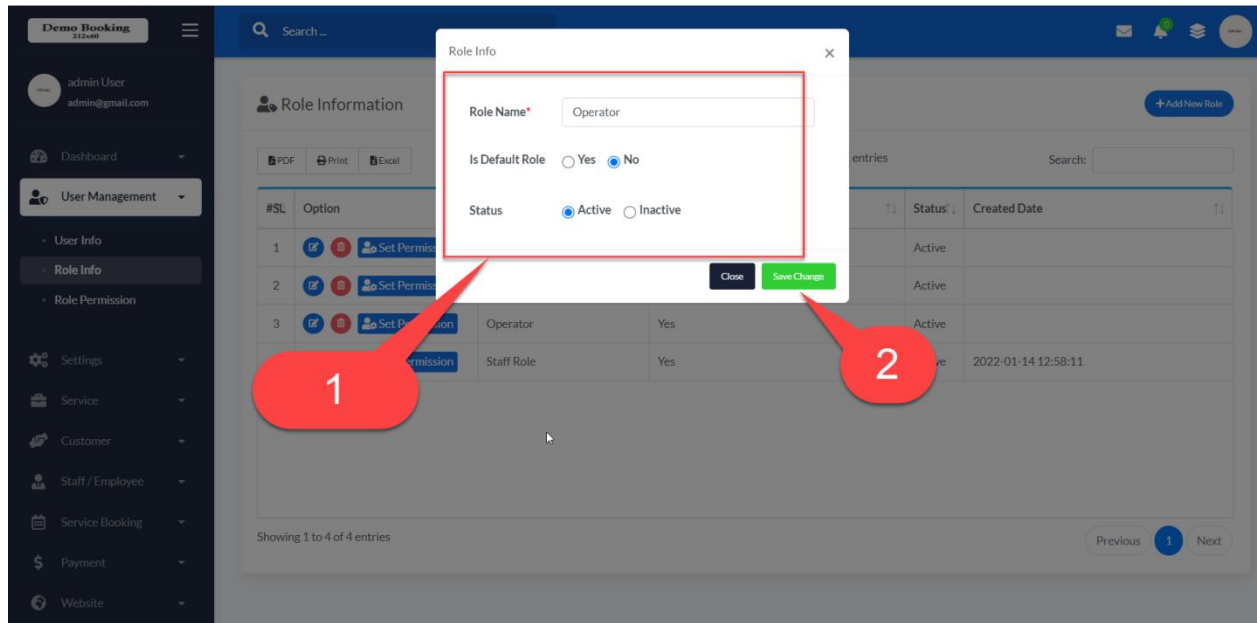
**NB: No need to select is default Role.**

### 3.2.2 Edit Role: To edit role please follow the below instruction.



1. Go to User Management => Role Info.

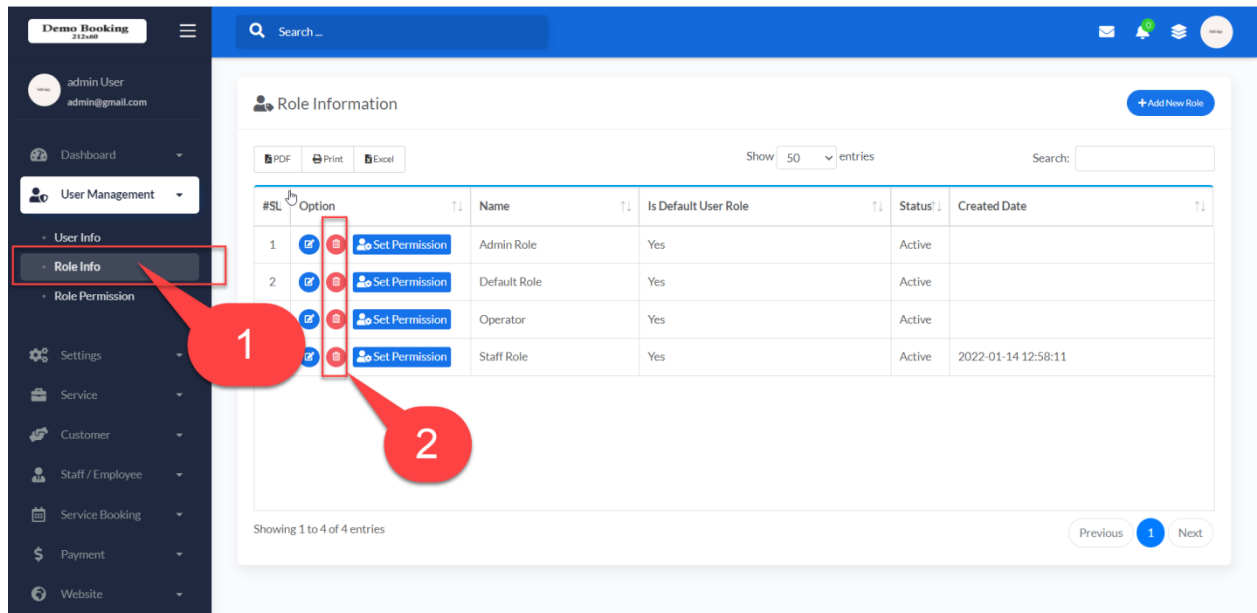
2.Click the edit button.



1.Change your desire info.

2. Click to save change button for save your change info.

### 3.2.3 Delete Role: To delete role please follow the below instruction.



1. Go to User Management => Role Info.

2. Click to delete button for delete.

### 3.2.4 Set Role Permission: To set role permission please follow the below instruction.

The screenshot shows the 'Role Information' page. The left sidebar has a 'User Management' dropdown menu with 'Role Info' selected. The main area displays a table of roles with columns: #SL, Option, Name, Is Default User Role, Status, and Created Date. The table lists four roles: Admin Role, Default Role, Operator, and another role. Each role has a 'Set Permission' button in the 'Option' column. Red callouts '1' and '2' indicate the steps: 1. Go to User Management => Role info. 2. Click to the Set Role Permission.

#SL	Option	Name	Is Default User Role	Status	Created Date
1	Set Permission	Admin Role	Yes	Active	
2	Set Permission	Default Role	Yes	Active	
3	Set Permission	Operator	Yes	Active	
4	Set Permission		Yes	Active	2022-01-14 12:58:11

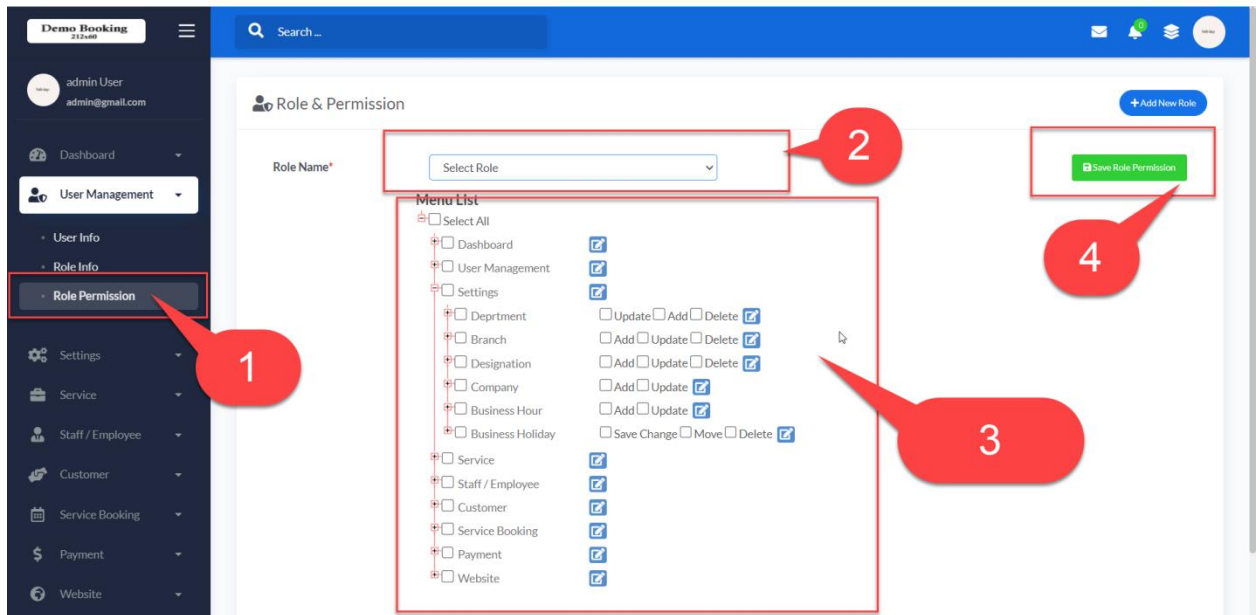
1. Go to User Management=> Role info.
2. Click to the Set Role Permission.

The screenshot shows the 'Role & Permission' page. The 'Role Name' dropdown is set to 'Operator'. The 'Menu List' shows a tree structure of system modules with checkboxes for permissions. A red box highlights the 'Menu List' area.

Menu List	Permissions
<input type="checkbox"/> Select All	
<input checked="" type="checkbox"/> Dashboard	
<input type="checkbox"/> User Management	
<input checked="" type="checkbox"/> Settings	
<input checked="" type="checkbox"/> Department	<input checked="" type="checkbox"/> Update <input checked="" type="checkbox"/> Add <input checked="" type="checkbox"/> Delete
<input checked="" type="checkbox"/> Branch	<input checked="" type="checkbox"/> Add <input checked="" type="checkbox"/> Update <input checked="" type="checkbox"/> Delete
<input checked="" type="checkbox"/> Designation	<input checked="" type="checkbox"/> Add <input checked="" type="checkbox"/> Update <input checked="" type="checkbox"/> Delete
<input checked="" type="checkbox"/> Company	<input checked="" type="checkbox"/> Add <input checked="" type="checkbox"/> Update
<input checked="" type="checkbox"/> Business Hour	<input checked="" type="checkbox"/> Add <input checked="" type="checkbox"/> Update
<input checked="" type="checkbox"/> Business Holiday	<input checked="" type="checkbox"/> Save Change <input checked="" type="checkbox"/> Move <input checked="" type="checkbox"/> Delete
<input checked="" type="checkbox"/> Service	
<input checked="" type="checkbox"/> Staff / Employee	
<input checked="" type="checkbox"/> Customer	
<input checked="" type="checkbox"/> Service Booking	
<input type="checkbox"/> Payment	
<input checked="" type="checkbox"/> Website	

Set role permission as you need like (add,edit,delete & view) by check or uncheck.

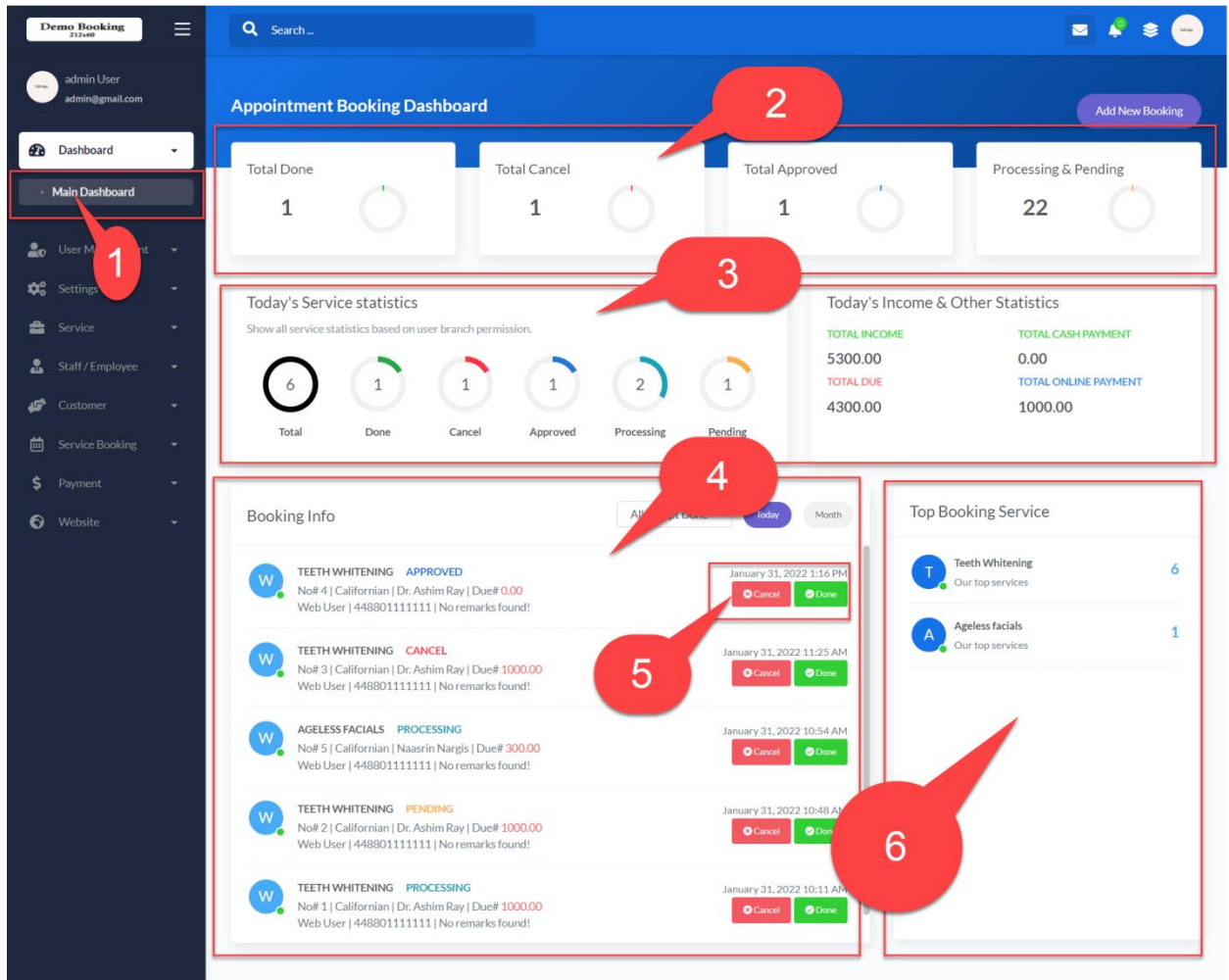
### 3.3 Role Permission:For role permission please follow the below instruction.



1. Go to User Management=> Role Permission.
2. Select your desired role which want to set add, edit, delete, view and other permissions.
3. Check and uncheck your desired permission.
4. Click to Save Role Permission.

## 4 Dashboard

**4.1 Main Dashboard:**Showing overall daily and monthly Bill info by user & user branch permission wise. User can change booking status like pending, cancel, done etc.



1. Go to Dashboard => Main Dashboard.
2. Show Monthly done, cancel, approved, pending booking.
3. Show daily done, cancel, approved, processing, and pending booking. View today's income and other Statistics.
4. Show Daily & Monthly Booking Info (Pending, Approved, Processing, Cancel, Done) etc.
5. Click to cancel or done booking.
6. Show top booking info based on done/complete booking.

## 5 Settings

### 5.1 Branch

5.1.1 **Add New Branch:**To add a new Branch in your company please follow the below instruction.

Branch Info

Name\* New Jerseys

Phone\* 01111111111

Email\* demo@example.com

Address\* New Jerseys Branch1, New Jerseys

Order 2

Status ☒ Active ☐ Inactive

Close Save Change

#SL	Option	Name
1	<input checked="" type="radio"/>	New Jerseys
2	<input checked="" type="radio"/>	Californian

Showing 1 to 2 of 2 entries

1. Go to left menu Settings=> Branch.
2. Click to add new branch to open input form.
3. Input required information to make a new branch in your company.
4. Click the save change button for add new branch.

5.1.2 **Edit Branch:**To edit Branch please follow the below instruction.

Branch Info

PDF Print Excel

Show 50 entries

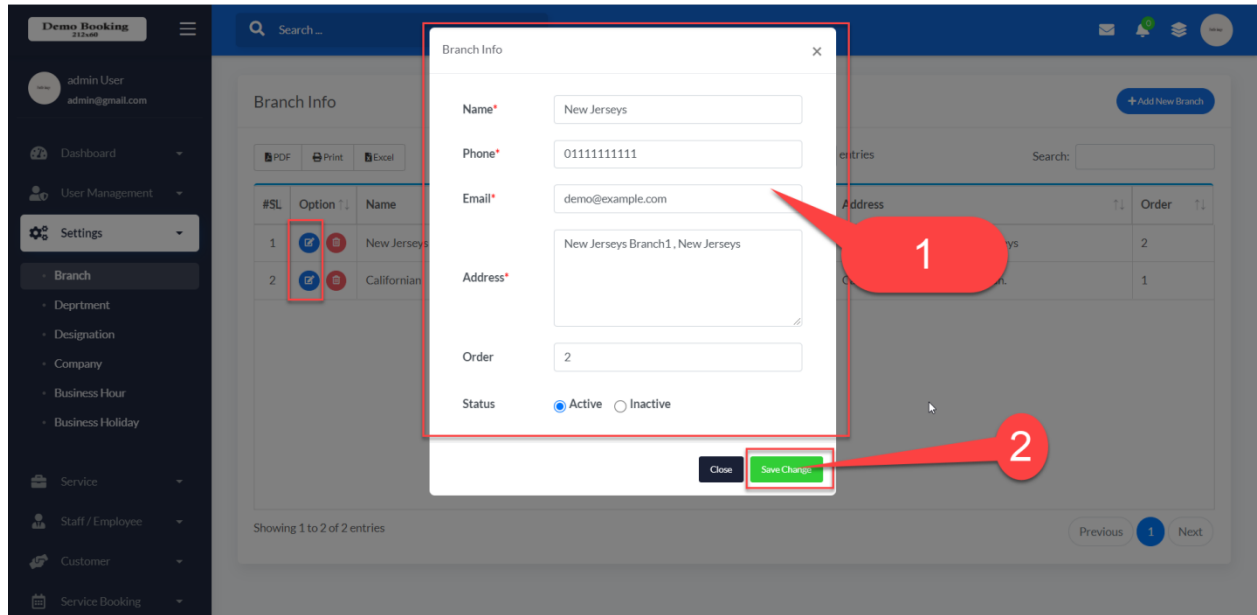
#SL	Option	Name	Phone	Email	Address	Order
1	<input checked="" type="radio"/>	New Jerseys	01111111111	demo@example.com	New Jerseys Branch1, New Jerseys	2
2	<input checked="" type="radio"/>	Californian	01123467463	exmple@gmail.com	Californian Branch 1, Californian.	1

Showing 1 to 2 of 2 entries

Previous 1 Next

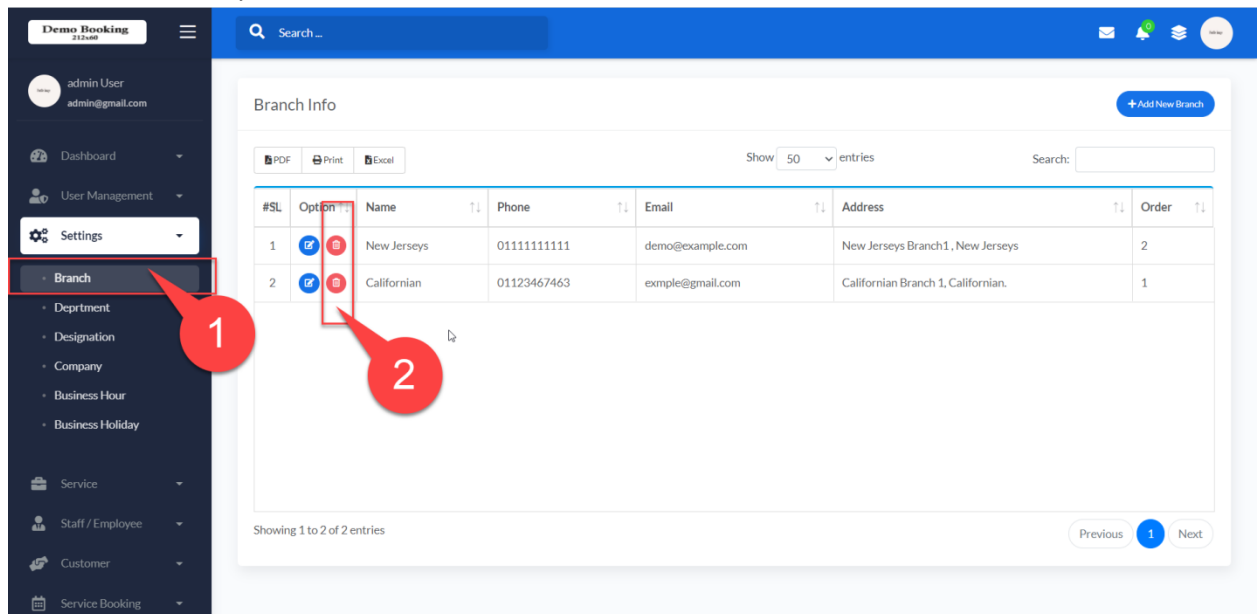


1. Go to Setting=>Branch.
2. Click the Edit icon in the table to open the existing branch info.



1. Change your required information.
2. Click to save change button for update your branch information.

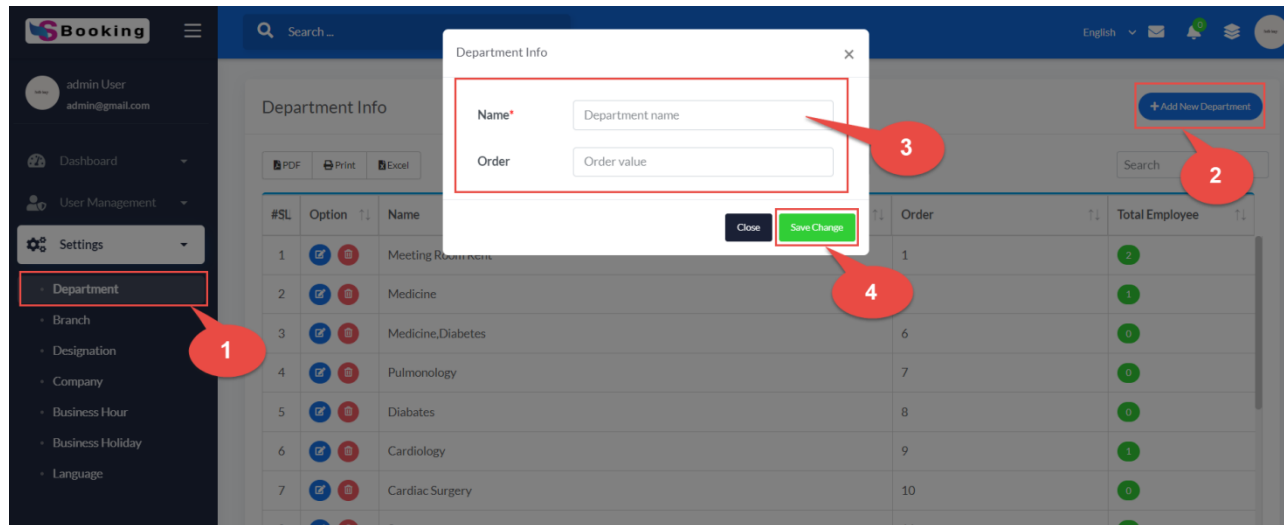
**5.1.3 Delete Branch:**For delete branch please follow the below instruction. But you can't delete after use branch anywhere.



1. Go to Settings =>Branch.
2. To delete existing branch info, click the delete icon in the table and confirm to delete.

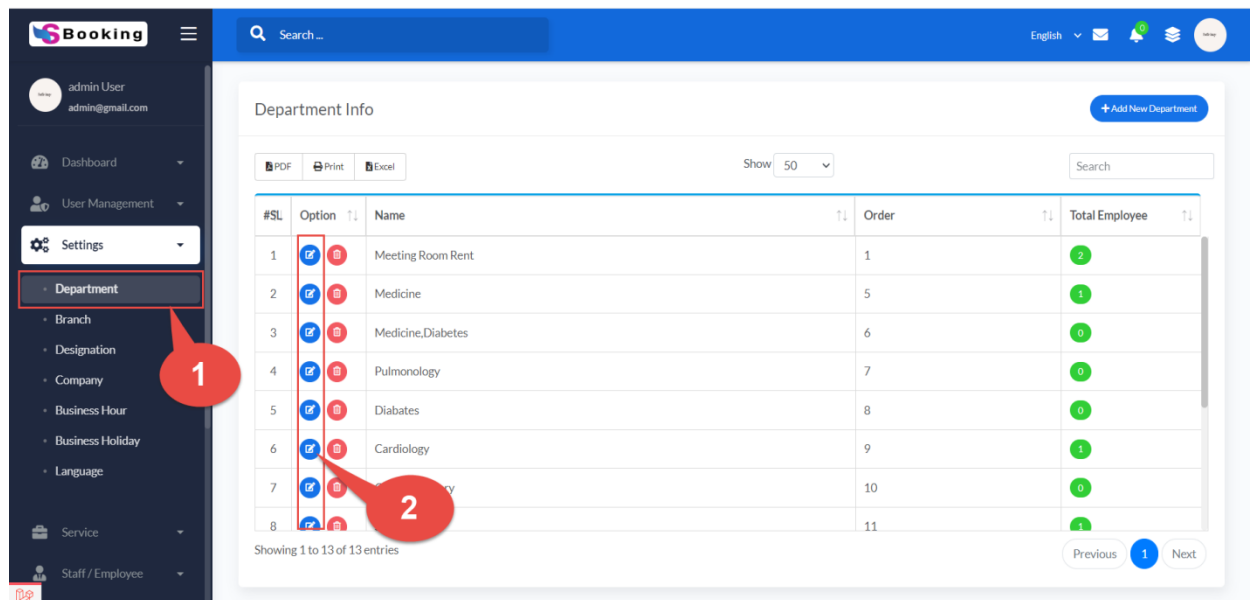
## 5.2 Department

5.2.1 **Add New Department:**To add a new department in your company please follow the below instruction.

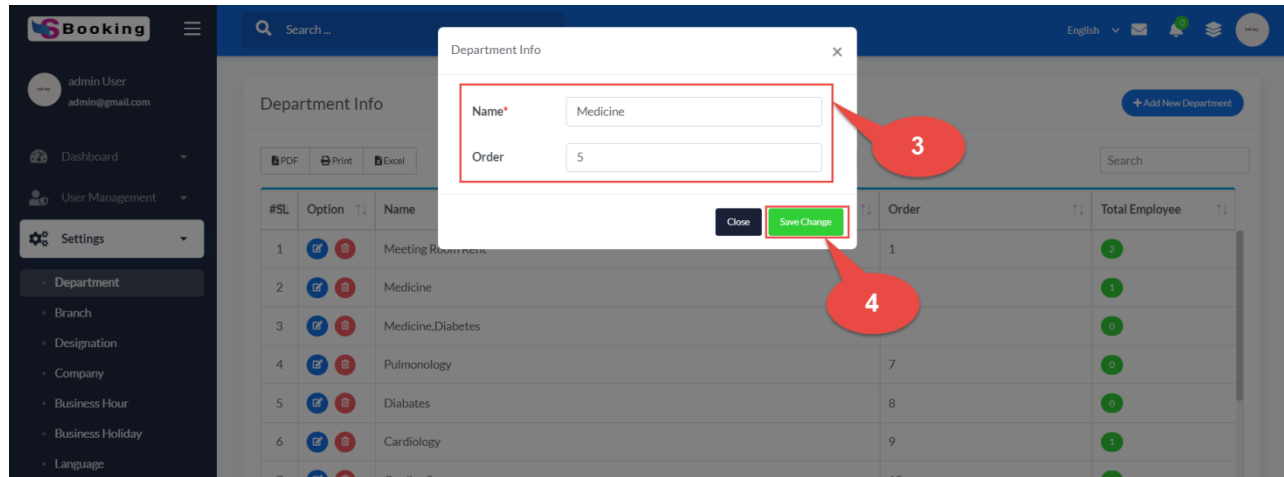


1. Go to left menu Settings=>Department.
2. Click to add new Department to open input form.
3. Input required information to make a new department in your company.
4. Click the save change button for add new department.

5.2.2 **Edit Department:**To edit Department please follow the below instruction.

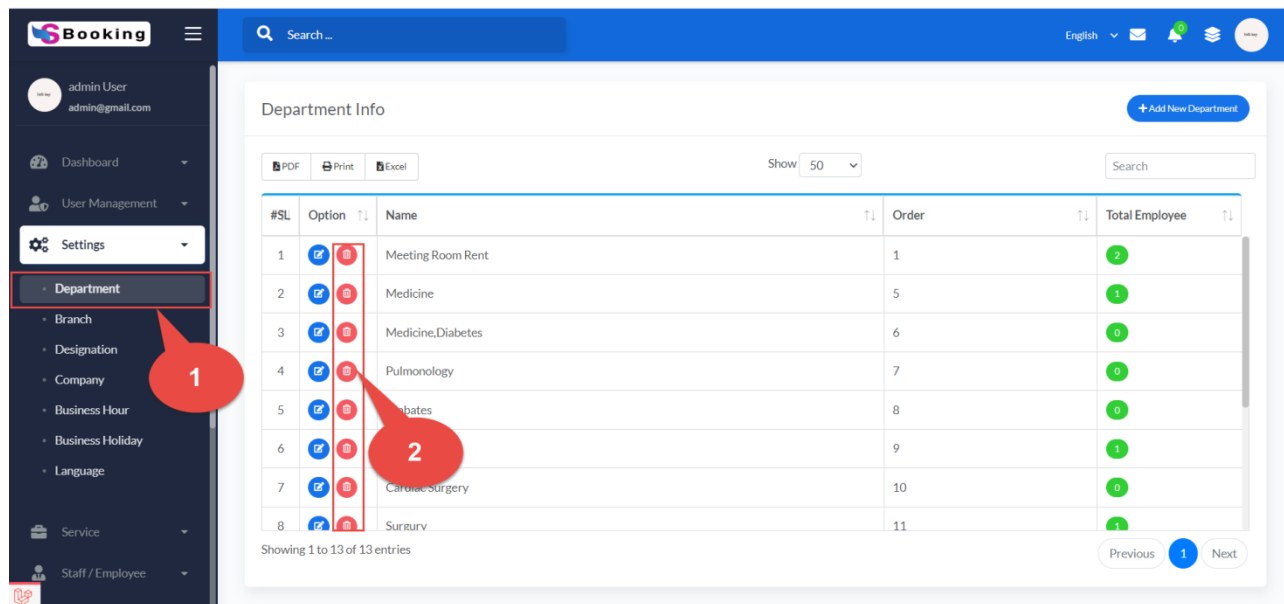


1. Go to Setting=>Department.
2. Click the Edit icon in the table to open the existing department info.



3. Change your required information.
4. Click to save change button for update your department information.

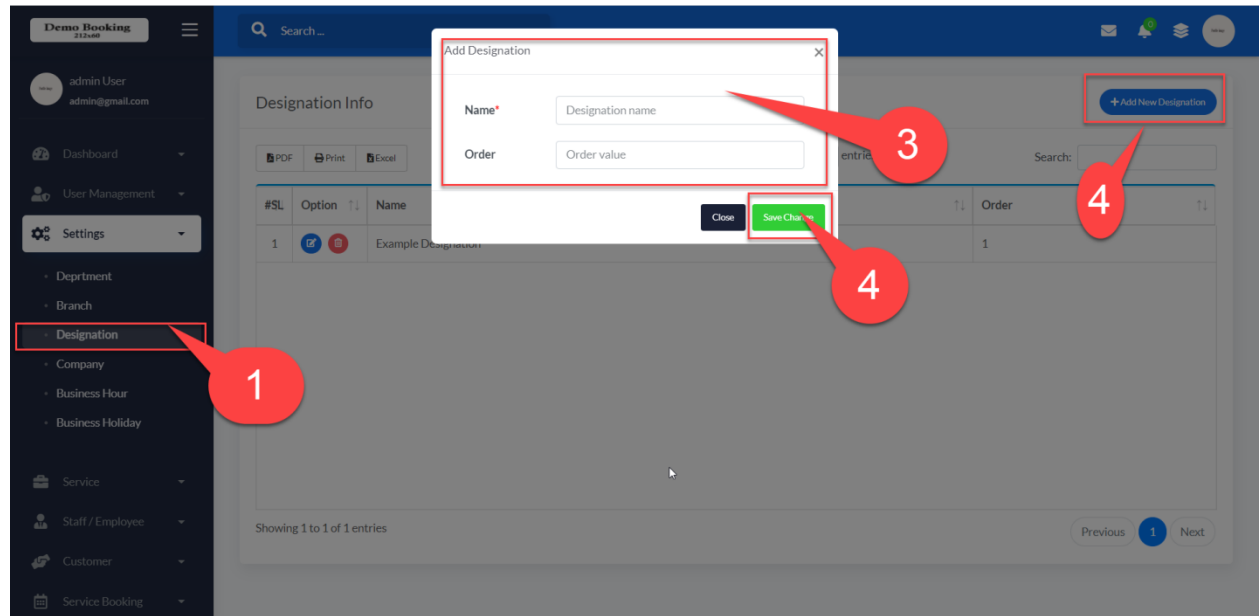
**5.2.3 Delete Department:**For delete department please follow the below instruction. But you can't delete after use department anywhere.



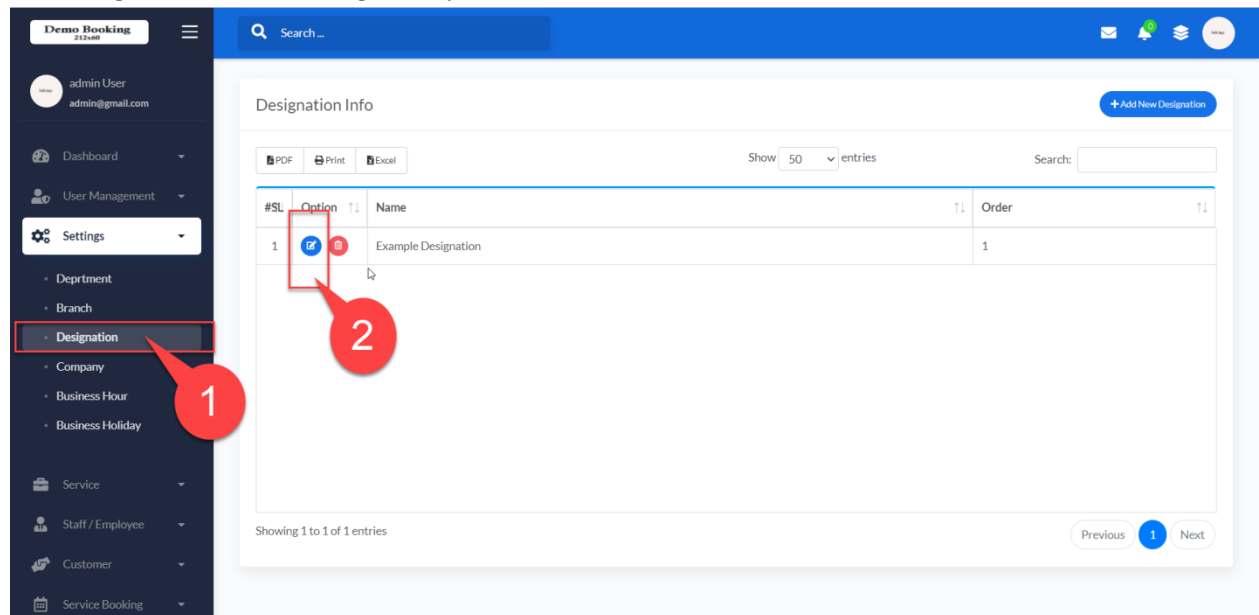
1. Go to Settings =>Department.
2. To delete existing department info, click the delete icon in the table and confirm to delete.

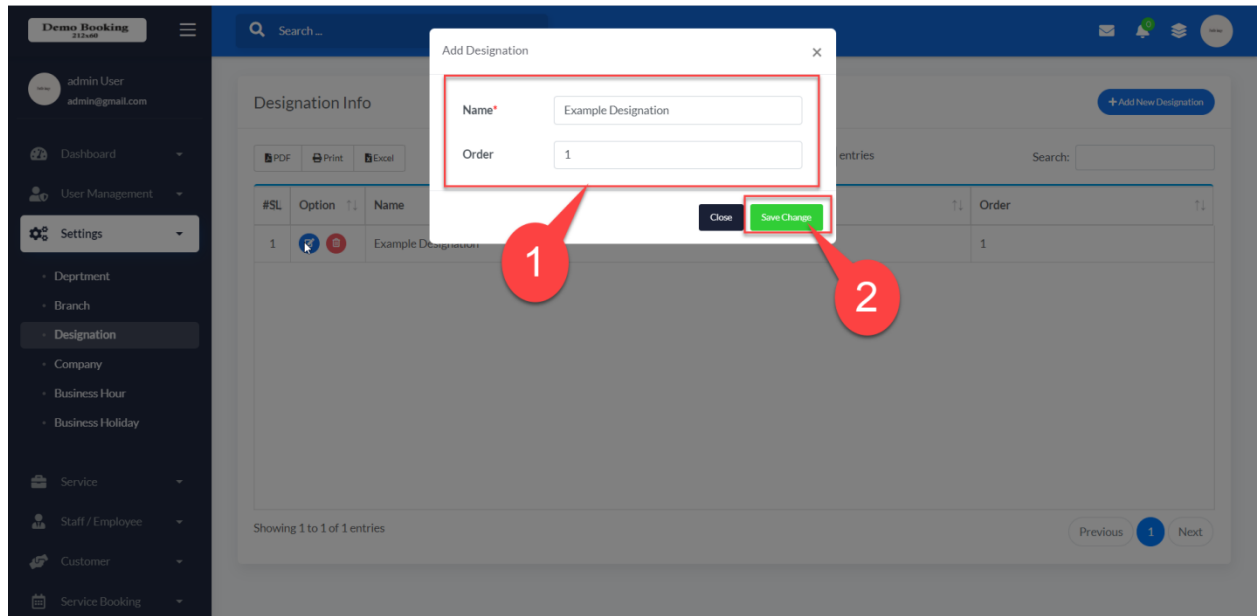
### 5.3 Designation

**5.3.1 Add New Designation:**To add a new designation in your company please follow the below instruction.



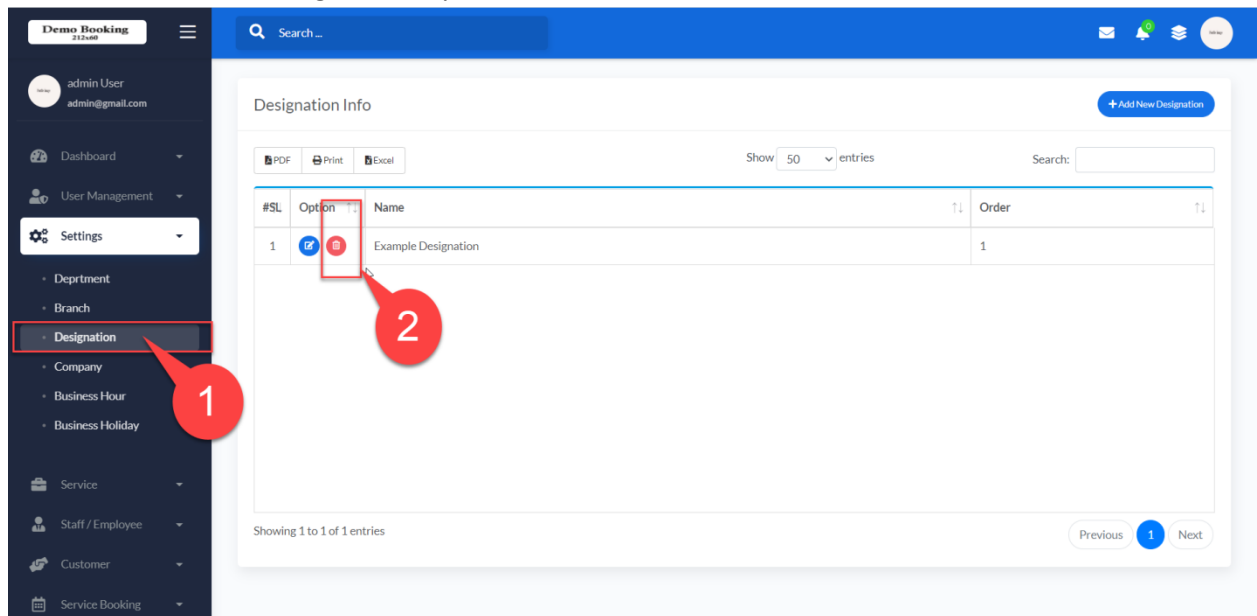
### 5.3.2 Edit Designation: To edit Designation please follow the below instruction.





1. Change your required information.
2. Click to save change button for update your designation information.

**5.3.3 Delete Designation:**For delete designation please follow the below instruction. But you can't delete after use designation anywhere.



1. Go to Settings =>Designation.
2. To delete existing designation info, click the delete icon in the table and confirm to delete.

#### 5.4 Company Info: To modify company info please follow the below instruction.

The screenshot shows the 'Company Settings' form in the 'Demo Booking' application. The form is titled 'Company Settings' and contains the following fields:

- Name\* (Example Company)
- Address\* (Example Company Address)
- Phone\* (01111111111)
- Mobile\* (01111111111)
- Email\* (demo@example.com)
- Web Address\* (www.example.com)

A red box highlights the form, and a red circle with the number 1 points to the 'Company' option in the left sidebar. A red circle with the number 2 points to the 'Save Changes' button. A red circle with the number 3 points to the 'Save Changes' button.

1. Go to Settings=>Company.
2. Change your required info.
3. Click to save change button for change your modified info.

#### 5.5 Business Hour: You can define day and branch wise business start time, end time and weekly holiday of your company using this section. To add or modify please follow the below instruction.

The screenshot shows the 'Business Hour Settings' form in the 'Demo Booking' application. The form is titled 'Business Hour Settings' and contains the following elements:

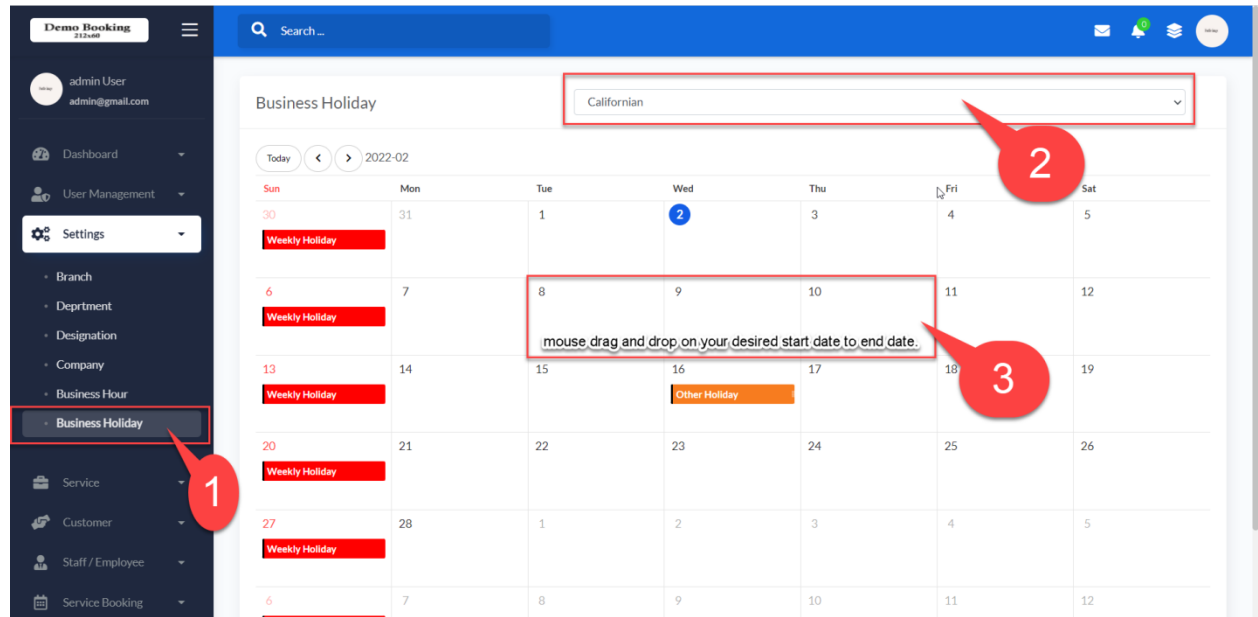
- Branch Name\* (California)
- Table for business hours (Start Time, End Time, Is Weekly Holiday)
- Save Change button

A red box highlights the form, and red circles with numbers 1 through 6 point to various elements: 1 points to the 'Business Hour' option in the left sidebar, 2 points to the 'Branch Name' dropdown, 3 points to the 'Sunday' row, 4 points to the '23:00:00' end time field, 5 points to the 'Is Weekly Holiday' toggle, and 6 points to the 'Save Change' button.

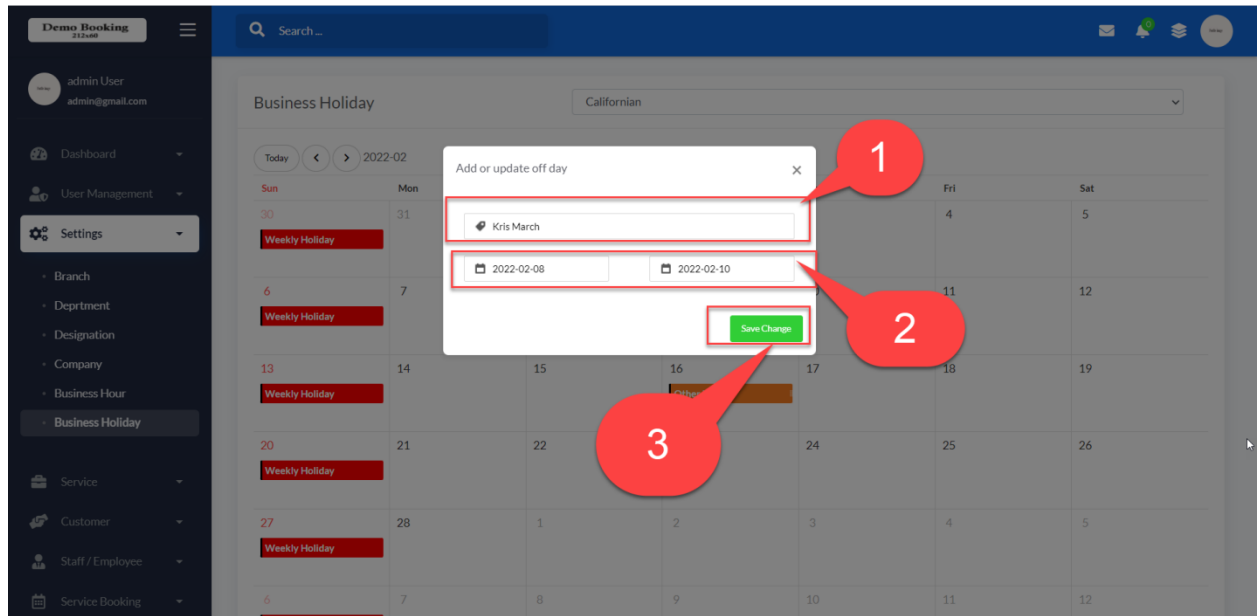
1. Go to Settings=> Business Hour.
2. Select Branch which you want to add or modify business hour and weekly holiday.
3. Add or change business start time.
4. Add or change business end time.
5. Enable or disable weekly holiday.
6. Click to save change button for store your changed data.

**5.6 Business Holiday:** You can set branches national and others holiday by using mouse drag and drop.

**5.6.1 Add Business Holiday:** To add holiday please follow the below instruction.

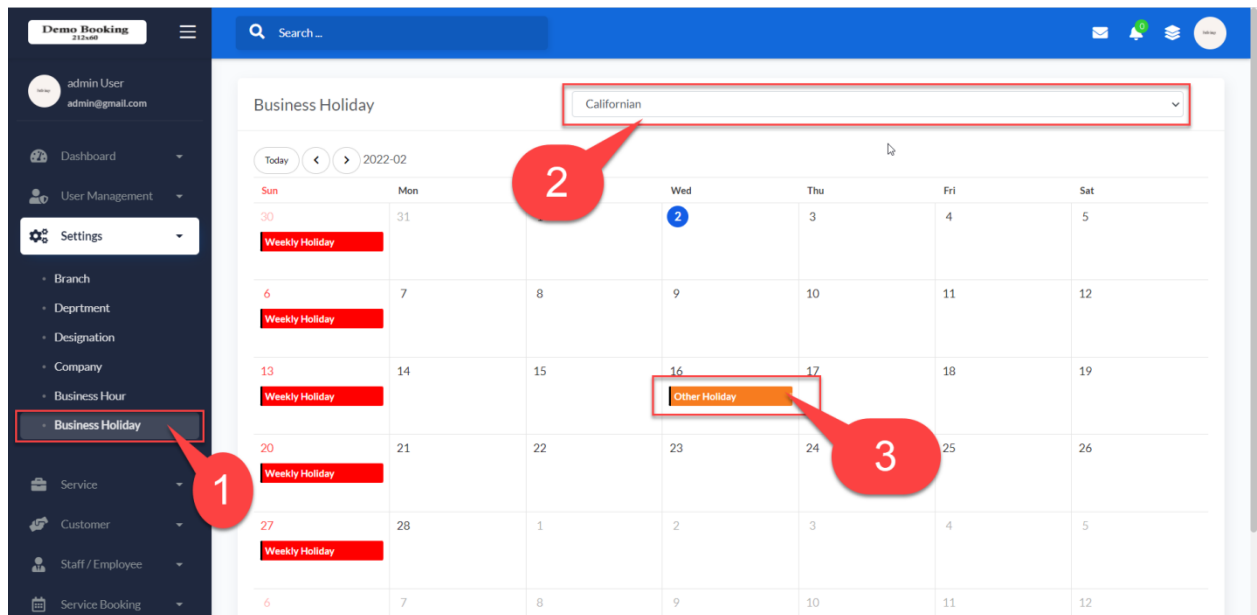


1. Go to Settings=>Business Holiday.
2. Select Branch which you want to add holiday under the branch.
3. Mouse drag and drop on your desired start to end date.



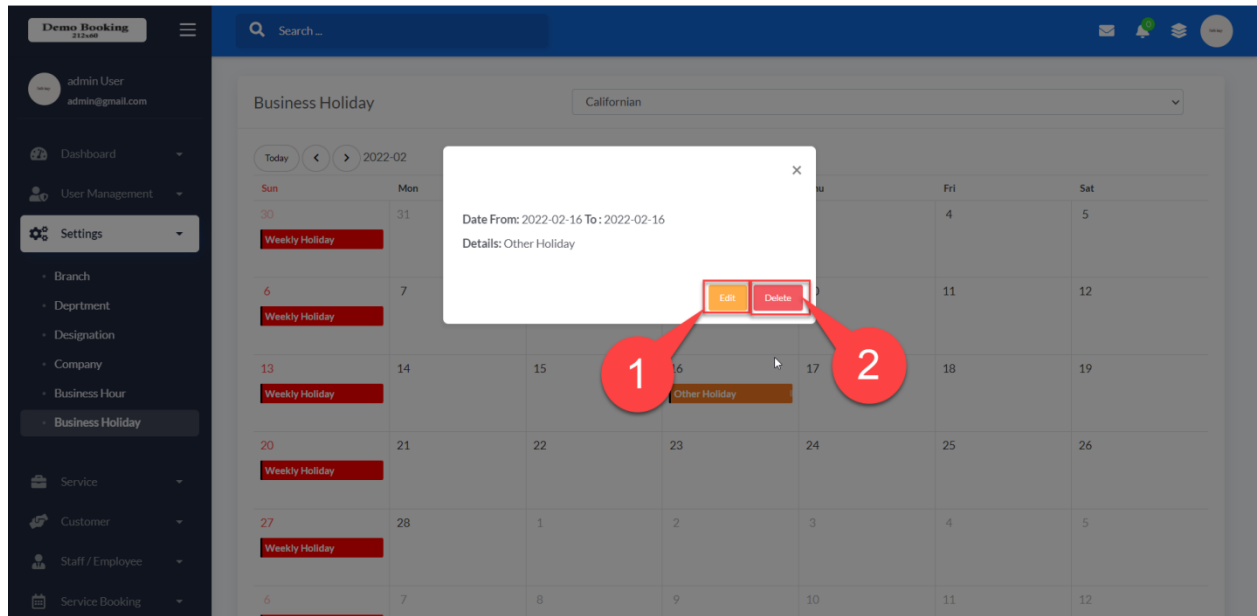
1. Input Holiday title.
2. Input start & end date of holiday.
3. Click to save change button for save holiday.

**5.6.2 Update Or Delete Business Holiday:** To update business holiday please follow the below instruction.

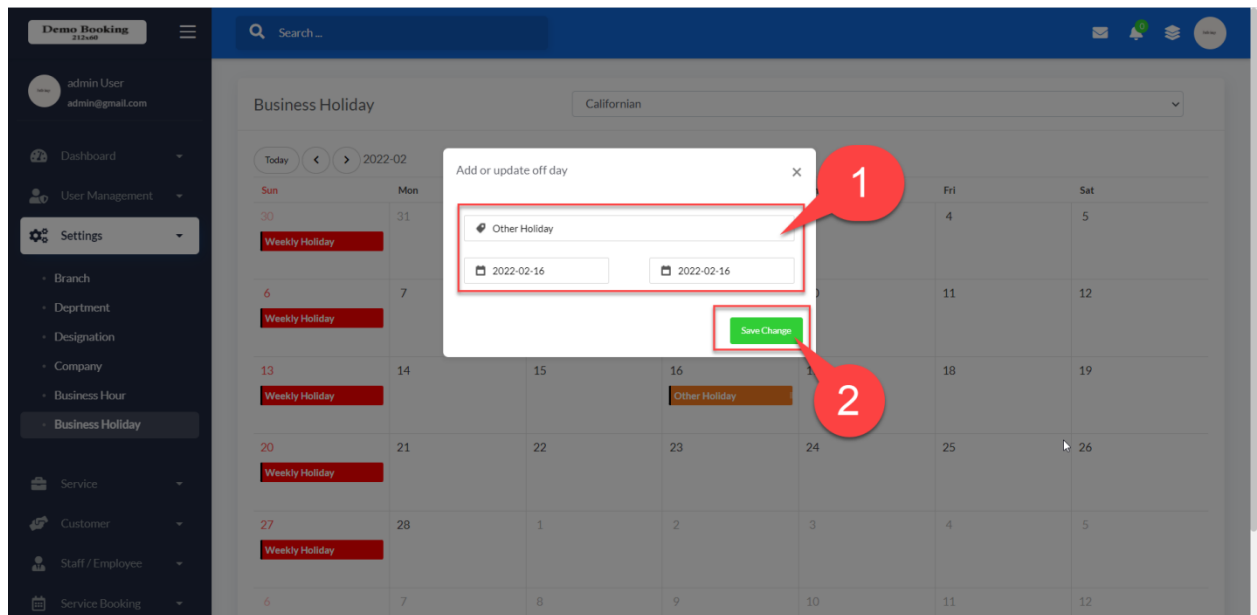


1. Go to Settings=>Business Holiday.
2. Select branch which you want to modify holiday under the branch.
3. Click to holiday title for holiday info.





1. Click to edit button for edit.
  2. Click to delete button for delete holiday.
- For edit holiday.



1. Change your required info.
2. Click to save change button for modify holiday.

**5.7 Language:** You can translate multiple languages as you wish.

### 5.7.1 Add New Language: To add language please follow the below instruction.

The screenshot shows the 'Demo Booking' system interface. On the left sidebar, the 'Language' option is highlighted. The main area displays the 'Language Information' form with fields for 'Name\*' (placeholder: Name like(English)) and 'Code\*' (placeholder: Code like(en,bn)). A green 'Save Change' button is visible. Below the form is a 'Language List' table with columns: #SL, Name, Code, RTL, and Option. The table contains two rows: 1. English (en) with RTL off, and 2. Malaysia (ms) with RTL on. Red callouts 1, 2, and 3 point to the 'Language' sidebar item, the form fields, and the 'Save Change' button respectively.

1. Go to settings=>Language.
2. Enter Name & Code.
3. Click to “Save Change” for save.

### 5.7.2 Edit Language

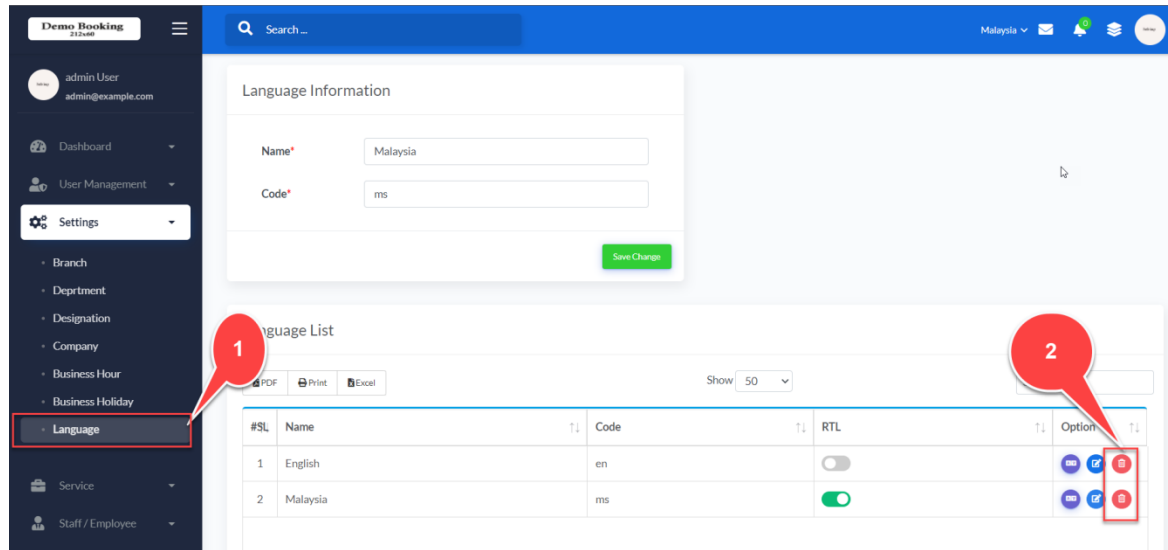
To edit language please follow the below instruction.

The screenshot shows the 'Demo Booking' system interface for editing a language. The 'Language Information' form is filled with 'Name\*' as 'Malaysia' and 'Code\*' as 'ms'. The 'Language List' table shows the 'Malaysia' entry selected. Red callouts 1, 2, 3, and 4 point to the 'Language' sidebar item, the 'Edit' button in the table, the form fields, and the 'Save Change' button respectively.

1. Go to Settings =>Language.
2. Click to Table Edit button.
3. Change your required data.
4. Click to “Save change” button.

### 5.7.3 Delete Language:

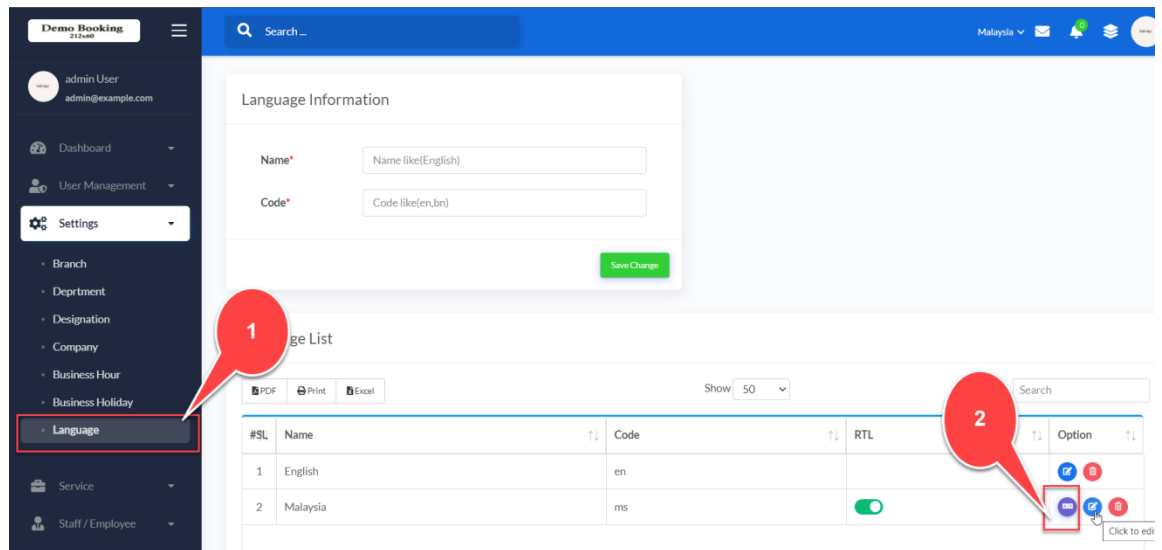
For delete language please follow the below instruction.



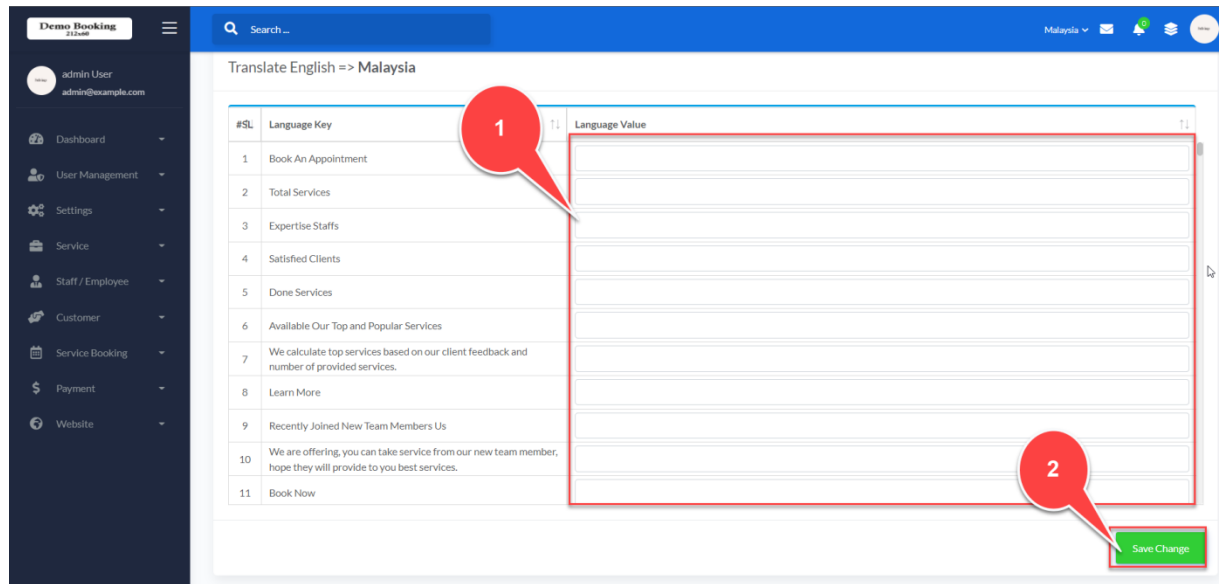
1. Go to Settings=>Language
2. Click to Delete icon for confirm delete.

### 5.7.4 Translate Language:

For translating the language, please follow the below instruction.



1. Go to Settings=>Language.
2. Click to translate icon.

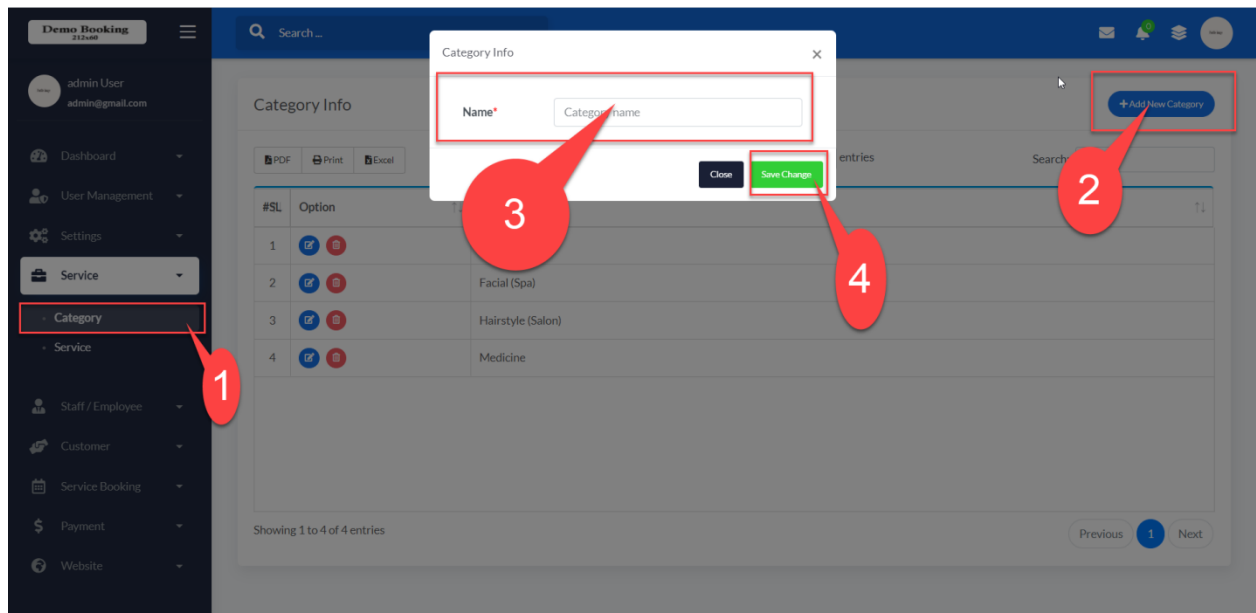


1. Enter translate value.
2. Click to “Save change button”.

## 6 Service

**6.1 Category:** You can create service category like (Salon (hairstyle, Haircut) | Spa (Facial, haircut) | Doctor Service (Dental, Medicine) etc.

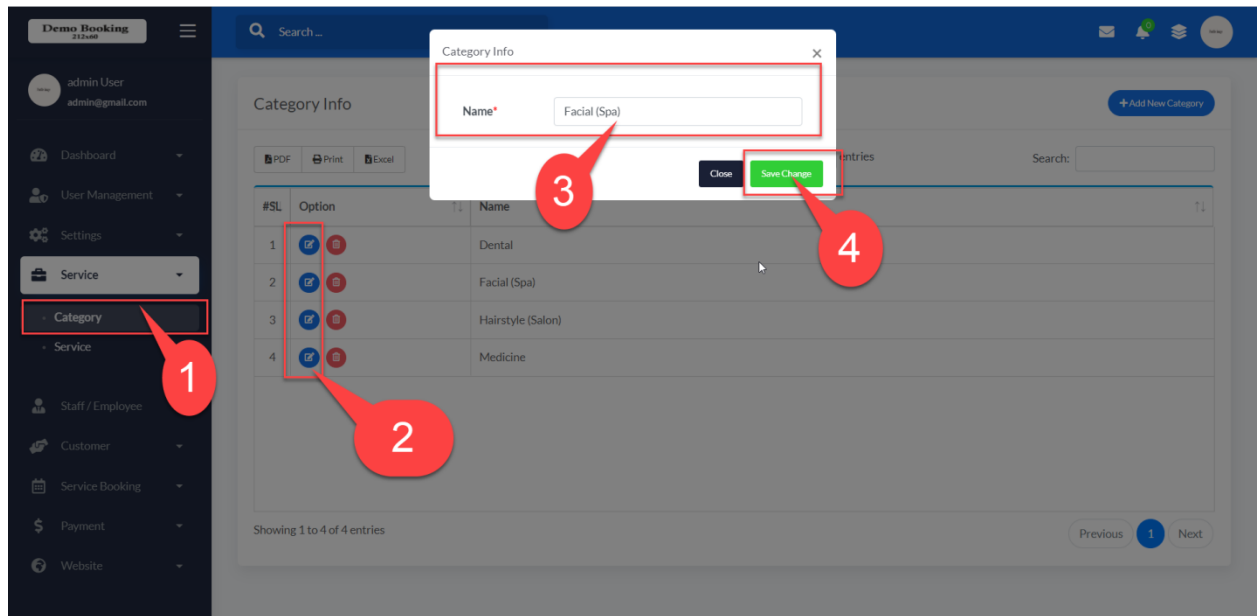
**6.1.1 Add Category:** To add category please follow the below instruction.



1. Go to Service=>Category.
2. Click to “add new category” button.
3. Input category name.

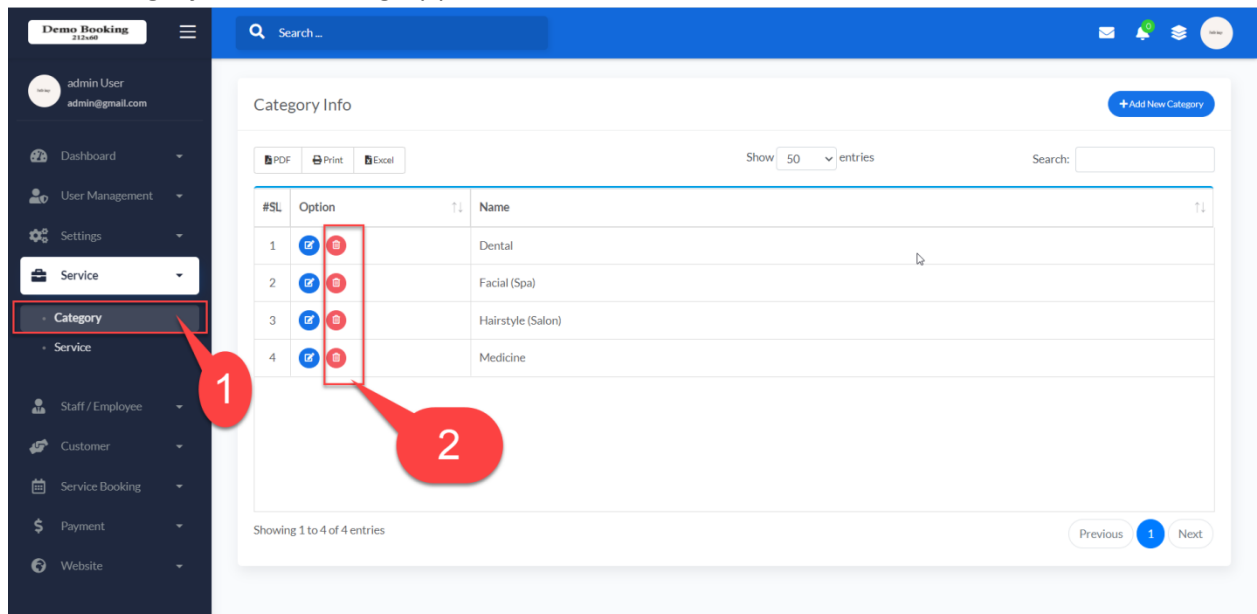
4. Click to “save change” button for save category.

**6.1.2 Edit Category:** To edit category please follow the below instruction.



1. Go to Service=>Category.
2. Click the Edit icon in the table to open the existing category info.
3. Change your required information.
4. Click to save change button for update your category information.

**6.1.3 Delete Category:** To delete category please follow the below instruction.



1. Go to Service=>Category.

2. To delete existing category info, click the delete icon in the table and confirm to delete.

**6.2 Service:** You can manage service, service price and service duration in your company. Service like Spa-facial, salon-haircut, dental-teeth cleaning, root canal etc.

**6.2.1 Add new Service:** To add a new service please follow the below instruction.

1. Go to Service=>Service.
2. Click to “add new service” button.
3. Select Service category, input Service title like (teeth cleaning, facial, haircut) etc. & input service price.
4. Choose 263x160 regulation service image.
5. Enter service duration, how many days or hours or minute takes to complete service.
6. Enter service time slot daily.
7. Enter service gap time before and service gap time after. How much time will be gap before and after service.
8. Appointment limit, how many appointments book a customer daily, weekly, monthly,

yearly or OFF for unlimited booking a customer.

9. Enter available time to book an appointment for a customer before start service. Enter minimum time required for service bookings. It means if you enter 1 hour for a service, the customer must be booking his appointment at least 1 hour before starting his service.

10. Enter minimum time required for service cancel. It means if you enter 2hour for a service cancel, the customer must be cancel his appointment at least 2 hour before starting his service. Otherwise, he can't cancel his appointment.

11. Select Service visibility, It will be visible in website or internal. Public =website available. Private=internally add possible appointment booking.

12. Click to "save change" button to store/save your service info.

### 6.2.2 Edit Service:To edit service please follow the below instruction.

The screenshot shows the 'Demo Booking' application interface. On the left is a dark sidebar with a menu. The 'Service' menu item is highlighted with a red box and a red circle containing the number 1. The main content area is titled 'Service Info' and contains a table with 6 entries. The table has columns: #SL, Option, Title, Category, Service Price, Service duration, and Visibility. The 'Option' column contains edit (pencil) and delete (trash) icons. A red box highlights the 'Option' column, and a red circle with the number 2 points to the edit icon in the first row. The table data is as follows:

#SL	Option	Title	Category	Service Price	Service duration	Visibility
1	[Edit] [Delete]	Aerosolized Medication Therapy	Medicine	1000.00	0 days, 00 hours 30 minutes	Public
2	[Edit] [Delete]	Teeth Whitening	Dental	1000.00	0 days, 00 hours 30 minutes	Public
3	[Edit] [Delete]	Face Shape (Hairstyle)	Hairstyle (Salon)	100.00	1 days, 00 hours 00 minutes	Public
4	[Edit] [Delete]	Facials	Facial (Spa)	300.00	1 days, 00 hours 00 minutes	Public
5	[Edit] [Delete]	Signature facials	Facial (Spa)	300.00	1 days, 00 hours 00 minutes	Public
6	[Edit] [Delete]	Textured Crop with a Heavy Fringe	Hairstyle (Salon)	200.00	1 days, 00 hours 00 minutes	Public

At the bottom of the table, it says 'Showing 1 to 6 of 6 entries'. There are 'Previous', '1', and 'Next' pagination controls.

1. Go to Service=>Service.

2. Click the Edit icon in the table to open the existing service info.

The screenshot displays the 'Service Information' modal form within the DevSteed Appointment Booking system. The form is used to edit service details. A red box highlights the form fields, and two red callout bubbles with numbers 1 and 2 point to the 'Save Change' button.

**Service Information**

Service Category: Dental

Service Title: Teeth Whitening

Service Price: 1000.00

Image: 263 X 160

Service Duration: 0 day, 0 hour, 30 minute

Service Time Slot: 0 hour, 30 minute

Gap Time Before: 0 hour, 6 minute

Gap Time After: 0 hour, 1 minute

Appointment Limit Type: Weekly

No of Limit: 3

Minimum Time Required to Service Booking: 0 day, 0 hour, 1 minute

Minimum Time Required to Cancel: 0 day, 0 hour, 1 minute

Details: Lorem ipsum dolor sit amet, consectetur adipiscing elit. Proin vestibulum nisi in magna vulputate, in commodo purus iaculis. Pellentesque vel tortor vel sem ornare tristique id nec ex. Aliquam erat volutpat. Proin a pulvinar elit.

Service Visibility: Public

Close Save Change

1. Change your required service info. For fields details see **add new service** section in this document.
2. Click to save change button for update your service information.



### 6.2.3 Delete Service: To delete service please follow the below instruction.

Service Info

PDF Print Excel Show 50 entries Search:

#SL	Option	Title	Category	Service Price	Service duration	Visibility
1		Aerosolized Medication Therapy	Medicine	1000.00	0 days, 00 hours 30 minutes	Public
2		Teeth Whitening	Dental	1000.00	0 days, 00 hours 30 minutes	Public
3		Face Shape (Hairstyle)	Hairstyle (Salon)	100.00	1 days, 00 hours 00 minutes	Public
4		Apple	Facial (Spa)	300.00	1 days, 00 hours 00 minutes	Public
5		Signature facials	Facial (Spa)	300.00	1 days, 00 hours 00 minutes	Public
6		Textured Crop with a Heavy Fringe	Hairstyle (Salon)	200.00	1 days, 00 hours 00 minutes	Public

Showing 1 to 6 of 6 entries Previous 1 Next

1. Go to Service=>Service.
2. To delete existing service info, click the delete icon in the table and confirm to delete.

## 7 Staff / Employee: To create a Staff/Employee who will provide service, go to Staff/Employee=>Staff Manage.

### 7.1 Add New Staff/Employee: To create a new staff, assign service and service time, please follow the below instruction.

1. Go to Staff/Employee => Staff Manage.
2. Click Add New Staff.

Staff / Employee Info

Basic Profile Available Service Service Time Day Off

Image 360x260 Choose File No file chosen

Staff Name\* Dr. Tina Tahmin

Staff ID\* 000016

Branch\* Californian

Phone No +880 Phone No

Email address\* demo16@gmail.com

Department Select Department

Designation Select Department

Salary 0.00

Commission per service % 0.00

Commission based on Salary

Target service Amount 0.00

2 Add New Staff

### Tab Employee “Basic profile”.

The screenshot shows the 'Staff / Employee Info' form with the following fields and callouts:

- 3**: Points to the 'Basic Profile' tab.
- 4**: Points to the 'Staff Name' field, which contains 'Dr. Tina Tahmin'.
- 5**: Points to the 'Specialist' field, which contains 'MBBS (London), MCPS, FCPS(MEDICINE), Grading in Medicine-AFMI'.
- 6**: Points to the 'Public' dropdown menu under 'Marital Status'.

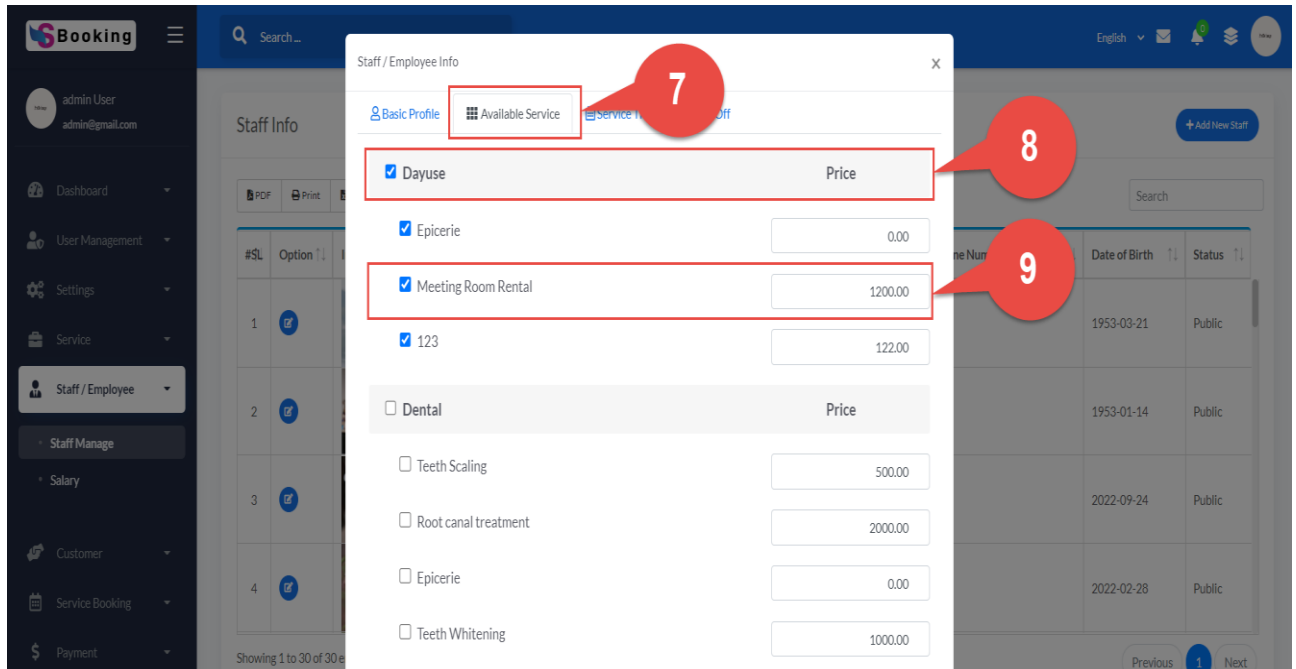
Other fields visible in the form include:

- Staff ID: 000016
- Branch: Californian
- Phone No: +880 +
- Email address: demo16@gmail.com
- Department: Select Department
- Designation: Select Department
- Salary: 0.00
- Commission per service %: 0.00
- Commission based on: Salary
- Target service Amount: 0.00
- Gender: Male
- Date of Birth: 1953-01-14
- Present Address: Present Address
- Permanent Address: Permanent Address
- Note: Note
- ID Card: No file selected.
- Passport: No file selected.
- Marital Status: Public

3. Click Basic Profile.
4. Input Staff/employee basic info.

- 5.Insert Id Card and Passport document.
6. Choose employee visibility. Public =website available, Private=available for internal, Disable=staff or employee is inactive.

#### Tab Employee “Service Available”.



7. Click to Tab Available Service.
8. Check or uncheck service and amount which is given by that staff/employee.
9. I checked “Meeting Room Rental” Service under Dayuse category.

### Tab Employee "Service Time"

Staff / Employee Info

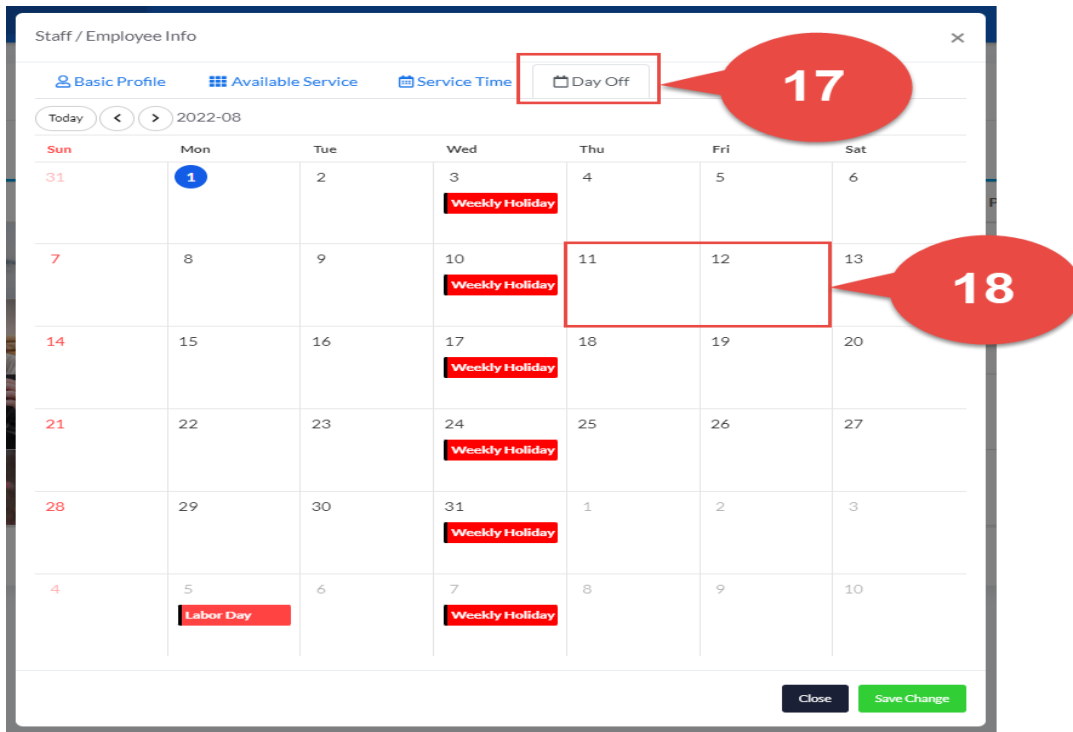
Basic Profile Available Service **Service Time**

Day	Start Time	End Time	Break Start	Break End	Weekly Holiday
Sunday	07:00:00	23:00:00	18:00:00	19:00:00	<input type="checkbox"/>
Monday	07:00:00	23:00:00	18:00:00	19:00:00	<input checked="" type="checkbox"/>
Tuesday	07:00:00	23:00:00	01:40:00	19:00:00	<input type="checkbox"/>
Wednesday	07:00:00	23:00:00	18:00:00	19:00:00	<input type="checkbox"/>
Thursday	07:00:00	23:00:00	18:00:00	19:00:00	<input type="checkbox"/>
Friday	07:00:00	23:00:00	18:00:00	19:00:00	<input type="checkbox"/>
Saturday	07:00:00	23:00:00	18:00:00	19:00:00	<input type="checkbox"/>

Close Save Change

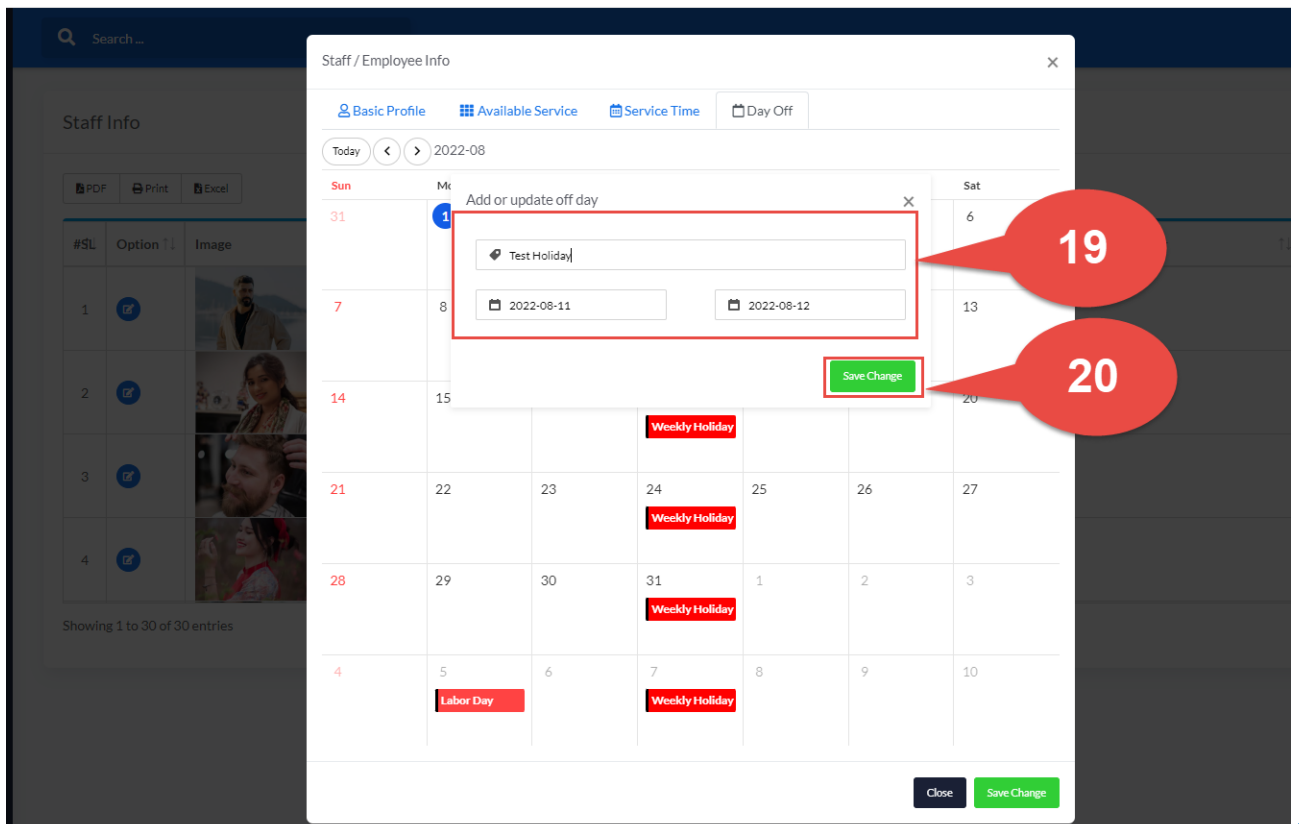
10. Click to the "Service Time" Tab.
11. Input day wise service start time.
12. Input day wise service end time.
13. Input day wise service break start time.
14. Input day wise service break end time.
15. Enable or disable weekly holiday.
16. Click to "Save Change" button for store information.

### Tab Employee "Off Day".



17. Click to "Off Day" Tab for set individual employee/staff others holiday.









18. Mouse drag and drop on your desired start to end date.



19. Input Holiday Title & start & end date of holiday.
20. Click to the save button for save.

**7.1.1 Edit Employee Info:** To edit Employee info please follow the below instruction.

Staff Info

#SL	Opt	Image	Staff Name	Branch	Email	Phone Number	Date of Birth	Status
1			Dr. Shanta Mahfuz	New Jerseys	demo1@gmail.com		1953-03-21	Public
2			Dr. Tina Tahmin	Californian	demo16@gmail.com	++	1953-01-14	Public
3			Dotto Day	Californian	demo14@gmail.com		2022-09-24	Public
4			Naasrin Nargis	Californian	demo4@gmail.com		2022-02-28	Public

Showing 1 to 30 of 30 entries

Previous 1 Next

1. Go to Staff/Employee=>Staff Manage.
2. Click the Edit icon in the table to open the existing employee info.

The screenshot shows the 'Staff / Employee Info' form with the following fields and callouts:

- 3**: Points to the 'Available Service' and 'Service Time' tabs.
- 4**: Points to the 'Available Service' tab.
- 5**: Points to the 'Service Time' tab.
- 6**: Points to the 'Save Change' button at the bottom right.

The form contains the following fields:

- Staff Name: Dr. Tina Tahmin
- Staff ID: 000016
- Branch: Californian
- Phone No: +999 - + + +
- Email address: demo.2@gmail.com
- Department: Select Department
- Designation: Select Department
- Salary: 0.00
- Commission per service %: 0.00
- Commission based on: Salary
- Target service Amount: 0.00
- Gender: Male
- Date of Birth: 1993-01-14
- Specialist: MBBS (London), MCPS, FCPS (MEDICINE), Grading in Medicine-AFM
- Present Address: Present Address
- Permanent Address: Permanent Address
- Note: Note
- ID Card: No file selected.
- Passport: No file selected.
- Validity Status: Public

3. Change required employee basic info (follow **"Add New Staff/Employee"** section).
4. For modify available service click to the **"Available Service"** Tab and follow **"Add New Staff/Employee"** section.
5. For change/modify service time click to **"Service Time"** Tab and follow **"Add New Staff/Employee"** section.
6. Click to the **"Save Change"** button for store your modify info.

### 7.1.2 Edit & Delete Employee Day Off:

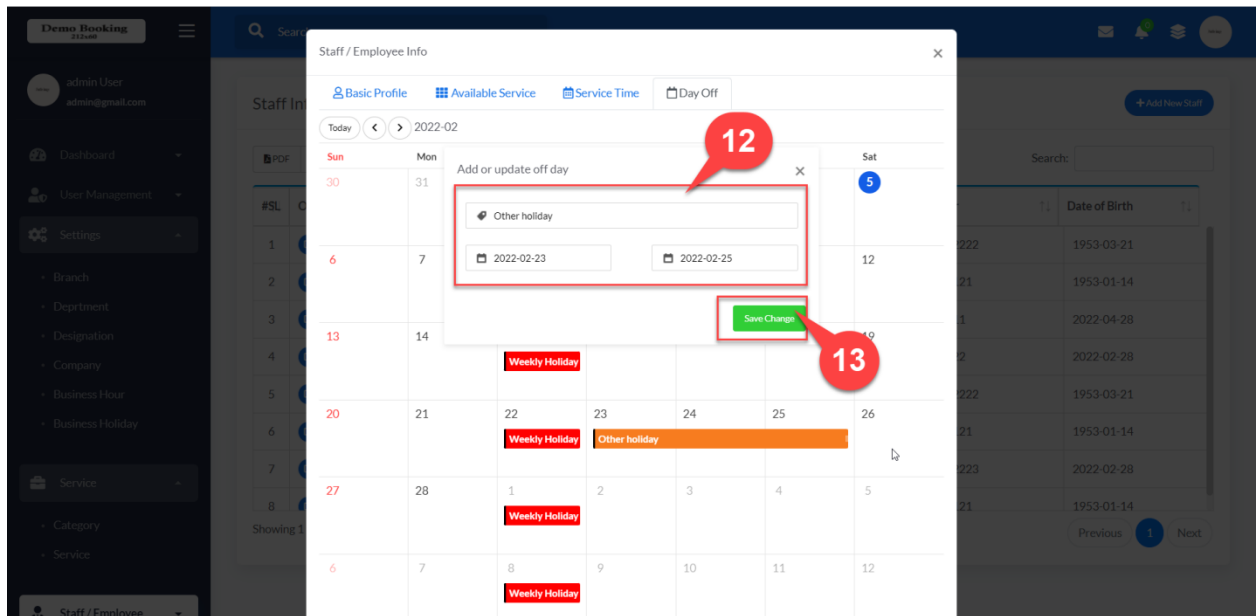
The screenshot shows the 'Staff / Employee Info' form with the 'Day Off' tab selected. The calendar view shows dates from 2022-02-23 to 2022-02-25. The following callouts are present:

- 7**: Points to the 'Day Off' tab.
- 8**: Points to the 'Other holiday' button.
- 9**: Points to the 'Date From' field.
- 10**: Points to the 'Date To' field.
- 11**: Points to the 'Details' field.

The calendar view shows the following dates and details:

- 2022-02-23: Weekly Holiday
- 2022-02-24: Weekly Holiday
- 2022-02-25: Other holiday

7. Click to Day off Tab to show available employee holiday.
8. Click to your desired holiday title to modify or delete.
9. Show holiday info.
10. Click to edit button for modify holiday info.
11. For delete click to the delete button and confirm to delete.



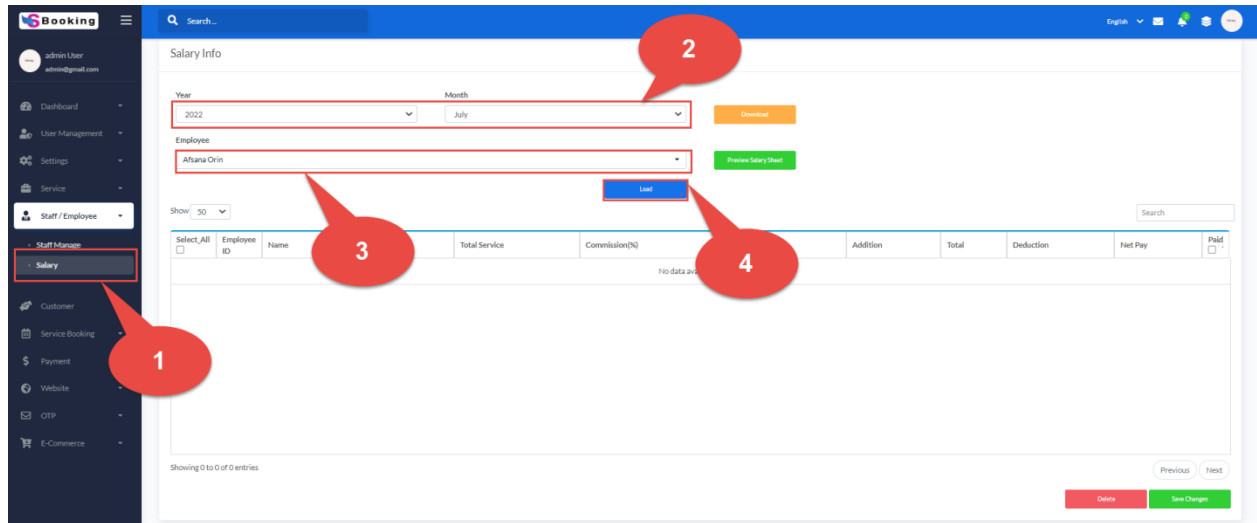
12. Change your required holiday info.
13. Click to the “Save Change” button for save edited holiday info.

## 7.2 Salary:

For employee salary management please follow the below instruction.

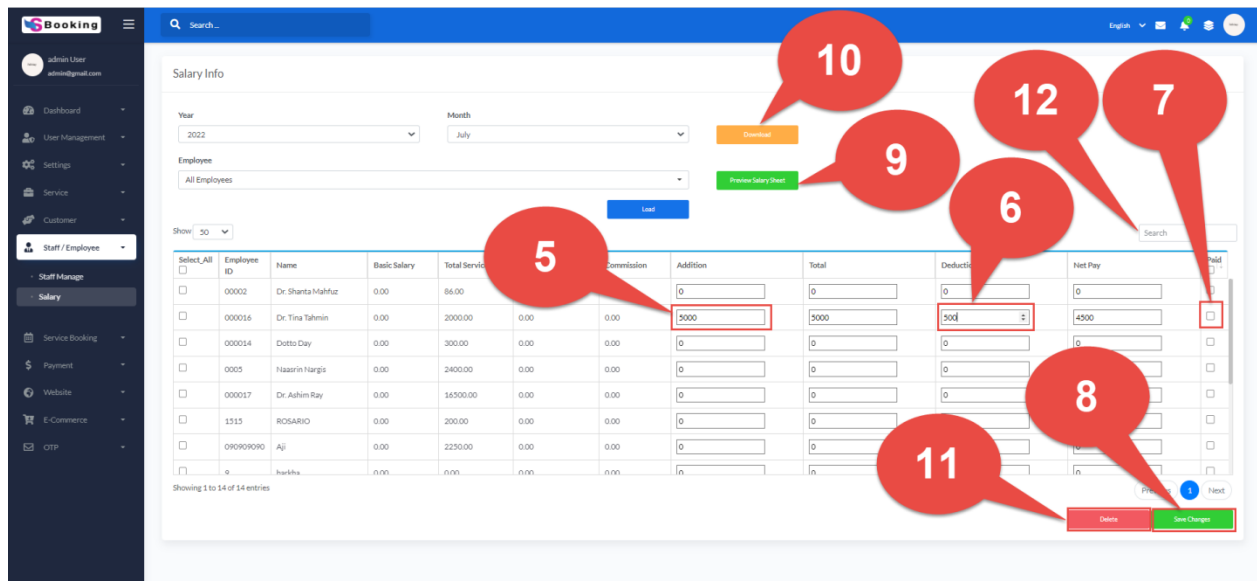
1. Go to Salary.
2. Select Year and month.
3. Select Employee if you want to get information for a specific employee.
4. Click load button.





Here you can see all the salary/staff payment related information with commission and others.

5. For additional amount insert amount.
6. For deduction insert amount.
7. Check paid if you want to paid.
8. Click save changes button
9. If you want see only the paid list, click Preview Salary Sheet.
10. If you want to download Salary Sheet, click download button.
11. For delete salary info click delete button and confirm delete.
12. For individual searching insert Employee Id here.



## 8 Customer: You need to create/modify customer for internal appointment.

### 8.1 Add New Customer: To add new customer please follow the below instruction.

Customer Info

Customer Name \*  
Full name

Customer Email \*  
email@example.com

Customer Phone \*  
+880 Phone Number

Date of Birth

Street Address \*

Country City

State Name Postal Code

Remarks

System User  
Unknown User  
Create System User (Pass:12345678)  
webuser  
staff

+ Add New Customer

Close Save Change

1. Go to Customer=>Add Customer.
2. Click to "Add New Button".
3. Input customer required info.
4. Select "System User or create system user for create a new user with default 12345678 password." to map with customer, customer can login their panel by using the credentials.
5. Click to "Save Change" button for store information.

### 8.2 Edit Customer: To edit customer please follow the below instruction.

Customer Information

+ Add New Customer

PDF Print Excel

Show 50 entries

Search:

#SL	Option	Customer Name	Email	Phone Number	Date of Birth	Country
1		webuser	webuser@example.com	448801111111		
2		demo customer	demo@example.com	8806732625222		
3		example customer 2	demo1@gmail.com	8801672886562		

Showing 1 to 3 of 3 entries

Previous 1 Next

1. Go to Customer=>Add Customer.
2. Click the Edit icon in the table to open the existing customer info.

Customer Info

Customer Name \*  
Web User

System User  
webuser

Customer Email \*  
webuser@example.com

Customer Phone \*  
+44 432482432222

Date of Birth  
2022-02-16

Street Address \*  
Example customer address

Country  
Bangladesh

City  
Sirajganj

State Name

Postal Code  
1230

Remarks

Close Save Change

3. Change your required info.
5. Click to save button.

### 8.3 Delete Customer: To delete customer please follow the below instruction.

Customer Information

PDF Print Excel

Show 50 entries

#SL	Option	Customer	Email	Phone Number	Date of Birth	Country
1		Web User	webuser@example.com	448801111111		
2		example customer	demo@example.com	8906732625222		
3		example customer 2	demo1@gmail.com	8801672886562		

Showing 1 to 3 of 3 entries

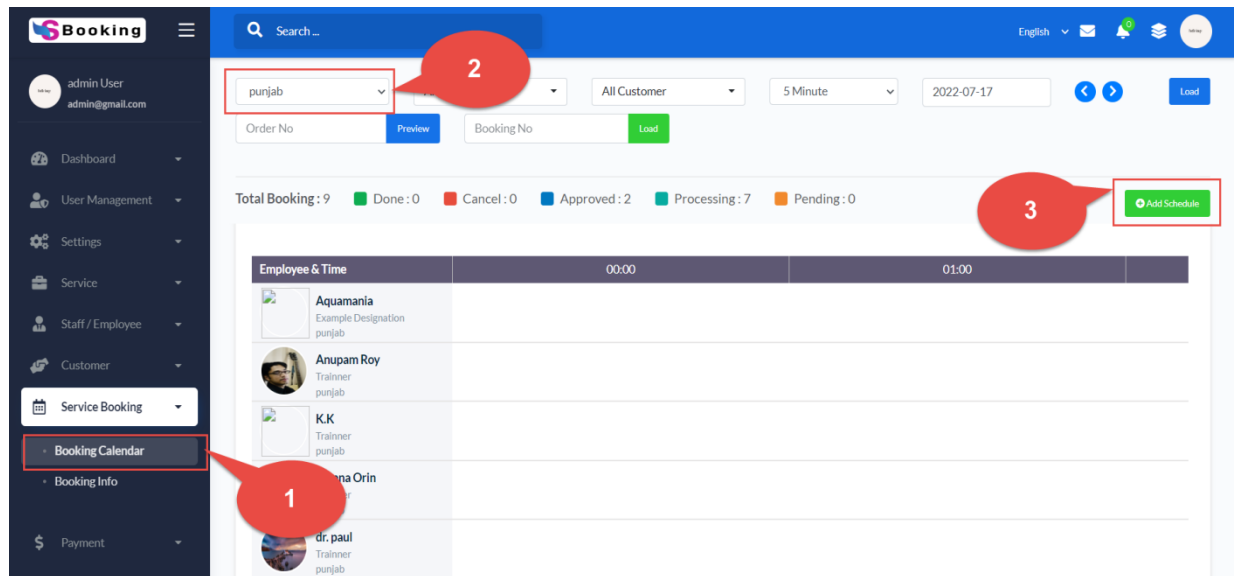
Previous 1 Next

1. Go to Customer =>Add customer.
2. To delete existing customer info, click the delete icon in the table and confirm to delete.

**9 Service Booking:** You can manage all pending, processing, complete, add & edit appointment booking using this section.

**9.1 Booking Calendar:** Here is showing all the pending, processing, done appointment. User can filter appointment by custom, date, branch etc.

**9.1.1 Add New booking:** To add new appointment booking go to Service Booking=>Booking Calendar.

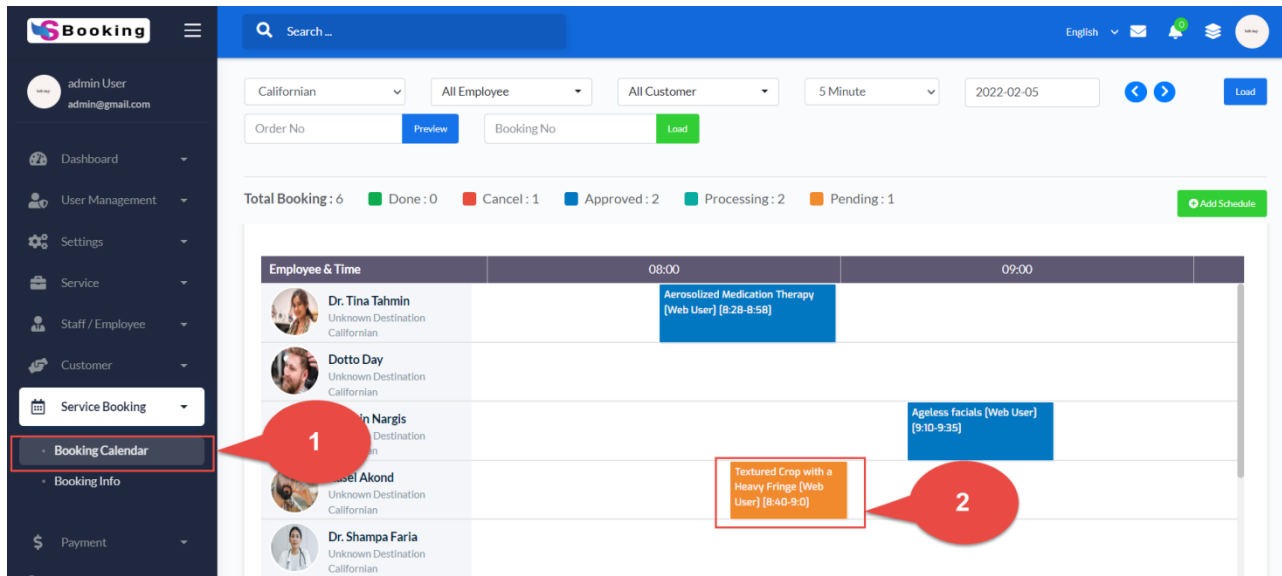


1. Go to Service Booking=> Booking Calendar.
2. Select Branch where you want to add new appointment.
3. Click "Add Schedule".

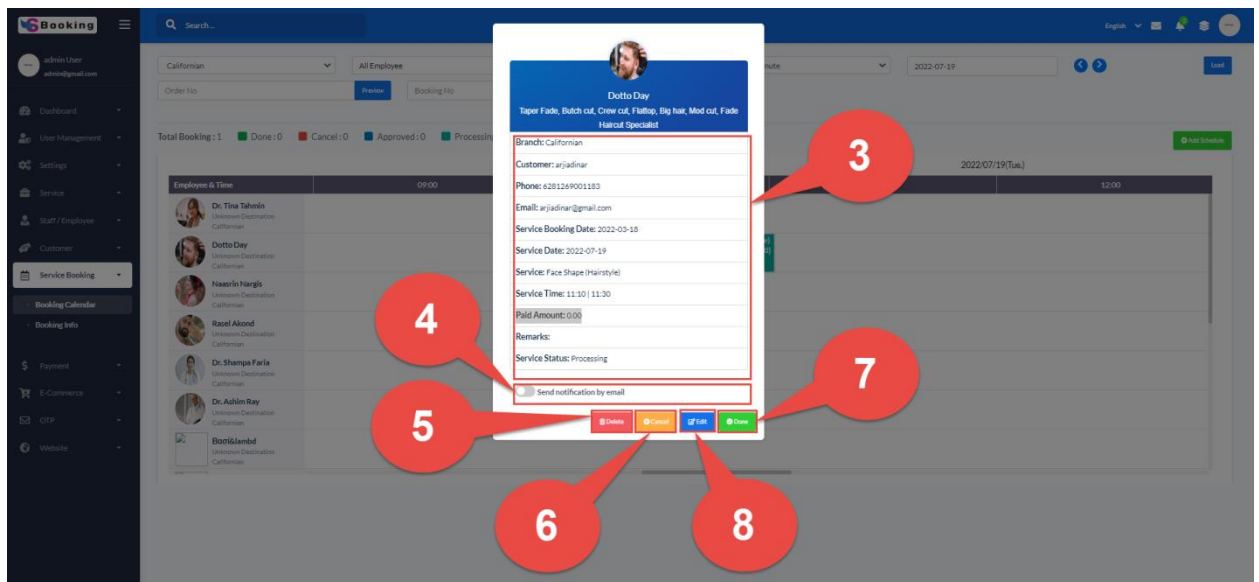
The screenshot displays the 'Add/Edit Service' form within the DevSteed Appointment Booking system. The form is overlaid on a dashboard with a sidebar menu on the left containing options like Dashboard, User Management, Settings, Service, Staff/Employee, Customer, Service Booking, Booking Calendar, Booking Info, Payment, E-Commerce, OTP, and Website. The form itself has several sections: a top section for Branch, Category, Service, and Staff; a Service Date section with a calendar and a time slot grid; a section for adding more services; a Customer selection section; a Payment By\* section with a Paid Amount field; an Application Status dropdown; a Remarks text area; and a checkbox for 'Send booking notification by email'. At the bottom are 'Close' and 'Save Change' buttons. Thirteen red callout bubbles with white numbers (4-13) point to specific elements: 4 points to the Branch dropdown, 5 to the Service Date calendar, 6 to the previous/next date buttons, 7 to a time slot, 8 to the 'Add more service' button, 9 to the Customer dropdown, 10 to the 'Add Customer' button, 11 to the Payment By\* dropdown, 12 to the 'Send booking notification by email' checkbox, and 13 to the 'Save Change' button.

4. Select Branch, Category, Service and Staff.
5. Select service date.
6. You can view available service click on the previous and next button.
7. Choose time slot.
8. Add more service if you wanted.
9. Select customer.
10. If you want to add new customer. Click here, a customer data entry form will be appeared. Insert customer data and save.
11. Choose Payment mode and input payment amount with service status.
12. Enable "Send booking notification" If you want to send email notification to customer.
13. Click to "Save Change" button for booking appointment.

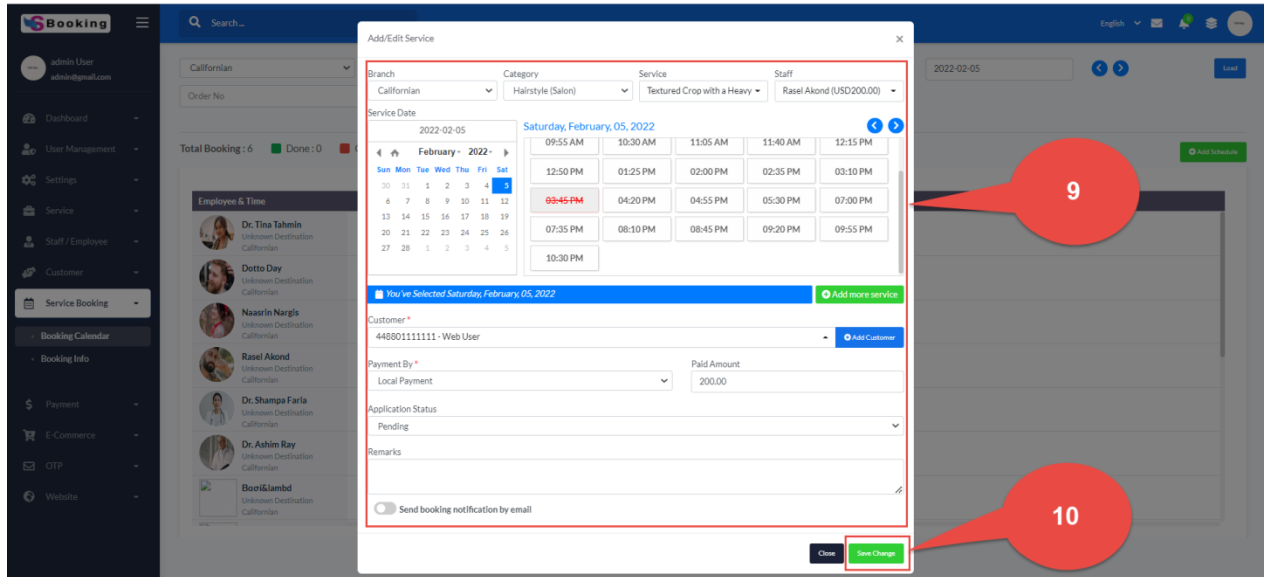
### 9.1.2 Edit Booking:To edit booking go to Service Booking=>Booking Calendar.



1. Go to Service Booking=>Booking Calendar.
2. Click on whatever you want to edit.

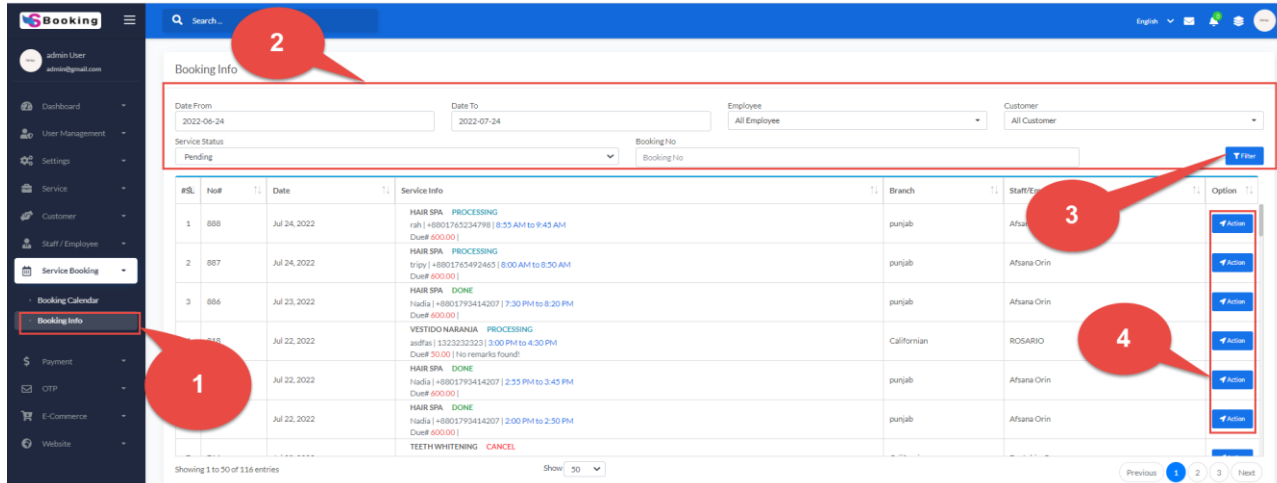


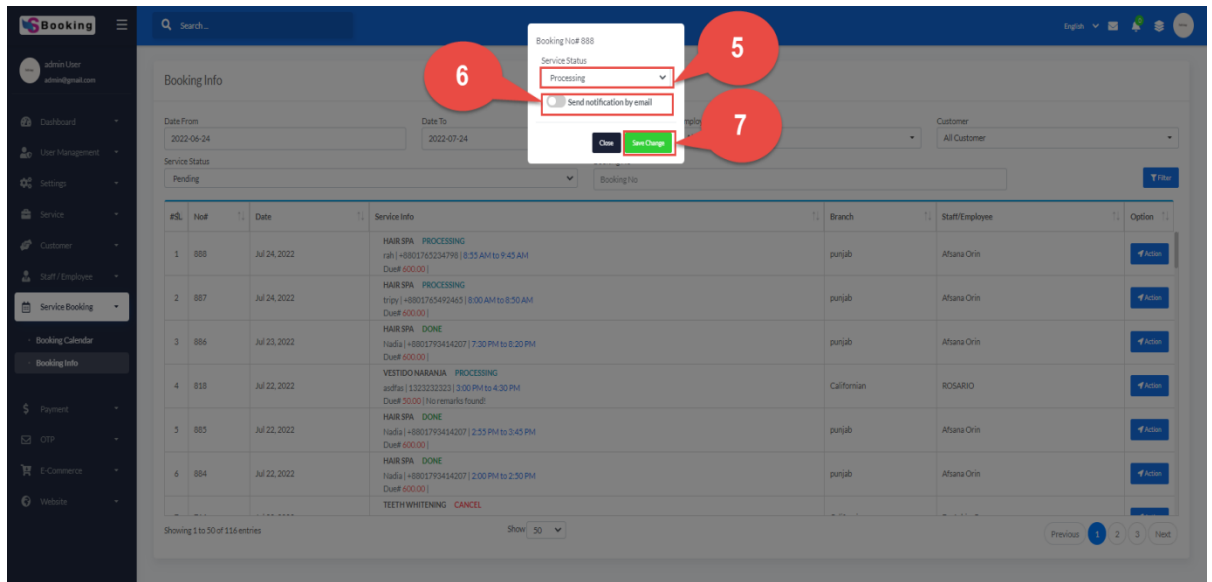
3. View selected service info.
4. Enable notification if you want to send email notification.
5. Click to delete button for delete service.
6. Click to cancel button for cancel service.
7. Click to done for complete service by the staff/employee.
8. Click to edit button for edit selected service.



## 9.2 Booking Info: You can see all booking info and you can modify booking service from this section.

### 9.2.1 Filter Booking & modify: Go to Service Booking=>Booking for filter booking and modify booking.

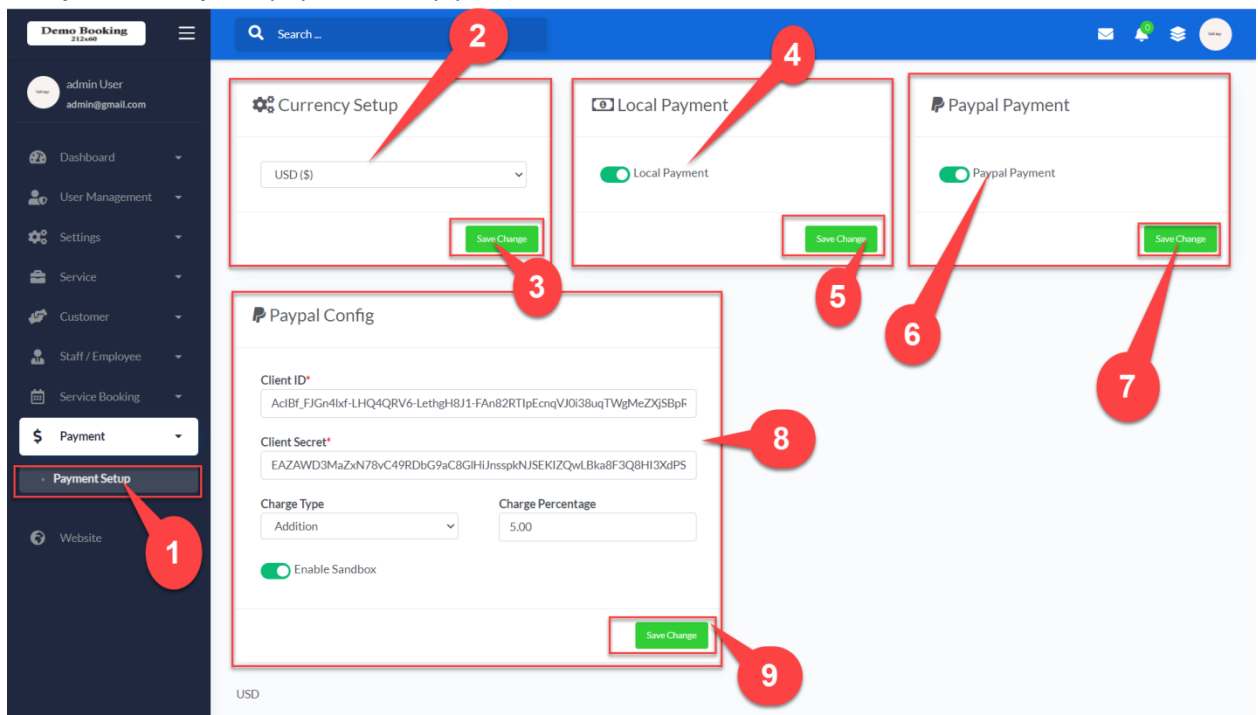




5. Change service status whatever you want.
6. Enable send notification if you want to send email.
7. Click to “Save change” button for modify service.

**10 Payment:** You can configure payment and currency setup from this section. If you want to take payment via PayPal or Local Payment, need to configure mast.

**10.1 Payment Setup:** For payment setup please follow the below instruction.



1. Go to Payment=>Payment setup.



2. Choose your currency.
3. Click to “Save change” button for save currency setup.
4. Enable or disable Local Payment.
5. Click to “Save change” button for save your change.
6. Enable or disable PayPal option.
7. Click to “Save Change” button for save your change.
8. For PayPal configuration, input all required information. Here is “Charge type” you can addition/deduction service charge using this option.
9. Click to the “Save change” button for save your change.

**For Stripe Payment Setup:** For stripe payment setup please follow the below instruction.

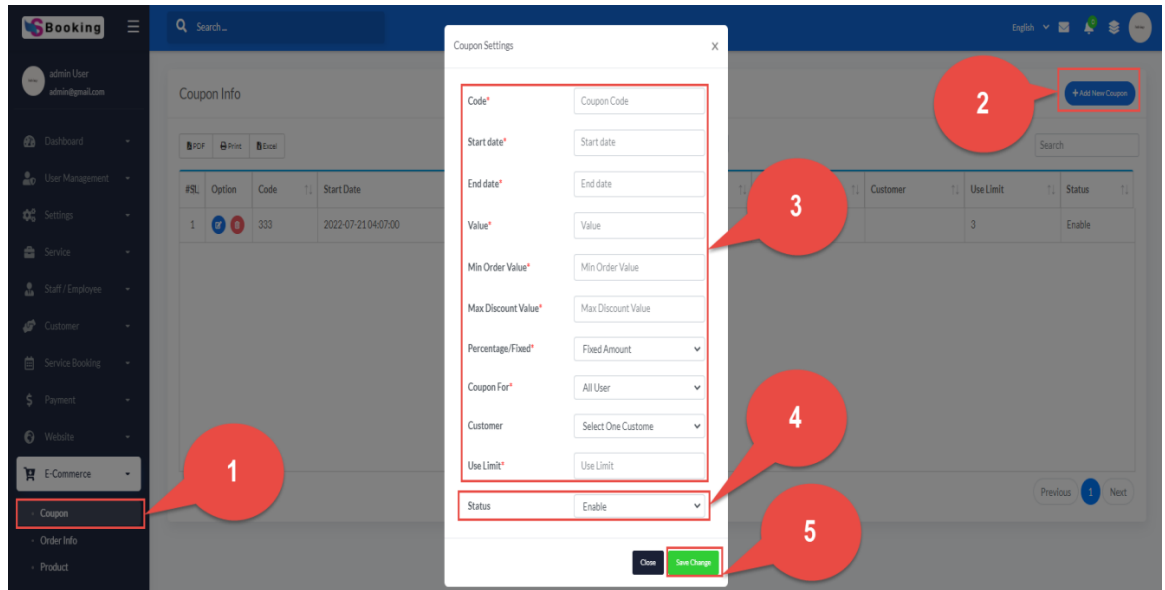
1. Input stripe Api key & Api Secret.
2. For Enable/Disable Show payment getaway in website.

**11 E-Commerce:** From this feature user can manage special offer like coupon, voucher etc.

#### 11.1.Coupon:

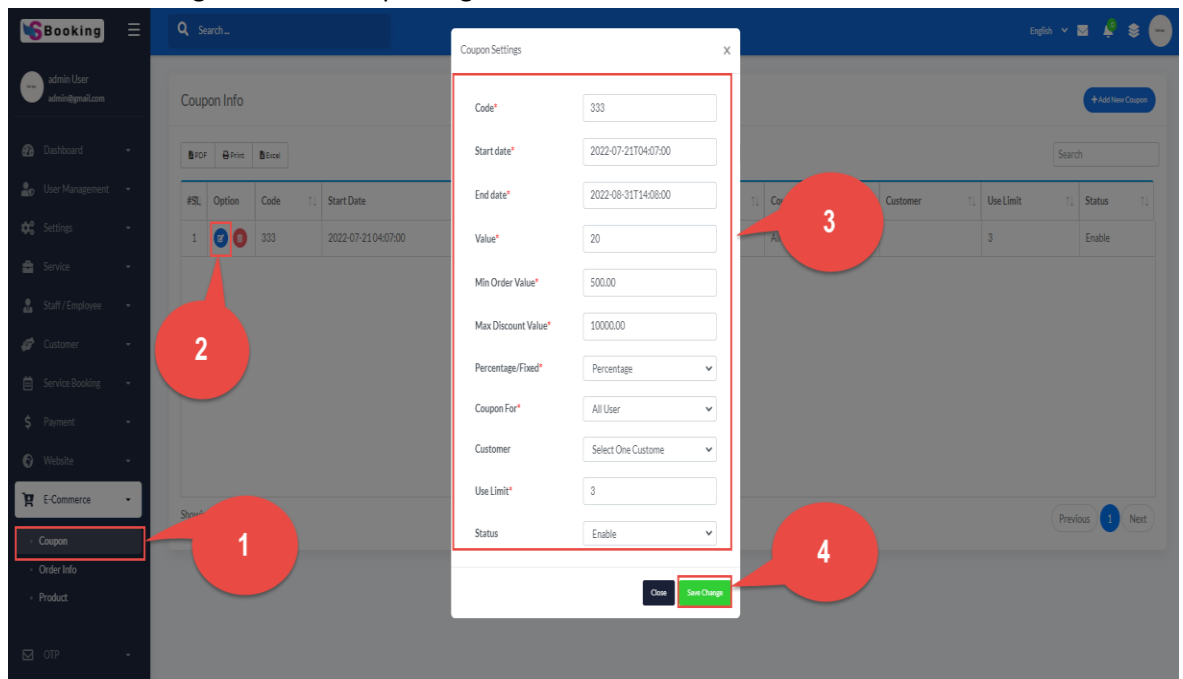
**11.1.1 Add New Coupon:** If you want to give coupon offer for customer please follow the below instruction.

1. Go to E-Commerce=> Coupon.
2. Click Add New Coupon.
3. Insert all the condition regarding coupon.
4. Set status Enable.
5. Click Save Changes button.



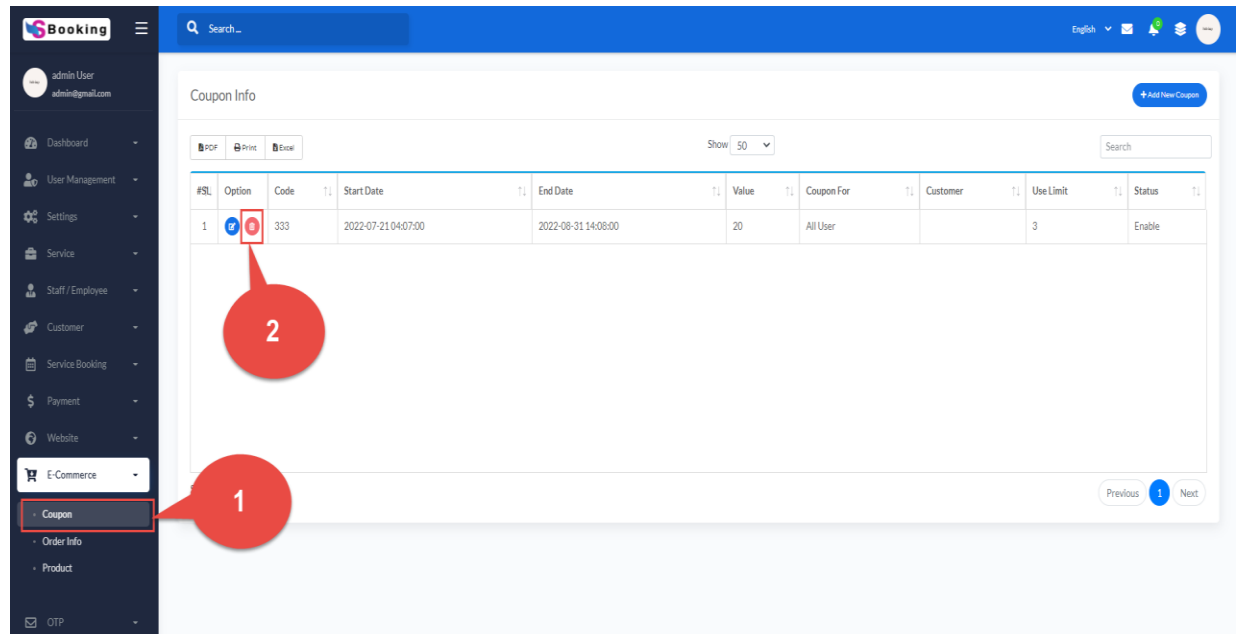
**11.1.2 Edit Coupon:** If you want to Edit coupon offer for customer, please follow the below instruction.

1. Go to E-Commerce=> Coupon.
2. Click Edit button. Here, you will find a page with existing information.
3. Edit your desire information.
4. Click Save Changes button for updating information.



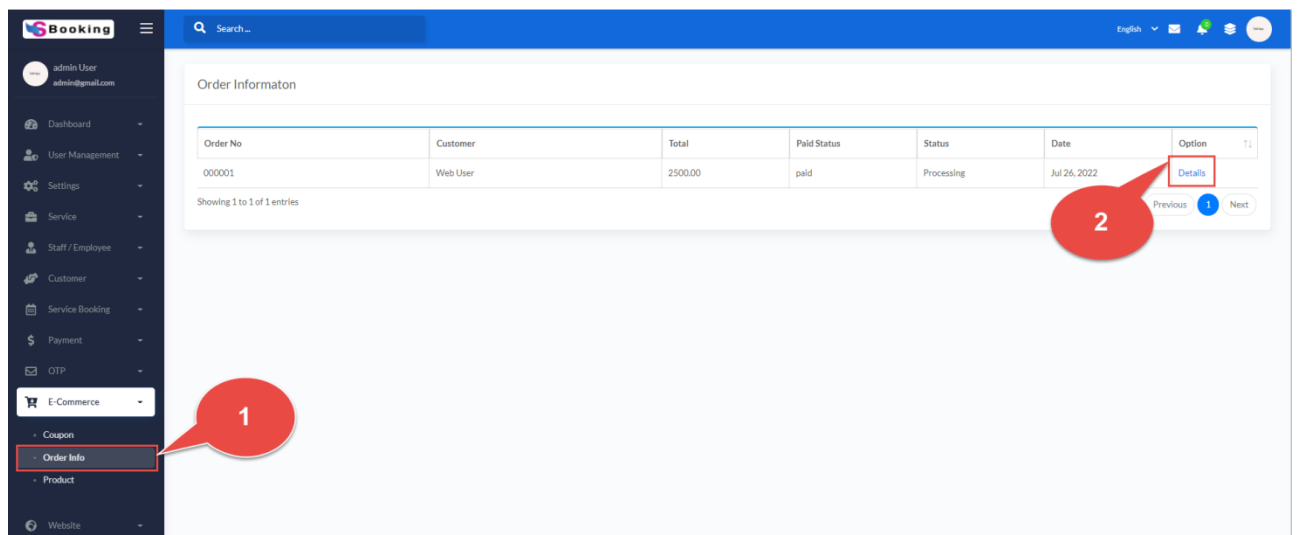
### 11.1.3 Delete Coupon: For delete coupon please follow the below instruction.

1. Click E-Commerce=> Coupon.
2. Click Delete Button and confirm delete.

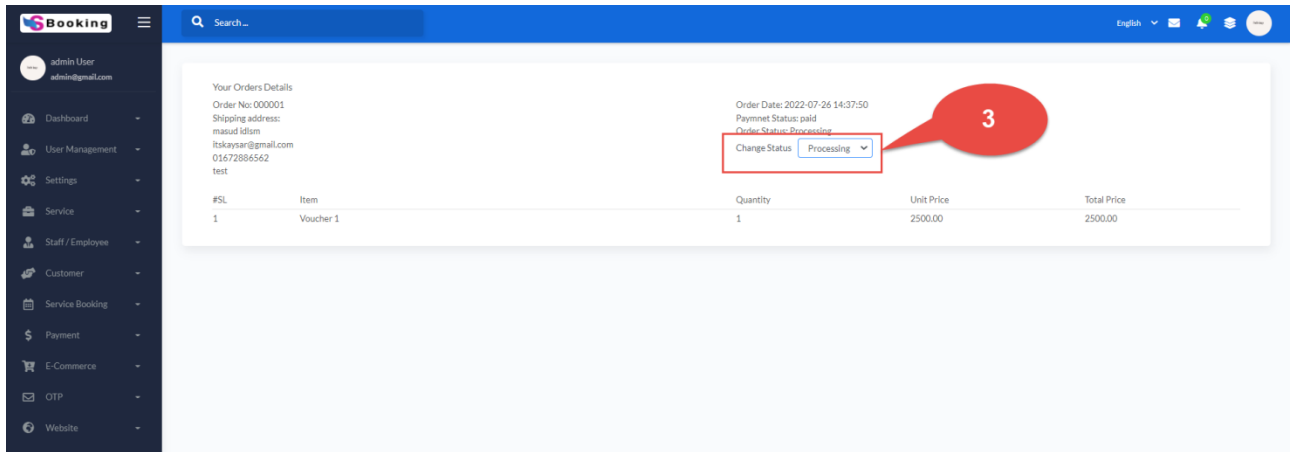


### 11.2. Order Info: Here user can see the Order information for products or voucher.

1. Go to E-Commerce => Order Info.
2. Click Details for more order information.



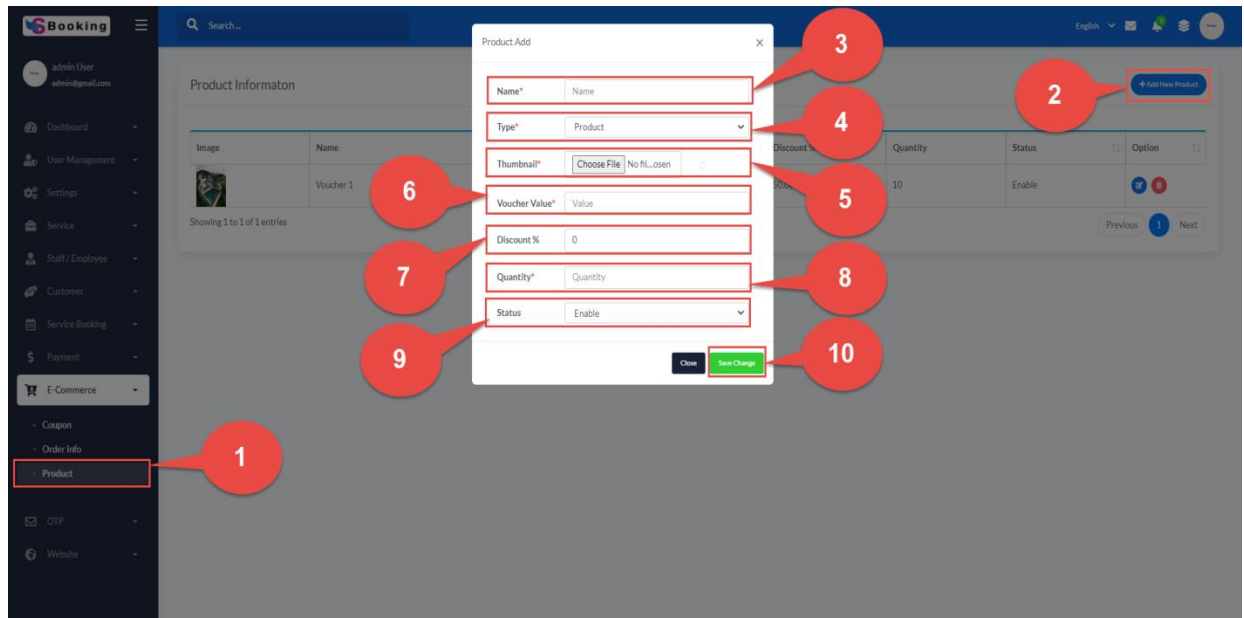
1. Change status depending on the current product delivery stage.



### 11.3 Products:

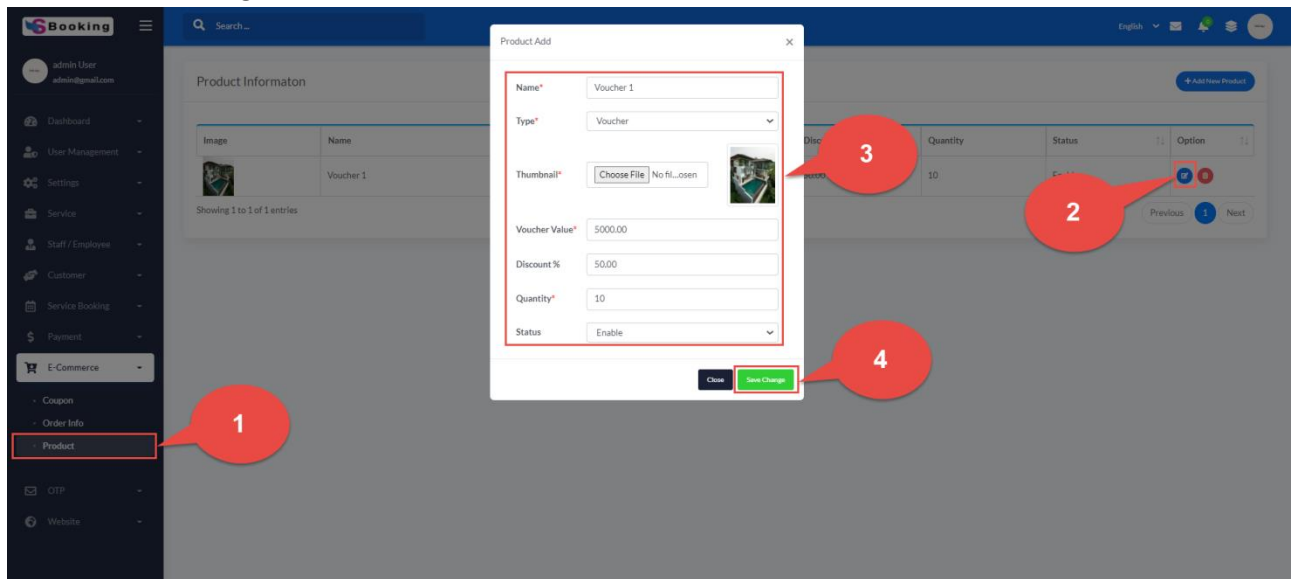
**11.3.1 Add products:** If user want to add any products for customer please follow the below instruction.

1. Go to E-Commerce => Product.
2. Click Add New Product.
3. Insert product or voucher name.
4. Select Type Products or Voucher.
5. Upload Thumbnail.
6. Insert Voucher value.
7. Insert Discount amount in percentage.
8. Insert voucher quantity.
9. Set Status Enable.
10. Click Save Change button for store the information.



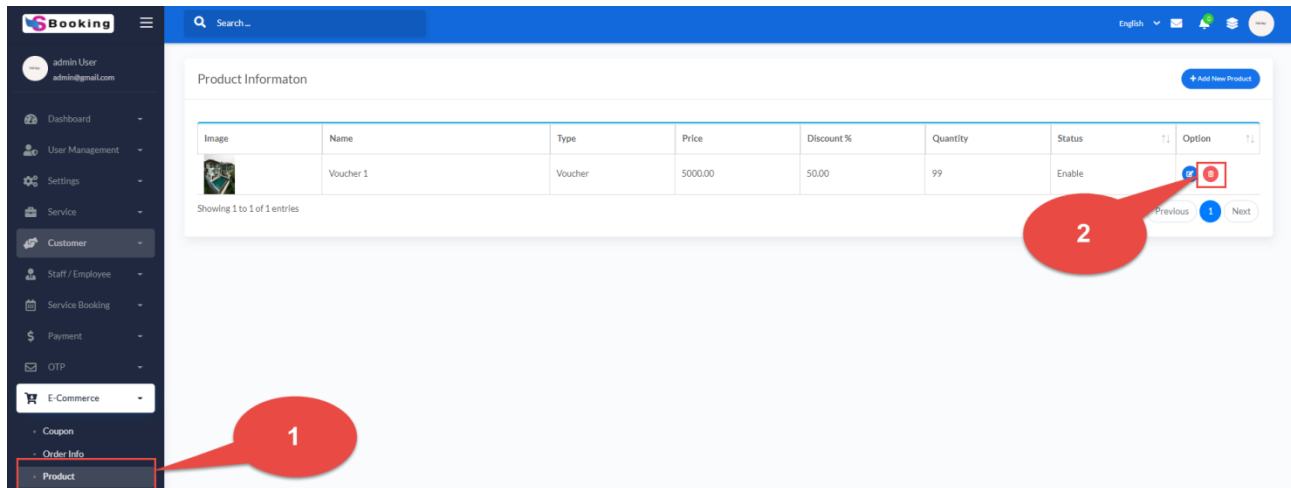
**11.3.2. Edit Products:**For edit existing product information,please follow the below instruction.

1. Go to E-Commerce=> Products.
2. Click edit button.
3. Edit your desire information.
4. Click Save Changes button.



**11.3.3 Delete Products:** If you want to delete products click E-Commerce.

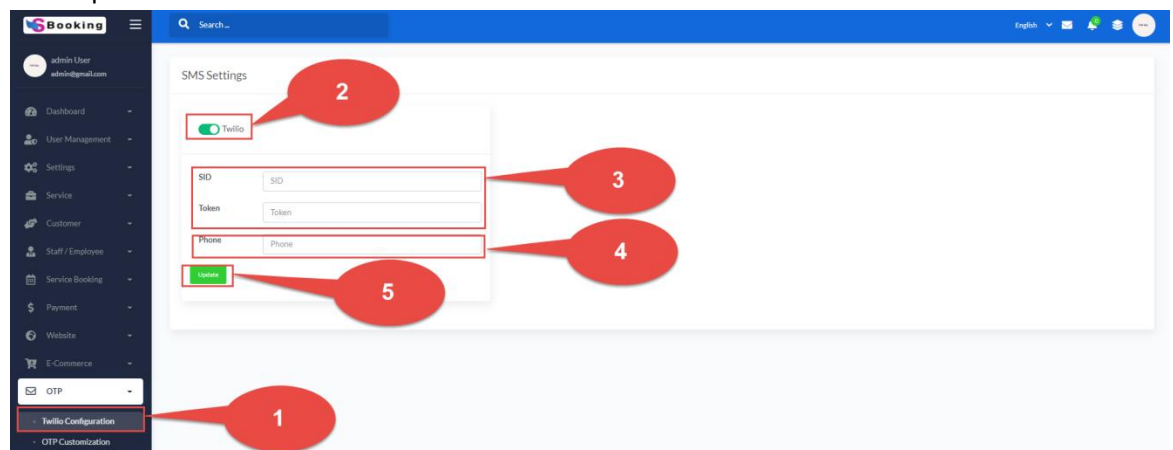
1. Go to E-Commerce=> Products.
2. Click Delete button and confirm delete.



**12. OTP:**By using this feature user can configure the OTP.

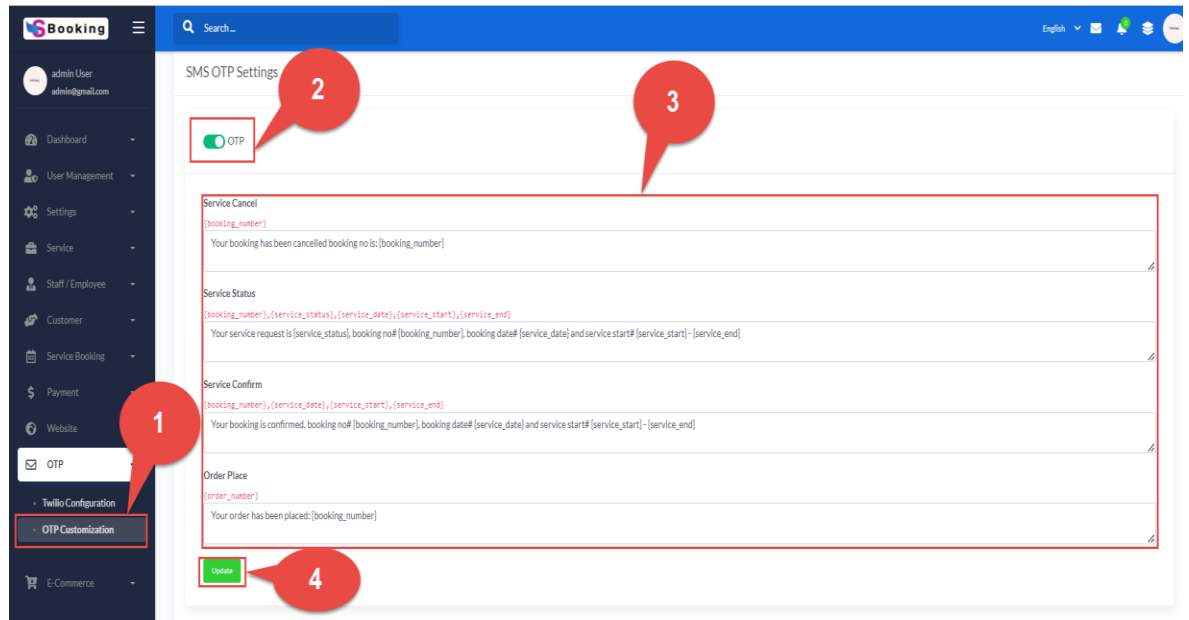
**12.1 Twilio Configuration:**For direct communication with the customer via Text, voice SMS you can configure Twilio API configuration.

1. Go to OTP => Twilio Configuration.
2. Click to enable Twilio.
3. Insert SID and Auth Token for that account.
4. Insert Phone number.
5. Click Update button for store information.



**12.2 OTP Customization:**Here user can customize message Service cancel, Confirm, Status and Order place.

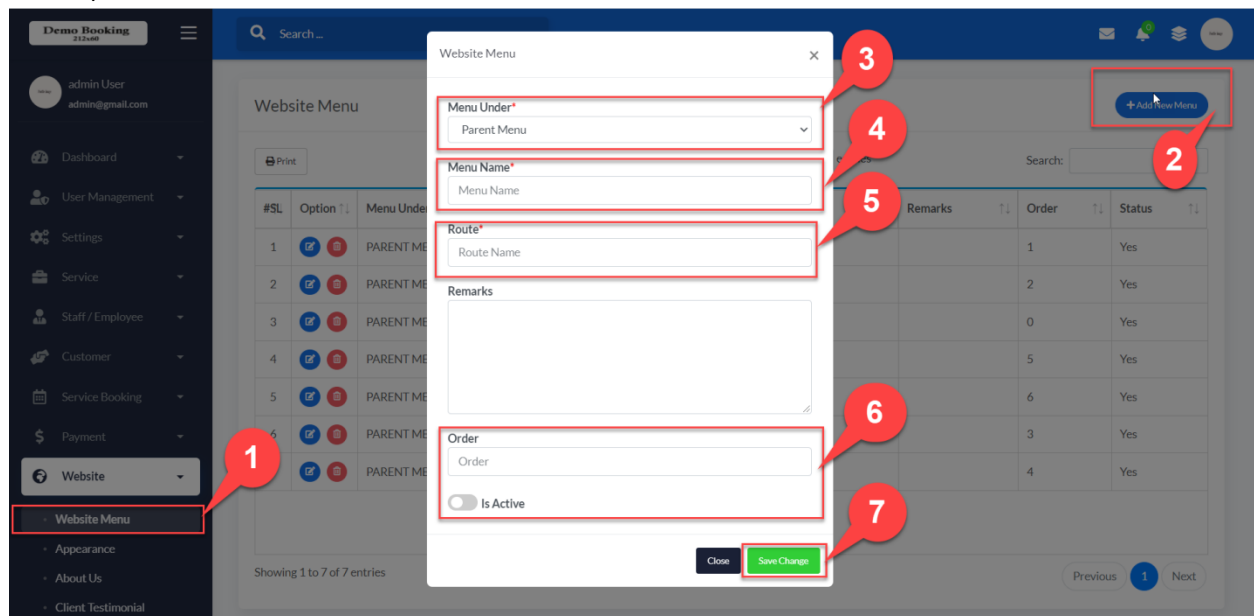
1. Go to OTP=> OTP Customization.
2. Click to enable OTP.
3. Update message.
4. Click Update button for store the information.



## 13. Website

**13.1 Website Menu:** This is only for developer. If you are a developer and you want to add extra menu in website then you can use. If you are a normal user you just modify menu name, order, hide and show menu using this section. **Do not change route name.**

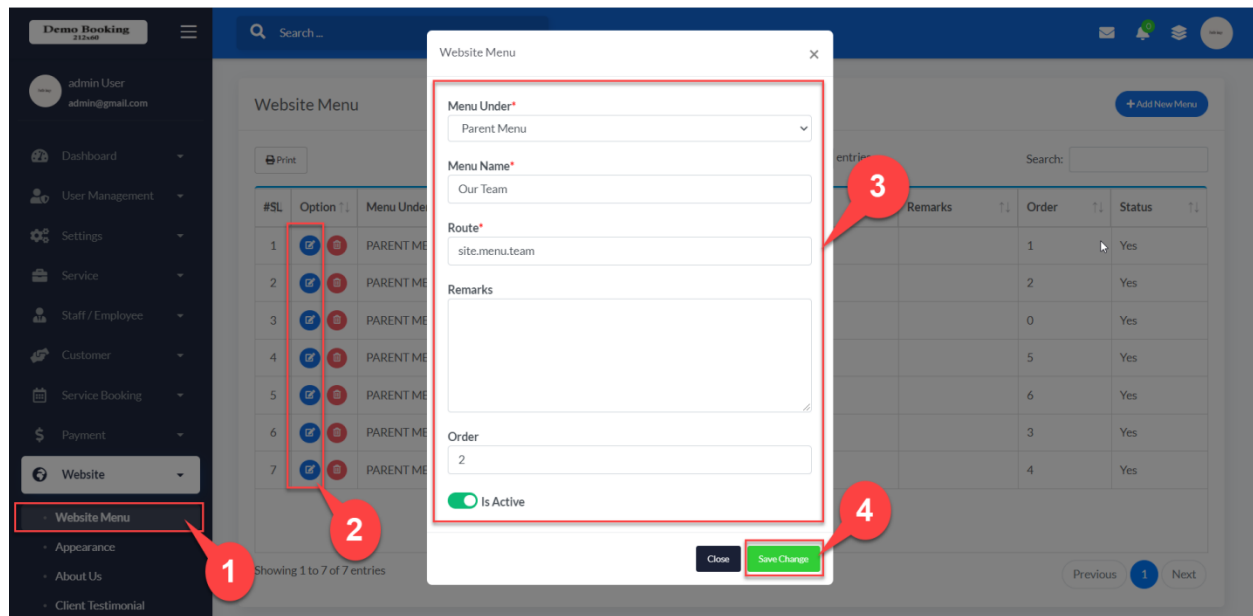
**13.1.1 Add Menu:** To add menu please follow the below instruction. (The menu will support up to level 2.)



1. Go to Website=>Website Menu.

2. Click to “Add new menu”.
3. Select menu “Parent Menu” or under another menu.
4. Enter new menu name.
5. Enter Laravel route.
6. Order & set status.
7. Click to “Save change” button for save.

**13.1.2 Edit Website Menu:** To edit website menu please follow the below instruction.



1. Go to Website=>Website menu.
2. Click the Edit icon in the table to open the existing menu info.
3. Change your required info except route.
4. Click to the “Save change” button.



### 13.1.3 Delete Website Menu: To delete website menu please follow the below instruction.

The screenshot shows the 'Website Menu' management interface. The sidebar on the left contains a list of navigation options: Dashboard, User Management, Settings, Service, Staff / Employee, Customer, Service Booking, Payment, Website, Website Menu, Appearance, About Us, and Client Testimonial. The 'Website Menu' option is highlighted with a red box and a red circle with the number '1'. The main content area displays a table of website menus with columns: #SL, Option, Menu Under, Menu, route, Remarks, Order, and Status. The table contains 7 entries. A red box highlights the delete icon (a red circle with a white 'X') in the 'Option' column of the first row, and a red circle with the number '2' points to it. The table also includes a search bar, a 'Print' button, and a 'Show 50 entries' dropdown.

#SL	Option	Menu Under	Menu	route	Remarks	Order	Status
1		PARENT MENU	Service	site.menu.services		1	Yes
2		PARENT MENU	Our Team	site.menu.team		2	Yes
3		PARENT MENU	Home	site.home		0	Yes
4		PARENT MENU	About Us	site.about.us		5	Yes
5		PARENT MENU	Contact Us	site.contact		6	Yes
6		PARENT MENU	Photo Galley	site.photo.gallery		3	Yes
7		PARENT MENU	FAQ	site.faq		4	Yes

1. Go to Website=>Website menu.
2. To delete existing menu, click the delete icon in the table and confirm to delete.

### 13.2 Appearance: To set website appearance please follow the below instruction.

The screenshot displays the 'General Settings' page for the 'Demo Booking' system. The left sidebar contains a 'Website' menu with 'Appearance' selected. The main content area is divided into several sections, each with a red callout box indicating a step:

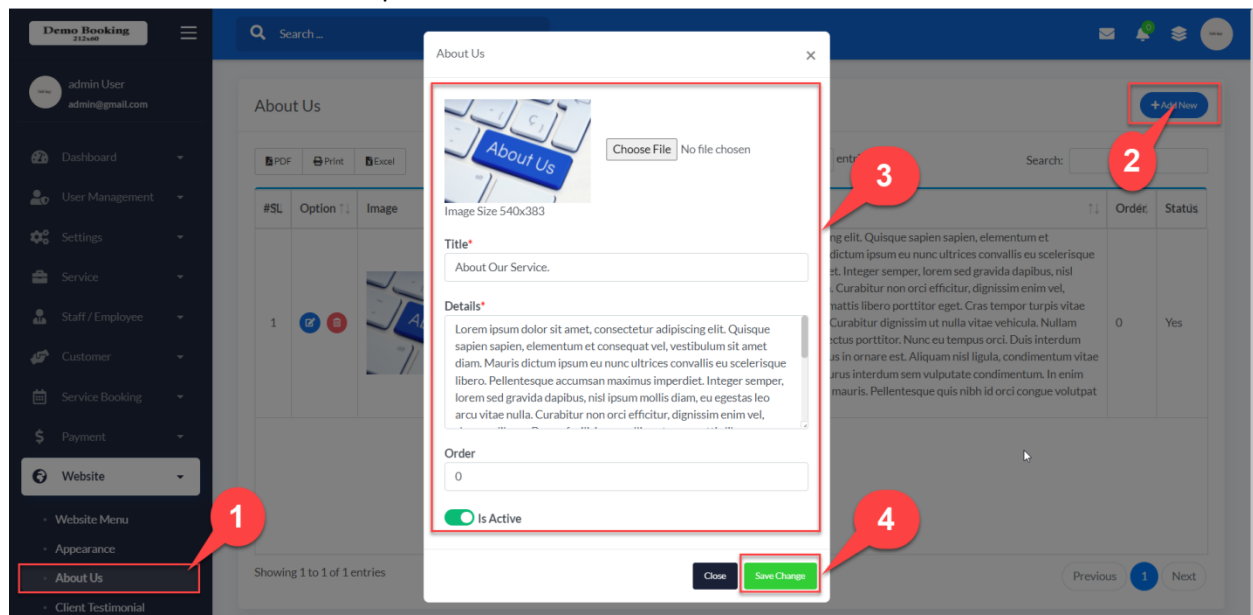
- 1**: Select 'Appearance' in the Website menu.
- 2**: General Settings section, including App Name, Website Motto, Theme Color, Page Menu Color, Theme Hover Color, Theme Active Color, and About Service.
- 3**: Home, Service, Our Team, Photo Gallery, FAQ, About Us navigation links.
- 4**: Icon 32x32 field.
- 5**: Logo 212x60 field.
- 6**: Background Image 1920x800 field.
- 7**: Login Background 1920x1080 field.
- 8**: Contact Info section, including Email, Phone, Website, and Address.
- 9**: Social Media Link section, including Facebook Link, Youtube Link, Twitter Link, and Instagram Link.
- 10**: SEO Settings section, including Meta Title, Meta Description, and Meta keywords.
- 11**: Save Change button.

1. Go to Website=>Website Appearance.

2. Input website basic info.
3. Page menu color.
4. Change icon. Must be .ico format.
5. Add or change logo. Logo will be 212x60 png or jpeg.
6. Change background image. Image will be 1920x800 png or jpeg.
7. Change login background image. Image will be 1920x1080 png or jpeg.
8. Input contact info.
9. Enter social media link.
10. Enter SEO info.
11. Click to "Save change" button for save your change info.

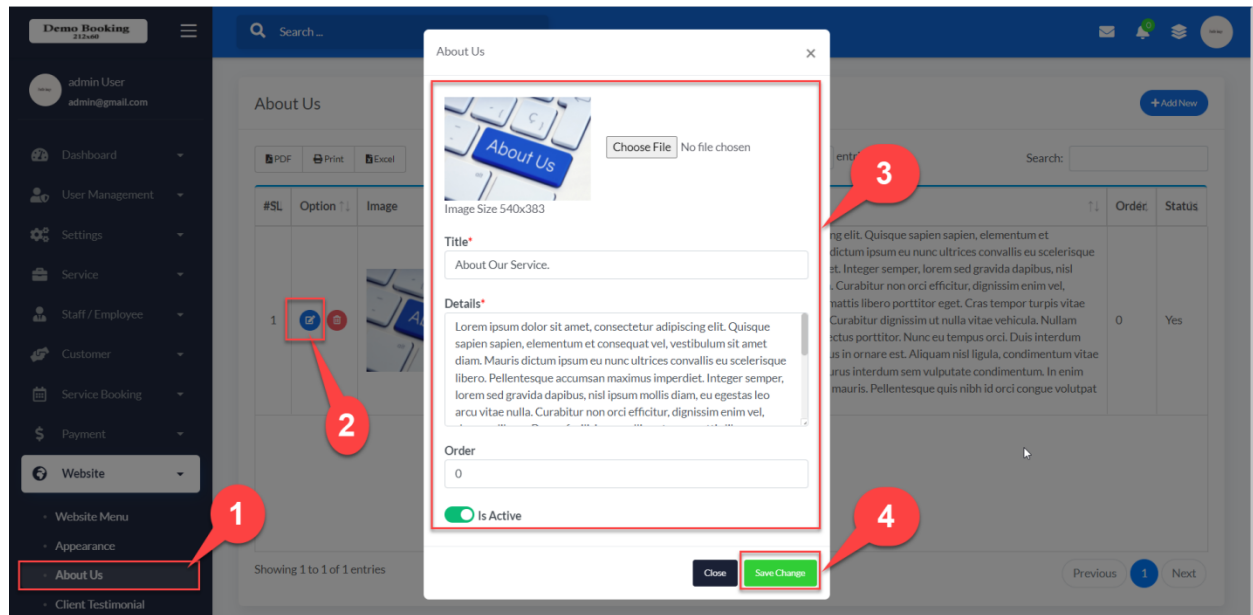
### 13.3 About Us

**13.3.1 Add About US:** To add about us please follow the below instruction.



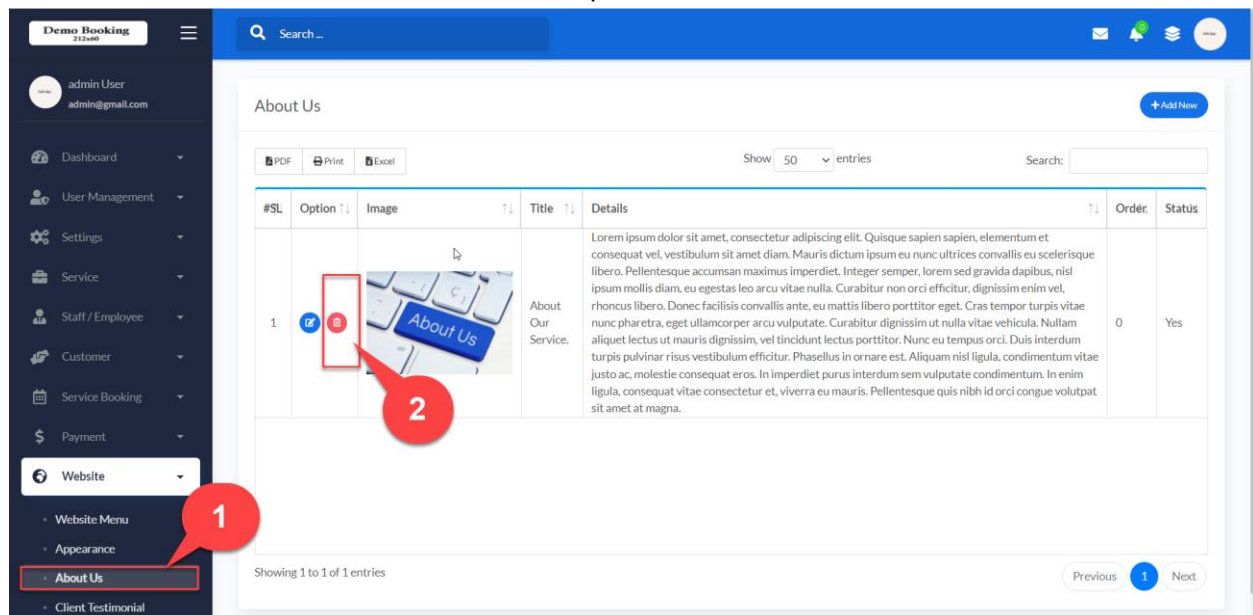
1. Go to Website=>About Us.
2. Click to add new button.
3. Input required info.
4. Click to "save change" button for save.

### 13.3.2 Edit About Us: To edit about us please follow the below instruction.



1. Go to Website=>About us.
2. Click to the Edit icon in the table to open the existing info.
3. Change your required info.
4. Click to "Save Change" button for update.

### 13.3.3 Delete About Us: To delete about us information please follow the below instruction.



1. Go to Website=>About Us.
2. To delete existing info, click the delete icon in the table and confirm to delete.

## 13.4 Client Testimonial

### 13.4.1 Add Client Testimonial: To add client testimonial please follow the below instruction.

The screenshot shows the 'Add Client Testimonial' form. The form is titled 'Client Testimonial' and includes the following fields:

- Image Size 80x80**: A 'Choose File' button.
- Client Name\***: A text input field containing 'Susmita gupta'.
- Description\***: A text area containing 'One of the best service provider in our country. I hope they will continue their service in future. I recommend you you can take service.'
- Rating**: A dropdown menu set to '5'.
- Phone**: A text input field labeled 'Phone No'.
- Email**: A text input field labeled 'Email Address'.
- Is Active**: A toggle switch set to 'On'.

The form is overlaid on a table of existing testimonials. The table has columns: #SL, Option, Image, Rating, Phone, Email, and Status. The table contains 3 entries. Red callouts 1-4 indicate the steps: 1. Go to Website => Client Testimonial. 2. Click to add new button. 3. Input required info. 4. Click to 'save change' button for save.

1. Go to Website=>Client Testimonial.
2. Click to add new button.
3. Input required info.
4. Click to "save change" button for save.

### 13.4.2 Edit Client Testimonial: To edit Client Testimonial please follow the below instruction.

The screenshot shows the 'Edit Client Testimonial' form. The form is titled 'Client Testimonial' and includes the following fields:

- Image Size 80x80**: A 'Choose File' button.
- Client Name\***: A text input field containing 'Susmita gupta'.
- Description\***: A text area containing 'One of the best service provider in our country. I hope they will continue their service in future. I recommend you you can take service.'
- Rating**: A dropdown menu set to '5'.
- Phone**: A text input field labeled 'Phone No'.
- Email**: A text input field labeled 'Email Address'.
- Is Active**: A toggle switch set to 'On'.

The form is overlaid on a table of existing testimonials. The table has columns: #SL, Option, Image, Rating, Phone, Email, and Status. The table contains 3 entries. Red callouts 1-4 indicate the steps: 1. Go to Website => Client Testimonial. 2. Click to edit button. 3. Input required info. 4. Click to 'save change' button for save.

1. Go to Website=>Client Testimonial.

2. Click to the Edit icon in the table to open the existing info.
3. Change your required info.
4. Click to "Save Change" button for update.

#### 13.4.3 Delete Client Testimonial: To delete about us go to Website=>Client Testimonial.

The screenshot displays the 'Client Testimonial' management interface. On the left, a sidebar menu lists various website sections, with 'Client Testimonial' selected. The main area features a table of testimonials. The table has columns for #SL, Option, Image, Name, Description, Rating, Phone, Email, and Status. Three testimonials are listed. A red box highlights the 'Option' column for the first testimonial, which contains edit and delete icons. Red circles with numbers 1 and 2 point to the 'Client Testimonial' menu item and the delete icon respectively.

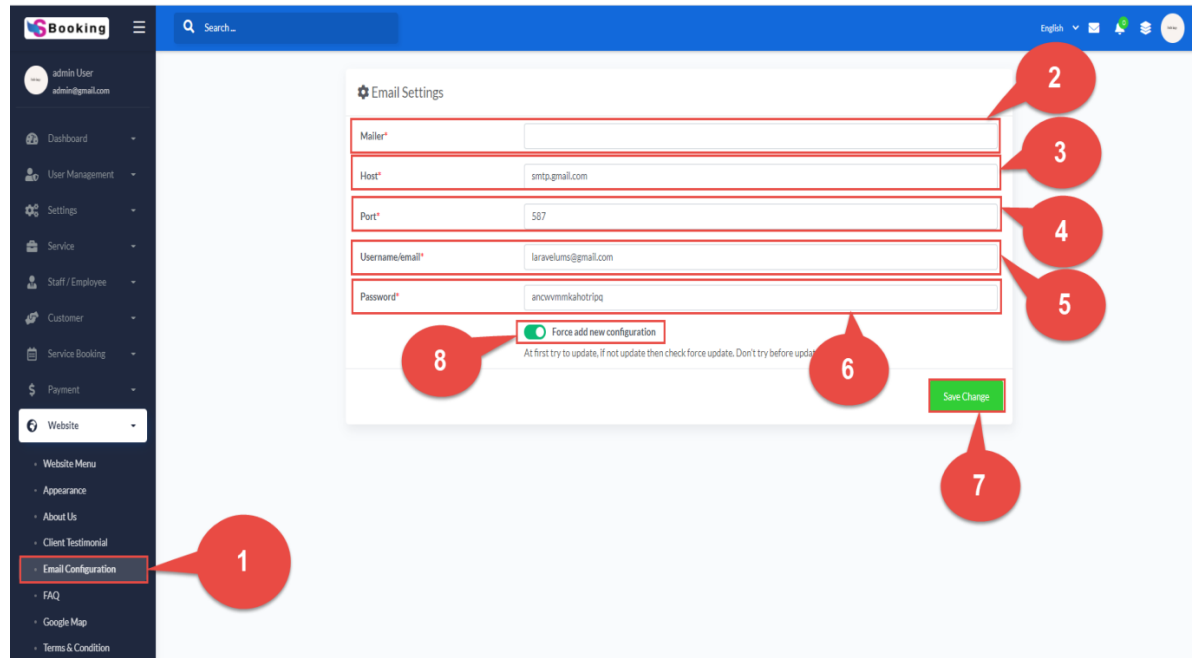
#SL	Option	Image	Name	Description	Rating	Phone	Email	Status
1	[Edit] [Delete]		Susmita Gupta	One of the best service provider in our country. I hope they will continue their service in future. I recommend you you can take service.	5			Yes
2	[Edit] [Delete]		Waly Monsur	One of the best service provider in our country. I hope they will continue their service in future. I recommend you you can take service.	3			Yes
3	[Edit] [Delete]		Masud Monjil	One of the best service provider in our country. I hope they will continue their service in future. I recommend you you can take service.	5			Yes

1. Go to Website=>Client Testimonial.
2. To delete existing info, click the delete icon in the table and confirm to delete.

#### 13.5 Email Configuration:

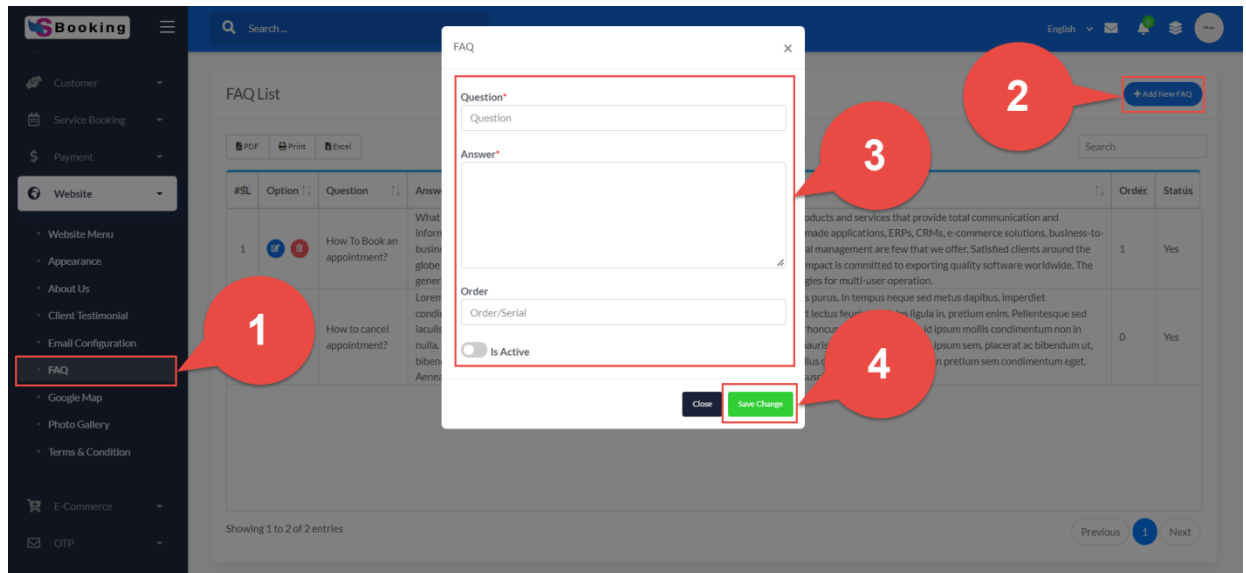
##### 13.5.1 Add Email Configuration: To Add email configuration please follow the below instruction.

1. Go to Website=> Email Configuration.
2. Insert Mailer information.
3. Insert Host address.
4. Insert Port number.
5. Insert User name/Email.
6. Insert Password.
7. Click Save changes button.
8. After clicking save change button if you cannot update the information enable Force add new configuration.



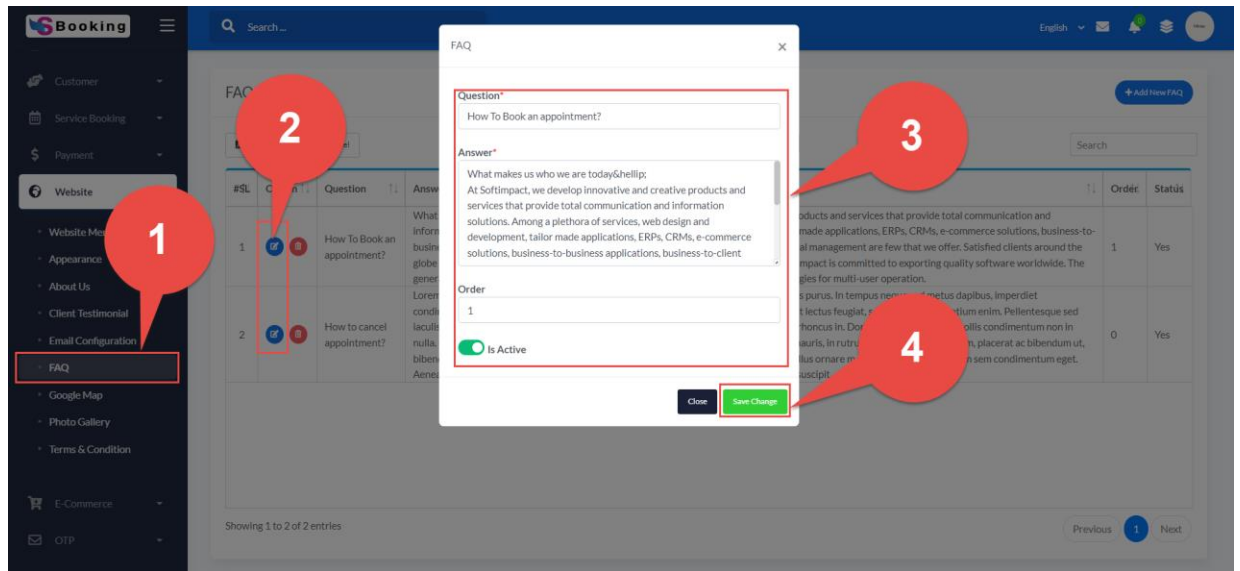
## 13.6 FAQ

### 13.6.1 Add FAQ: To add FAQ please follow the below instruction.



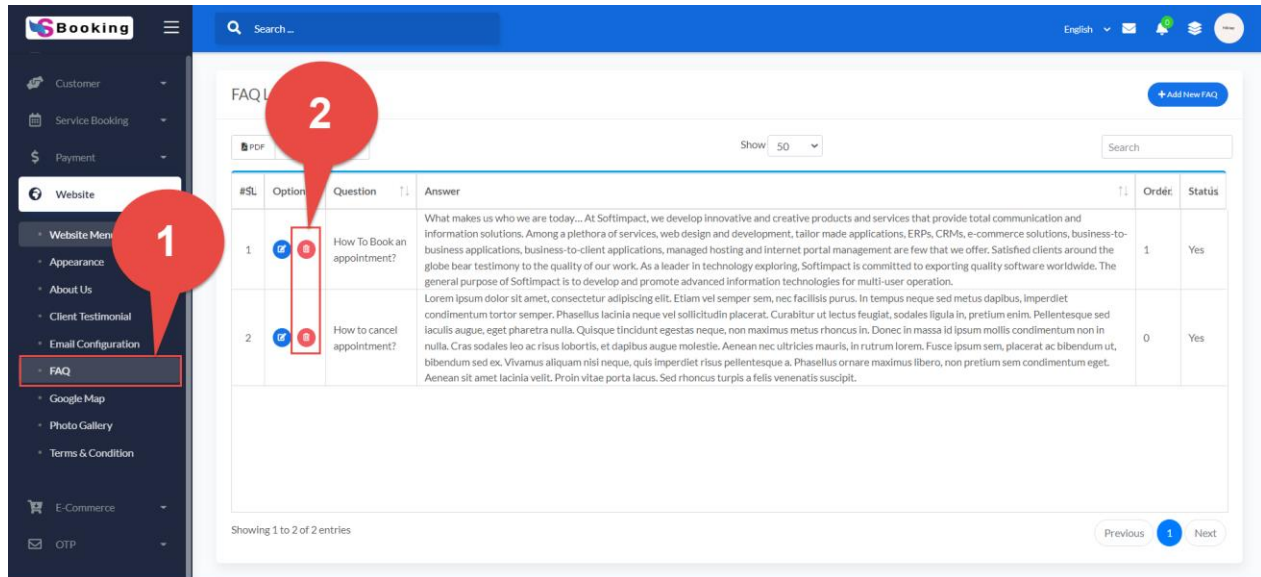
1. Go to Website=>Client Testimonial.
2. Click to add new button.
3. Input required info.
4. Click to “save change” button for save.

### 13.6.2 Edit FAQ: To edit FAQ please follow the below instruction.



1. Go to Website=>FAQ.
2. Click to the Edit icon in the table to open the existing info.
3. Change your required info.
4. Click to "Save Change" button for update.

### 13.6.3 Delete FAQ: delete FAQ please follow the below instruction.

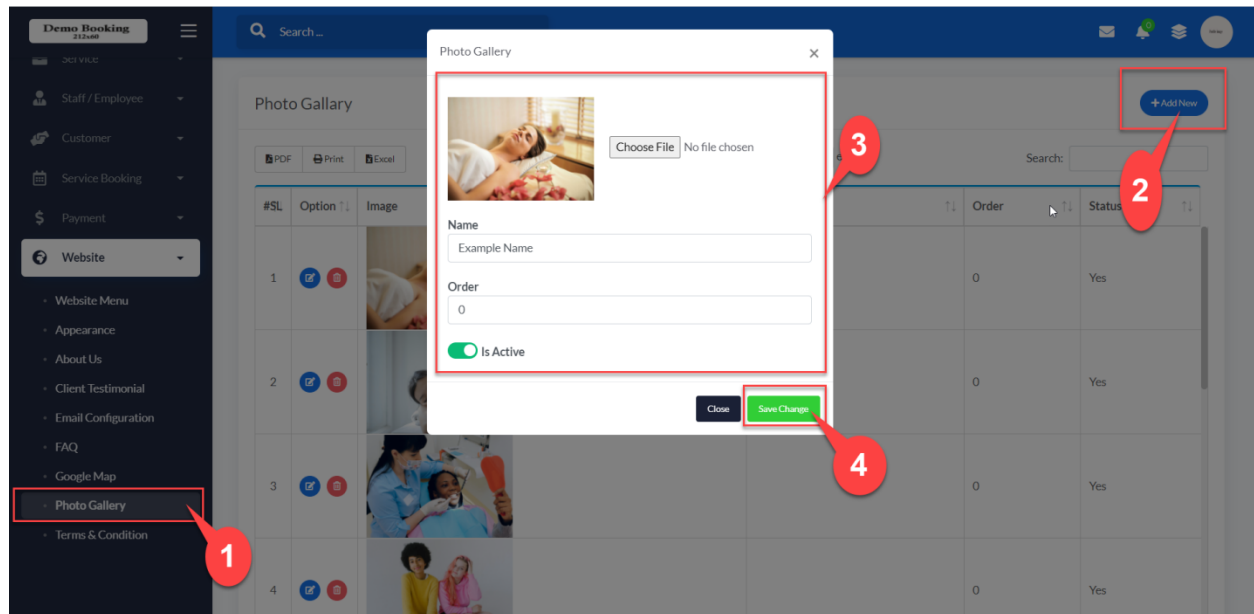


1. Go to Website=>FAQ.
2. To delete existing info, click the delete icon in the table and confirm to delete.



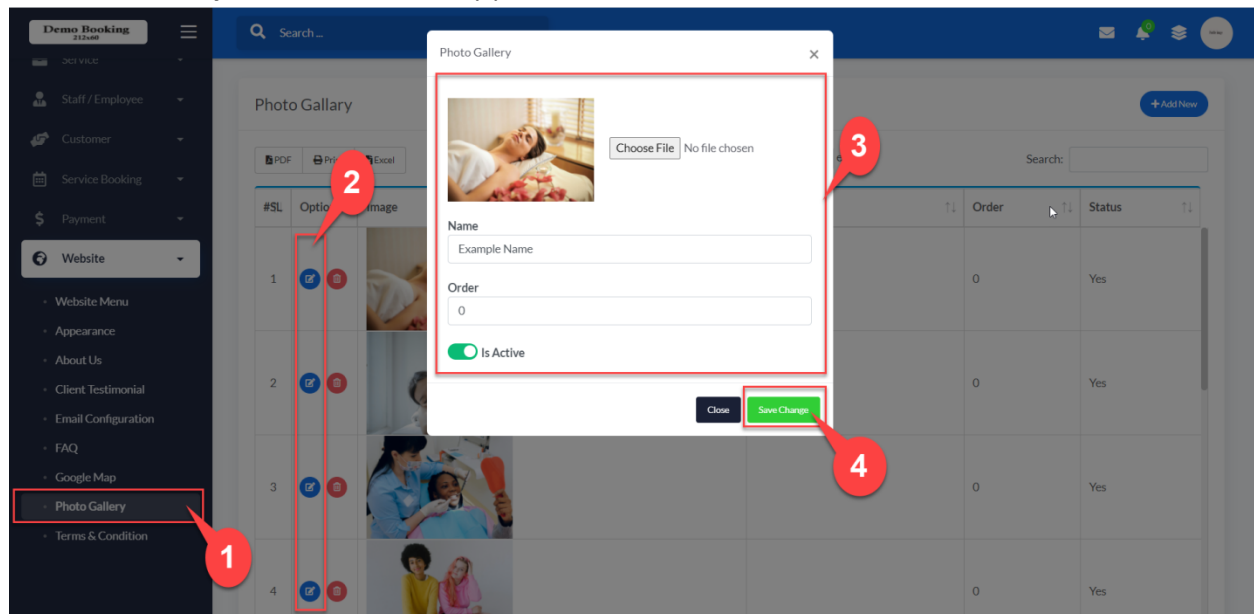
## 13.7 Photo Gallery

**13.7.1 Add Photo Gallery:** To add Photo in photo gallery please follow the below instruction.



1. Go to Website=>Photo Gallery.
2. Click to add new button.
3. Input required info.
4. Click to "save change" button for save.

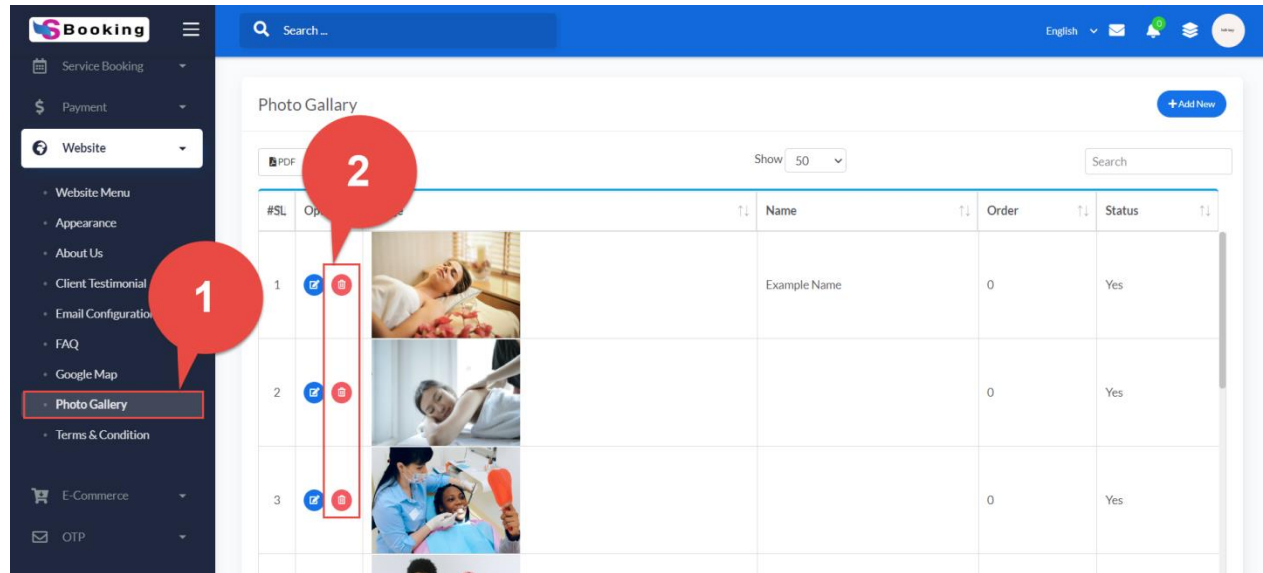
**13.7.2 Edit Photo Gallery:** To edit Photo Gallery please follow the below instruction.



1. Go to Website=>Photo Gallery.

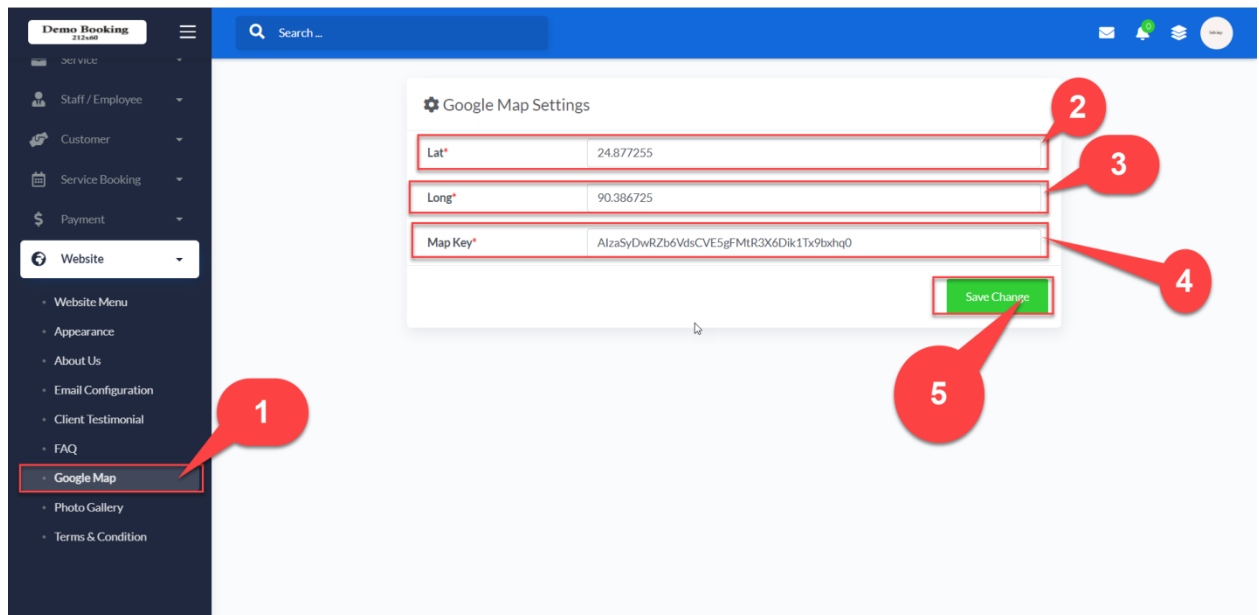
2. Click to the Edit icon in the table to open the existing info.
3. Change your required info.
4. Click to "Save Change" button for update.

**13.7.3 Delete Photo Gallery:**To delete photo from Photo Gallery please follow the below instruction.



1. Go to Website=>Photo gallery.
2. To delete existing info, click the delete icon in the table and confirm to delete.

**13.8 Google Map:**To add or edit your location in website google map, please follow the below instruction.



1. Go to Website=>Google Map.
2. Enter Map Lat.
3. Enter Map Long.
4. Enter google map key.
5. Click to “Save Change” button for save.

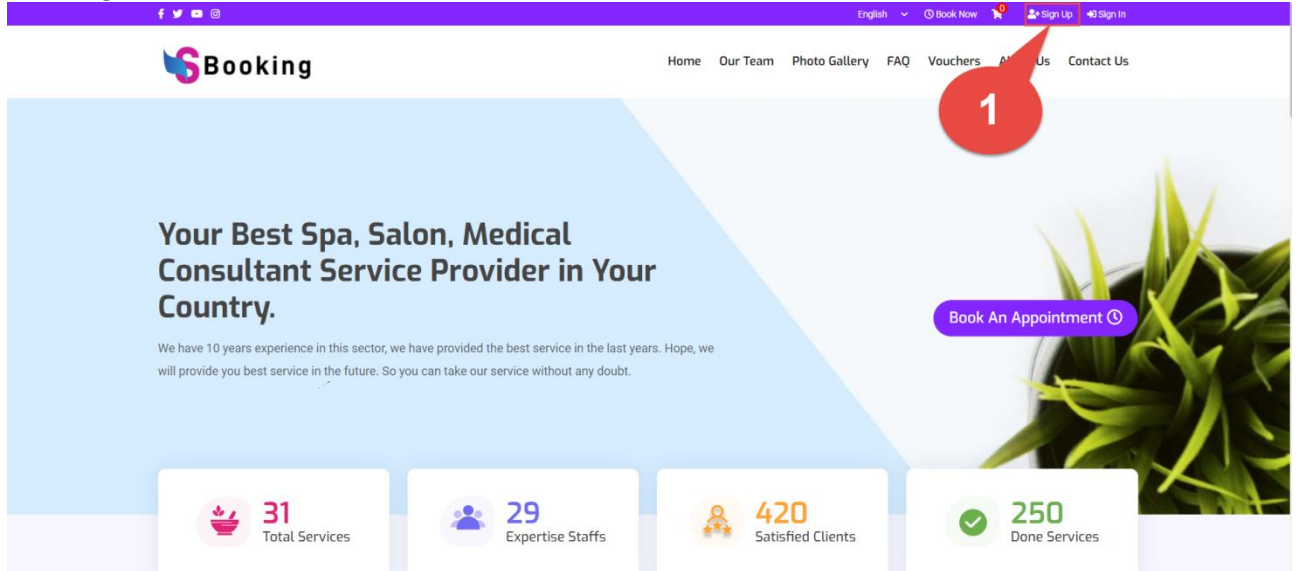
**13.9 Terms & Conditions:**To add or edit website or service terms & conditions please follow the below instruction.

The screenshot shows the 'Terms & Conditions' editing page in the DevSteed Appointment Booking system. The interface includes a sidebar menu on the left with options like Settings, Service, Customer, Staff, Service Booking, Payment, Website, and Terms & Condition. The main area is titled 'Terms & Conditions' and contains a rich text editor with placeholder text. A red box highlights the text editor area, with a red circle '2' pointing to it. Another red box highlights the 'Active Terms & Conditions' toggle switch, with a red circle '3' pointing to it. A third red box highlights the 'Save Change' button, with a red circle '4' pointing to it. A red circle '1' points to the 'Terms & Condition' option in the sidebar menu.

1. Go to Website=>Terms & Condition.
2. Input terms & condition with html text.
3. Enable or disable check.
4. Click to “Save change” button for save your change.

## 14 Website User Panel

### 14.1 User Registration:Go to website



1. Click to Sign up link in website top.

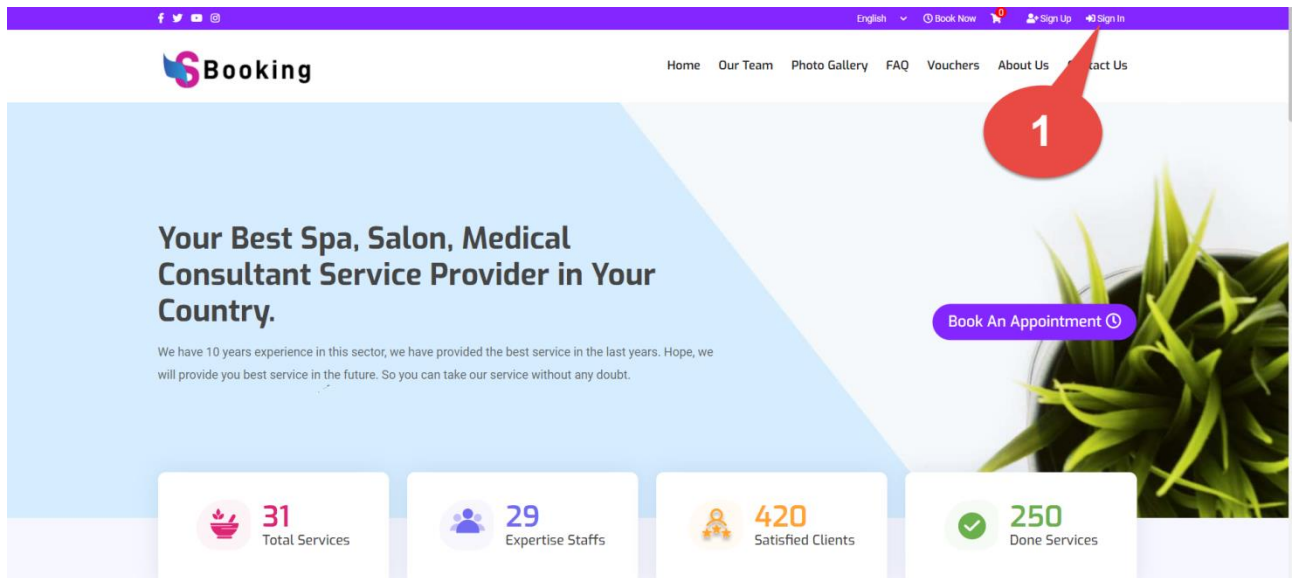
The screenshot shows the user registration form on the 'Demo Booking' website. The form is titled 'Welcome to Demo Booking' and 'It only takes a few seconds to create your account'. It contains the following fields and elements, numbered 2 through 7:

2. Email address field (labeled \*Email).
3. User Name field (labeled \*User Name).
4. Name field (labeled Name).
5. Password field (labeled \*Password).
6. Repeat Password field (labeled \*Repeat Password).
7. Create Account button.

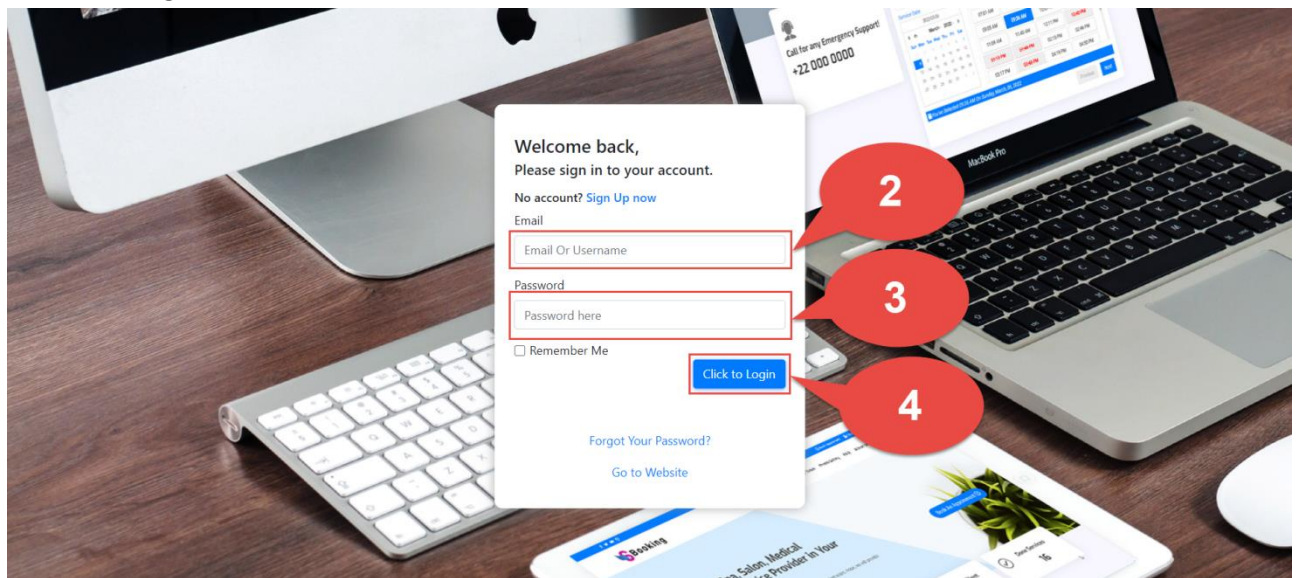
Below the password fields, there is a checkbox for 'Accept our Terms and Conditions.' and a link for 'Already have an account? Sign In'.

2. Enter email address.
3. Input unique user name.
4. Enter your Name.
5. Enter New Password and conform password.
6. Check Accept Terms and condition.
7. Click to "Create Account" Button.

14.2 **User Dashboard:**Go to website and click to Sign In link.



1. Click to “Sign In” Link.



2. Enter registered email or User name.
3. Enter password.
4. Click to login button for login user dashboard.

### 14.2.1 Dashboard:

The screenshot shows the SBooking dashboard. Callout 1 points to the 'Dashboard' link in the left sidebar. Callout 2 points to the 'New Booking' button at the top right. Callout 3 points to the 'Cancel' and 'Pay now' buttons in the 'Last 10 booking info' table.

**Complete Booking** 52  
**Cancel Booking** 34  
**Pending & Other** 146

**Last 10 booking info**

Service Information	Date	Option
No# 779   Vestido Naranja <b>Cancel</b> India   Aji   3:55 PM to 5:25 PM Due# 50.00   No remarks found!	Sep 30, 2022	<a href="#">Cancel</a> <a href="#">Pay now</a>
No# 820   Epicerie <b>Cancel</b> Californian   barkha   12:25 PM to 12:26 PM Due# 0.00   No remarks found!	Jul 13, 2022	<a href="#">Cancel</a> <a href="#">Pay now</a>
No# 785   Aerosolized Medication Therapy <b>Cancel</b> Californian   Dr. Tina Tahmin   2:37 PM to 3:07 PM Due# 1000.00   No remarks found!	Jul 10, 2022	<a href="#">Cancel</a> <a href="#">Pay now</a>
No# 829   Teeth Whitening <b>Approved</b> Californian   Dr. Ashim Ray   10:11 PM to 10:41 PM	Jul 7, 2022	<a href="#">Cancel</a> <a href="#">Pay now</a>

1. Click to Dashboard for view.
2. For new Booking “New Booking”.
3. Cancel appointment or pay pending payment.

### 14.2.2 Pending Booking:

The screenshot shows the SBooking pending booking page. Callout 1 points to the 'Pending Booking' link in the left sidebar. Callout 2 points to the 'Cancel' button in the 'All pending & other booking info' table. Callout 3 points to the 'Pay now' button in the same table.

**All pending & other booking info**

Service Information	Date	Option
No# 779   Vestido Naranja <b>Cancel</b> India   Aji   3:55 PM to 5:25 PM Due# 50.00   No remarks found!	Sep 30, 2022	<a href="#">Cancel</a> <a href="#">Pay now</a>
No# 820   Epicerie <b>Cancel</b> Californian   barkha   12:25 PM to 12:26 PM Due# 0.00   No remarks found!	Jul 13, 2022	<a href="#">Cancel</a> <a href="#">Pay now</a>
No# 785   Aerosolized Medication Therapy <b>Cancel</b> Californian   Dr. Tina Tahmin   2:37 PM to 3:07 PM Due# 1000.00   No remarks found!	Jul 10, 2022	<a href="#">Cancel</a> <a href="#">Pay now</a>
No# 829   Teeth Whitening <b>Approved</b> Californian   Dr. Ashim Ray   10:11 PM to 10:41 PM Due# 1000.00   No remarks found!	Jul 7, 2022	<a href="#">Cancel</a> <a href="#">Pay now</a>
No# 809   Signature facials <b>Pending</b> Californian   Naasrin Nargis   12:51 PM to 1:06 PM Due# 300.00   No remarks found!	Jul 7, 2022	<a href="#">Cancel</a> <a href="#">Pay now</a>

1. Go to Left menu=>Pending booking.
2. To cancel click to “Cancel” button.
3. To pay pending payment click to “Pay now” button.



### 14.2.3 Done booking:

**All done booking info**

Service Information	Date
<b>No# 684   Teeth Whitening Done</b> TS   SHIVA KUMAR NADIMINTI   9:31 PM to 10:01 PM Due# 1000.00   No remarks found!	May 30, 2022
<b>No# 632   Teeth Whitening Done</b> Californian   Dr. Ashim Ray   3:07 PM to 3:37 PM Due# 1000.00   No remarks found!	May 28, 2022
<b>No# 640   Teeth Scaling Done</b> Californian   Dr. Ashim Ray   12:42 PM to 1:02 PM Due# 500.00   No remarks found!	May 28, 2022
<b>No# 626   Epicerie Done</b> India   Aji   9:30 AM to 11:00 AM Due# 100.00   No remarks found!	May 24, 2022
<b>No# 621   Textured Crop with a Heavy Fringe Done</b> Californian   Rasel Akond   2:35 PM to 3:05 PM Due# 0.00   No remarks found!	May 23, 2022

Click to the left Menu=>Done Booking for list of complete booking info.

**14.2.4 Orders:** You can view your voucher order details from here. To view the details please follow the below instruction.

**Your Orders**

Order No	Total	Status	Date	Option
000001	2500.00	Processing	Jul 26, 2022	<a href="#">Details</a>

Showing 1 to 1 of 1 entries

Previous 1 Next

1. Go to My panel=> Orders.
2. Click details. Here you can see the order details.

The screenshot shows the user panel for a 'Web User' with a balance of 0. The left sidebar contains links for Profile, Dashboard, Pending Booking, Done Booking, Orders, and Sign Out. The main content area displays 'Your Orders Details' for Order No: 000001, dated 2022-07-26 14:37:50, with a status of 'Processing'. The shipping address is masud idism, itskaysar@gmail.com, 01672886562, test. A table below shows one order item: Voucher 1, with a quantity of 1, unit price of 2500.00, and total price of 2500.00. The footer contains links for ABOUT SERVICE, WEBSITE NAVIGATION LINKS, CONTACT INFORMATION, and PAYMENT METHOD.

**Web User**  
Balance: 0

- Profile
- Dashboard
- Pending Booking
- Done Booking
- Orders
- Sign Out

**Your Orders Details**

Order No: 000001  
Shipping address: masud idism  
itskaysar@gmail.com  
01672886562  
test

Order Date: 2022-07-26 14:37:50  
Order Status: Processing

#SL	Item	Quantity	Unit Price	Total Price
1	Voucher 1	1	2500.00	2500.00

ABOUT SERVICE WEBSITE NAVIGATION LINKS CONTACT INFORMATION PAYMENT METHOD

**14.2.5 Sign-out:** For signing out from your panel click here.

This screenshot is identical to the previous one, but includes a red circular callout with the text 'Click Here' pointing to the 'Sign Out' link in the left sidebar.

**Web User**  
Balance: 0

- Profile
- Dashboard
- Pending Booking
- Done Booking
- Orders
- Sign Out

**Your Orders Details**

Order No: 000001  
Shipping address: masud idism  
itskaysar@gmail.com  
01672886562  
test

Order Date: 2022-07-26 14:37:50  
Order Status: Processing

#SL	Item	Quantity	Unit Price	Total Price
1	Voucher 1	1	2500.00	2500.00

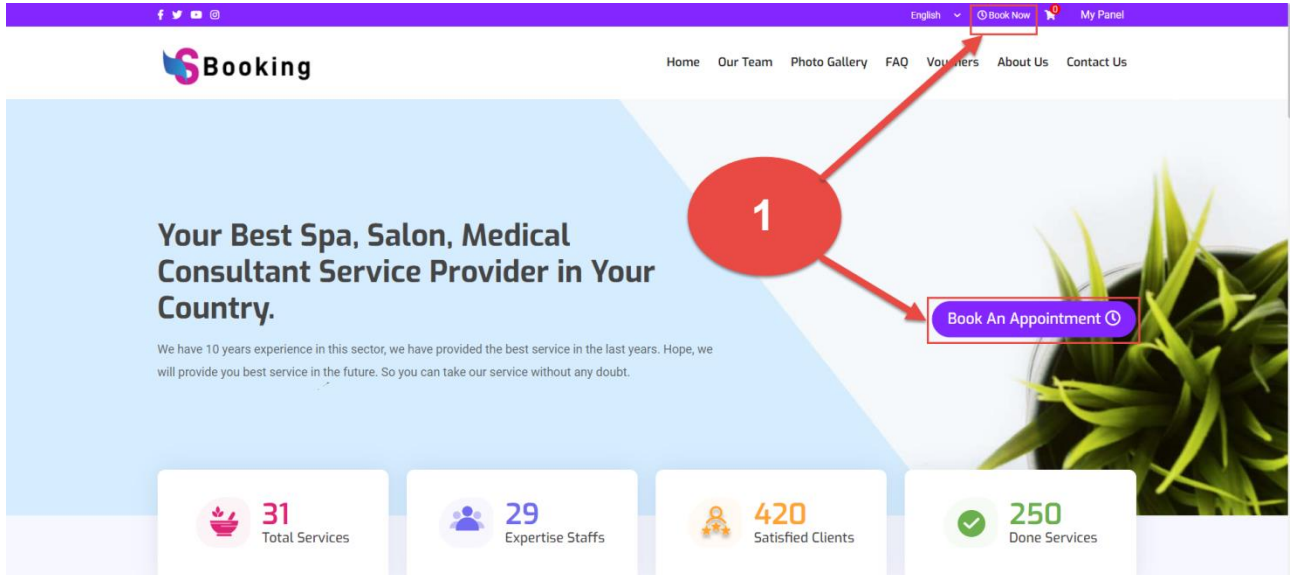
ABOUT SERVICE WEBSITE NAVIGATION LINKS CONTACT INFORMATION PAYMENT METHOD



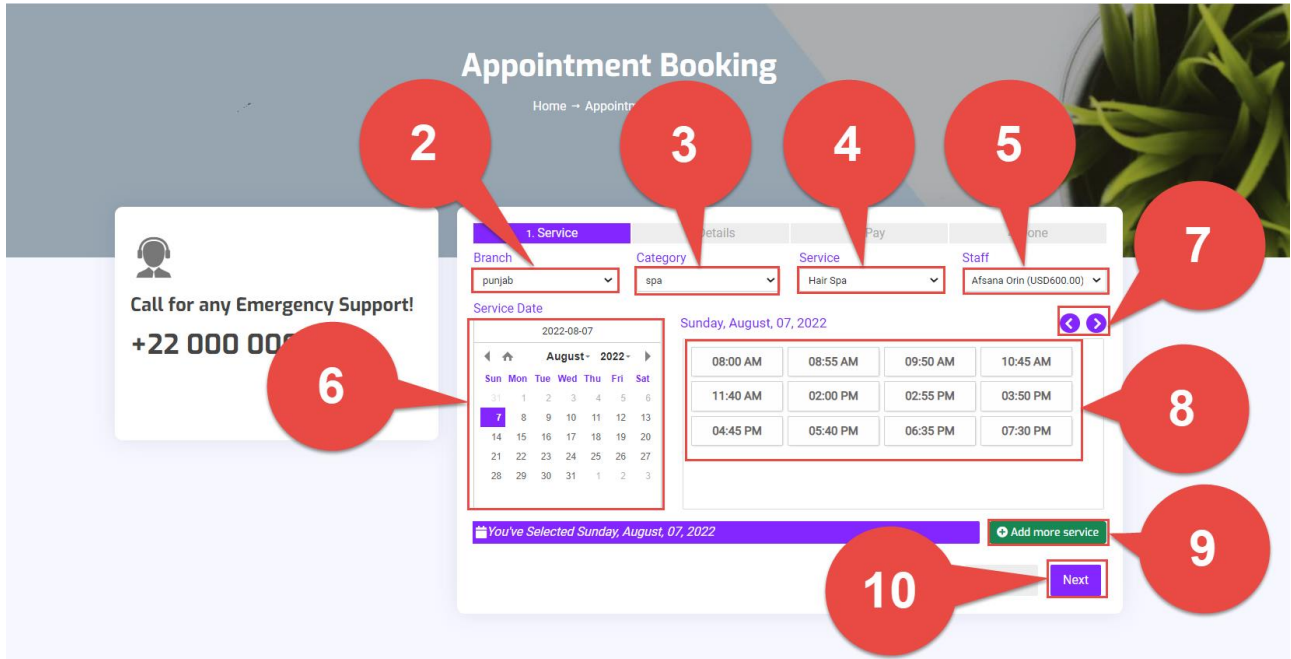
### 14.3 Appointment Booking:

To Book a new appointment from website, you can book appointment by user dashboard or you can book appointment without registration.

To book an appointment go to website homepage click “Book an Appointment” button.



1. Click “Book an Appointment”



2. Choose branch.
3. Choose service category.
4. Choose service.

5. Choose staff.
6. Select service date.
7. You can go to next and previous service date by the button.
8. Choose service time slot.
9. If you want to add more service, click Add more service.
10. Click Next button.

The screenshot shows the 'Appointment Booking' form. A red callout bubble with the number '11' points to the '2. Details' tab. Another red callout bubble with the number '12' points to the 'Next' button. The form includes fields for Full name, Email, Phone, State, City, Postal Code, Street Address, and Service Remarks. The 'Previous' and 'Next' buttons are at the bottom right of the form. The footer contains sections for 'ABOUT SERVICE', 'WEBSITE NAVIGATION LINKS', 'CONTACT INFORMATION', and 'PAYMENT METHOD'.

**Appointment Booking**  
Home → App

**11**

**12**

**Call for any Emergency Support!**  
**+22 000 0000**

**1. Service** **2. Details** 3. Pay 4. Done

Full name \* Afsana Email \* islam@gmail.com Phone \* +880 15468654776

State Dhaka City Dhaka Postal Code 1234

Street Address Service Remarks

Previous Next

**ABOUT SERVICE**  
We have 10 years experience in this sector, we have provided the best service in the last years. Hope, we will provide you best service in the future. So you can take our service without any

**WEBSITE NAVIGATION LINKS**  
Home Vouchers  
Our Team About Us

**CONTACT INFORMATION**  
Phone : +22 000 0000  
Email to : demo@example.com

**PAYMENT METHOD**  
paypal stripe

11. Enter basic info.
12. Click to the "Next" button.

Appointment Booking

Home → Appointment Booking

13

Call for any Emergency Support!  
+22 000 0000

1. Service 2. Details 3. Pay 4. Done

Choose a way to pay

CashPay PayPal stripe Balance

Order Summary

Hair Spa USD600.00  
Date:2022-08-08 Time:08:55:00-09:45:00

Subtotal USD600.00

Discount 0

Apply Coupon Code

Apply Coupon

Total Amount USD600.00

Previous Next

14

15

13. Choose Payment method.
14. If you have any coupon enter your coupon code here.
15. Click Next button.

Appointment Booking

Home → Appointment Booking

Successfully saved.

1. Service 2. Details 3. Pay 4. Done

Your service booking is completed & service is under processing. Check your email.

Previous Finish

~~~Thank you~~~