

Salon & appointments

People / Core workflow guide

Arrange services, customers and appointments.

BUILD STATUS

Development preview 0.1.0. These diagrams describe the shipped core records and state actions. They are not interface screenshots. Full UI walkthrough and live Hostinger acceptance are pending.

The record sequence

1

Services

Create this reference data first.

2

Customers

Create this reference data first.

3

Appointments

References: services, customers

Follow the workflow

Create services and customers; confirm non-overlapping appointments for a staff member.

BEFORE YOU BEGIN

Sign in, select your workspace and open this system. Create referenced records first. Use fictional data for testing and protect any personal or confidential information.

Know your records

Data reference / Inputs and computed values

Services

Field	Input type	How to use it
Name	text	Plain text, up to 200 characters.
Price	money	Non-negative amount; at most two decimal places.
Duration minutes	integer	Non-negative whole number. Use a practical capacity or score.

Customers

Field	Input type	How to use it
Name	text	Plain text, up to 200 characters.
Email	email	A valid email address; demo examples are fictional.
Phone	text	Plain text, up to 200 characters.

Appointments

Field	Input type	How to use it
Service id	ref	Select a workspace record from services.
Customer id	ref	Select a workspace record from customers.
Staff name	text	Plain text, up to 200 characters.
Starts at	datetime	Date and time; end must follow start where paired.
Ends at	datetime	Date and time; end must follow start where paired.

Every record also has a workspace identifier, state, version and timestamps. Reference selection and server checks prevent a record from linking to another workspace.

Operate with confidence

Actions, permissions and safe recovery

Available state actions

Record	States	Actions
Services	active	Reference data; no state action.
Customers	active	Reference data; no state action.
Appointments	pending > confirmed > completed > cancelled	confirm to confirmed, complete to completed, cancel to cancelled

Appointment time checks

- Appointment end time must follow its start time.
- Confirm blocks overlapping confirmed appointments with the same staff name. Use the same spelling consistently.
- Staff names are text fields. Staff calendars, shift optimisation, reminders and online customer booking need further implementation.

Roles and subscription access

Owners, managers and staff can create records while the subscription is active. Viewers can read. Approval, verification, publishing, payroll settlement and journal posting require an owner or manager. Entitlements and record quotas are enforced on the server. Expired subscriptions become read only.

Documents and recovery

- Use the record PDF action for a private document. CSV export requires an eligible plan. Attachments accept PDF/JPG/PNG up to 5 MB per file; demos cannot upload.
- A stale version or repeated action is rejected. Refresh, inspect the saved state and retry only when appropriate. Processed records cannot be edited as drafts.
- A PDF is a snapshot of recorded information. Ordinary business records do not receive the CEO signature, stamp or company seal automatically.