

Tours & travel

Hospitality / Core workflow guide

Manage trips, travellers and capacity.

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

Tours

Create this reference data first.

2

Travellers

Create this reference data first.

3

Bookings

References: tours, travellers

Follow the workflow

Create a tour and traveller; confirm seats only while capacity remains.

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

Tours

Field	Input type	How to use it
Name	text	Plain text, up to 200 characters.
Destination	text	Plain text, up to 200 characters.
Starts on	date	Calendar date (YYYY-MM-DD).
Capacity	integer	Non-negative whole number. Use a practical capacity or score.
Seat price	money	Non-negative amount; at most two decimal places.

Travellers

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.

Bookings

Field	Input type	How to use it
Tour id	ref	Select a workspace record from tours.
Traveller id	ref	Select a workspace record from travellers.
Seats	integer	Non-negative whole number. Use a practical capacity or score.
Total	computed money	Calculated by the server; not a user input.

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
Tours	open	Reference data; no state action.
Travellers	active	Reference data; no state action.
Bookings	pending > confirmed > cancelled	confirm to confirmed, cancel to cancelled

Seat capacity

- Booking totals use the selected tour seat price multiplied by seats.
- Confirmation checks remaining tour capacity under a locked tour record. Cancelling releases the booking from the confirmed capacity count.
- Supplier tickets, visas, airline inventory, itinerary distribution and customer gateway payments are outside this core flow.

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.