

iQ-Schedule – Spa, Tour & Activity Management

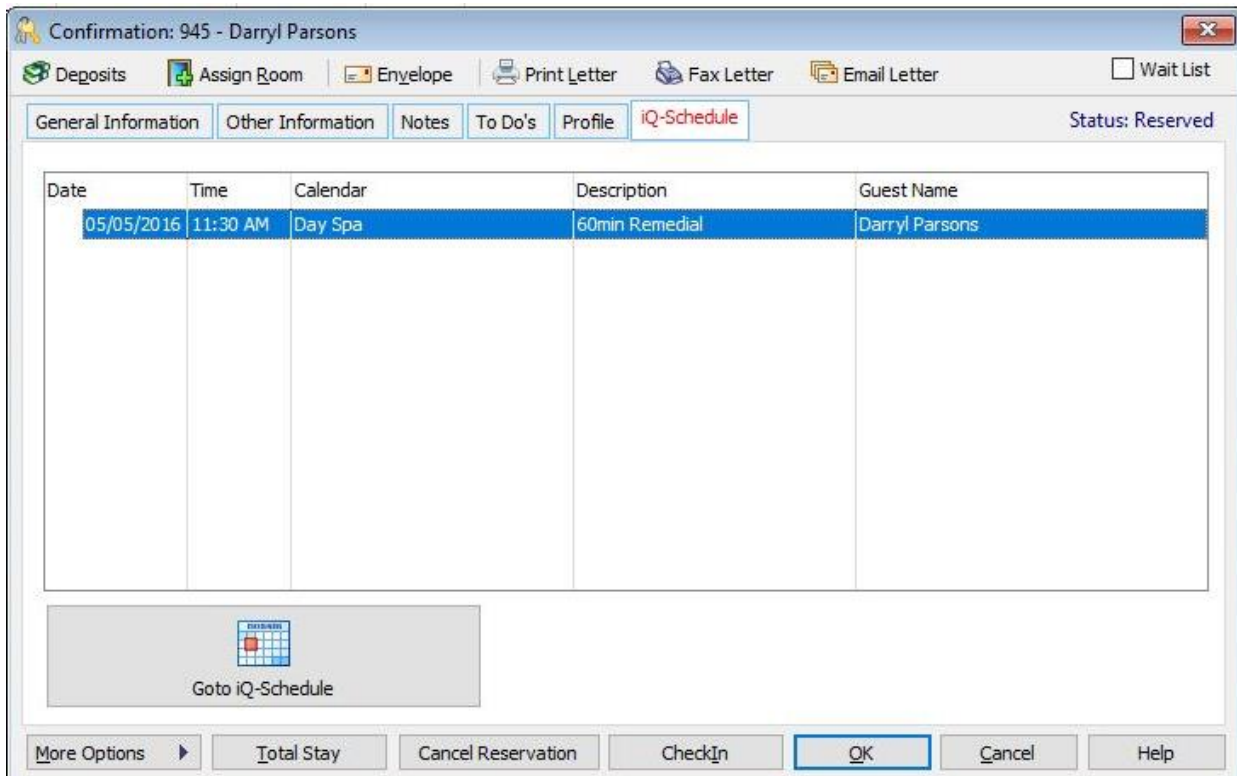
If you have a day spa, meeting rooms, or tours & activities to manage, then iQ-Schedule will take out the hassle of managing multiple manual diaries and fully automate guest service scheduling. With iQ-Schedule, you have an integrated and seamless approach to managing all of your guest scheduling needs, fully integrated with roomMaster.

Spa, Tour & Activity Scheduling

Front desk staff can view and book iQ-Schedule tours/events/spa appointments from both the reservation and guest folio. Clear notifications are displayed when a room reservation is cancelled where appointments are booked in iQ-Schedule, allowing them to cancel the appointments at the same time.

iQ-Schedule also helps your staff provide a higher level of service with tools like full guest history, showing past and current appointments, as well as each guest's personal preferences.

The screenshot displays the 'Aqua Spa Calendar - [All Resources]' window. On the left, there are two calendar views for April and May 2010, with May 10th highlighted. Below these is a tree view of resources including Wet Room, Facial 1, Facial 2, Mud Room, Massage Room, and Salon, along with a list of staff members: Christy C, Chuck D, Kent H, Lynn B, Robert P, and Tyler W. The main area shows a grid for Monday, May 10, 2010, with columns for each room. Appointments are shown as colored blocks: 'Herbal Wrap' by Miss Tracy Gold in the Wet Room at 8 AM; 'Signature Facial' by MaryAnn Back in Facial 2 at 10 AM; '1 1/2 Hour Massage' by Mr. George Augusta in the Massage Room at 11 AM; '1 Hour Massage' by Miss Joanna Cooke in the Massage Room at 4 PM; 'Mens Cut' by Mr. Derrick Brooks in the Salon at 9 AM; and 'Coloring - Women' by Miss Claire Bennett in the Salon at 3 PM. At the bottom, there are controls for '30 mins', 'Point of Sale', and buttons for 'Manage', 'End', 'Print', 'Refresh', and 'Close'.



Full integration with iQ-Point of Sale

Create items in iQ-POS for tours, activities, or spa treatments, and then easily bill to a guest's folio or group master account. All accessible within the iQ-Schedule module window.

iQ-Schedule also has a group billing feature which allows a group of guests in the spa to combine all their charges to be placed on a single account for example.



Manage employee commissions, tips & email employee schedules

iQ-Schedule can track multiple gratuities, and allocate commissions to each staff member who attended to the appointment or event.

iQ-Schedule can also be configured to email schedules of appointments to your employees as a calendar item for their mobile device. You can set up employee's available times, along with the times that a spa treatment or tour might be available to be booked.