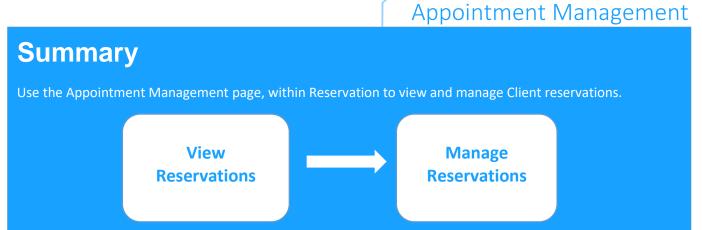
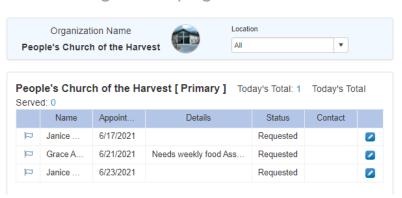


## Reservation



## View Reservations: On Appointment Management page

- On Appointment Management page, view all appointments for an Organization by Location
- The days Total appointments and Total Served is shown
- Click on the Client Name to bring up Client's Account Summary page



## Manage Reservations: On Appointment Management page

- Click EDIT on selected Clients row
  - In the Edit popup window, edit select fields:
    - Appointment Date
    - Services
    - Change Contact
  - Click SUBMIT

