



HALLMASTER V2

User Guide Update for All Administrators

We have been very busy over the Christmas period and we are pleased to announce the release of some major upgrades to the Hallmaster system.

The first 2 items below give you more flexibility and functionality to be able to control your Public Booking Form and the last one in this release is a quicker way to search for dates in the Weekly Calendar

If you have any queries, please contact us in the usual way.

1. Line Items can now be displayed in your Customer Booking Form for them to choose, and will directly link to your Invoices too if using the Invoicing module.

How do I do this?

Go to the Admin section and edit each Line Item Group and tick the box to enable the Line Item Group and then select which Line Item(s) you want to appear too then Save the page. If using the Invoicing module, you can now add the cost of each Line Item which will be included in the Invoice. The cost won't however display next to the Line Item in the booking form, thus giving you the flexibility to change this if needed, once the booking has been made.

2. You can enable your Activity Groups to appear in the Customer's Public Booking Form. This gives you the flexibility to just offer the Activities you want.

How do I do this?

Just edit each Activity Group and tick the box to enable it and then Save. Each Activity will then be available in the Customer Booking Form. All Activities will still be available as an Administrator however.

3. Weekly Calendar now has improved searching of the dates you want to view, using drop menus. This saves a lot of time compared to the old arrows >> that we used to have.

We are currently working on some more updates which we will release very soon.

These include:

- improved printouts of the Calendars and Scheduler
- Paypal Integration to allow your Customers to pay their invoices directly to you
- searches and filters automatically remembered
- sort the order of your rooms on the calendars
- colour coding the status of your invoices
- improved data exports for your own accounting program and reports – and more...