

# Add or Edit Services

## Overview:

The "Services Setup" module allows users to create and manage services offered by the clinic or doctor. Users can define the service name, set the service amount, specify the duration, and choose to activate or deactivate the service.

### 1. Access "Services Setup":

- Navigate to the "Services Setup" module to create or manage services.

### 2. Add New Service:

- Click on "Add New Service" to initiate the setup process.

The screenshot displays the 'Add Service' form in the SaleRise application. The form is located in the 'Appointment / Service' section. It features a sidebar with navigation options: Sites, Services, Appointment, General, Clinic, Doctor, Service, Tags, Extras, Reservations, and Calendar. The main content area shows a table of existing services and a form to add a new service. The table lists services such as Root Canal, Extraction, Teeth Whitening, Crown, Dentures, and Veneer, each with a red trash icon. The form fields include Service Name, Amount, Duration (in minutes), and an Active/Deactivate toggle. Buttons for CANCEL and SAVE are visible at the bottom right.

### 3. Service Details:

- Fill in the details for the new service.
  - **Service Name:** Provide a descriptive name for the service.
  - **Amount:** Specify the cost or amount associated with the service.
  - **Duration:** Define the time duration of the service (e.g., 30 minutes, 1 hour).
  - **Active/Deactivate:** Choose to activate or deactivate the service.

### 4. Save Service Details:

- Click "Save" to confirm the details of the new service.

### 5. Edit Service Details:

- Click on the edit button to modify service information.

The screenshot shows the 'Service' edit page in the SaleRise application. The top navigation bar includes the SaleRise logo, a menu icon, the breadcrumb 'Appointment / Service', a notification bell with '18', a shopping cart icon, and a 'REPORT AN ISSUE' button. The left sidebar contains navigation options: Sites, Services (selected), Appointment, General, Clinic, Doctor, Service (highlighted), Tags, Extras, Reservations, and Calendar. The main content area is split into two columns. The left column, titled 'Service', contains a search bar and a list of services: Root Canal (selected), Extraction, Teeth Whitening, Crown, Dentures, and Veneer, each with a delete icon. The right column, titled 'Service - Root Canal', displays the service details: 'Service Name \* Root Canal', 'Amount \* 200', 'Duration (in minutes) 30', and an 'Active' toggle switch. At the bottom right of the details section are 'CANCEL' and 'SAVE' buttons.

Revision #1

Created 15 January 2024 10:03:25 by Adnan

Updated 15 January 2024 10:22:14 by Adnan