Add or Edit Room

Overview:

In the Hotel Module, users can efficiently create and manage rooms for each hotel. This flow outlines the process of adding new rooms, specifying room details such as name, hotel assignment, and room category. Additionally, users can handle room maintenance, indicating periods when a room is unavailable.

Steps:

1. **Access "Room Setup":**
   - Navigate to the "Room Setup" module within the system.
2. **Add New Room:**
   - Click on "Add New Room" to initiate the room setup process.
3. **Room Details:**
   - Fill in the details for the new room.
     - **Room Name:** Provide a unique name for the room.
     - **Hotel Assignment:** Select the hotel to which the room belongs.
     - **Room Category:** Specify the category or type of the room.
4. **Save Room Details:**
   - Click "Save" to confirm the details of the new room.
5. **Edit Existing Rooms:**
   - Access the list of existing rooms with options to edit or delete.
6. **Edit Room Details:**
   - Click on the edit button to modify room information.
7. **Delete Room:**
   - Remove a room if it is no longer needed.
8. **Maintenance Management:**
   - In the "Maintenance" section, manage periods when the room is not available.
     - **Add Maintenance:**
       - Specify the start date, start time, end date, end time, and reason for unavailability.
       - Click "Save" to confirm the maintenance schedule.
     - **View Maintenance Log:**
       - Access a table view of old and new maintenance schedules.
       - Edit or delete existing maintenance entries as needed.

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