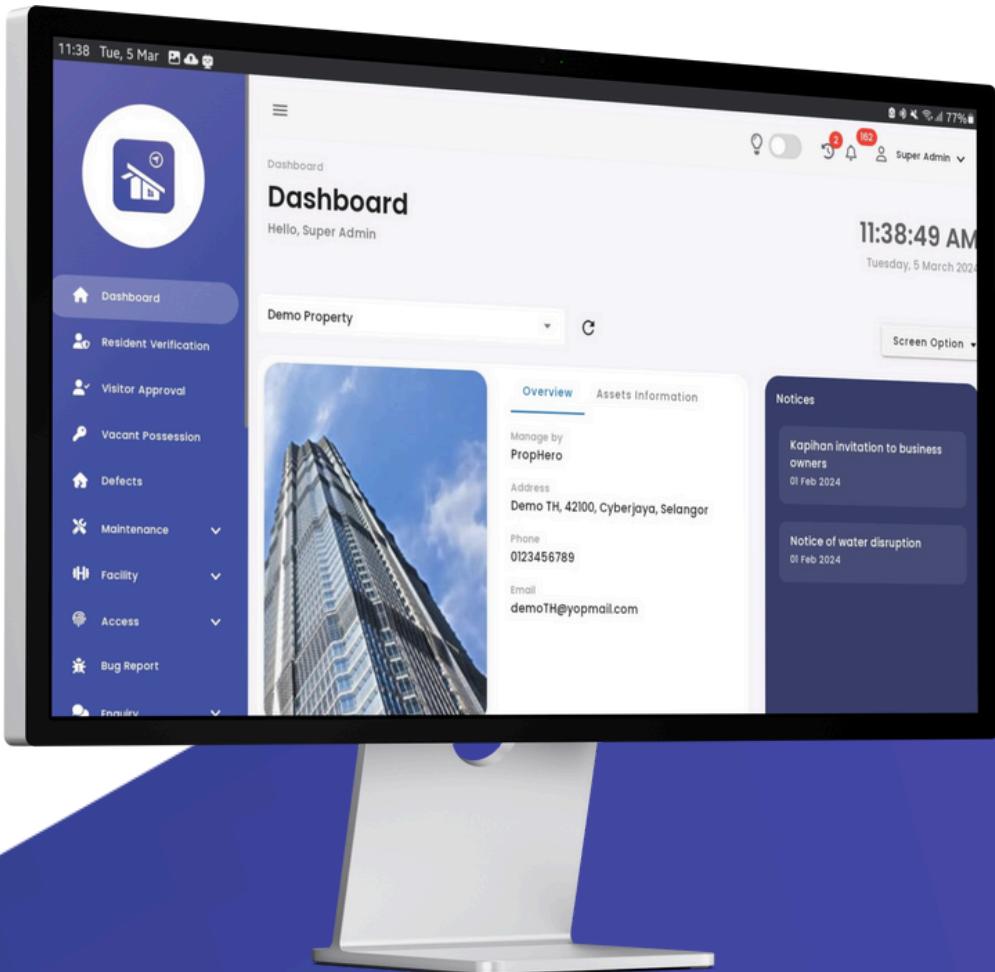




PropKita



USER MANUAL (FACILITY) MANUAL PENGGUNA (FASILITI)

PROPKITA SYSTEM DASHBOARD

Dwibahasa

Tutorial 6

1 – Create Facility

Create Facility displays a **list of facility categories**, such as the Indoor category. Users can **update** or **delete** these categories as needed.

Laman ini memaparkan **senarai kategori kemudahan** seperti kategori Indoor. Pengguna boleh **mengemas kini** atau **memadam** kategori mengikut keperluan.

To add new facility category, click on **Add New Category** and complete the form. Once all details are completed, click **Save**.

Bagi menambah kategori kemudahan baharu, klik pada **Add New Category** dan lengkapkan borang tersebut. Setelah semua butiran diisi, klik **Save**.

List of Facility shows the **facilities available on the property**, such as a gymnasium or futsal court. Users can **update** or **delete** facilities and search for specific ones if the list is extensive.

Laman ini menunjukkan **kemudahan yang tersedia di hartaanah**, seperti gimnasium atau gelanggang futsal. Pengguna boleh **mengemas kini**, **memadam** kemudahan, dan mencari kemudahan tertentu jika senarai terlalu panjang.

Facility Name	Facility Category	Remark	Action
Gymnasium	Indoor	Gym Facility	<button>Update</button> <button>Delete</button>
Futsal Court	Indoor	Futsal court facility	<button>Update</button> <button>Delete</button>
Staycation I	Staycation	staycation	<button>Update</button> <button>Delete</button>
Badminton Court A	Indoor	Level 4 Block C	<button>Update</button> <button>Delete</button>
Garden	Outdoor	null	<button>Update</button> <button>Delete</button>

To add a new facility, click **Add New Facility**, complete the form with details needed. Include charges and remarks, then click **Save**.

Bagi menambah kemudahan baharu, klik **Add New Facility**, lengkapkan borang tersebut dengan maklumat yang diperlukan. Tambah caj dan catatan, kemudian klik **Save**.

2 – Facility Booking

Facility Booking displays a list of facilities booked in the property. Users can search by **booking ID** or sort by **start and end dates** or **status**.

Tempahan Kemudahan memaparkan senarai kemudahan yang telah ditempah di hartaan. Pengguna boleh mencari berdasarkan **ID tempahan** atau menyusun mengikut **tarikh mula**, **tarikh tamat**, atau **status**.

Booking ID	User	From	To	Facility	Status	Action
FB-2401-0000	Izrah Booked by Super Admin	30 Oct 2024 09:00 AM	31 Oct 2024 11:00 AM	Gymnasium	Approved	View
FB-2407-0000	Aznil +60123456789	29 Jul 2024 08:00 PM	29 Jul 2024 10:00 PM	Badminton Court A	Approved	View
FB-2407-0000	Aznil +60123456789	29 Jul 2024 08:00 PM	29 Jul 2024 10:00 PM	Badminton Court A	Approved	View
FB-2409-0003	Aznil +60123456789	10 Jun 2024 06:00 PM	10 Jun 2024 07:00 PM	Gymnasium	Approved	View
FB-2409-0002	Aznil +60123456789	10 Jun 2024 06:00 PM	10 Jun 2024 07:00 PM	Gymnasium	Approved	View
FB-2406-0000	Aznil +60123456789	10 Jun 2024 08:00 PM	10 Jun 2024 09:00 PM	Gymnasium	Approved	View
FB-2406-0000	Aznil +60123456789	10 Jun 2024 08:00 PM	10 Jun 2024 09:00 PM	Gymnasium	Approved	View
FB-2403-0002	Demo User +60123456789	10 Jun 2024 08:00 PM	10 Jun 2024 09:00 PM	Futsal Court	Approved	View
FB-2403-0001	Misa Booked by Super Admin	04 Apr 2024 03:00 PM	07 Apr 2024 10:00 PM	Futsal Court	Approved	View
FB-2403-0000	Misa Booked by Super Admin	04 Apr 2024 03:00 PM	07 Apr 2024 10:00 PM	Futsal Court	Cancelled	View
FB-2402-0003	Demo User +60123456789	18 Feb 2024 02:00 PM	18 Feb 2024 03:00 PM	Gymnasium	Cancelled	View
FB-2402-0002	Aznil +60123456789	18 Feb 2024 02:00 PM	18 Feb 2024 03:00 PM	Gymnasium	Approved	View
FB-2402-0001	Aznil +60123456789	18 Feb 2024 02:00 PM	18 Feb 2024 03:00 PM	Gymnasium	Approved	View
FB-2402-0000	Demo User +60123456789	18 Feb 2024 04:00 PM	18 Feb 2024 05:00 PM	Gymnasium	Approved	View

Users can create booking by clicking on **Create Booking**. Choose facility name and its purpose.

Pengguna boleh membuat tempahan dengan mengklik pada **Create Booking**. Pilih kemudahan yang ingin ditempah dan tujuan tempahan.



Next, choose the date, select the user, and click **Submit** to finalize the booking.

Kemudian, pilih tarikh, pilih pengguna, dan klik **Submit** untuk menyelesaikan tempahan.

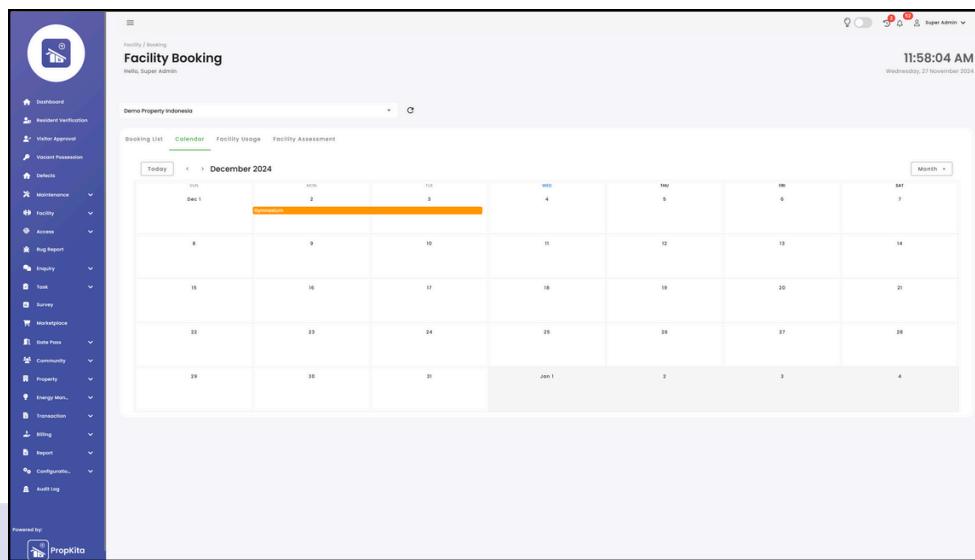
The screenshots illustrate the steps to create a facility booking:

- Screenshot 1:** The "Create Booking" dialog is open, showing the "Facility" tab selected. The "Date" section shows a range from "Mon 05/12/2024" to "Tue 07/12/2024". The "User" section shows "Amlf" selected. The "Summary" section displays a preview of the booking details.
- Screenshot 2:** The "Create Booking" dialog is open, showing the "User" tab selected. The "User" dropdown lists "chen leong", "Zulhan Hamdan", and "Demo User". The "Summary" section displays a preview of the booking details.
- Screenshot 3:** The "Create Booking" dialog is open, showing the "Summary" tab selected. It displays a thumbnail image of a gymnasium, the date range "05 December 2024 → 09 December 2024", and a list of booked users: "chen leong - A-2-3", "Amlf", "Demo User - A-1-1", and "Zulhan Hamdan - A-1-1". The "Submit" button is visible at the bottom.



The calendar shows **booking schedules** for specific dates, sortable by weeks, days, or months.

Kalendar menunjukkan **jadual tempahan** pada tarikh tertentu, yang boleh disusun mengikut minggu, hari, atau bulan.



Facility Usage allows users to view who has **checked in** or **out** of a facility. Click **View** to check in a user. You can also sort the list by the **start date**.

Laman ini membolehkan pengguna melihat siapa yang telah **mendaftar masuk** atau **keluar** dari kemudahan. Klik **View** untuk mendaftar masuk pengguna. Anda juga boleh menyusun senarai mengikut **tarikh mula**.

Booking ID	User	Facility	Check In at	Check Out at	Status	Action
FB-2401-0000	Super Admin +60179910004	Gymnasium	-	-	Available	View
FB-2402-0000	Super Admin +60179910004	Gymnasium	24 Oct 2024 03:00 PM	-	Available	View
FB-2407-0000	Azril +60177750001	Badminton Court A	29 Jul 2024 10:54 AM	-	Checked In	View
FB-2407-0000	Azril +60177750001	Badminton Court A	-	-	Available	View
FB-2408-0003	Azril +60177750001	Gymnasium	10 Jun 2024 03:02 PM	-	Available	View
FB-2408-0002	Azril +60177750001	Gymnasium	-	-	Available	View
FB-2408-0000	Azril +60177750001	Gymnasium	-	-	Available	View
FB-2408-0000	Azril +60177750001	Gymnasium	10 Jun 2024 03:01 PM	-	Available	View
FB-2403-0002	Super Admin +60179910004	Futsal Court	07 Mar 2024 03:00 PM	07 Mar 2024 03:00 PM	Checked Out	View
FB-2403-0001	Super Admin +60179910004	Futsal Court	-	-	Available	View

Facility Assessment is used to write **remarks** and **rate** the **facility's condition** after a user leaves.

Penilaian Kemudahan digunakan untuk menulis **ulasan** dan **memberikan penilaian** terhadap **keadaan kemudahan** selepas pengguna meninggalkannya.

The screenshot shows the Facility Booking section of the PropKita system. On the left is a sidebar with various menu items like Dashboard, Facility Verification, and Facility Assessment. The main area displays a table of bookings with columns for Booking ID, User, Facility, Check Out at, Reviewed at, Status, and Action. Each booking row has a 'View' button under the Action column. The status column uses color-coded bars: green for 'Good', blue for 'On-Site', and orange for 'Not Received'.

Booking ID	User	Facility	Check Out at	Reviewed at	Status	Action
FB-2403-0002	Super Admin +60123456789	Futsal Court	07 Mar 2024 10:00 PM	24 Oct 2024 10:00 AM	Good	View
FB-2410-0000	Super Admin +60123456789	Gymnasium	-	-	On-Site	View
FB-2407-0001	Azril +60123456789	Badminton Court A	-	-	On-Site	View
FB-2406-0003	Azril +60123456789	Gymnasium	-	-	On-Site	View
FB-2406-0000	Azril +60123456789	Gymnasium	-	-	On-Site	View
FB-2402-0001	Azril +60123456789	Gymnasium	03 Apr 2024 12:00 AM	-	Not Received	View
FB-2402-0002	Azril +60123456789	Gymnasium	03 Apr 2024 12:00 AM	-	Not Received	View

Click **View** to access **Assessment Details**. Write the facility condition and remarks based on the user's assessment, then click **Submit**.

Klik **View** untuk mengakses **Butiran Penilaian**. Tulis keadaan kemudahan dan ulasan berdasarkan penilaian pengguna, kemudian klik **Submit**.

This screenshot shows the same Facility Booking dashboard as above, but with a modal window titled 'Assessment Details' overlaid. The modal contains fields for Name (Azril), Phone Number (+60123456789), Facility (Gymnasium), Purpose, Deposit (0.00), Estimate Checkout time (2024-04-18 03:00 PM), and Checkout time (2024-04-18 03:00 AM). It also includes a 'Facility Condition' dropdown set to 'Good' and a 'Remark' text area containing the word 'Good'. At the bottom of the modal is a large green 'Submit' button.