



# SPA MANAGEMENT

## SIMPLIFY YOUR WELLNESS OPERATION WITH JONAS SPA MANAGEMENT

Whether you are just beginning to offer wellness services or you are running a full service health and spa facility, our Spa Management application will simplify your daily operations, providing a more relaxing experience for your staff and clients alike.

### KEY FEATURES AND BENEFITS

- Devote more time to ensuring an exceptional wellness experience as providers, facilities and resources are automatically assigned based on their eligibility and availability.
- Reduce the amount of time spent determining what is owed to your commissioned employees by establishing commission plans for your various employee groups. These commission plans automatically assign commissions based on treatments provided and products sold.
- Provide clients/therapists with itineraries, determine future facility needs by examining utilization, and establish which appointments remain unconfirmed using the various standard reports.

### CREATE BOOKINGS

To create a booking, simply select a member or guest, and their preferences will be displayed allowing you to assign the appropriate provider. For each service scheduled, the Spa Management system will automatically assign providers, facilities, and associated resources based on eligibility and availability.

### MANAGE YOUR BOOKINGS

- Get a bird's eye view of your spa's daily bookings by provider, service category or facility.
- Mouse over any of the appointments to see details such as Client, Booking Number, Service, Provider and Facility.
- Double click on any appointment to launch the Booking Detail screen and edit the booking(s).
- Automatically send email confirmations when bookings are made, edited or cancelled.
- Quickly combine two appointments into a single booking.

### MEMBER NOTES

- Keep detailed Health, Booking and Internal notes to allow your staff to better cater to your client's needs.
- Ensure that providers are aware of member specific information (Allergies, Preferences, etc.).
- Notes will pop up at booking, check-in or both depending on user preference.



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## SETTLE TRANSACTIONS

Once appointments have been completed, seamless integration to your Point Of Sale enables your staff to easily settle transactions. Simply click on the "Launch POS" button within the booking to open tickets on behalf of all members/guests and all associated services will be transmitted to your Point Of Sale for settlement. All that's left to do is choose the method of settlement and close the chit.

## REPORTING

Jonas Spa Management offers a variety of configurable reports relating to all aspects of your operation. All of the reports can be exported to Excel or PDF format for distribution or further analysis. Use the reports to:

- Plan for future expansion using reports regarding Facility and Provider Occupancy and Revenue Projection.
- Supply guests and providers with a detailed outline of their day at your wellness facility using the Client, Employee, and Booking Itinerary reports.
- Create a list of appointments which require confirmation to enable your staff to communicate with clients and ensure they will be in attendance at their sessions.

## TRACK COMMISSIONS AND GRATUITIES

Establish commission plans on behalf of employee groups both with respect to services rendered and retail products sold. Based on the price of the service, commission is automatically calculated and assigned to the provider. Once transactions are settled to your Point Of Sale, you will have the opportunity to split commissions and/or gratuities among providers to ensure fair distribution. You can then run the Employee Commission Report and export for Payroll.

## CUSTOMIZABLE VIEWS

The Spa Management system can be customized to create a more specialized view dependent on the needs of the user. For example, users booking on behalf of massage therapists can see strictly those employees' schedules. Users can establish preferences and have these persist so that each time they login, the main booking screen will default to their preferred view.