

Finish Treatment

If no payment transactions, consultant can use mobile system to redeem purchase items and prepare treatment receipt for members. Users can check member at shop and undo finish.

Go to WeM Mobile System > Finish treatment



Click <Finish> to finish booking, and proceed to the redemption page.

| Member code | Member name | Tel | Action | Booking time | Arrived duration | Therapist | Treatment | Equipment | Room | Remark |
|-------------|-------------|-------------|------------------------|---------------------|------------------|--------------|------------------|-----------|--------|--------|
| 00107 | Mary Ho | 90019001(M) | Finish Survey | 3-Feb-2020 01:00 pm | 17 Min | Vikki (S001) | 面部及頸部再生療程 (1300) | | Room A | |

Member count: 1, Booking count: 1 [Show finished member](#)

Member : Mary Ho (00107) Shop : CWB
 Date : 3-Feb-2020 (Mon) Deposit outstanding : \$ 6,000

The system will automatically select the redemption method, according to the earliest expiry date.

All the bookings on that day for the member will be displayed.

Click <Print & OK> or <OK> to confirm finish treatment.

| Booking ID | Deduct amount | Time | Room | Therapist | Action |
|------------|-----------------------|---------------------------------------------------------------------------|--------|--------------|--------------------------------------------|
| 1395 | | 3-Feb-2020 01:00 pm - 02:00 pm | Room A | Vikki (S001) | PRINT & OK OK Cancel |
| 1 | 1300 面部及頸部再生療程 \$ 980 | 面部及頸部再生療程 (1300), PSI-00251HK, outstanding : 1, Expiry date : 15-Feb-2020 | | | Deduct Course Deposit Remove |

If the member has more than one redemption method, click the other redemption method to switch. If the member has multiple invoices within one redemption method, click the redemption method to switch to different invoices.

Treatment Receipt

Member : Mary Ho Treatment receipt date : 18-Feb-2020 03:32 pm
 Member code : 00107 Treatment receipt no : BTR-00164
 Shop : CWB Input by : Ivy Lee (beauty)

| Code | Description | Redeem item | Therapist |
|------|-------------|----------------------|-------------|
| 1300 | 面部及頸部再生療程 | PSI-00251HK (1300 T) | Vikki(S001) |

After the treatment is finished, a treatment receipt will be generated.

Member signature _____

After the treatment is finished, related booking records will not be displayed in the member at shop page.

CWB 3-Feb-2020 member at shop

| Member code | Member name | Tel | Action | Booking time | Arrived duration | Therapist | Treatment | Equipment | Room | Remark |
|----------------------------------------------------------------|-------------|-----|--------|--------------|------------------|-----------|-----------|-----------|------|--------|
| To view finished booking member, click <Show finished member>. | | | | | | | | | | |
| Member count: 0, Booking count: 0 | | | | | | | | | | |

[Show finished member](#)

If the treatment receipt has to be signed, click <Sign> to sign on the treatment receipt and save in the system.

CWB 3-Feb-2020 finished member

| Member code | Member name | Tel | Action | Booking time | Therapist | Treatment | Equipment | Room | Remark |
|-------------|-------------|-------------|------------------------------------------------------|---------------------|--------------|------------------|-----------|--------|--------|
| 00107 | Mary Ho | 90019001(M) | Undo finish Print Survey completed | 3-Feb-2020 01:00 pm | Vikki (S001) | 面部及頸部再生療程 (1300) | | Room A | |

Member count: 1, Booking count: 1

[Show member at shop](#)

Signature Reset Cancel

Training system

Treatment Receipt

| | | | |
|---------------|---------|--------------------------|----------------------|
| Member : | Mary Ho | Treatment receipt date : | 18-Feb-2020 03:32 pm |
| Member code : | 00107 | Treatment receipt no : | BTR-00164 |
| Shop : | CWB | Input by : | Ivy Lee (beauty) |

| Code | Description | Redeem item | Therapist |
|------|-------------|----------------------|-------------|
| 1300 | 面部及頸部再生療程 | PSI-00251HK (1300 T) | Vikki(S001) |

MARY

Member signature _____

[Sign](#)

Click <Sign> after signing.
The system will save the signed receipt in PDF format.

Click <Undo finish> to undo finished bookings and void treatment receipt.
The record will be moved to member at shop.

CWB 3-Feb-2020 finished member

| Member code | Member name | Tel | Action | Booking time | Therapist | Treatment | Equipment | Room | Remark |
|-------------|-------------|-------------|----------------------------------------------------------------------|---------------------|--------------|------------------|-----------|--------|--------|
| 00107 | Mary Ho | 90019001(M) | Undo finish Print Survey completed | 3-Feb-2020 01:00 pm | Vikki (S001) | 面部及頸部再生療程 (1300) | | Room A | |

Member count: 1, Booking count: 1

[Show member at shop](#)

Click <Print> to print unsigned treatment receipt.

If system has survey functions included, member can do surveys in the finish treatment page.

| Member code | Member name | Tel | Action | Booking time | Arrived duration | Therapist | Treatment | Equipment | Room | Remark |
|-------------|-------------|-------------|----------------------|---------------------|------------------|--------------|------------------|-----------|--------|--------|
| 00107 | Mary Ho | 90019001(M) | Finish Survey | 3-Feb-2020 01:00 pm | 17 Min | Vikki (S001) | 面部及頸部再生療程 (1300) | | Room A | |

Click <Survey>, then pass the tablet to the member to complete the form.

Information will be hidden when button is pressed, members can return the tablet for consultants to upload the completed survey.

Shop: CWB 3-Feb-2020

Please press following number to rate, 1 point to 10 point, 1 is worst, 10 is best

CWB | Vikki (S001)

| | | | | | | | | | | |
|--------------|---|---|---|---|---|---|---|---|---|----|
| Attentive | | | | | | | | | 9 | 10 |
| Technique | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Comfortable | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Politeness | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Services | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Professional | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |

CWB | []

| | | | | | | | | | | |
|--------------|---|---|---|---|---|---|---|---|---|----|
| Attentive | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Technique | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Comfortable | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Politeness | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Services | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Professional | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |

Shop : CWB

| | | | | | | | | | | |
|-------|---|---|---|---|---|---|---|---|---|----|
| Clean | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Voice | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |

Opinions

Click <Submit> to complete the form.

Submit Reset Close