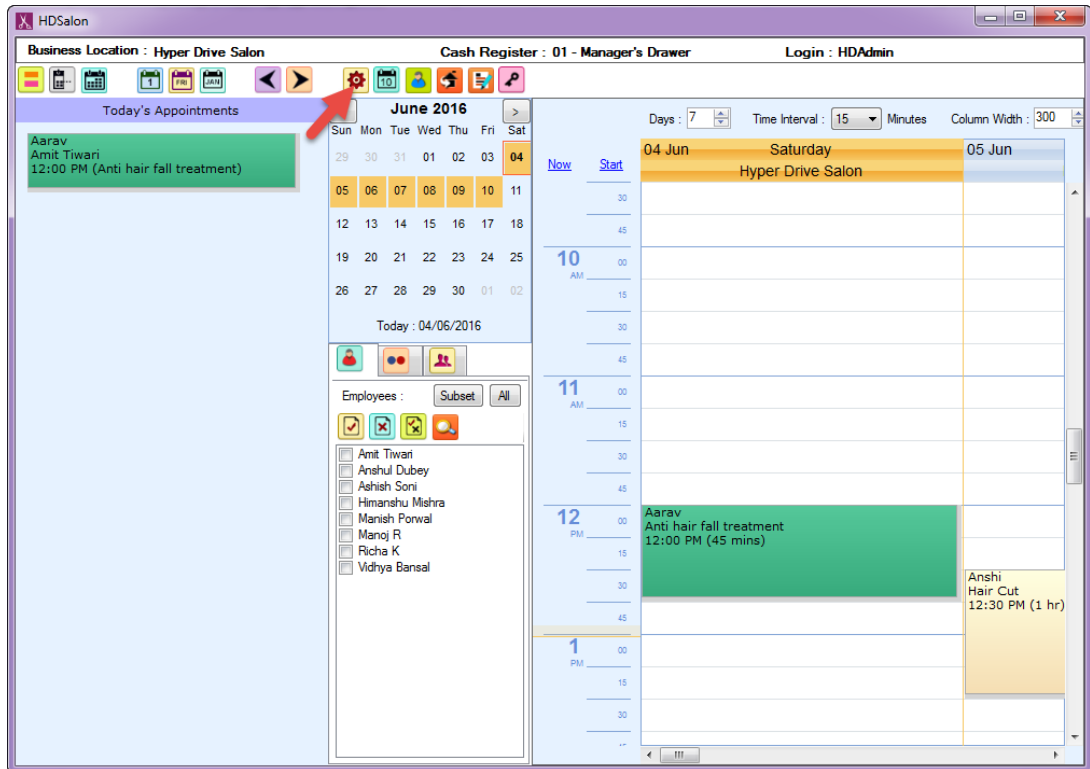


How to add equipment in visit?



To add resources in visit, you need to follow below steps:

1. Run **HDSalon**. Click on **Set-up** button from **Main Screen**.

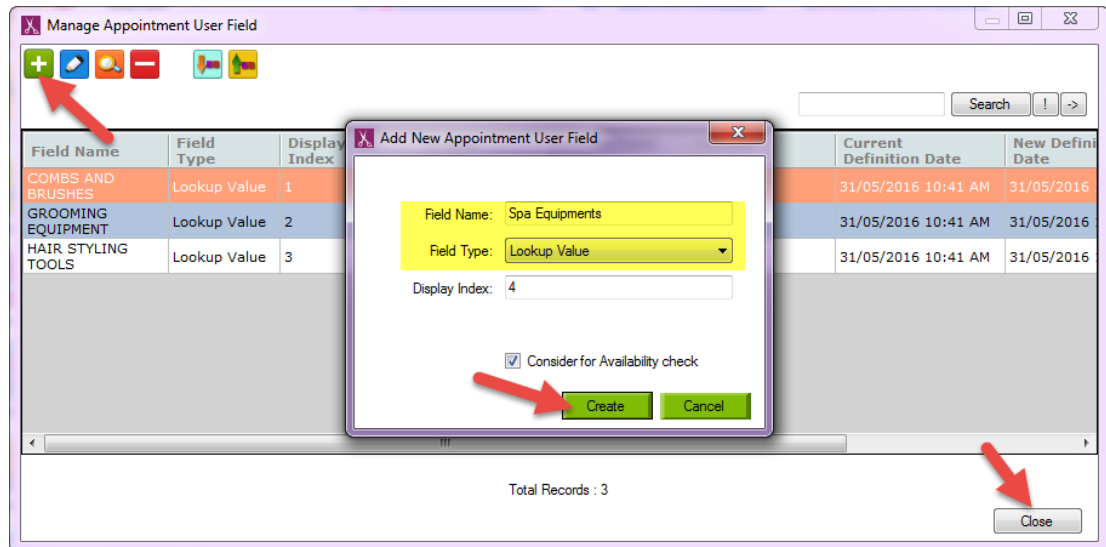


2. Go to **1st Page**, click on **Settings** icon. From **System Setting** click on **Appointment Fields** button.

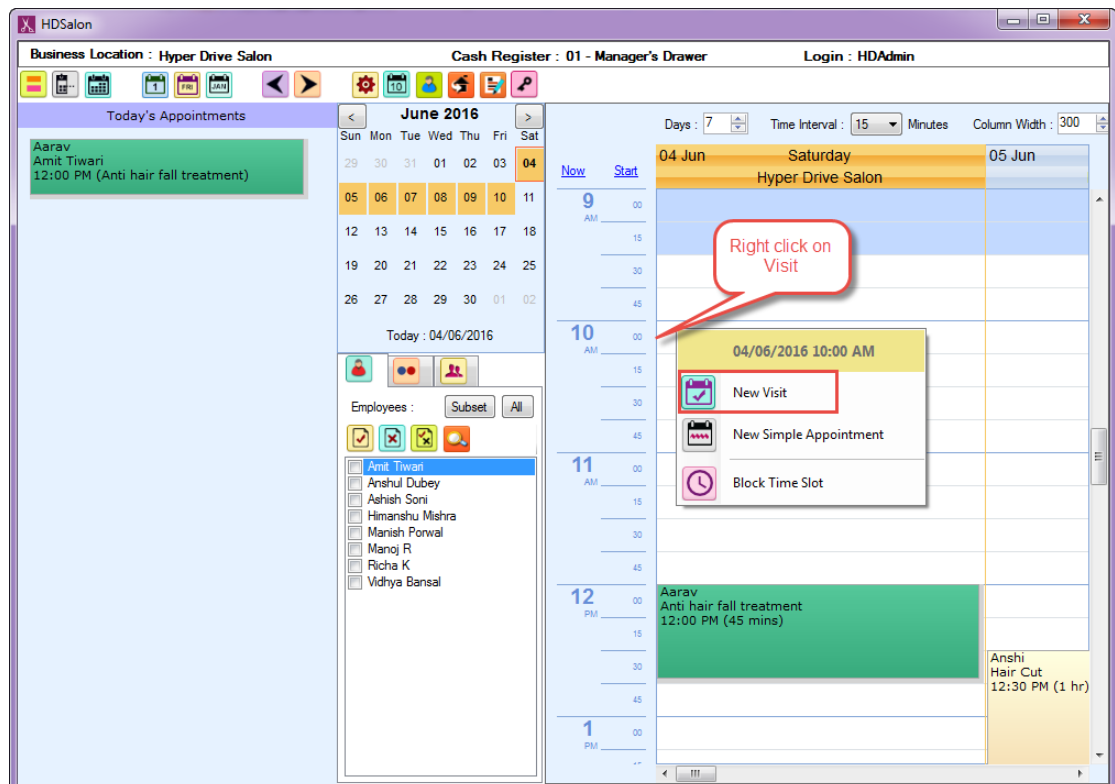




3. From **Manage Appointment User Field** click on **Add** button.
4. In **Add New Appointment User Field** window enter the **Field Name** and select **Field Type** as **Lookup Value**.
5. Click on **Create**.
6. In **Manage Appointment User Filed** window click on **Close**.
7. Now you will ask to restart the application. Click on **Yes** to restart the application, clicking on **No** closes **Manage Appointment User Field** window.



8. From the **Main Screen** right click on **Visit** and select **New Visit**.





9. Fill the required details to create appointment in **Appointment Details**. Click on 3 dotted button to add Resources/Equipments.

Appointment Details

Customer : Aarav Start Date : 04/06/2016 10:00 AM

Employee : Amit Tiwari Duration : 0 hrs 45 mins

Service : Anti hair fall treatment End Date : 04/06/2016 10:45 AM

Sold Package : Clear Selection

User Field List

COMBS AND BRUSHES : GROOMING EQUIPMENT :

HAIR STYLING TOOLS :

Notes :

Pick Message

Add User Fields OK (F8) Cancel

10. From **Manage Field** click on add button.
11. Enter the name of Resources/Equipments and click on **OK**.

Appointment Details

Manage COMBS AND BRUSHES

COMBS AND BRUSHES: Tail End Comb

Sort Index :

Add Photo Remove Photo

OK Cancel

Name	Sort Index
Pitchfork	0
Rattail Brush	0
Round Brush	0
Square Brush	0
Teasing	0
Thermal Brush	0
Two Vent Brush	0

12. Select the required resource/equipment and click on **OK**.
13. In Manage Appointment Details window click on **OK**.
14. In **Add Visit Details** window click on **Save** button.





15. You can see the added resources/equipments by clicking on **Resources** button in calendar panel as shown below.

