

Mine Rooms

MANUAL DOCUMENT

(Staff)

Version 0.1

3/07/2024

Table of contents

Table of contents

1. Login	3
2. Menu item when hover my account	4
3. Manage Room By Floor	5
3.1. Change status room	6
3.2. Change Cleaning Status	7
3.3. Change Status Cleaning	8
3.4. Change Status Cleaned	10
4. Manage Room By Type	12
4.1. Change room status 105	13
4.2. Change cleaning status 104	14
5. My account and activity	16
5.1. Edit Account	17

1. Login

URL: <https://hotel.stage.mine-rooms.com/user/login>

THE HOTEL ≡ ROOMS ≡ EXPERIENCES ≡ OFFERS

MINE ROOMS

GET IN TOUCH LOG IN English ▾

Log in

[Log in](#) | [Create new account](#) | [Reset your password](#)

Username *

Password *

LOG IN

MINE ROOMS

The Hotel	Quick Links.	Stay.	Experiences.	Get in touch
About Us Branches Press	Offers Services Privacy policy Terms of use FAQs	Royal Room Deluxe Room Standard Room Junior Suite Deluxe King Room	Restaurant & Bar Events Venues	278 Golden Ridge Road Troy, New York 580-217-9573 contact@weebpal.com

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[X](#) [@](#) [f](#)

2. Menu item when hover my account

The screenshot shows the staff profile page for 'staff01'. The 'MY ACCOUNT' menu is open, displaying the following options:

- MY PROFILE
- MY BOOKINGS
- MANAGE ROOMS
 - Manage Room By Floor
 - Manage Room By Type

The profile information is as follows:

- Member for:** 1 month 4 weeks
- Full Name:** Alex Nguyen
- Email:** abc02.test@gmail.com
- Phone Number:** 917-310-9071
- Address:** 3830 Twin House Lane NY 10007 United States

The 'Activity' section includes a date range filter and an 'APPLY' button. Below is a table of activities:

Room	Room Status	Activity Type	Change date	Change time
303	Ready for checkout	Update	2024-07-09	10:23:06
105	Ready for checkout	Update	2024-07-09	09:39:22
103	Ready for checkout	Update	2024-07-08	17:28:25

The footer contains the Mine Rooms logo and navigation links:

- The Hotel:** About Us, Branches, Press
- Quick Links:** Offers, Services, Privacy policy, Terms of use, FAQs
- Stay:** Royal Room, Deluxe Room, Standard Room, Junior Suite, Deluxe King Room
- Experiences:** Restaurant & Bar, Events, Venues
- Get in touch:** 278 Golden Ridge Road Troy, NewYork, 580-217-9573, contact@weebpal.com

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3. Manage Room By Floor

URL: <https://hotel.stage.mine-rooms.com/manage/room-management>

The screenshot displays the 'Room Management' interface. At the top, there is a navigation bar with 'THE HOTEL', 'ROOMS', 'EXPERIENCES', and 'OFFERS' menus, along with 'GET IN TOUCH', 'MY ACCOUNT', and 'LOG OUT' options. A language dropdown is set to 'English'. Below the navigation is the 'Room Management' title and a filter section. The filter section includes a 'Check-in date' (07/08/2024), 'Room Type' (All), 'Assignment Status' (-Select-), 'Room Status' (-Select-), and 'Cleaning Status' (-Select-), with a 'FILTER' button. The main content area shows a grid of room status cards for five floors. Each floor has 10 rooms. Room 302 has a tooltip showing its status: Assignment Status: Not Assigned, Room Status: Available, and Cleaning Status: Cleaned. The footer contains the Mine Rooms logo and navigation links for 'The Hotel', 'Quick Links', 'Stay', 'Experiences', and 'Get in touch'.

Check-in date	Room Type	Assignment Status	Room Status	Cleaning Status	
07/08/2024	All	-Select-	-Select-	-Select-	FILTER
FLOOR 1 10 rooms	ROOM 101 Royal Room Available	ROOM 102 Royal Room Available	ROOM 103 Royal Room Available	ROOM 104 Royal Room Available	ROOM 105 Royal Room Available
FLOOR 2 10 rooms	ROOM 201 Deluxe Room Available	ROOM 202 Deluxe Room Available	ROOM 203 Deluxe Room Available	ROOM 204 Deluxe Room Available	ROOM 205 Deluxe Room Available
FLOOR 3 10 rooms	ROOM 301 Standard Room Occupied	ROOM 302 Standard Room Available	ROOM 303 Standard Room Available	ROOM 304 Standard Room Available	ROOM 305 Standard Room Available
FLOOR 4 10 rooms	ROOM 401 Junior Suite Available	ROOM 402 Junior Suite Available	ROOM 403 Junior Suite Available	ROOM 404 Junior Suite Available	ROOM 405 Junior Suite Available
FLOOR 5 10 rooms	ROOM 501 Deluxe King Room Available	ROOM 502 Deluxe King Room Available	ROOM 503 Deluxe King Room Available	ROOM 504 Deluxe King Room Available	ROOM 505 Deluxe King Room Available

Room 302 Tooltip:
 Assignment Status: Not Assigned
 Room Status: Available
 Cleaning Status: Cleaned

Footer:
 MINE ROOMS
 The Hotel: About Us, Branches, Press
 Quick Links: Offers, Services, Privacy policy, Terms of use, FAQs
 Stay: Royal Room, Deluxe Room, Standard Room, Junior Suite, Deluxe King Room
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3.1. Change Cleaning Status

The screenshot displays the 'Room Management' interface. At the top, there is a navigation bar with 'THE HOTEL', 'ROOMS', 'EXPERIENCES', and 'OFFERS' menus, the 'MINE ROOMS' logo, and utility links for 'GET IN TOUCH', 'MY ACCOUNT', and 'LOG OUT'. A language dropdown is set to 'English'. Below the navigation is the 'Room Management' title and a filter section with dropdowns for 'Check-in date' (07/09/2024), 'Room Type' (All), 'Assignment Status' (-Select-), 'Room Status' (-Select-), and 'Cleaning Status' (-Select-), along with a 'FILTER' button.

The main content is a grid of rooms organized by floor:

- FLOOR 1** (10 rooms): ROOM 104 (Royal Room, Available), ROOM 105 (Royal Room, Occupied), ROOM 107 (Royal Room, Available), ROOM 108 (Royal Room, Available).
- FLOOR 2** (10 rooms): ROOM 204 (Deluxe Room, Available), ROOM 205 (Deluxe Room, Available), ROOM 207 (Deluxe Room, Available), ROOM 208 (Deluxe Room, Available).
- FLOOR 3** (10 rooms): ROOM 304 (Standard Room, Available), ROOM 305 (Standard Room, Available), ROOM 306 (Standard Room, Available), ROOM 307 (Standard Room, Available), ROOM 308 (Standard Room, Available).
- FLOOR 4** (10 rooms): ROOM 404 (Junior Suite, Available), ROOM 405 (Junior Suite, Available), ROOM 406 (Junior Suite, Available), ROOM 407 (Junior Suite, Available), ROOM 408 (Junior Suite, Available).
- FLOOR 5** (10 rooms): ROOM 504 (Deluxe King Room, Available), ROOM 505 (Deluxe King Room, Available), ROOM 506 (Deluxe King Room, Available), ROOM 507 (Deluxe King Room, Available), ROOM 508 (Deluxe King Room, Available).

A modal window is open for ROOM 105, displaying the following information:

- Name: Alice Nguyen
- Assignment Status: Assigned
- Room Status: Occupied (2024-07-09 - 2024-07-11)
- Cleaning Status: Waiting for cleaning

At the bottom of the modal are two buttons: 'CHANGE STATUS' and 'CHANGE CLEANING STATUS'. The footer of the page includes the 'MINE ROOMS' logo, navigation links for 'The Hotel', 'Quick Links', 'Stay', 'Experiences', and 'Get in touch', and contact information: 278 Golden Ridge Road Troy, New York, 580-217-9573, contact@weebpal.com. Copyright © 2023 - 2024 Mine Rooms. Product by WEEBPAL. All Rights Reserved. Social media icons for X, Instagram, and Facebook are also present.

3.2. Change Status Cleaning

The screenshot displays the 'Room Management' interface. At the top, there are navigation links: THE HOTEL, ROOMS, EXPERIENCES, OFFERS, MINE ROOMS logo, GET IN TOUCH, MY ACCOUNT, LOG OUT, and a language dropdown set to English. Below the navigation is a filter section with dropdowns for 'Check-in date' (07/09/2024), 'Room Type' (All), 'Assignment Status' (-Select-), 'Room Status' (-Select-), and 'Cleaning Status' (-Select-), followed by a FILTER button.

The main content is a grid of room cards across five floors. ROOM 105 is highlighted in blue. A modal window is open over ROOM 105, displaying the following information: Name: Alice Nguyen, Assignment Status: Assigned, Room Status: Occupied (2024-07-09 - 2024-07-11), and Cleaning Status: Cleaning. At the bottom of the modal are two buttons: 'CHANGE STATUS' and 'CHANGE CLEANING STATUS'.

Other rooms shown include ROOM 104 (Royal Room, Available), ROOM 107 (Royal Room, Available), ROOM 204 (Deluxe Room, Available), ROOM 205 (Deluxe Room, Available), ROOM 207 (Deluxe Room, Available), ROOM 208 (Deluxe Room, Available), ROOM 304 (Standard Room, Available), ROOM 305 (Standard Room, Available), ROOM 306 (Standard Room, Available), ROOM 307 (Standard Room, Available), ROOM 308 (Standard Room, Available), ROOM 404 (Junior Suite, Available), ROOM 405 (Junior Suite, Available), ROOM 406 (Junior Suite, Available), ROOM 407 (Junior Suite, Available), ROOM 408 (Junior Suite, Available), ROOM 504 (Deluxe King Room, Available), ROOM 505 (Deluxe King Room, Available), ROOM 506 (Deluxe King Room, Available), ROOM 507 (Deluxe King Room, Available), and ROOM 508 (Deluxe King Room, Available).

At the bottom of the page, there is a footer with the MINE ROOMS logo and a navigation menu with the following categories and links:

The Hotel	Quick Links.	Stay.	Experiences.	Get in touch
About Us	Offers	Royal Room	Restaurant & Bar	278 Golden Ridge Road Troy, New York
Branches	Services	Deluxe Room	Events	580-217-9573
Press	Privacy policy	Standard Room	Venues	contact@weebpal.com
	Terms of use	Junior Suite		
	FAQs	Deluxe King Room		

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CHANGE CLEANING STATUS



Room: **105**

Room Type: **Royal Room**

Cleaning Status

Cleaning



SAVE

CANCEL

3.3. Change Status Cleaned

THE HOTEL
ROOMS
EXPERIENCES
OFFERSGET IN TOUCH
MY ACCOUNT
LOG OUT

English

Room Management

Check-in date

07/09/2024

Room Type

All

Assignment Status

-Select-

Room Status

-Select-

Cleaning Status

-Select-

FILTER

Floor	Room ID	Room Type	Assignment Status	Room Status	Cleaning Status	Action
FLOOR 1 10 rooms	ROOM 104	Royal Room	Occupied	Occupied	Available	
	ROOM 105	Royal Room	Assigned	Occupied (2024-07-09 - 2024-07-11)	Cleaned	CHANGE STATUS
FLOOR 2 10 rooms	ROOM 204	Deluxe Room	Available	Available	Available	
	ROOM 205	Deluxe Room	Available	Available	Available	
FLOOR 3 10 rooms	ROOM 304	Standard Room	Available	Available	Available	
	ROOM 305	Standard Room	Available	Available	Available	
	ROOM 306	Standard Room	Available	Available	Available	
	ROOM 307	Standard Room	Available	Available	Available	
	ROOM 308	Standard Room	Available	Available	Available	
	ROOM 309	Standard Room	Available	Available	Available	
FLOOR 4 10 rooms	ROOM 404	Junior Suite	Available	Available	Available	
	ROOM 405	Junior Suite	Available	Available	Available	
	ROOM 406	Junior Suite	Available	Available	Available	
	ROOM 407	Junior Suite	Available	Available	Available	
	ROOM 408	Junior Suite	Available	Available	Available	
	ROOM 409	Junior Suite	Available	Available	Available	
FLOOR 5 10 rooms	ROOM 504	Deluxe King Room	Available	Available	Available	
	ROOM 505	Deluxe King Room	Available	Available	Available	
	ROOM 506	Deluxe King Room	Available	Available	Available	
	ROOM 507	Deluxe King Room	Available	Available	Available	
	ROOM 508	Deluxe King Room	Available	Available	Available	
	ROOM 509	Deluxe King Room	Available	Available	Available	

The Hotel

About Us

Branches

Press

Quick Links.

Offers

Services

Privacy policy

Terms of use

FAQs

Stay.

Royal Room

Deluxe Room

Standard Room

Junior Suite

Deluxe King Room

Experiences.

Restaurant & Bar

Events

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CHANGE CLEANING STATUS



Room: **105**

Room Type: **Royal Room**

Cleaning Status

Cleaned



SAVE

CANCEL

4. Manage Room By Type

URL: <https://hotel.stage.mine-rooms.com/manage/room-status>

[THE HOTEL](#)
[ROOMS](#)
[EXPERIENCES](#)
[OFFERS](#)



[GET IN TOUCH](#)
[MY ACCOUNT](#)
[LOG OUT](#)

English



Manage Room Status

Select Date

07/09/2024


Room Type

All


Floor

Floor 1


FILTER

ROOMS	ROOM TYPE	ASSIGNMENT STATUS	ROOM STATUS	CLEANING STATUS	ACTIONS
Room 101	Royal Room	Not Assigned	Available	Cleaned	
Room 102	Royal Room	Not Assigned	Available	Cleaned	
Room 103	Royal Room	Assigned	Ready for checkout	Cleaned	
Room 104	Royal Room	Not Assigned	Available	Waiting for cleaning	<div style="background-color: #004a7c; color: white; padding: 2px 5px; border-radius: 4px; font-size: 0.8em;">CHANGE CLEANING STATUS</div>
Room 105	Royal Room	Assigned	Occupied	Cleaned	<div style="background-color: #004a7c; color: white; padding: 2px 5px; border-radius: 4px; font-size: 0.8em;">CHANGE STATUS</div>
Room 106	Royal Room	Not Assigned	Available	Cleaned	
Room 107	Royal Room	Not Assigned	Available	Cleaned	
Room 108	Royal Room	Not Assigned	Available	Cleaned	
Room 109	Royal Room	Not Assigned	Available	Cleaned	
Room 110	Royal Room	Not Assigned	Available	Cleaned	



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4.1. Change room status 105

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[ROOMS](#)
[EXPERIENCES](#)
[OFFERS](#)



[GET IN TOUCH](#)
[MY ACCOUNT](#)
[LOG OUT](#)

English



Manage Room Status

Select Date

07/09/2024

Room Type

All

Floor

Floor 1

FILTER

ROOMS	ROOM TYPE	ASSIGNMENT STATUS	ROOM STATUS	CLEANING STATUS	ACTIONS
Room 101	Royal Room	Not Assigned	Available	Cleaned	
Room 102	Royal Room	Not Assigned	Available	Cleaned	
Room 103	Royal Room	Assigned	Ready for checkout	Cleaned	
Room 104	Royal Room	Not Assigned	Available	Waiting for cleaning	<div style="background-color: #004a7c; color: white; padding: 2px 5px; border-radius: 4px; cursor: pointer;">CHANGE CLEANING STATUS</div>
Room 105	Royal Room	Assigned	Ready for checkout	Cleaned	
Room 106	Royal Room	Not Assigned	Available	Cleaned	
Room 107	Royal Room	Not Assigned	Available	Cleaned	
Room 108	Royal Room	Not Assigned	Available	Cleaned	
Room 109	Royal Room	Not Assigned	Available	Cleaned	
Room 110	Royal Room	Not Assigned	Available	Cleaned	



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4.2. Change cleaning status 104

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[GET IN TOUCH](#)
[MY ACCOUNT](#)
[LOG OUT](#)

English



Manage Room Status

Select Date

07/09/2024

Room Type

All

Floor

Floor 1

FILTER

ROOMS	ROOM TYPE	ASSIGNMENT STATUS	ROOM STATUS	CLEANING STATUS	ACTIONS
Room 101	Royal Room	Not Assigned	Available	Cleaned	
Room 102	Royal Room	Not Assigned	Available	Cleaned	
Room 103	Royal Room	Assigned	Ready for checkout	Cleaned	
Room 104	Royal Room	Not Assigned	Available	Cleaning	<div style="background-color: #004a7c; color: white; padding: 5px 10px; border-radius: 4px; cursor: pointer;"> CHANGE CLEANING STATUS </div>
Room 105	Royal Room	Assigned	Ready for checkout	Cleaned	
Room 106	Royal Room	Not Assigned	Available	Cleaned	
Room 107	Royal Room	Not Assigned	Available	Cleaned	
Room 108	Royal Room	Not Assigned	Available	Cleaned	
Room 109	Royal Room	Not Assigned	Available	Cleaned	
Room 110	Royal Room	Not Assigned	Available	Cleaned	



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CHANGE CLEANING STATUS ✕

Room: **104**

Room Type: **Royal Room**

Cleaning Status

Cleaned ▼

SAVE **CANCEL**

5. My account and activity

URL: <https://hotel.stage.mine-rooms.com/user/10>

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[OFFERS](#)



[GET IN TOUCH](#)
[MY ACCOUNT](#)
[LOG OUT](#)

English



staff01

View

Address book

Payment methods

Edit

Orders



Member for: 1 month 4 weeks

Full Name: Alex Nguyen

Email: abc02.test@gmail.com

Phone Number: 917-310-9071

Address: 3830 Twin House Lane NY 10007 United States

Activity

APPLY

Room	Room Status	Activity Type	Change date	Change time
303	Ready for checkout	Update	2024-07-09	10:23:06
105	Ready for checkout	Update	2024-07-09	09:39:22
103	Ready for checkout	Update	2024-07-08	17:28:25



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5.1. Edit Account

URL: <https://hotel.stage.mine-rooms.com/user/10/edit>

THE HOTEL ROOMS EXPERIENCES OFFERS GET IN TOUCH MY ACCOUNT LOG OUT English

staff01

View Address book Payment methods **Edit** Orders

Current password

Email address *
abc02.test@gmail.com

Username *
staff01

Password

Password strength:

Confirm password

Passwords match:

Picture

Choose File No file chosen

UPLOAD

Full Name
Alex Nguyen

Gender
- None -

Date of Birth
dd/mm/yyyy

Email
abc02.test@gmail.com

Phone Number
917-310-9071

Address
Country
United States

Company

Street address *
3830 Twin House Lane

City

State *
New York

Zip code *
10007

SAVE

MINE ROOMS

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