Rental Booking System User Guide.

by CedCommerce Products Documentation

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1. Overview

Our Rental Booking System comes with a full range of features that help you take reservations, manage your inventory and grow your rental business — whether you rent out electronic devices, clothes, accommodation, or anything else.
This document will explain the feature and functionality of the **RENTAL BOOKING SYSTEM** extension by CedCommerce for your Magento® Store.

It gives your customer the ability to search the availability of products/services listed by admin/seller in real-time, pricing, and booking confirmation.

- ***Real-time availability.***
- ***Quick and Easy to use.***
- ***Fully secure payment options.***
- ***Supports Multiple-Language.***
- ***User-friendly interface, easy to navigate.***
- ***Increase the efficiency and profitability of your business.***
- ***Highly customizable booking system.***
- ***Instant reservation confirmation of product/service availability.***
- ***Send an email and message to your customers for the best price, offers, and discount coupons.***
- ***It's Embeddable, Can be easily integrated into your existing website by using a special embed code.***

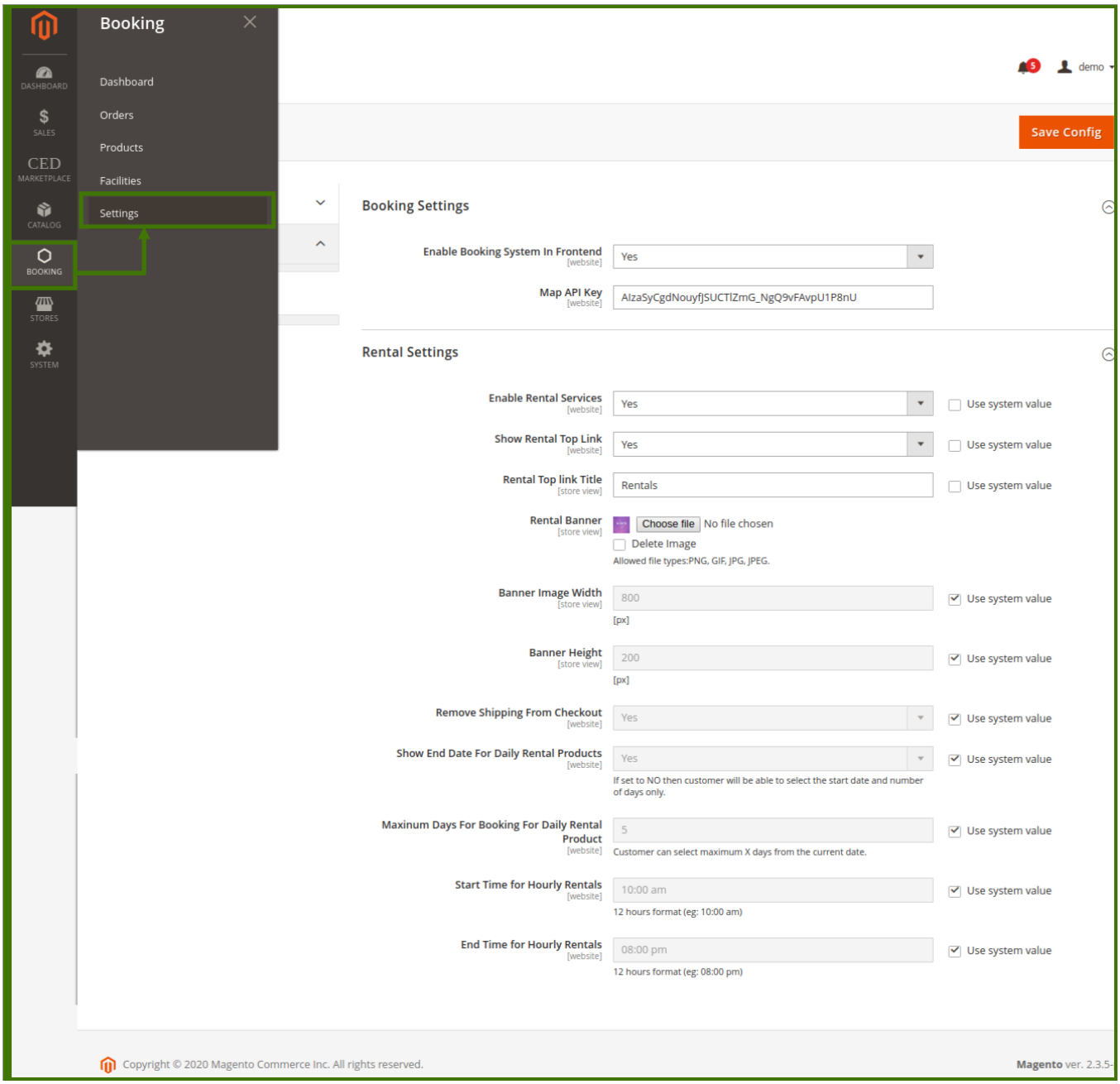
2. Configuration Settings

A STEP BY STEP GUIDE FOR HOW TO USE THIS SETTING BY ADMIN.
LOGIN TO ADMIN DASHBOARD-> GOTO-> BOOKING->SETTINGS->BOOKING SETTINGS->ENABLE BOOKING SYSTEM IN FRONTEND->YES->ENABLE RENTAL SERVICES->YES

OR

LOGIN TO ADMIN DASHBOARD-> GOTO->STORES-> CONFIGURATIONS->BOOKING->BOOKING SYSTEM->ENABLE BOOKING SYSTEM IN FRONTEND->YES->ENABLE RENTAL SERVICES->YES.

This enables the booking settings so that customer can book their choice of product/services listed by the Admin/seller, Refer to below images;


Booking
DASHBOARD
SALES
CED
MARKETPLACE
CATALOG
BOOKING
STORES
SYSTEM
Dashboard
Orders
Products
Facilities
Settings
demo
Save Config
Booking Settings
Enable Booking System In Frontend
[website]
Yes
Map API Key
[website]
AIzaSyCgdNouyfJSUCTlZmG_NgQ9vFAvpU1P8nU
Rental Settings
Enable Rental Services
[website]
Yes
Use system value
Show Rental Top Link
[website]
Yes
Use system value
Rental Top link Title
[store view]
Rentals
Use system value
Rental Banner
[store view]
Choose file
No file chosen
Delete Image
Allowed file types:PNG, GIF, JPG, JPEG.
Banner Image Width
[store view]
800
[px]
Use system value
Banner Height
[store view]
200
[px]
Use system value
Remove Shipping From Checkout
[website]
Yes
Use system value
Show End Date For Daily Rental Products
[website]
Yes
If set to NO then customer will be able to select the start date and number of days only.
Use system value
Maxinum Days For Booking For Daily Rental Product
[website]
5
Customer can select maximum X days from the current date.
Use system value
Start Time for Hourly Rentals
[website]
10:00 am
12 hours format (eg: 10:00 am)
Use system value
End Time for Hourly Rentals
[website]
08:00 pm
12 hours format (eg: 08:00 pm)
Use system value
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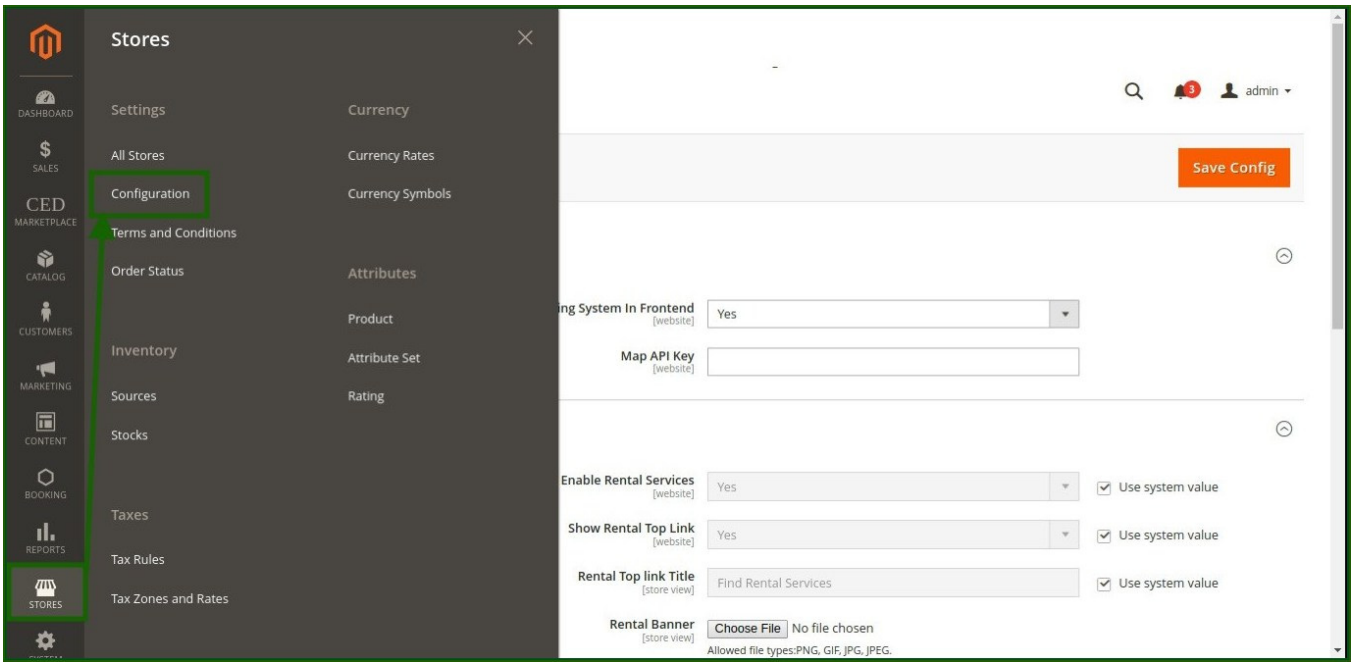
OR,


Stores
Settings
All Stores
Configuration
Terms and Conditions
Order Status
Inventory
Sources
Stocks
Taxes
Tax Rules
Tax Zones and Rates
Currency
Currency Rates
Currency Symbols
Attributes
Product
Attribute Set
Rating
DASHBOARD
SALES
CED
MARKETPLACE
CATALOG
CUSTOMERS
MARKETING
CONTENT
BOOKING
REPORTS
STORES
admin
Save Config
ng System In Frontend
[website]
Yes
Map API Key
[website]
Enable Rental Services
[website]
Yes
Use system value
Show Rental Top Link
[website]
Yes
Use system value
Rental Top link Title
[store view]
Find Rental Services
Use system value
Rental Banner
[store view]
Choose File
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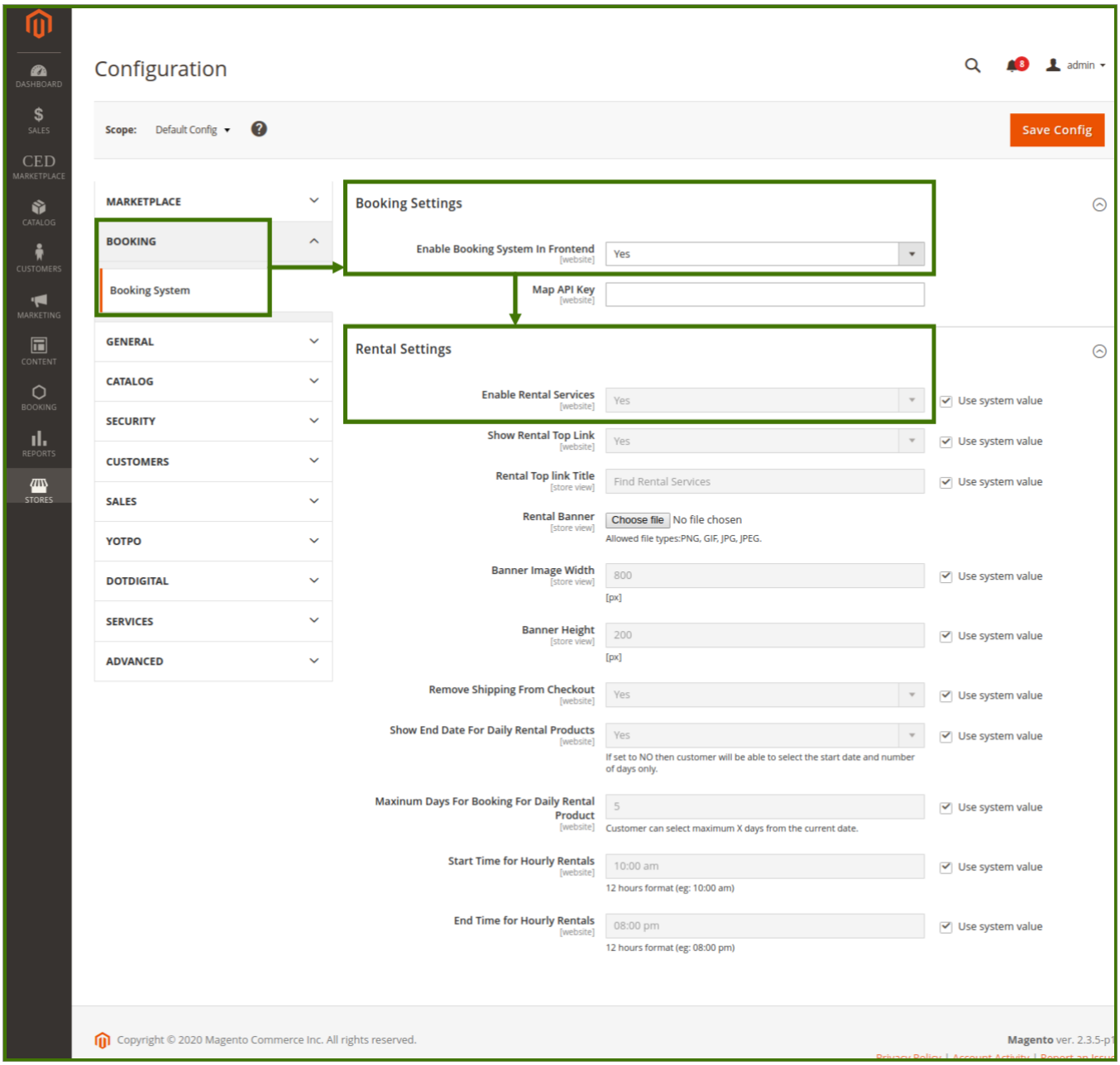
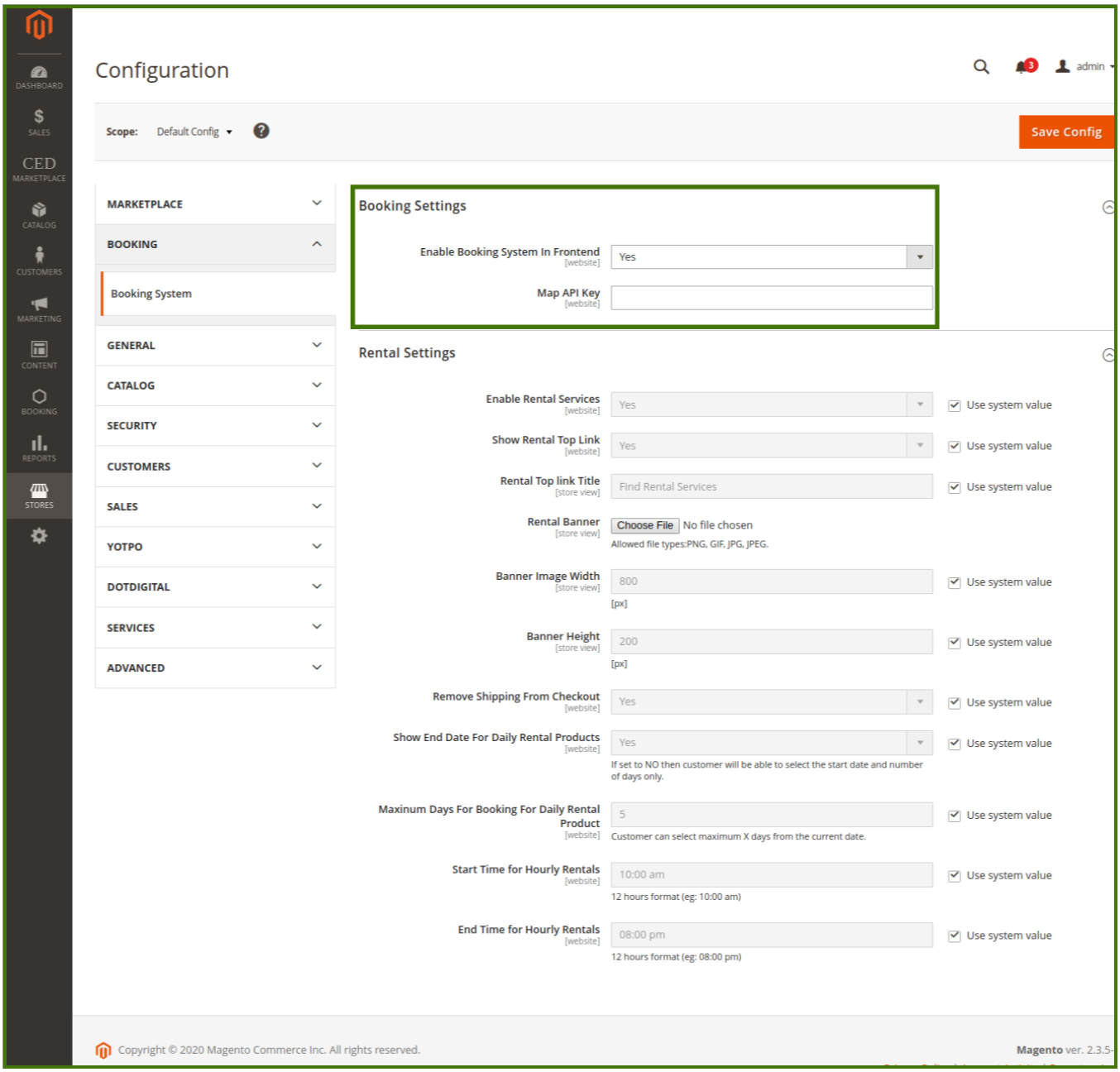
Allowed file types:PNG, GIF, JPG, JPEG.



BOOKING SETTINGS:

1-Enable booking System in front-end:
This feature allows the admin to enable the booking on the website for the product available.

2-Map API key:
This feature allows the admin to add the API key of the map to locate on google map.
For google map API key: https://cloud.google.com/maps-platform.



RENTAL SETTINGS:

1-Enable Rental Services: YES/NO
These features allow the admin to decide whether rental services to be enabled or not if it is enabled then the admin will be able to rent the product on the marketplace, and on the other side customer will be able to choose the product and avail the services.

2-Show Rental Top Link: YES/NO
This feature allows the admin to show the rental booking link on the top, which helps easy to navigate and access the content.

3-Rental Top Link Title:

This feature allows admin to decide the name of rental from this section which will show on the frontend customer side and the customer will be able to select and redirect to the rental page and select the product and services.

4-Rental Banner:
A banner is something heading or advertisement image appearing on the webpage in the form of a bar, column, slider, or a box which is the first eye impression for the content. This feature allows the admin to add images supported to PNG, GIF, JPG, and JPEG from their system.
Admin can change, delete, and add new images whenever required. To Change a banner click on **choose file**, a new window will open and ask the image path to select and upload.

5-Banner Image Width:
This feature allows the size of the width of the banner on display and can be changed to default by their own choice.

6-Banner Height:
This feature allows the size of the height of the banner display and can be changed to default by their own choice.

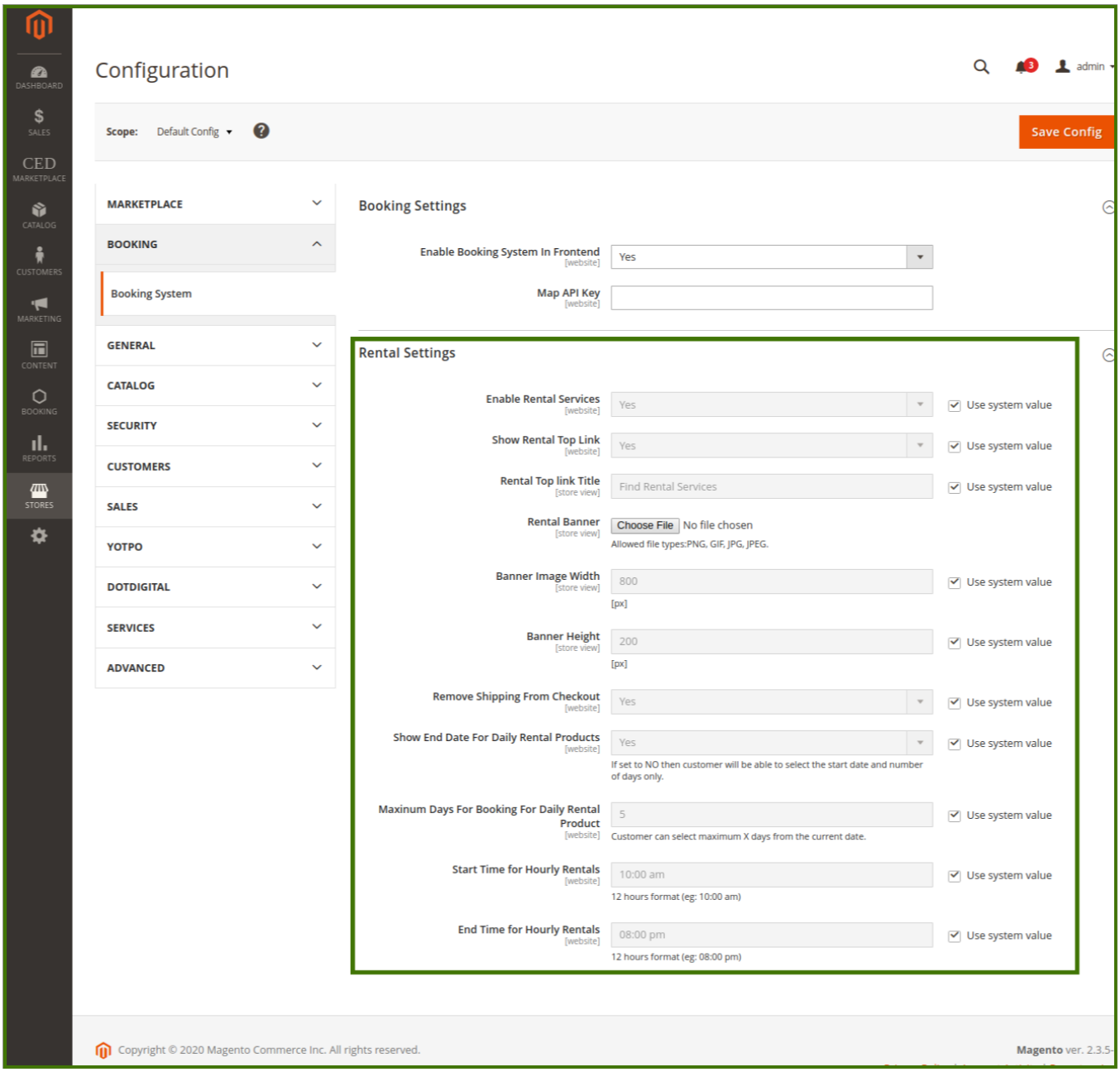
7-Remove Shipping From Checkout:
Shipping means the transport of goods and product from the warehouse to the customer location, this option helps admin to remove any kind of shipping method from the checkout page depending upon the product and shipment.

8-Show End Date For Daily Rental Products:
This option allows admin to enable the end date for a particular rental product to yes/no, if it is not enabled to **No** then the customer will be able to select only the start date and the no of days only.

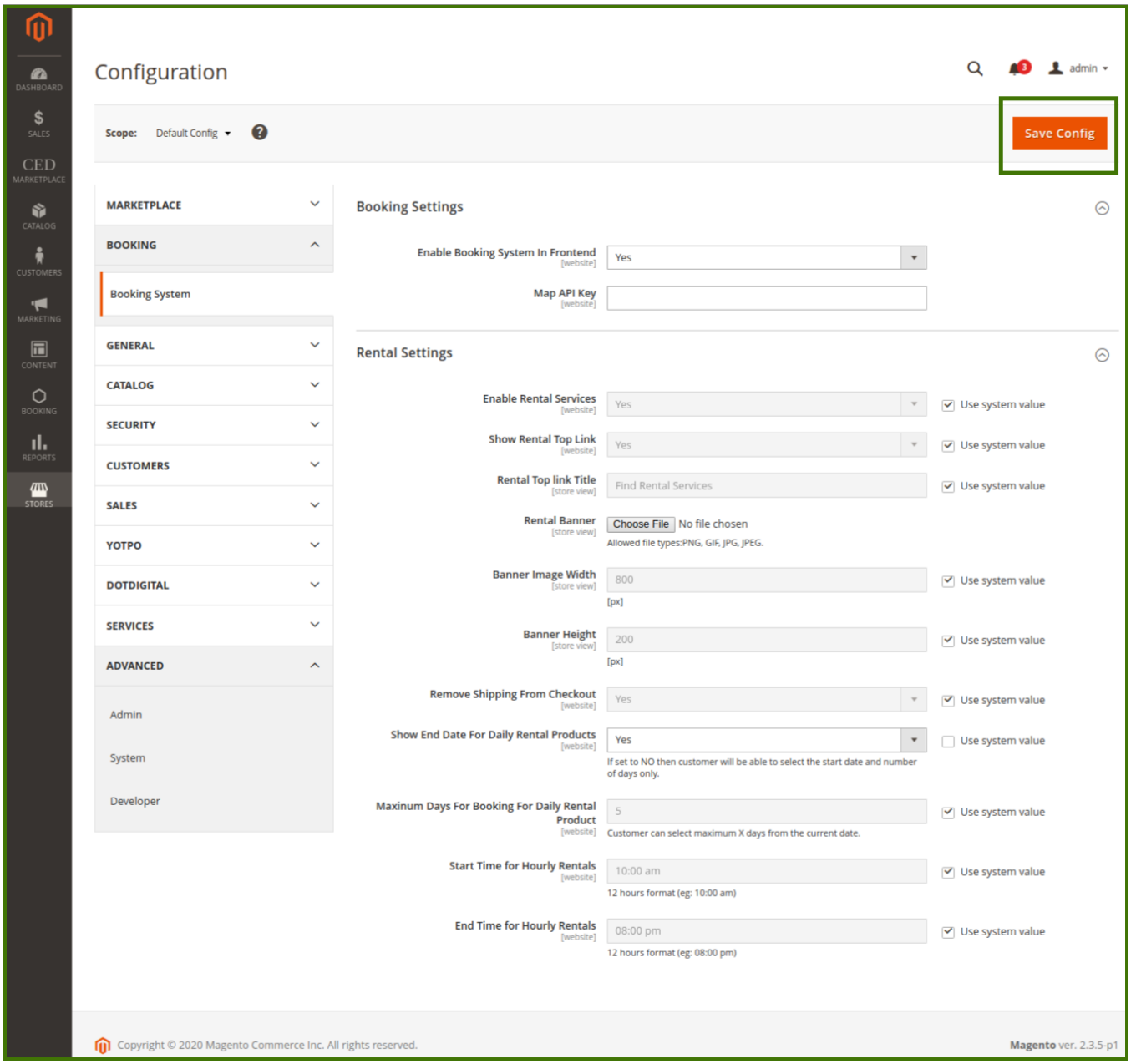
9- Maximum Days For Booking For Daily Rental Products:
This feature allows the admin to set the maximum day for rental products from the current date for which the customer has paid.

10- Start Time For Hourly Rental:
This feature allows admin to set time the time for products and services available on the website, the start time should be in 12 hours format and use A.M, P.M for segregation of day and night. e.g.; 10 am.

11- End Time For Hourly Rental:
This feature allows the admin to set the time for the end of the product and services available on the website, the end time should be in 12 hour format and use A.M, P.M for segregation of day and night. e.g; 10 pm.



After all the changes and updates in configurations and settings, click on the Save button on the upper right corner of the page to see the changes.



Any Modification in settings can be checked by the admin on the frontend/customer view page.

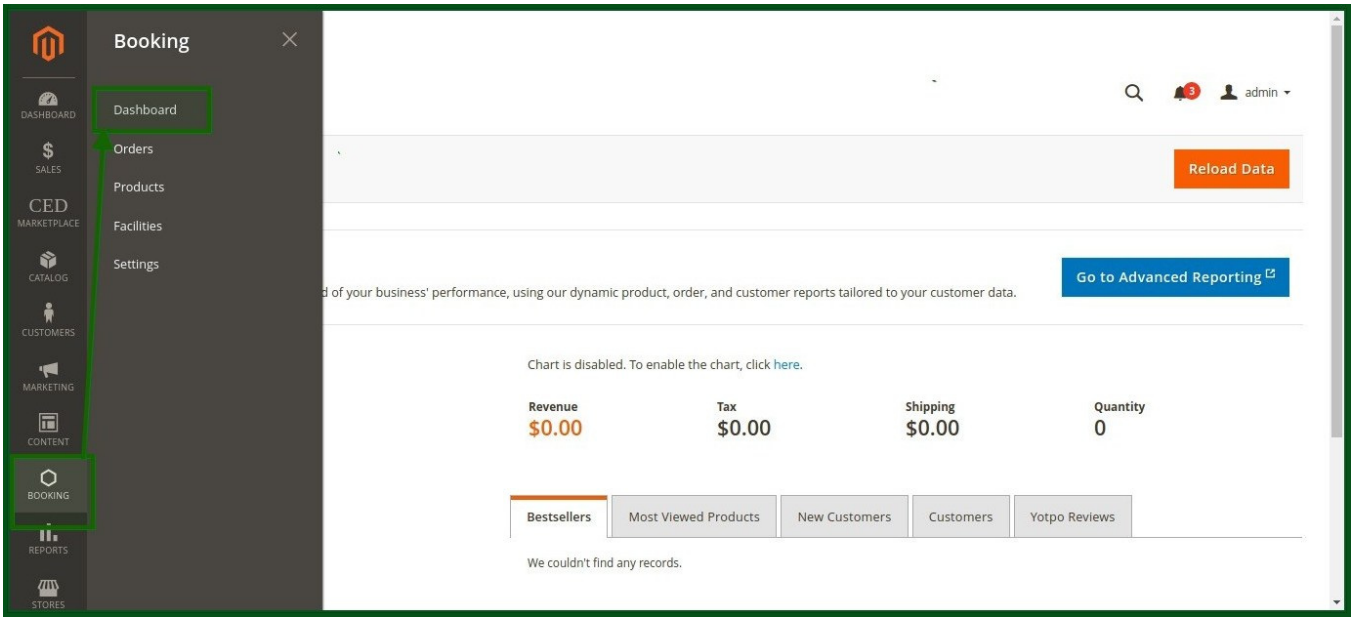
3. Dashboard

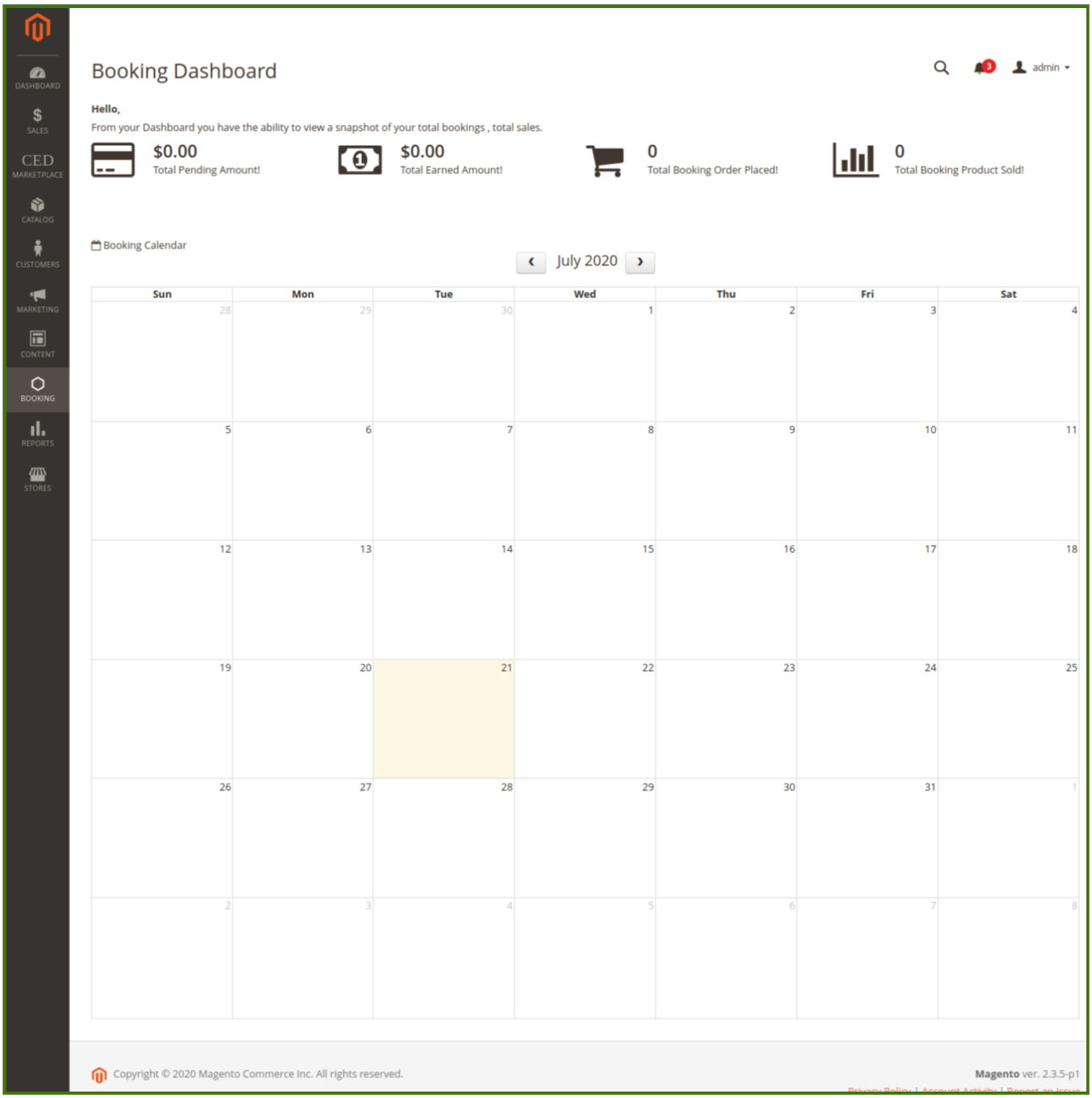
In this section, the admin will be able to see all the status of the bookings, amount, and sales revenue on the default Magento panel, an admin will be able to swipe up between the dates to see the status of booking, **Total Pending Amount**, **Total Earned Amount, Total Booking Order Placed, Total Booking Product Sold.** Clicking on the **date booked**, admin is able to view the details of booking like which product is booked and their **status**.

Admin/account icon helps in setting the admin account as a change of email address, new password, and customer view helps to switch between admin to customer page.

The **notification icon bell** shows new and unread information. Search bar icon helps admin to search products, pages, orders, customers on all the pages.

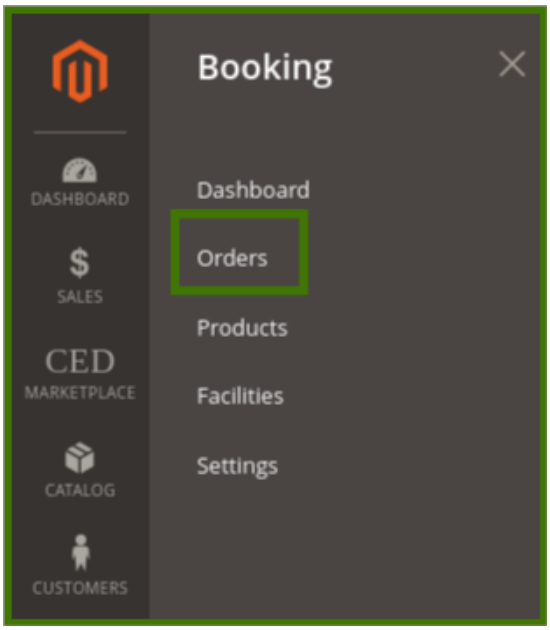
Refer Below Images:

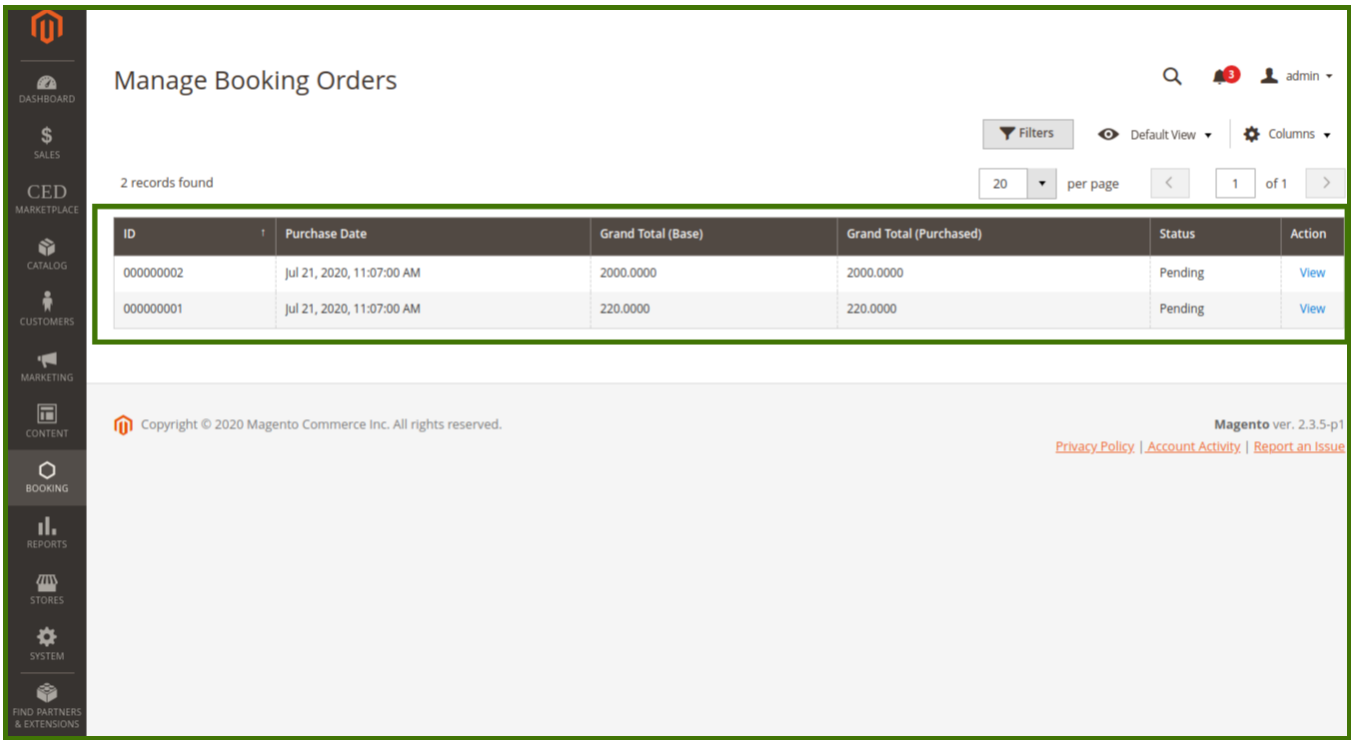




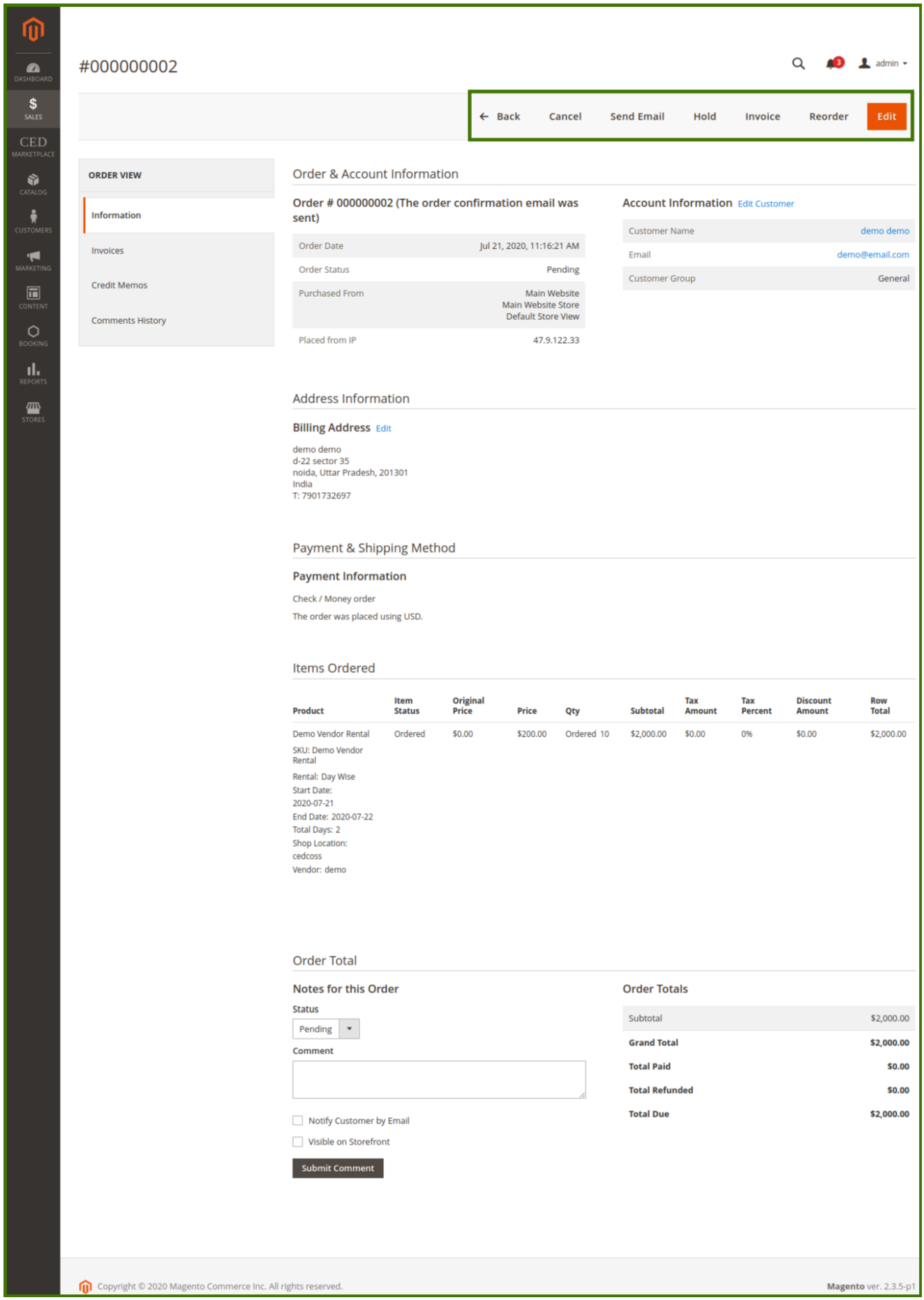
4. Order Management

ORDER: This section helps the admin to see the **status** of the order, **purchase date**, **grand total base, grand total purchased and action** (upon opening this admin will be redirected to detailed information about the order and account information, for more information visit to the sales section. Admin can also use the **filter** option to filter among the **purchase ID** among different filters available, the Pagination option allows us to move between the pages and search for the order.





Once an order is placed by a customer from the website the admin will get the notification and also admin can see the order in the order section, select the order placed by the customer, a new window will open up with details about an order placed by the customer, Order and account information, address information, payment & shipping method, items ordered. now admin has rights to **hold** the order, **cancel**, **invoice**, **reorder** and **edit** the order to refer the below images:


#000000002
admin
Back
Cancel
Send Email
Hold
Invoice
Reorder
Edit
ORDER VIEW
Information
Invoices
Credit Memos
Comments History
Order & Account Information
Order # 000000002 (The order confirmation email was sent)
Order Date Jul 21, 2020, 11:16:21 AM
Order Status Pending
Purchased From Main Website Main Website Store Default Store View
Placed from IP 47.9.122.33
Account Information Edit Customer
Customer Name demo demo
Email demo@email.com
Customer Group General
Address Information
Billing Address Edit
demo demo
d-22 sector 35
noida, Uttar Pradesh, 201301
India
T: 7901732697
Payment & Shipping Method
Payment Information
Check / Money order
The order was placed using USD.
Items Ordered
Product
Item Status
Original Price
Price
Qty
Subtotal
Tax Amount
Tax Percent
Discount Amount
Row Total
Demo Vendor Rental
SKU: Demo Vendor Rental
Rental: Day Wise
Start Date: 2020-07-21
End Date: 2020-07-22
Total Days: 2
Shop Location: cedcoss
Vendor: demo
Ordered
$0.00
$200.00
Ordered 10
$2,000.00
$0.00
0%
$0.00
$2,000.00
Order Total
Notes for this Order
Status
Pending
Comment
Notify Customer by Email
Visible on Storefront
Submit Comment
Order Totals
Subtotal $2,000.00
Grand Total $2,000.00
Total Paid $0.00
Total Refunded $0.00
Total Due $2,000.00
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Hold: Admin can hold this order for some time and inform the customer via message, or email.

Send Email: Admin can send emails to the customer regarding any update in order, by customers.

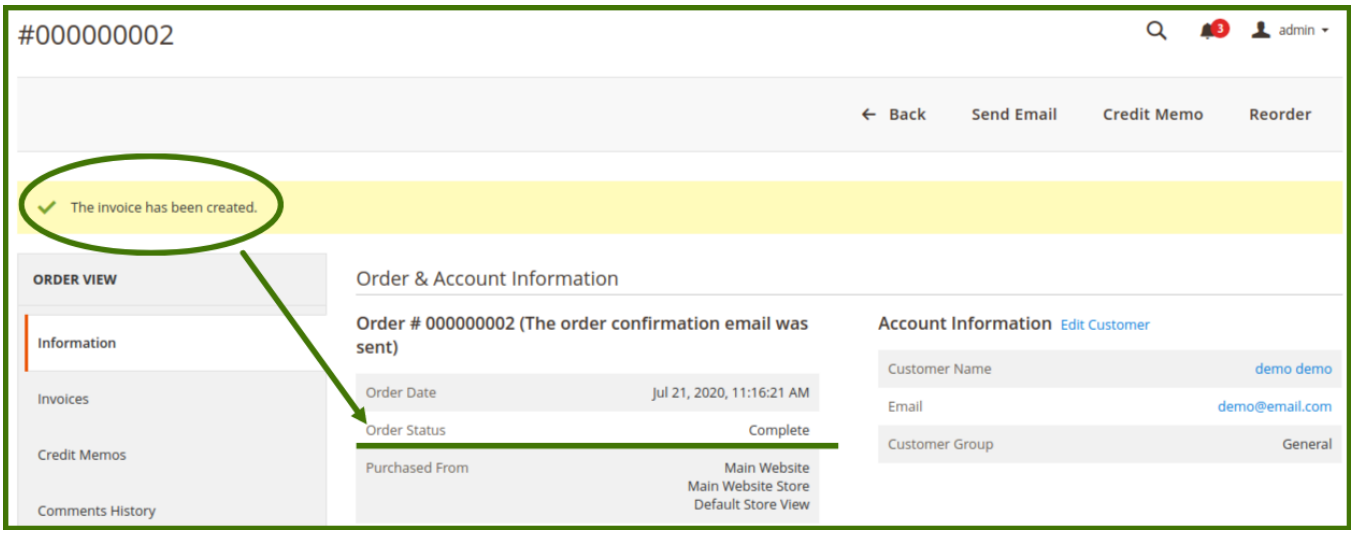
Cancel: Admin has the right to cancel the order.

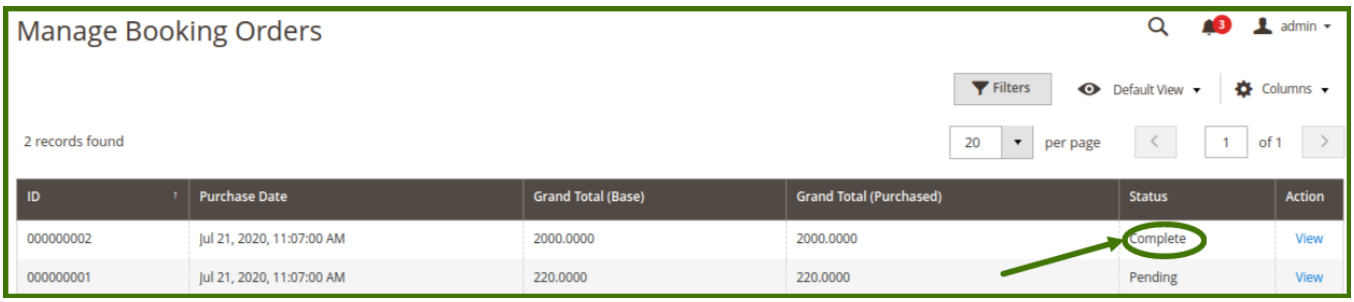
Invoice: Admin has the right to invoice the product/service, once the invoice the generated by admin then it is automatically accepted by admin and the status of the product/service changed to complete from pending.

Reorder: Admin can revert the order to customer fo reorder of product/services.

Edit: Admin can edit the order detail placed by the customer.

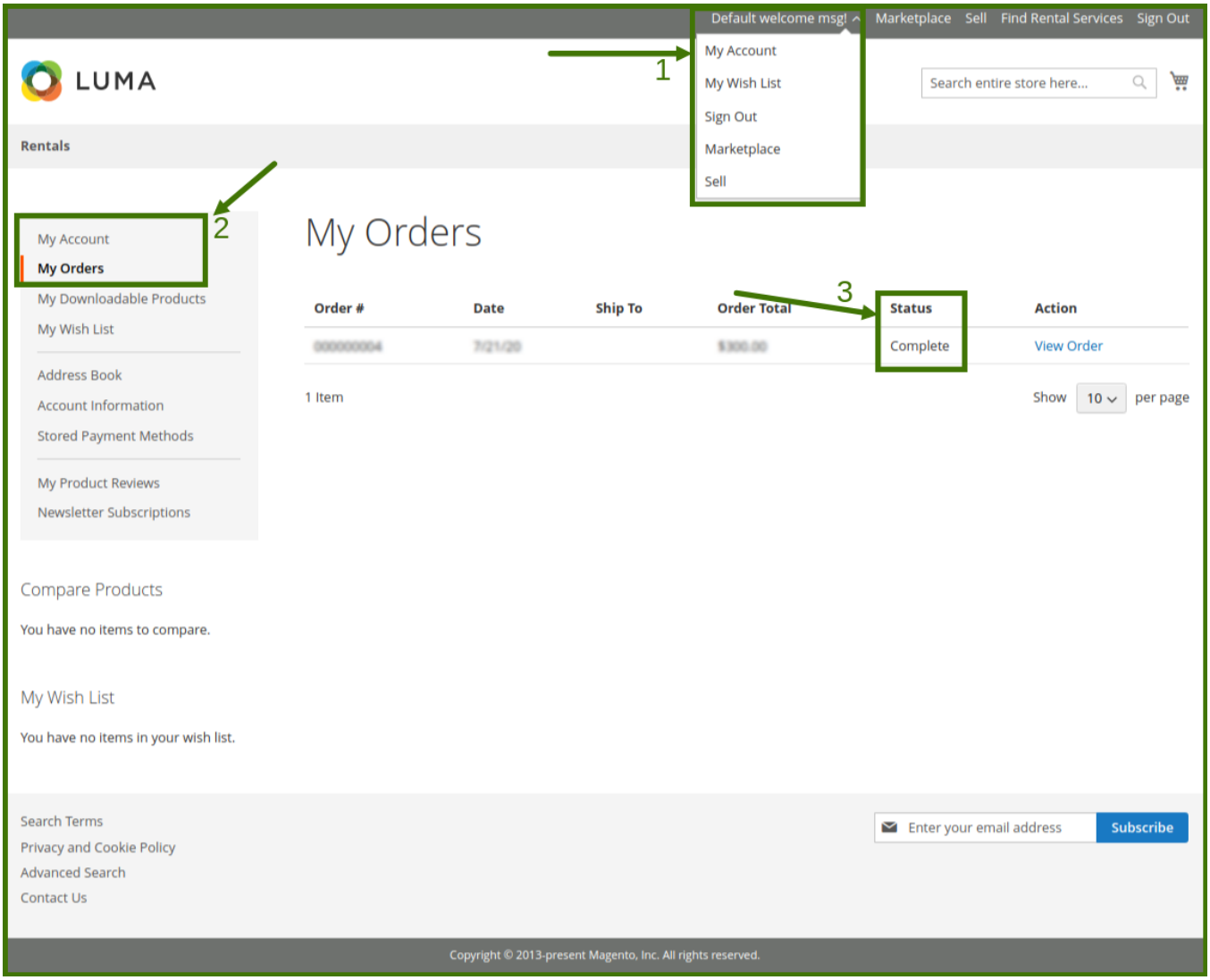
Once the invoice is selected by admin then the **status** of the order is a change to **complete** and simultaneously admin can check the order status at the **Manage Booking orders.**





Frontend View:

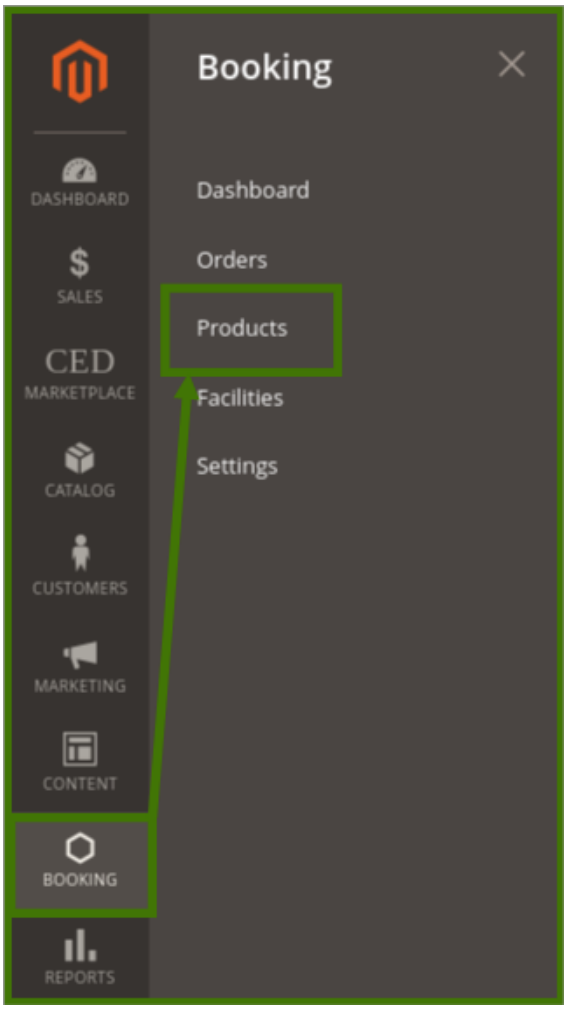
Customer login to his/her account and then check with my order, once the order is open then the customer will be able to see the status of the product/service placed.

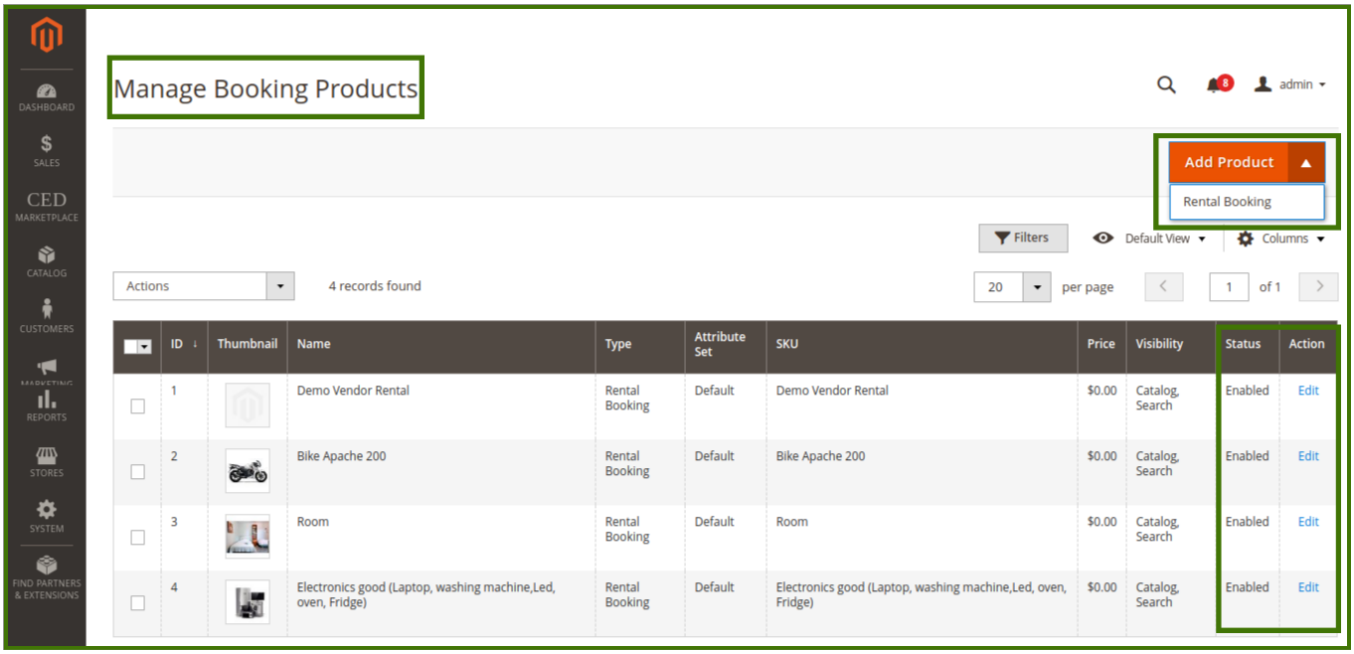


5. Product Management

Adding/Editing and Managing a Product.

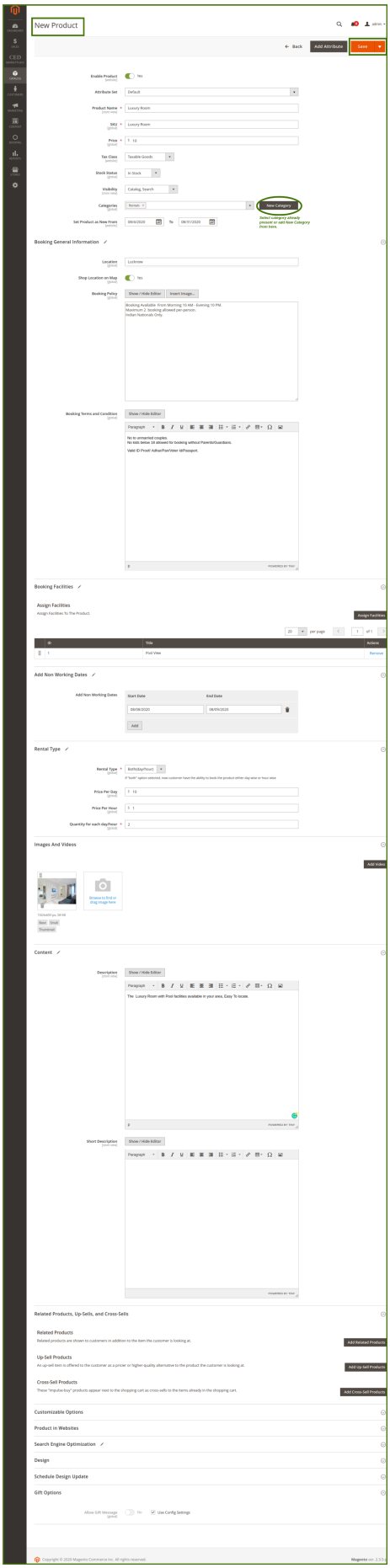
Goto Admin Panel->Login->Booking->Product->Manage Booking Products.


Booking
DASHBOARD
SALES
CED
MARKETPLACE
CATALOG
CUSTOMERS
MARKETING
CONTENT
BOOKING
REPORTS
Dashboard
Orders
Products
Facilities
Settings

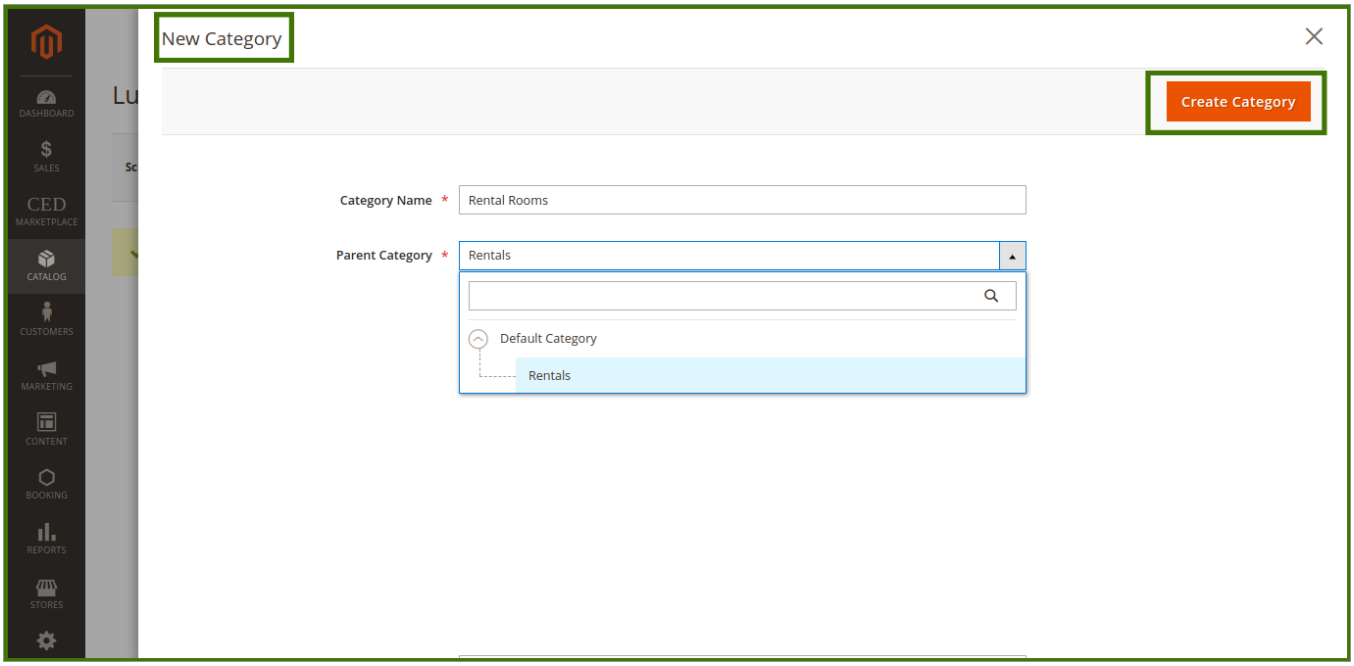

Manage Booking Products
admin
Add Product
Rental Booking
Filters
Default View
Columns
Actions
4 records found
20
per page
1
of 1
ID
Thumbnail
Name
Type
Attribute Set
SKU
Price
Visibility
Status
Action
1
Demo Vendor Rental
Rental Booking
Default
Demo Vendor Rental
$0.00
Catalog, Search
Enabled
Edit
2
Bike Apache 200
Rental Booking
Default
Bike Apache 200
$0.00
Catalog, Search
Enabled
Edit
3
Room
Rental Booking
Default
Room
$0.00
Catalog, Search
Enabled
Edit
4
Electronics good (Laptop, washing machine,Led, oven, Fridge)
Rental Booking
Default
Electronics good (Laptop, washing machine,Led, oven, Fridge)
$0.00
Catalog, Search
Enabled
Edit

New Product:

Add Product: This option helps the admin to add new product in the profile, by clicking on the drop-down, **Add Product** then select **Rental Booking** product option will appear.
Click on add **Rental Booking** a new page will open up where product details can be added by admin.


New Product
Back
Add Attribute
Save
Enable Product
Attribute Set
Default
Product Name
Luxury Room
SKU
Luxury Room
Price
10
Tax Class
Taxable Goods
Stock Status
In Stock
Visibility
Catalog, Search
Categories
Rentals
New Category
Set Product as New From
Booking General Information
Location
Lucknow
Shop Location on Map
Booking Policy
Booking Terms and Condition
Booking Facilities
Assign Facilities
Assign Facilities To The Product.
Assign Facilities
Pool View
Remove
Add Non Working Dates
Start Date
End Date
Add
Rental Type
Price Per Day
Price Per Hour
Quantity for each day/hour
Images And Videos
Add Video
Content
Description
The Luxury Room with Pool facilities available in your area, Easy To locate.
Short Description
Related Products, Up-Sells, and Cross-Sells
Related Products
Add Related Products
Up-Sell Products
Add Up-Sell Products
Cross-Sell Products
Add Cross-Sell Products
Customizable Options
Product in Websites
Search Engine Optimization
Design
Schedule Design Update
Gift Options

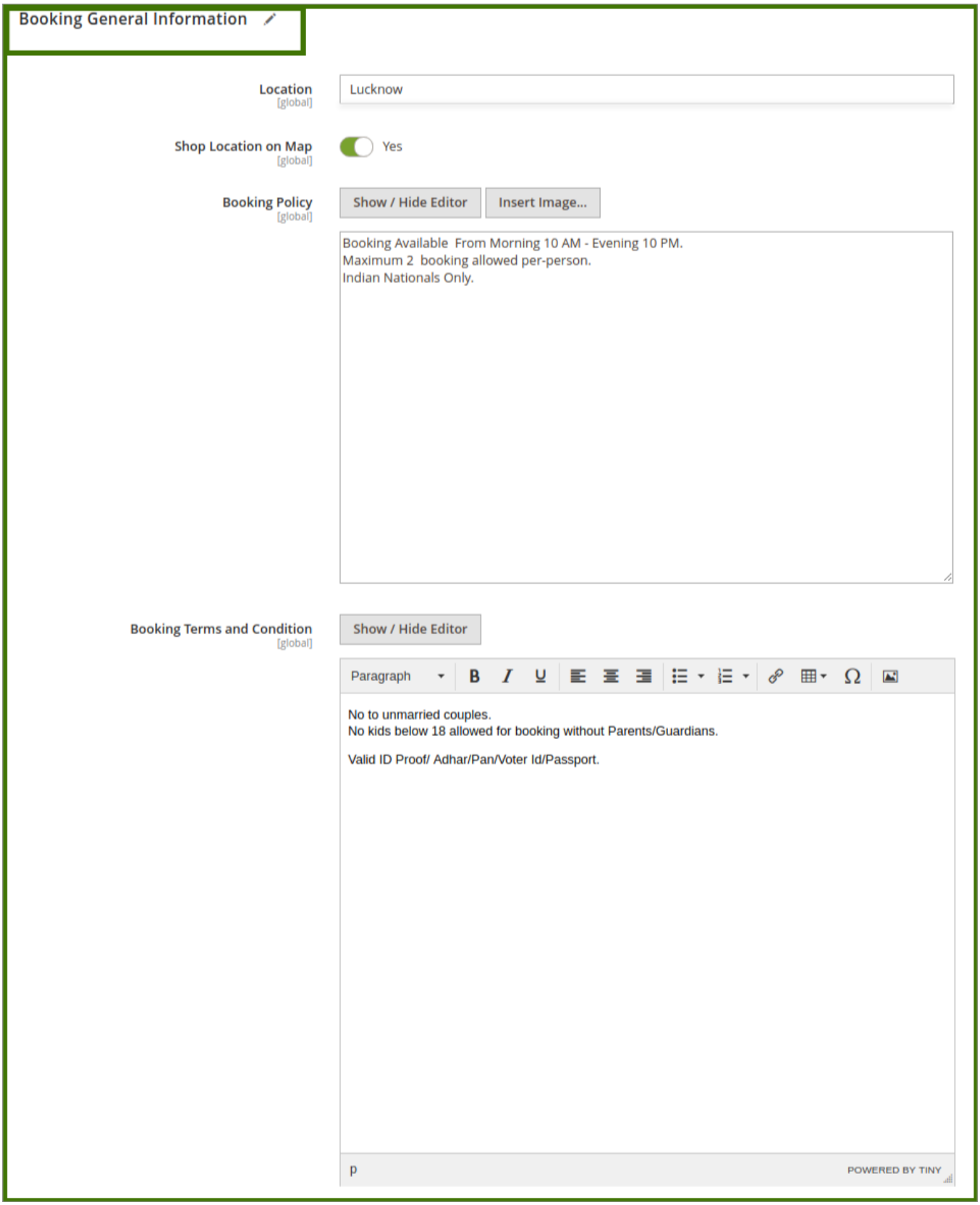
- **Enable product:** Yes/No allows to show product the new product on the website.
- **Attribute set:** Attribute can be select by admin can add a new attribute in the dropdown list, admin can set the new attribute. **for adding a new attribute refer to the add attribute section in this guide.**
- **Product name:** The name of the product can be set by admin.
- **SKU:** Stock keeping unit is no that is assigned to a product for the purpose of inventory management.
- **Price:** Price can be set by admin as per product.
- **Stock Status:** In-stock/out of stock.
- **Visibility:** Visibility allows us to appear in the catalog and search option.
- **Categories:** The Admin can add the product into the category from the drop-down list like a rental for adding a new category click on the ***Add New Category*** option available on the right side to add a new sub-category in the parent category like Rental Rooms In Rentals (Parent category).



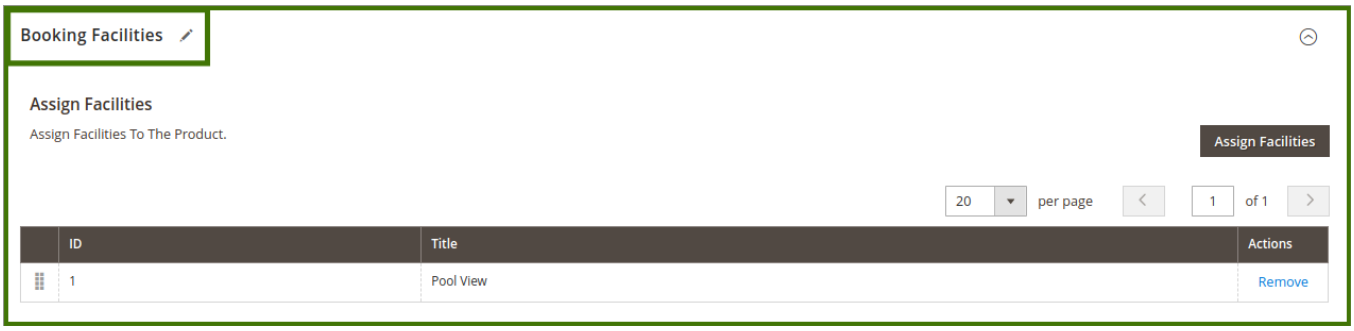
- **Set product as new from** Admin can set date for product availability on the website.

Booking General information: This section provides general information about the product like

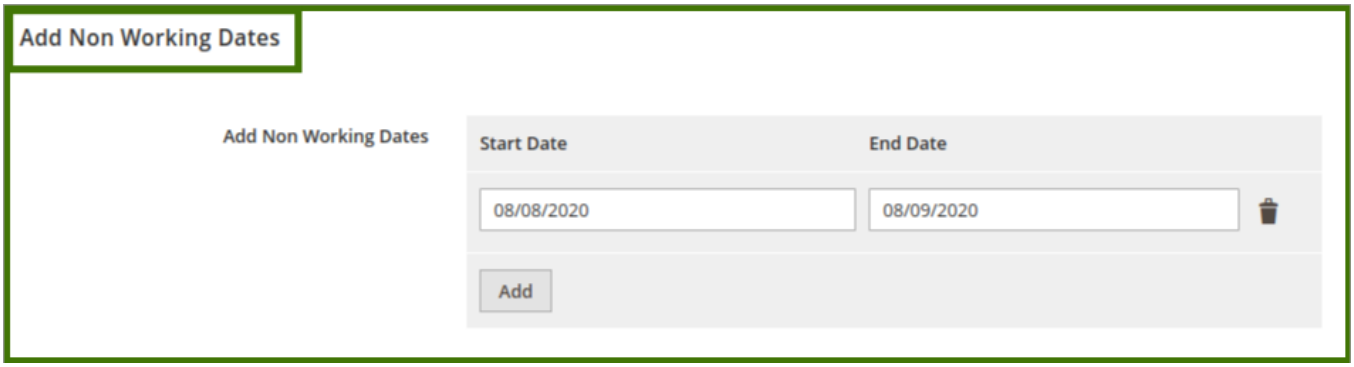
- **Location:** Can be set to specific to global availability as per product by the admin/vendor.
- **Show location on map:** Allows the product location of the store.
- **Booking policy:** Booking policy is the terms and conditions of the product like age criteria, area of availability, how much a product can be booked from the site, etc. depends upon the admin.
- **Booking terms and conditions:** Booking terms and conditions serve as an agreement between your site and users that set forth the rules the user must agree to before using the site.



Booking Facilities: This will be set by admin to assign any kind of facilities available with the product so customers can avail it, for adding facilities admin can go to the facilities section and add, which will reflect here for the selection. *For adding new facilities refer to the facilities section in this guide.*

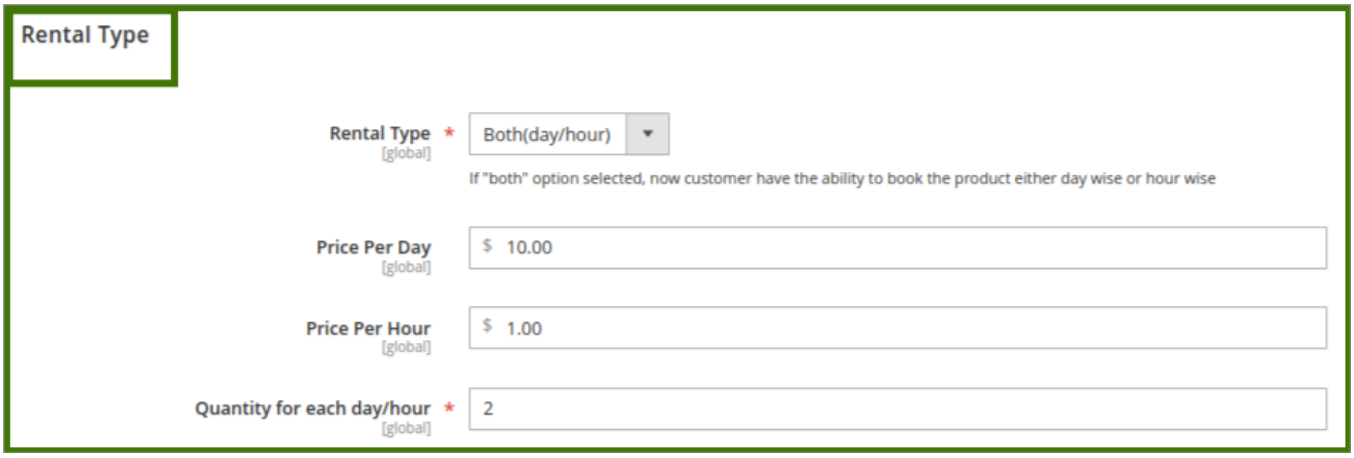


Add non-working days: Admin/Vendor can set the start date and end date of the product, and available working days for the product.



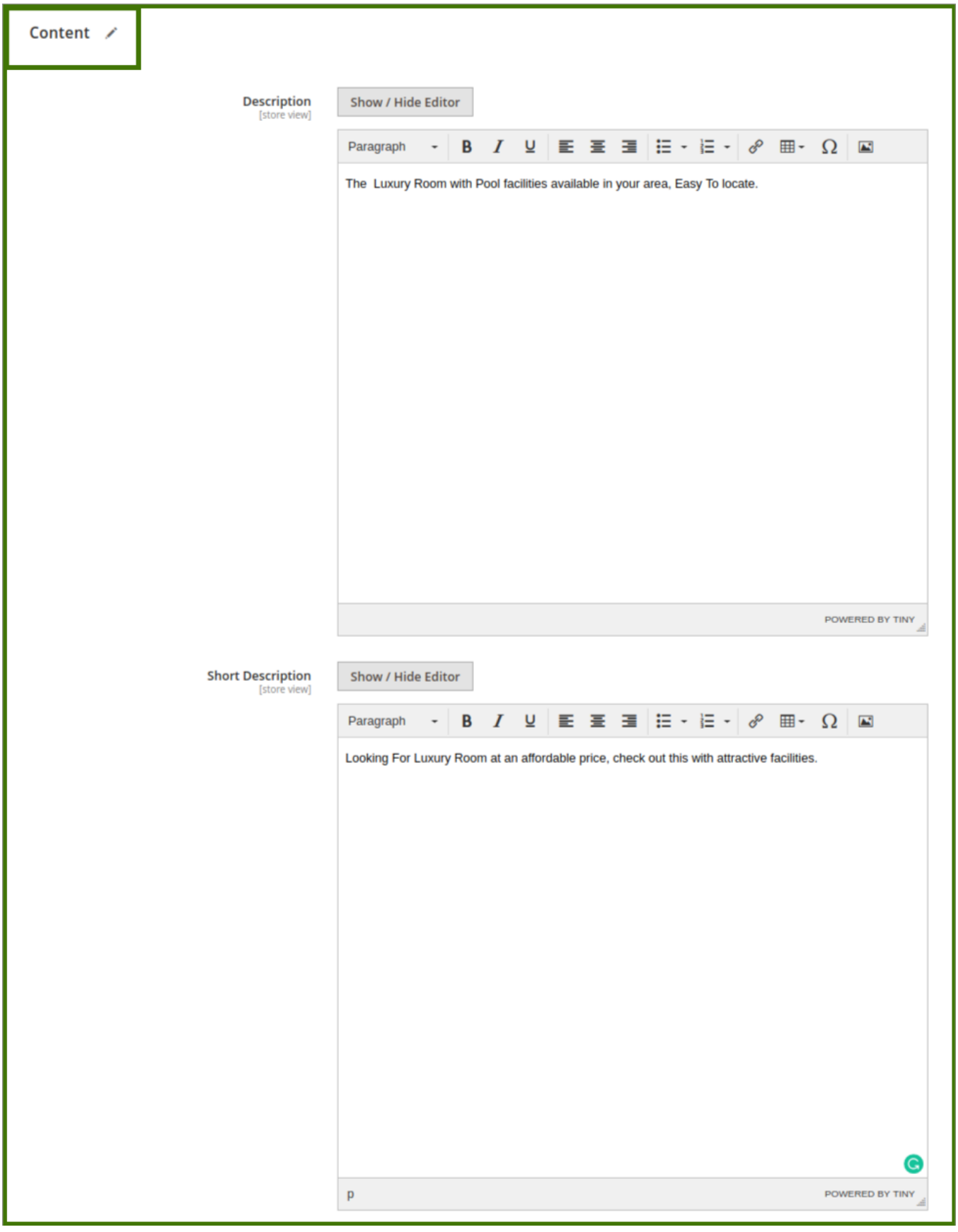
Rental Type: It is used to define the rental type availability for customers.

- **Rental Types:** Admin can set the available rental type from the drop-down like day wise, hour wise, both and weekly.
- **Price Per Day:** Admin can set the price for the day for any particular product/services or for all products as per the admin requirement.
- **Price Per Hour:** Admin can set the price for products/services on per hourly basis.
- **Quantity for each day/hour:** The number of product/quantity can be avail by the customer in an hour or a day can be set by Admin/Vendor.



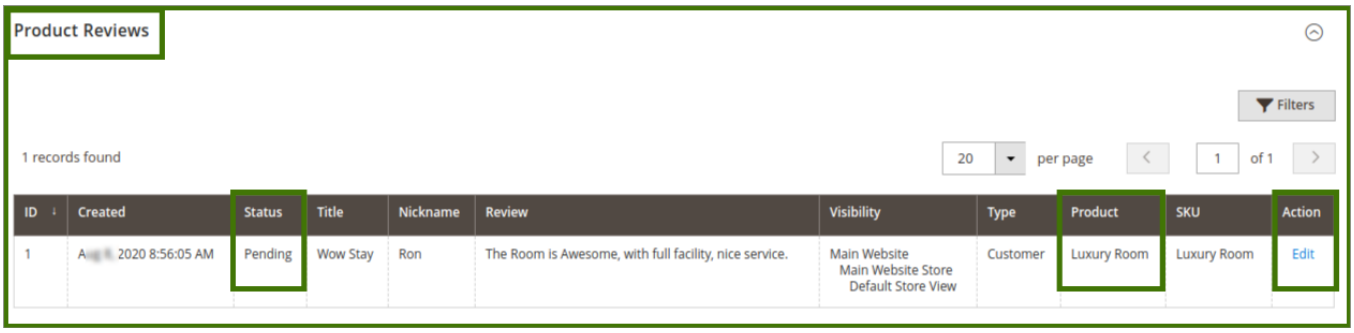
Images and Videos: Click on Image to upload the product image and video option to add a short video of the product (supported to Vimeo and also admin can attach the link of youtube).

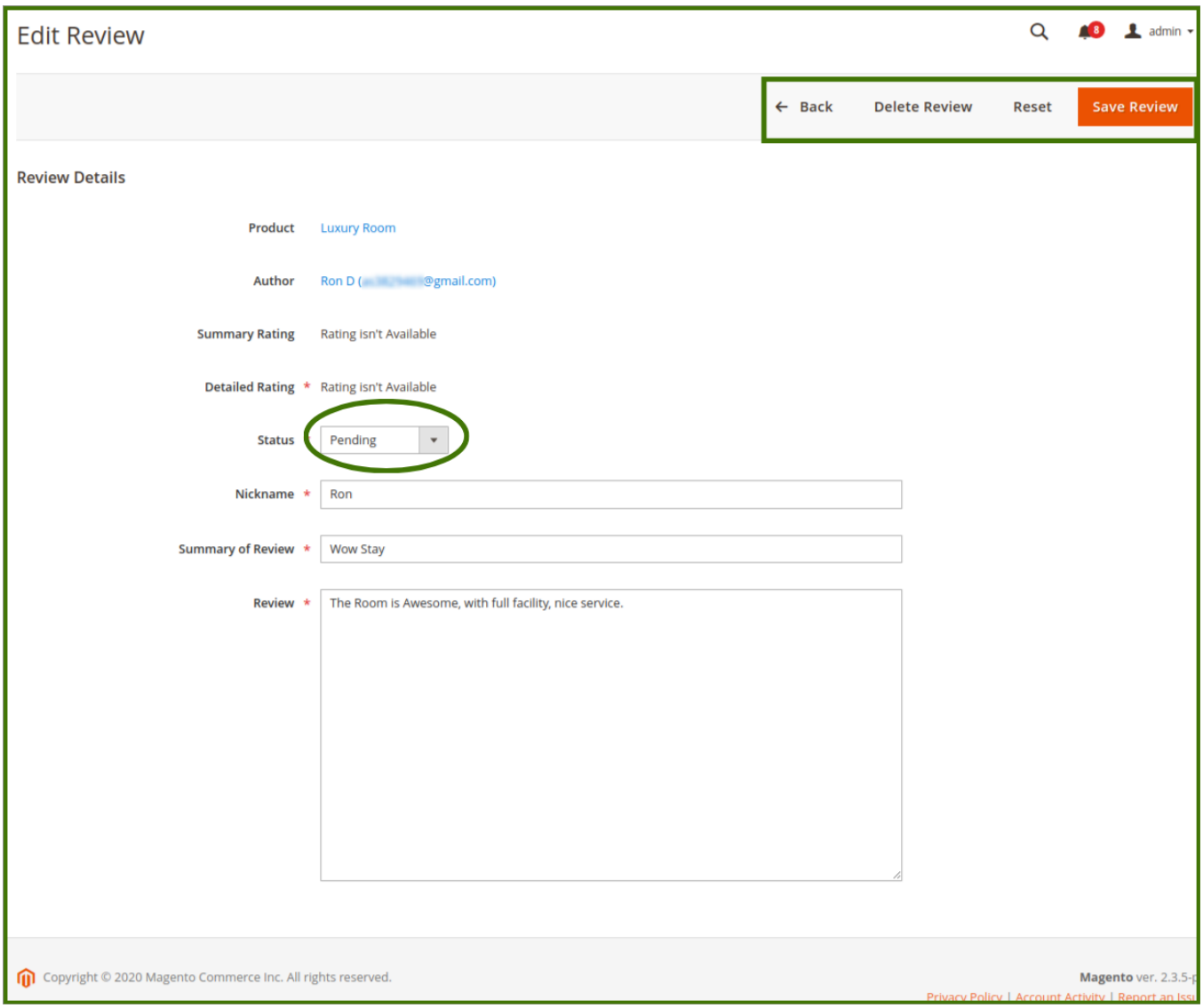
Content: It allows the Admin and vendor both to add the description of the products/services.

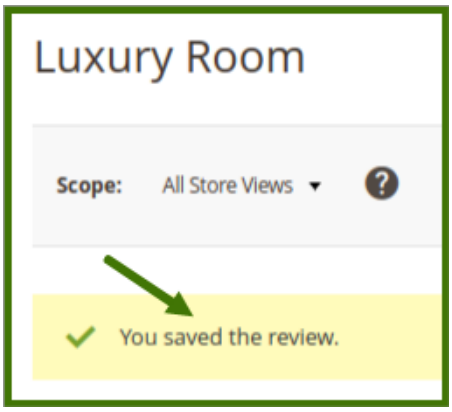


Product Review: Admin can Manage the product review posted by customers select the product and go to the

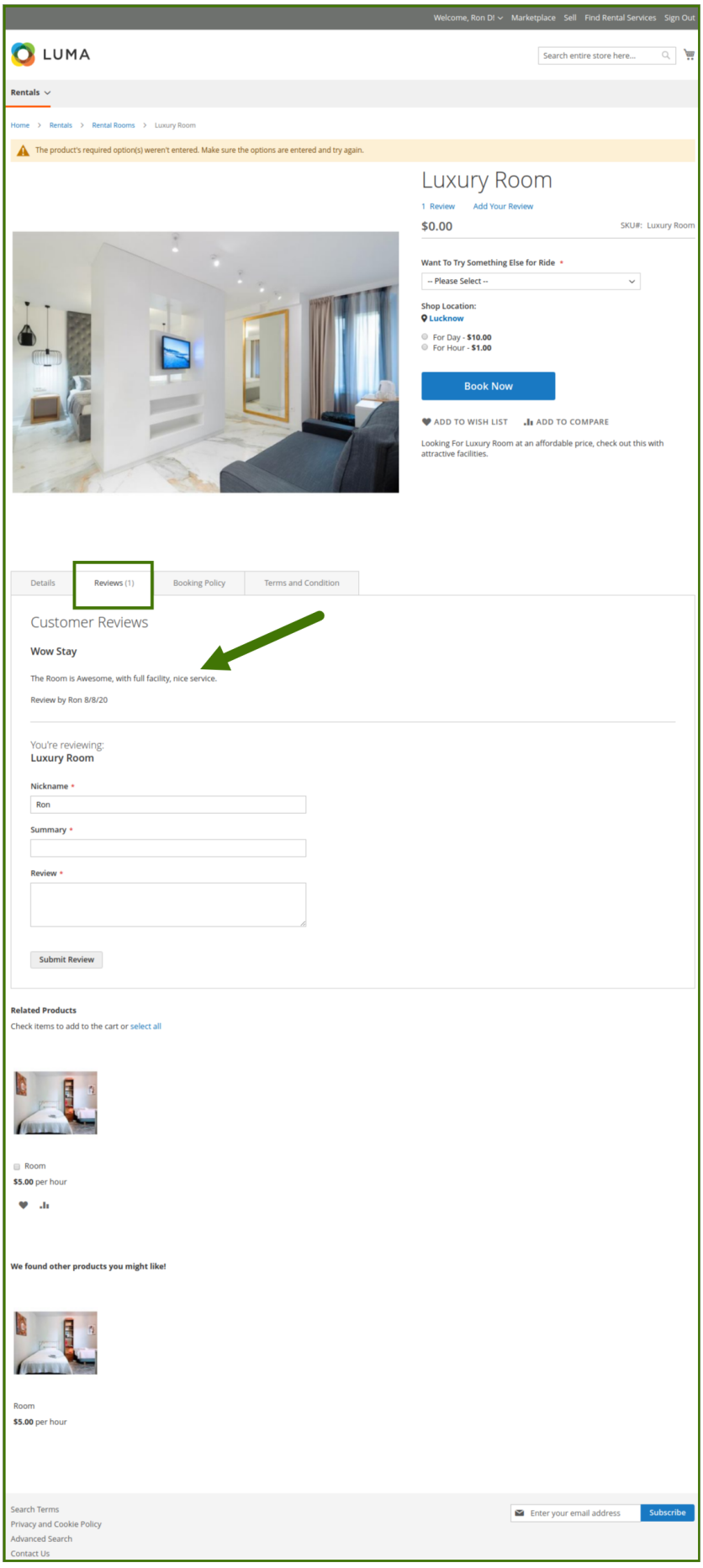
Product review section, and click on the ***edit*** option a new window will open up now admin select it and approve it from the ***status*** drop-down list or also ***delete review/save review*** from the upper right available option then it will publish on the frontend.





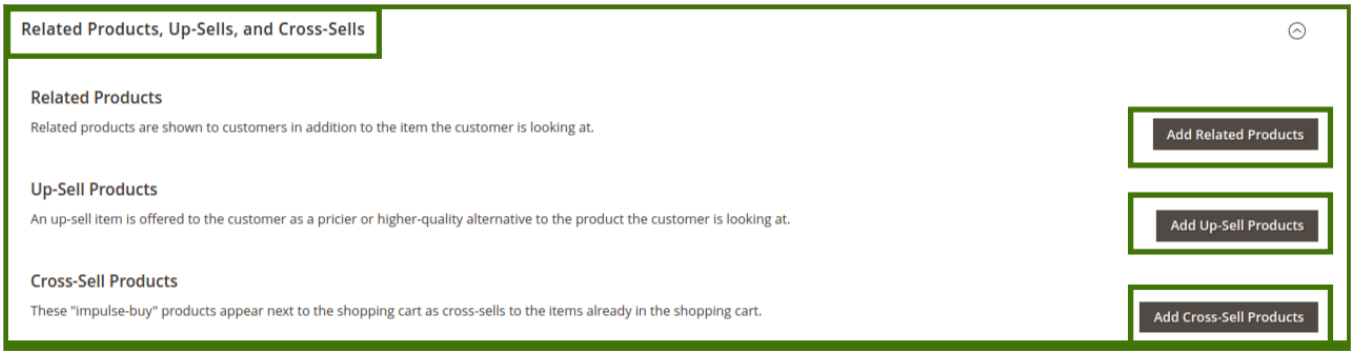


Frontend view:

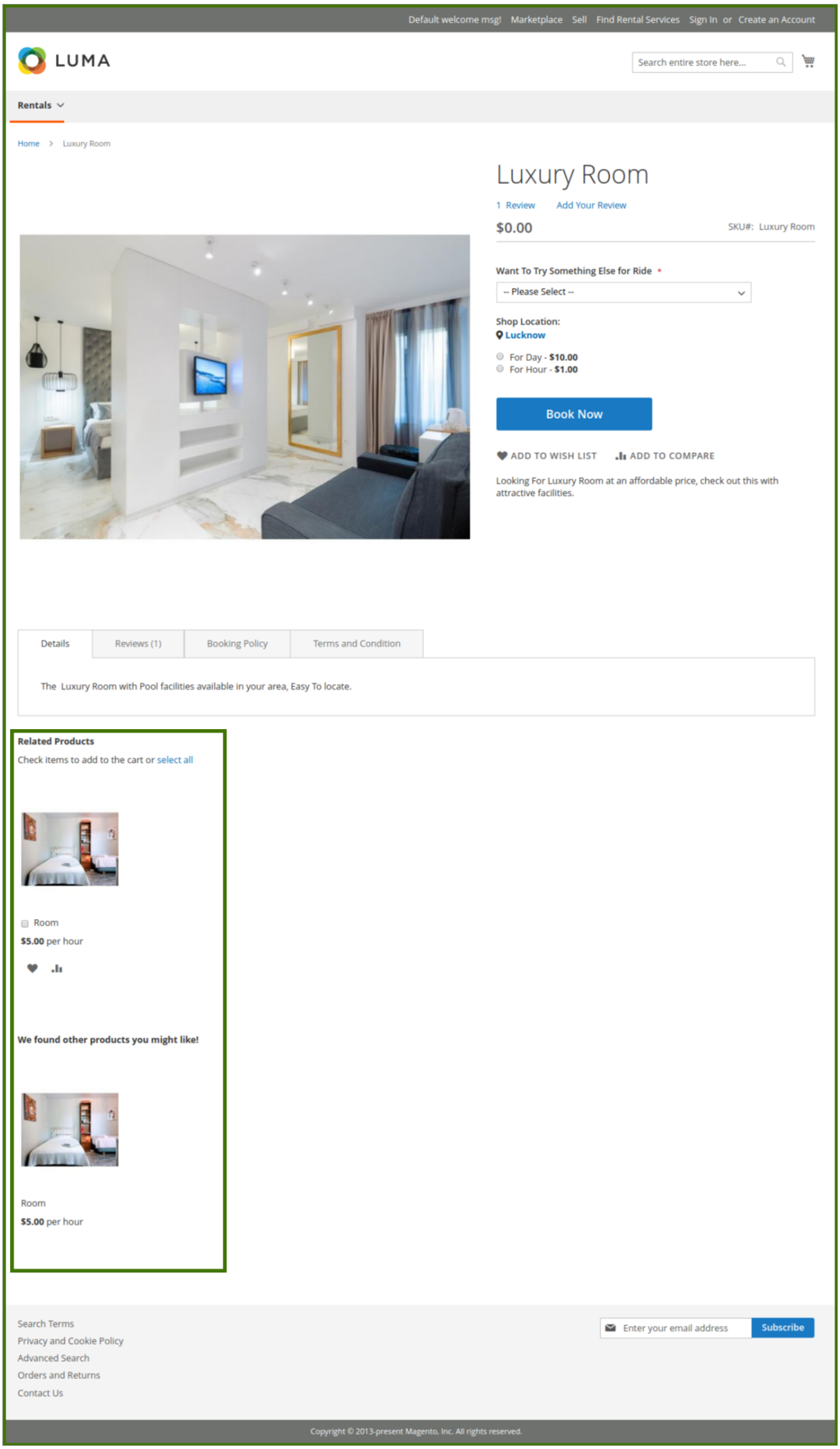

Welcome, Ron D!
Marketplace
Sell
Find Rental Services
Sign Out
LUMA
Search entire store here...
Rentals
Home
Rentals
Rental Rooms
Luxury Room
The product's required option(s) weren't entered. Make sure the options are entered and try again.
Luxury Room
1 Review
Add Your Review
$0.00
SKU#: Luxury Room
Want To Try Something Else for Ride *
-- Please Select --
Shop Location:
Lucknow
For Day - $10.00
For Hour - $1.00
Book Now
ADD TO WISH LIST
ADD TO COMPARE
Looking For Luxury Room at an affordable price, check out this with attractive facilities.
Details
Reviews (1)
Booking Policy
Terms and Condition
Customer Reviews
Wow Stay
The Room is Awesome, with full facility, nice service.
Review by Ron 8/8/20
You're reviewing:
Luxury Room
Nickname *
Ron
Summary *
Review *
Submit Review
Related Products
Check items to add to the cart or select all
Room
$5.00 per hour
We found other products you might like!
Room
$5.00 per hour
Search Terms
Privacy and Cookie Policy
Advanced Search
Contact Us
Enter your email address
Subscribe

Related Products, Up-sells, cross-sells: This feature allows the admin to add the products related to an available product.

Once selecting any of the options the products available in the panel will show and the admin can select the product and add it, which will show on the frontend as another option for customers.



Frontend view: refer to the below image for more clarity about it on how and where it looks like an option for the customer side.


Default welcome msg! Marketplace Sell Find Rental Services Sign In or Create an Account
LUMA
Search entire store here...
Rentals
Home > Luxury Room
Luxury Room
1 Review Add Your Review
$0.00
SKU#: Luxury Room
Want To Try Something Else for Ride *
-- Please Select --
Shop Location:
Lucknow
For Day - $10.00
For Hour - $1.00
Book Now
ADD TO WISH LIST
ADD TO COMPARE
Looking For Luxury Room at an affordable price, check out this with attractive facilities.
Details
Reviews (1)
Booking Policy
Terms and Condition
The Luxury Room with Pool facilities available in your area, Easy To locate.
Related Products
Check items to add to the cart or select all
Room
$5.00 per hour
We found other products you might like!
Room
$5.00 per hour
Search Terms
Privacy and Cookie Policy
Advanced Search
Orders and Returns
Contact Us
Enter your email address
Subscribe
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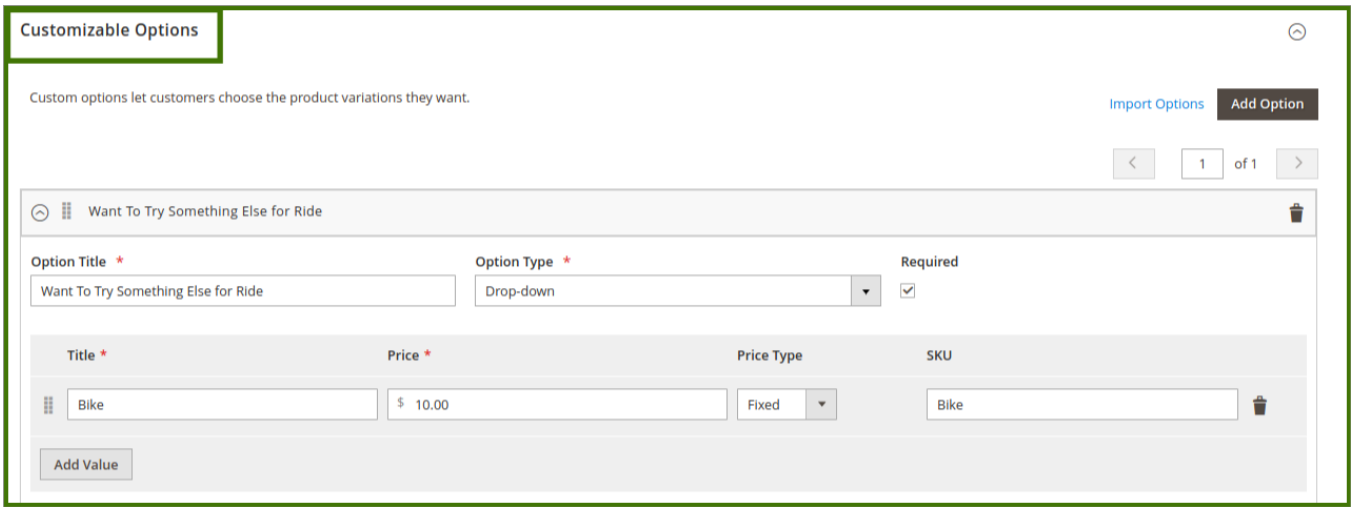
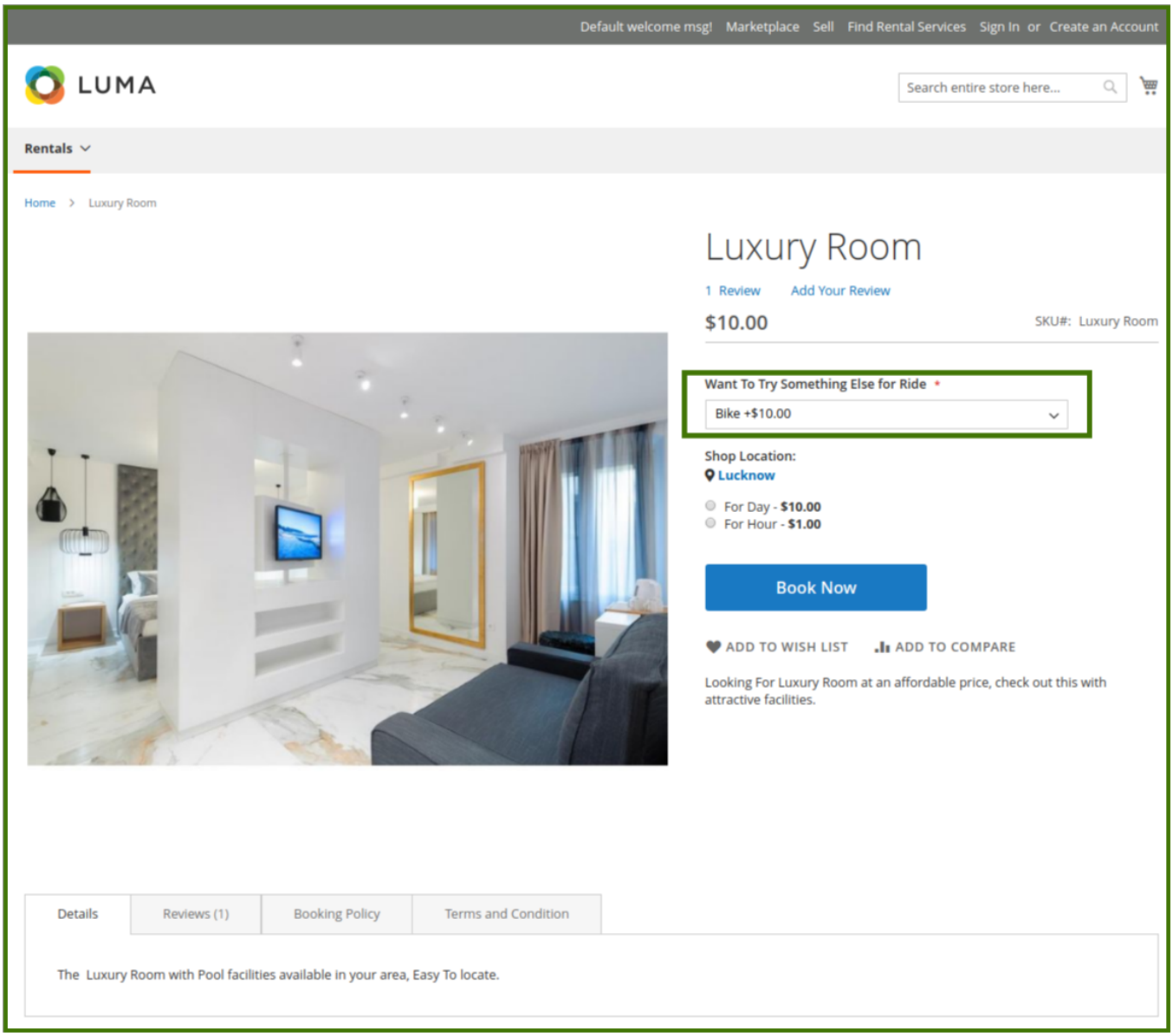
Customizable Options: Custom options let customers choose the product variations they want. Admin can add more options available with particular products/services so that customers can choose it as per their requirements.



Frontend view: refer to the below image for clarity.

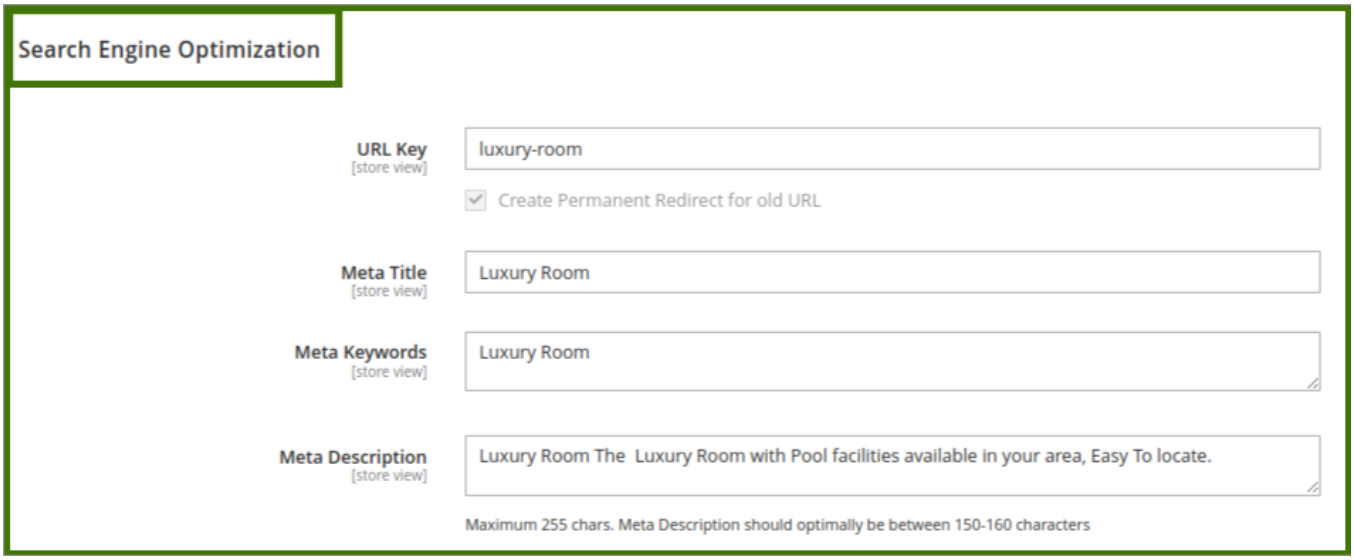


Product in website: Admin/Vendor will be able to select and de-select to show the product on the website.

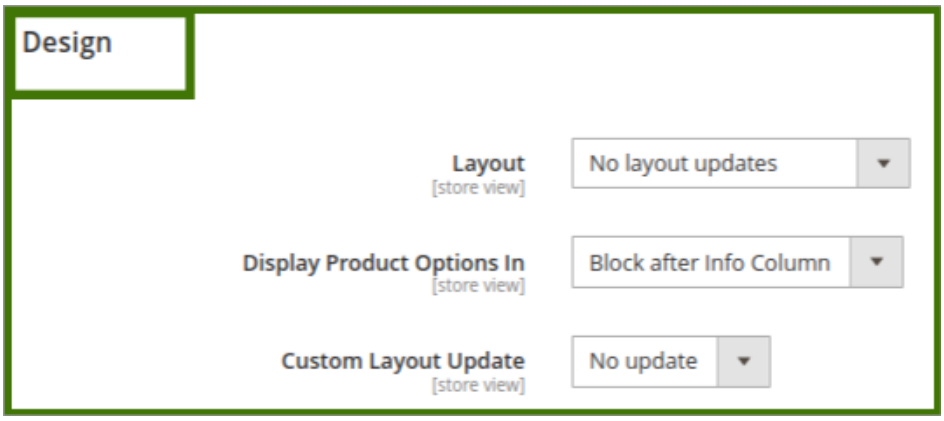
Search Engine Optimization: Search engine optimization is the process of growing the quality and quantity of website traffic by increasing the visibility of a website or a web page to users of a web search engine.

- **Url key:** That describes the product or category. When you create a product or category, an initial URL key is automatically generated based on the name.

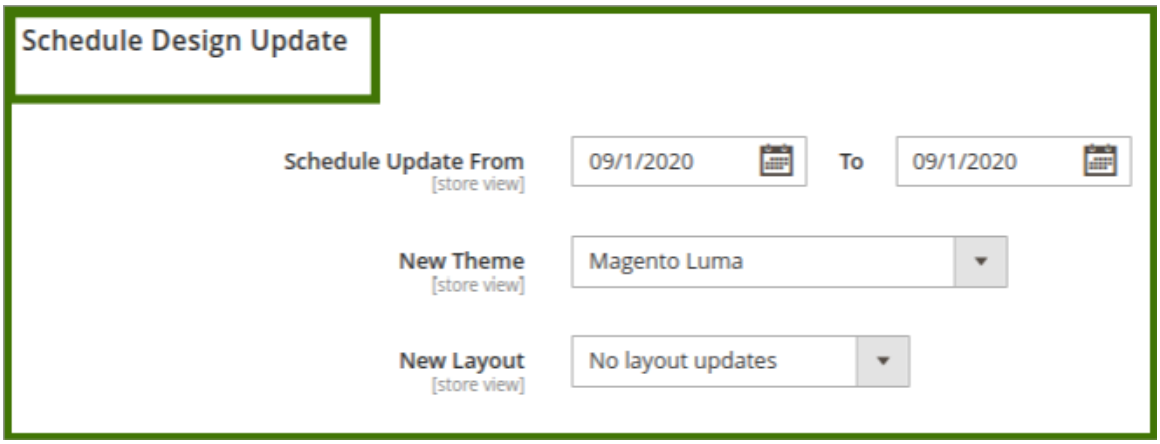
- **Meta title:** Tag – This is the text you'll see at the top of your browser. Search engines view this text as the "title" of your page.
- **Meta Keywords** Are a specific type of meta tag that appears in the HTML code of a Web page and helps to tell search engines what the topic of the page is.
- **Meta description:** A brief description of the page.



Design: Admin is able to do, anything in design. This is Magento default functionalities, for more info refer to Magento official guide



Schedule Design update: Admin is able to do any changes in it, This is Magento default functionalities, for more info refer to Magento's official guide.



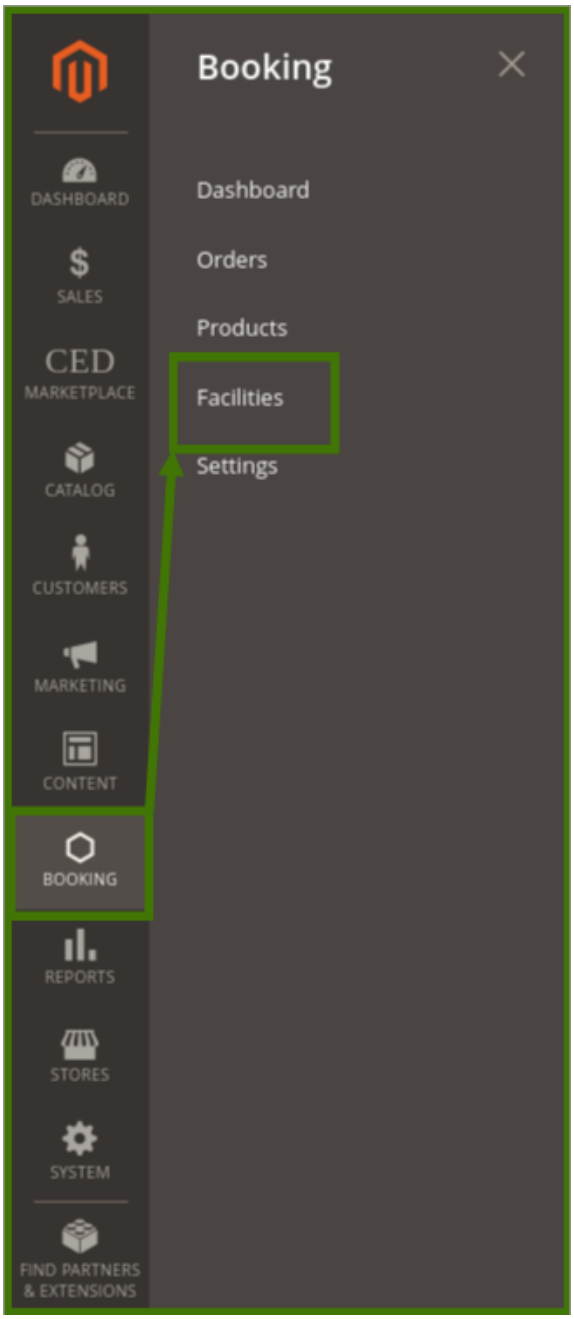
Gift: Customers can add gift message options are available. Each item in the order can have a separate message.

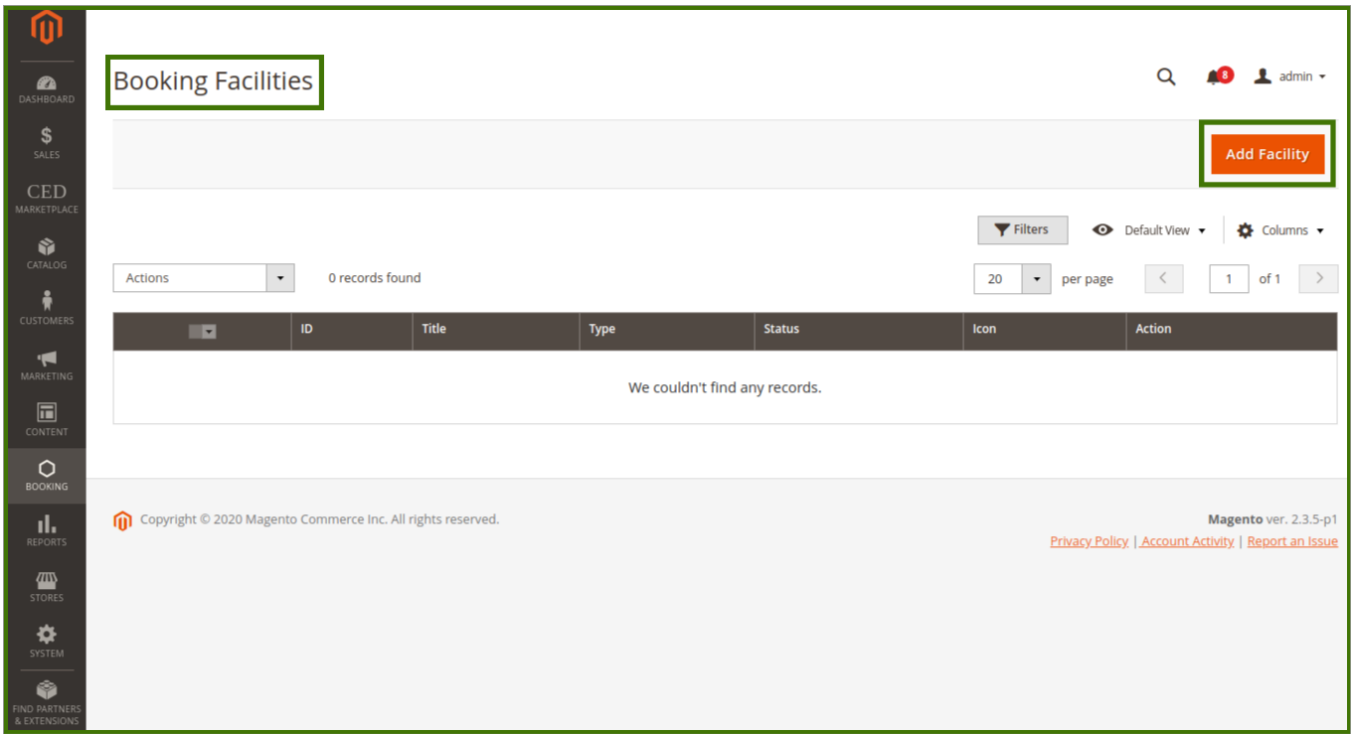
6. Facilities Management

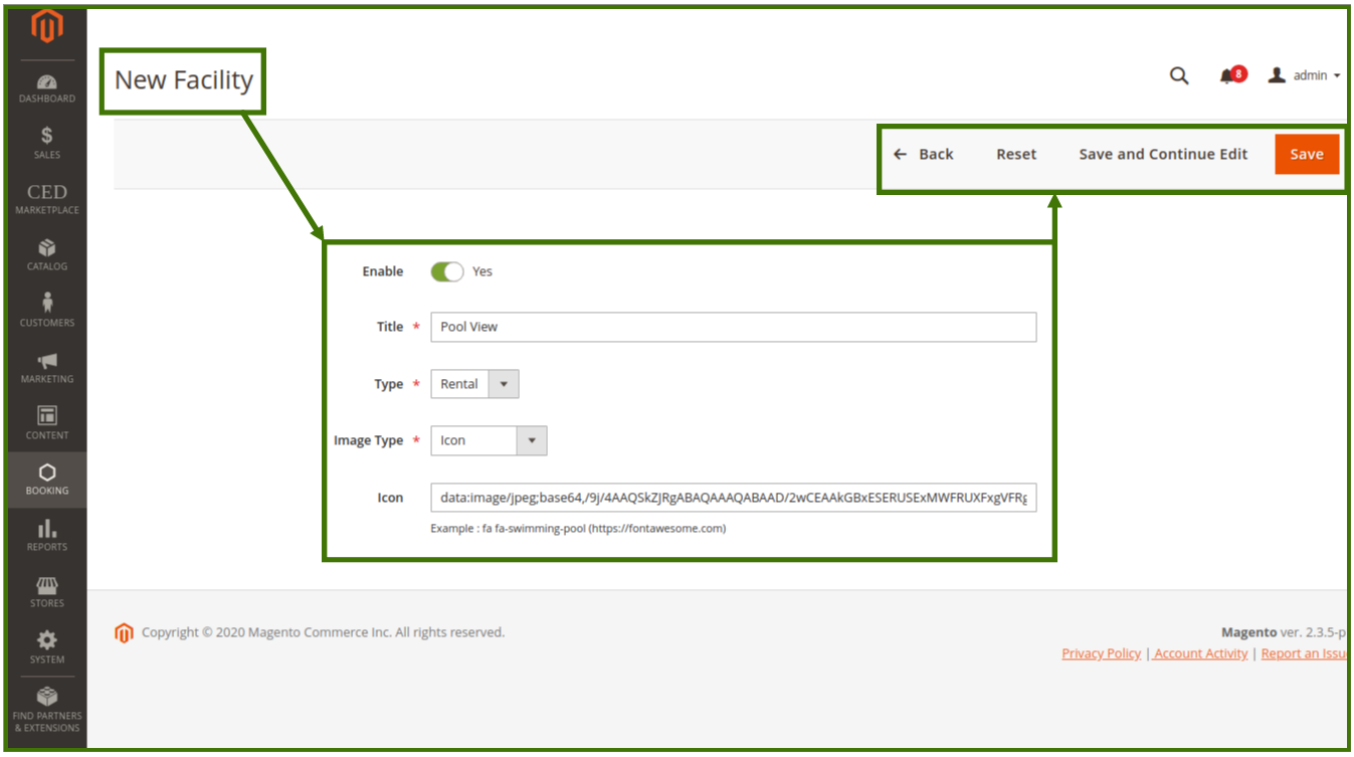
FACILITIES: In this section, admin can choose the **available facility,** view status, **edit, delete** and also **Add New Facilities** e.g. costume, swim-suit availability on swimming pool or site. Admin can add facility, by click on Add facility a new window will open up,

Adding a New Facilities:

Goto->Booking->Facilities->Add New facilities.


Booking
DASHBOARD
SALES
CED
MARKETPLACE
CATALOG
CUSTOMERS
MARKETING
CONTENT
BOOKING
REPORTS
STORES
SYSTEM
FIND PARTNERS
& EXTENSIONS
Dashboard
Orders
Products
Facilities
Settings

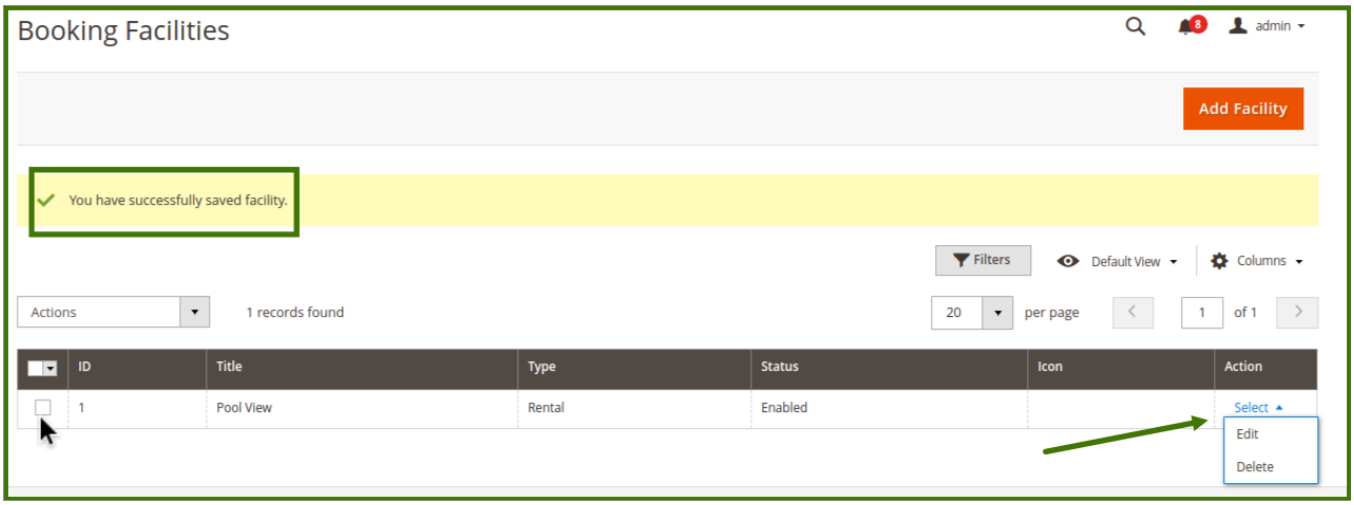




Enable: Yes/No
Title: Admin can add the title of the facility.
Type: Admin can choose the type from the drop-down list.
Image type: Image type allows the admin to choose an image or icon related to the facility.
Icon: Admin can upload an image, by copy-paste the link of the image in the blank section.

after adding the details in facilities click on **Save.**

Edit/Delete in facilities: Anything wants to change by admin anytime then admin can go to the facilities section and the select option is available, once select a drop-down it will open up edit/delete and proceed as per requirement.

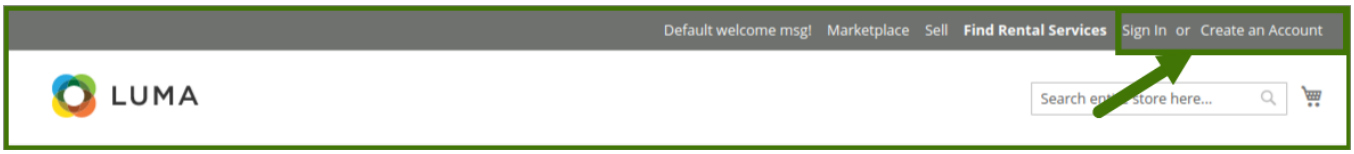


7. Place an Order

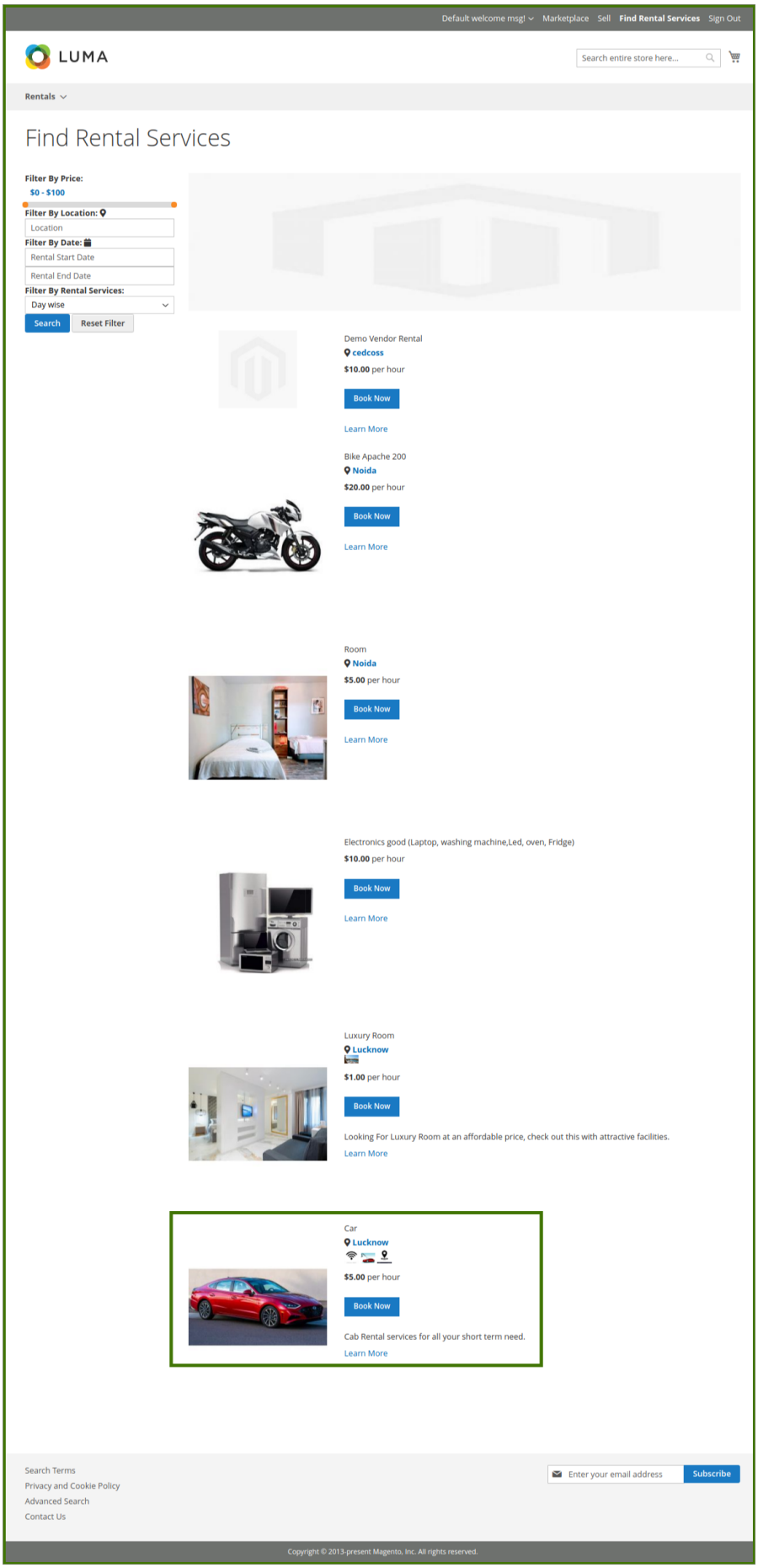
Customers can place an order by login to the customer account/signup to account on the main website.

Steps are as follows,

1- Sign in/Sign-up to the account



2- Browse and Select the product/service.


Default welcome msg!
Marketplace
Sell
Find Rental Services
Sign Out
LUMA
Search entire store here...
Rentals
Find Rental Services
Filter By Price:
$0 - $100
Filter By Location:
Location
Filter By Date:
Rental Start Date
Rental End Date
Filter By Rental Services:
Day wise
Search
Reset Filter
Demo Vendor Rental
cedcoss
$10.00 per hour
Book Now
Learn More
Bike Apache 200
Noida
$20.00 per hour
Book Now
Learn More
Room
Noida
$5.00 per hour
Book Now
Learn More
Electronics good (Laptop, washing machine,Led, oven, Fridge)
$10.00 per hour
Book Now
Learn More
Luxury Room
Lucknow
$1.00 per hour
Book Now
Looking For Luxury Room at an affordable price, check out this with attractive facilities.
Learn More
Car
Lucknow
$5.00 per hour
Book Now
Cab Rental services for all your short term need.
Learn More
Search Terms
Privacy and Cookie Policy
Advanced Search
Contact Us
Enter your email address
Subscribe
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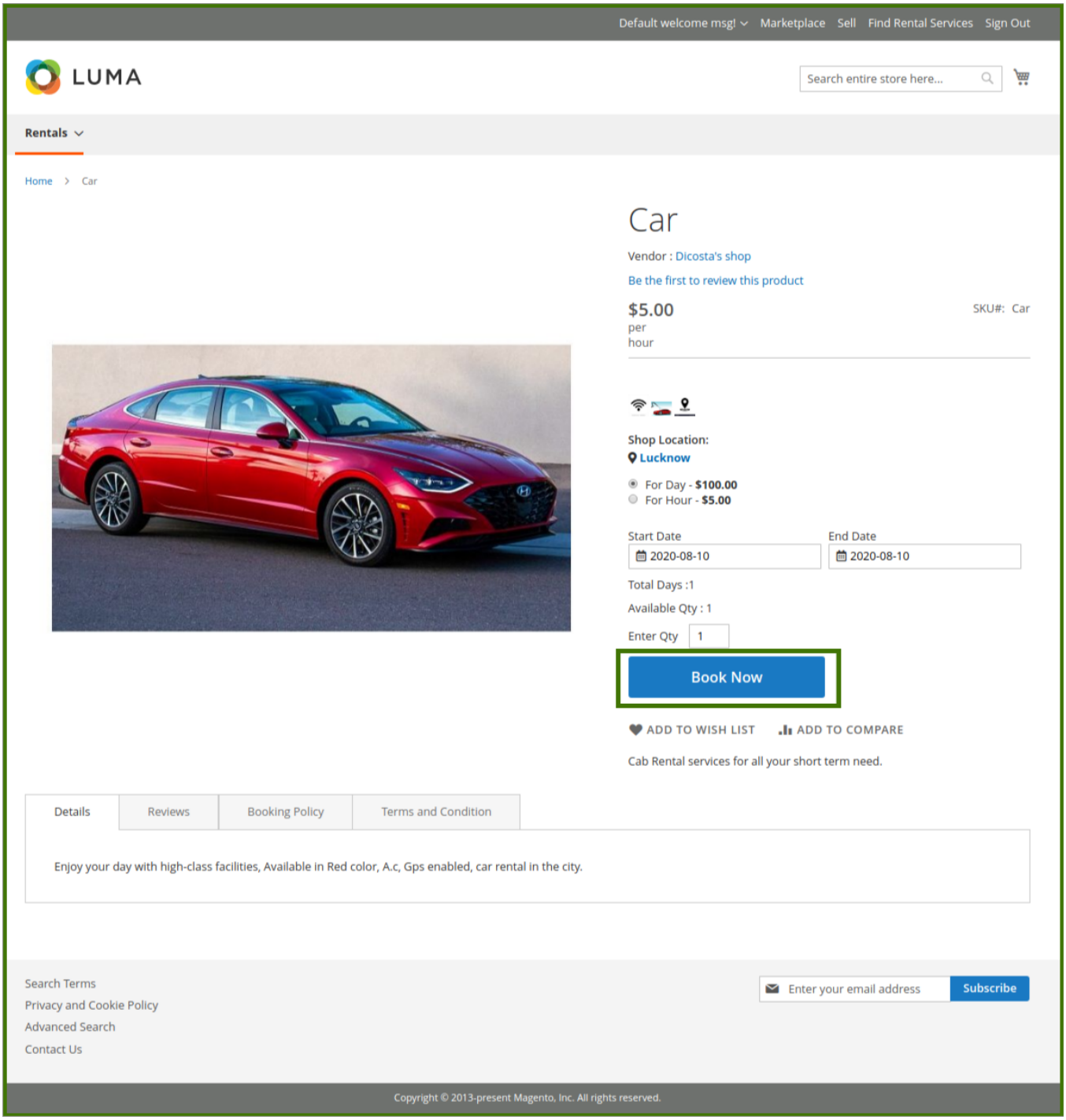
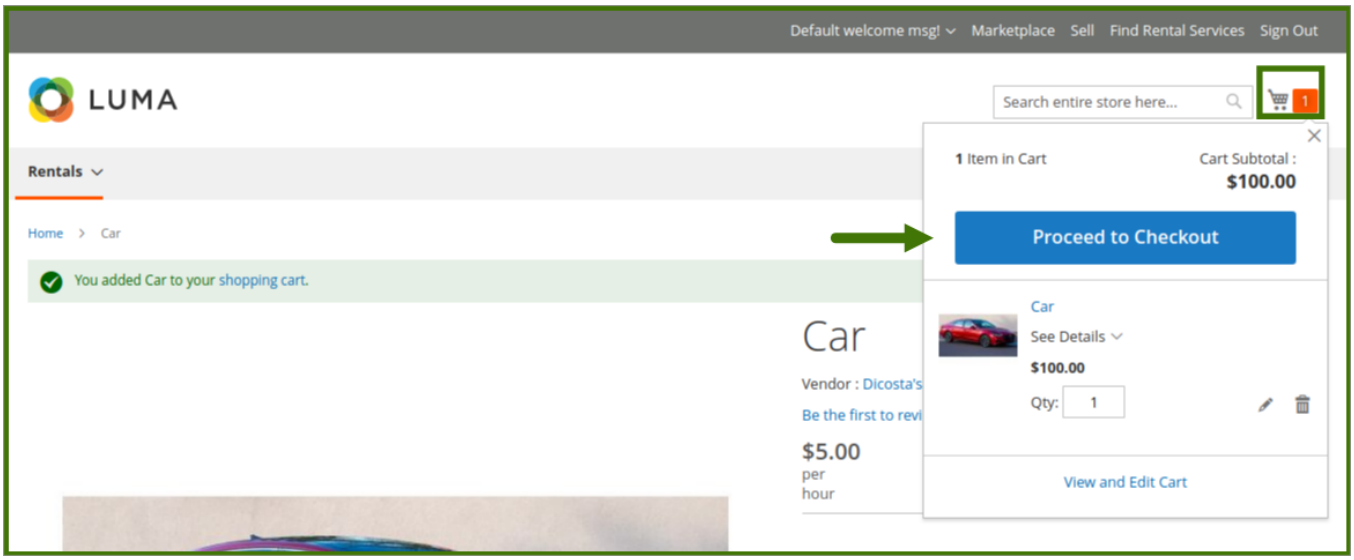
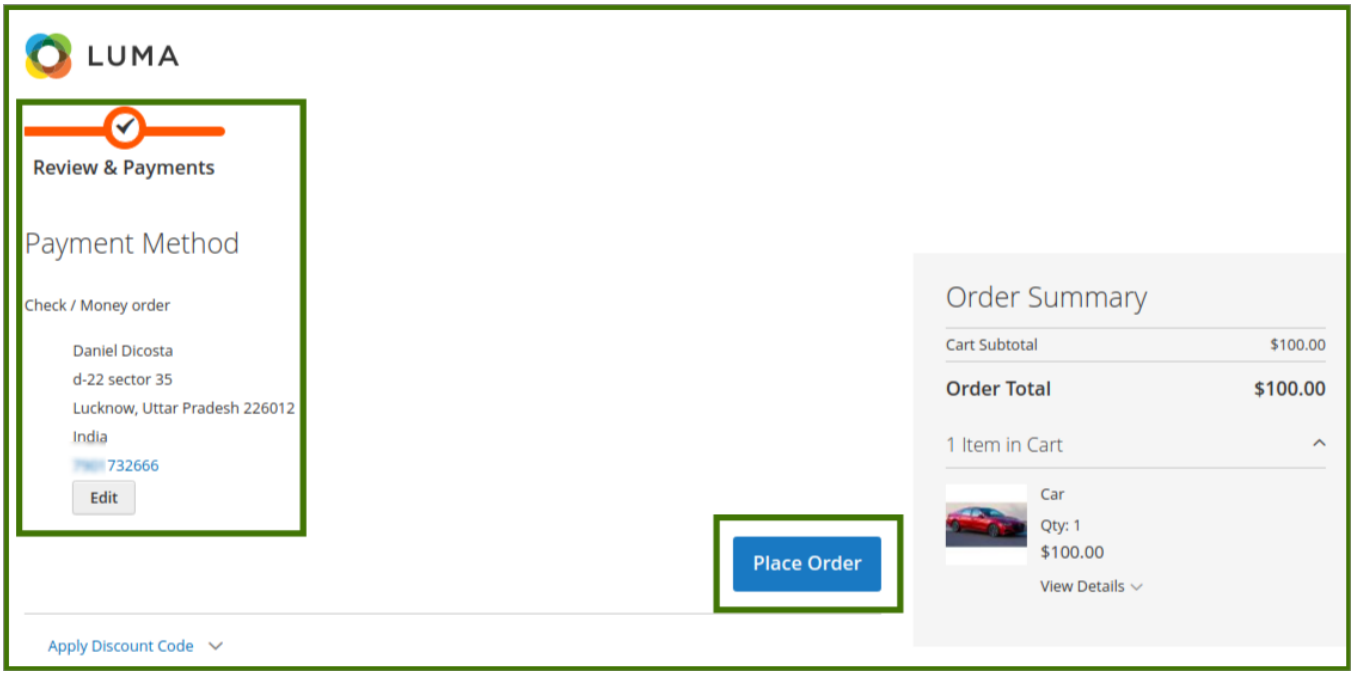
3- Fill the required information related to booking an order like date, quantity.



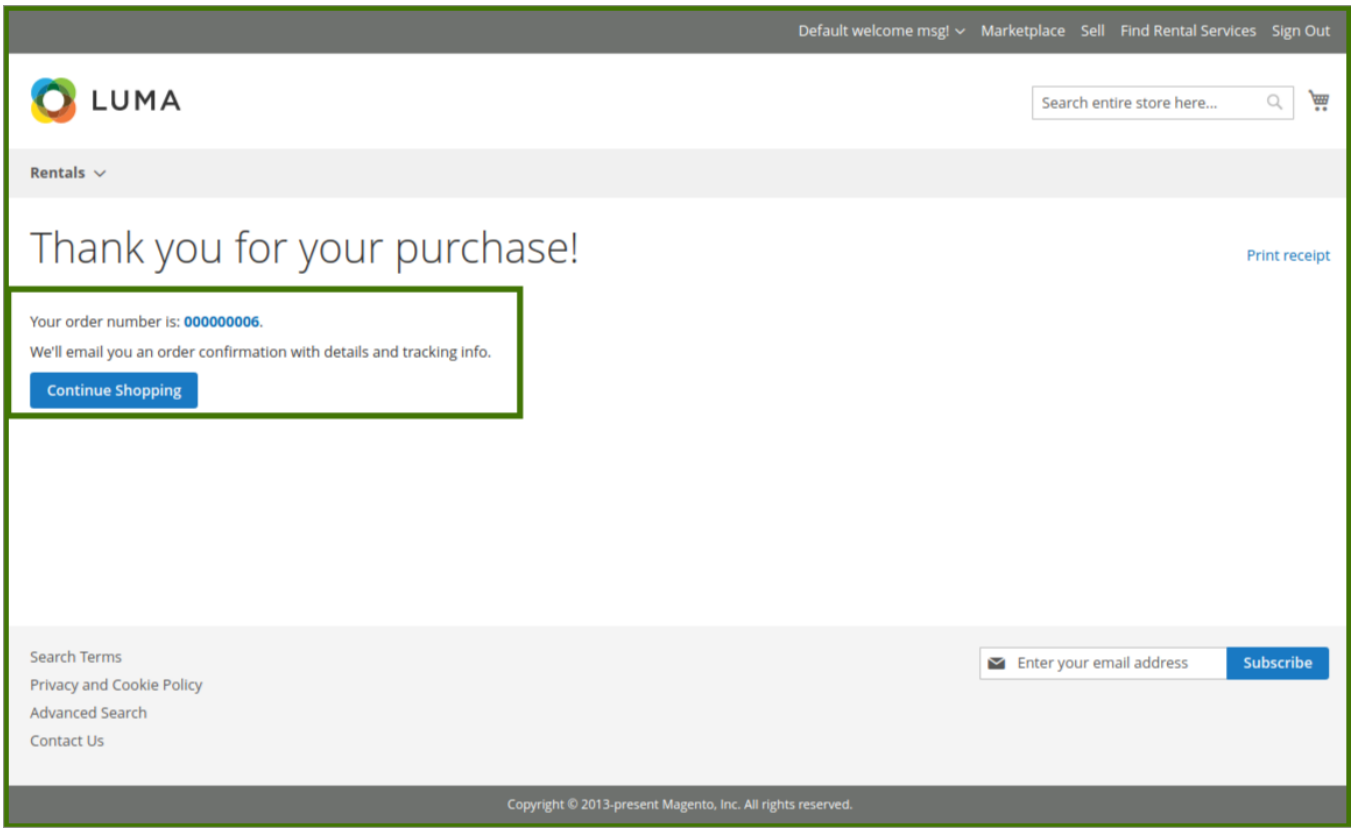
4- Check the cart/edit the cart, then proceed to checkout.



5- Review payment method/edit information then place the order.



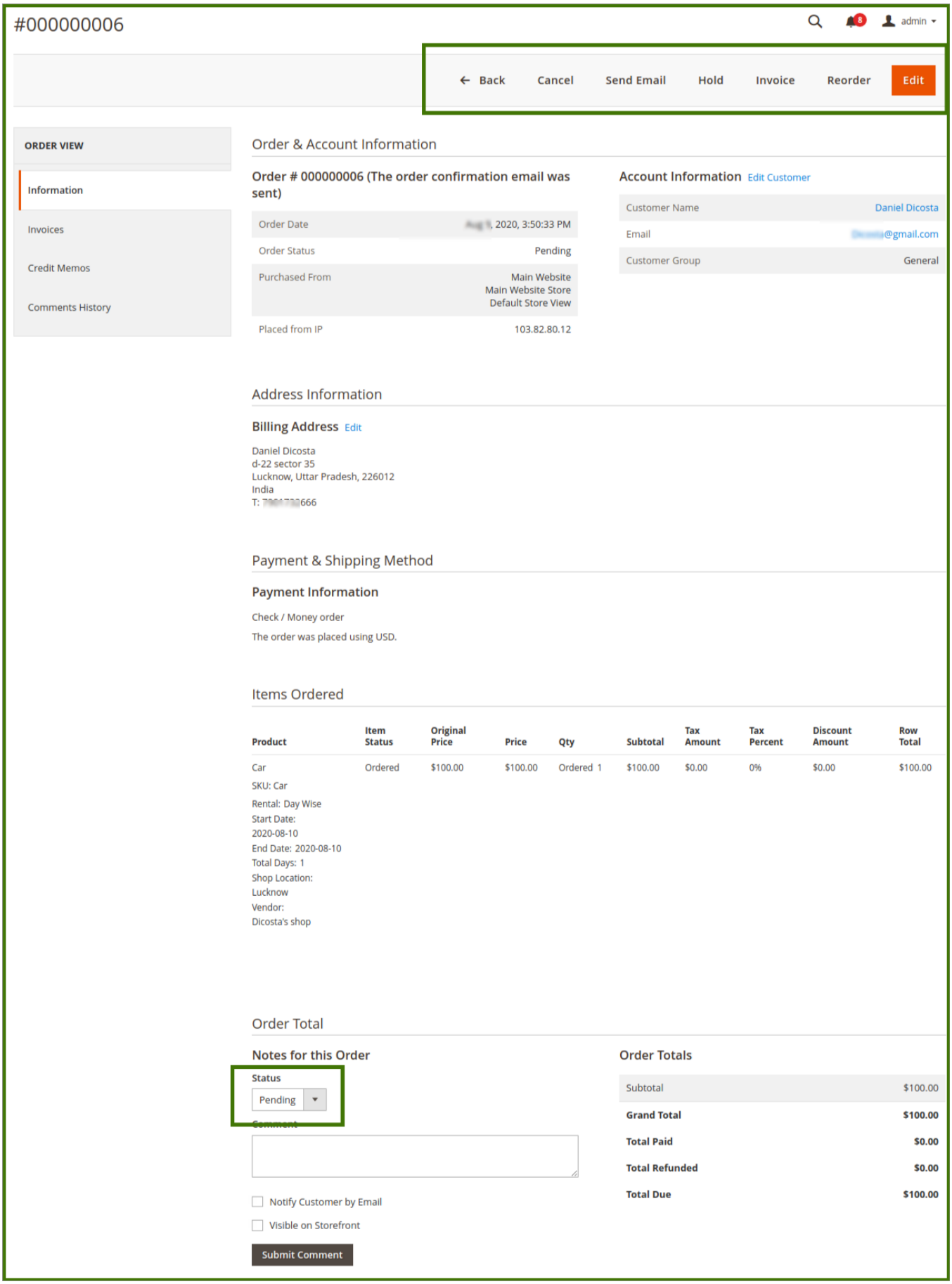
6- Place an order done and a thank you message will be displayed.



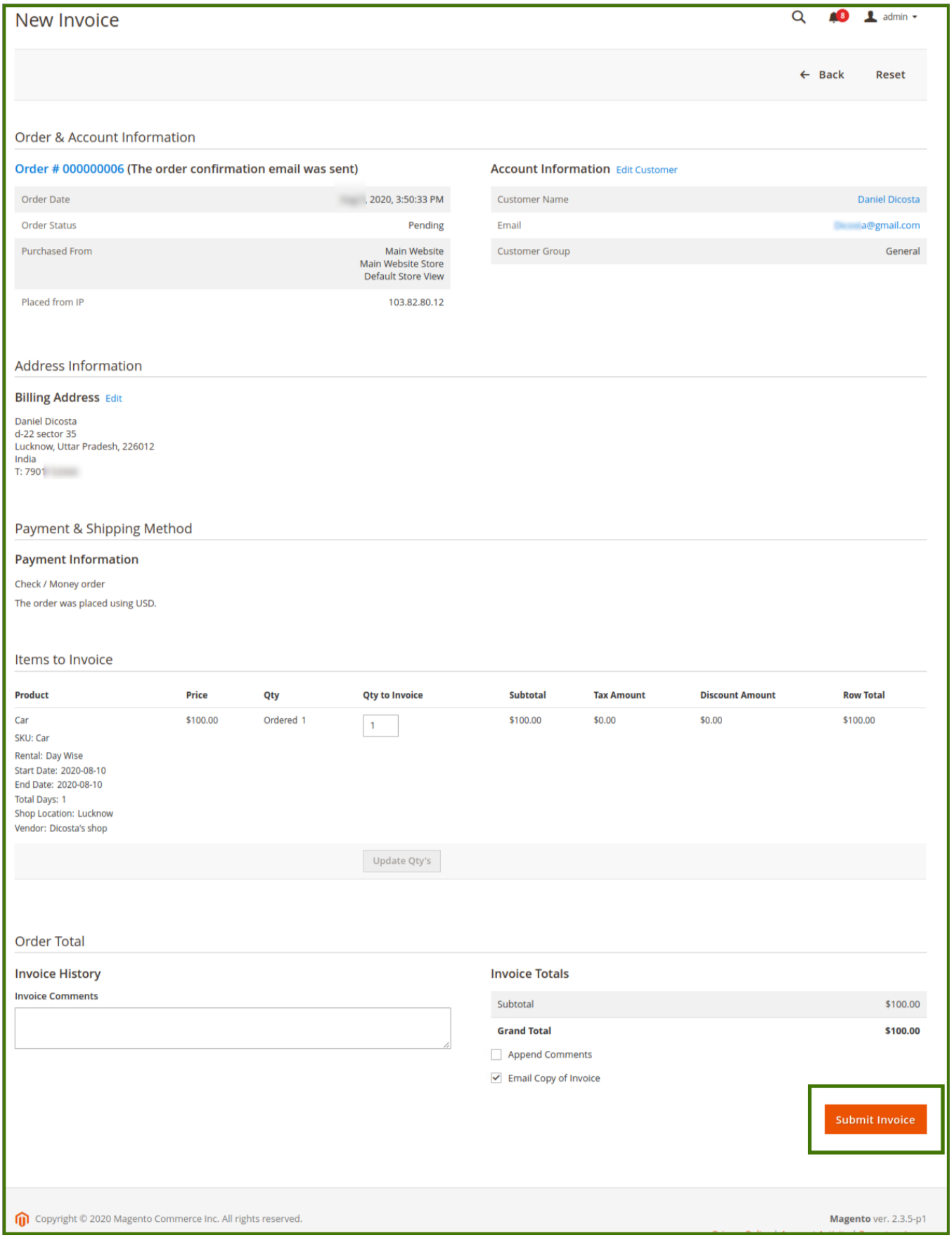
The order is now placed, it will go to the backend Admin Panel for the approval of the order.

Admin Panel; Admin can check the order details in the order section, for more information refers to the order section of this guide.

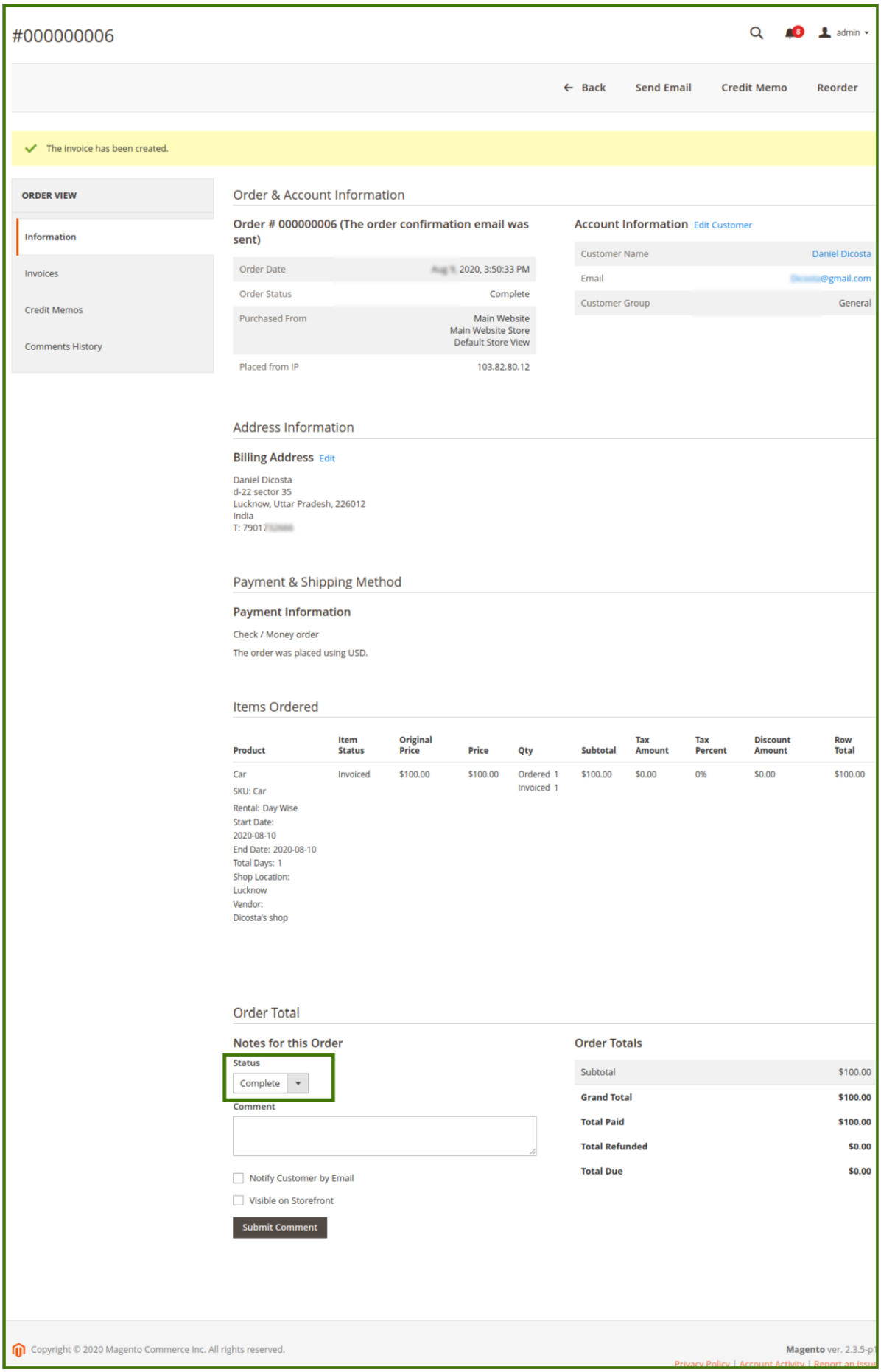
Click on the order id to see the details of the order placed, the order details show the information, now admin generates the invoice for the customer, refer below images.


#000000006
admin
Back
Cancel
Send Email
Hold
Invoice
Reorder
Edit
ORDER VIEW
Information
Invoices
Credit Memos
Comments History
Order & Account Information
Order # 000000006 (The order confirmation email was sent)
Order Date
2020, 3:50:33 PM
Order Status
Pending
Purchased From
Main Website
Main Website Store
Default Store View
Placed from IP
103.82.80.12
Account Information
Edit Customer
Customer Name
Daniel Dicosta
Email
@gmail.com
Customer Group
General
Address Information
Billing Address
Edit
Daniel Dicosta
d-22 sector 35
Lucknow, Uttar Pradesh, 226012
India
T:
666
Payment & Shipping Method
Payment Information
Check / Money order
The order was placed using USD.
Items Ordered
Product
Item Status
Original Price
Price
Qty
Subtotal
Tax Amount
Tax Percent
Discount Amount
Row Total
Car
SKU: Car
Rental: Day Wise
Start Date:
2020-08-10
End Date: 2020-08-10
Total Days: 1
Shop Location:
Lucknow
Vendor:
Dicosta's shop
Ordered
$100.00
$100.00
Ordered 1
$100.00
$0.00
0%
$0.00
$100.00
Order Total
Notes for this Order
Status
Pending
Comment
Notify Customer by Email
Visible on Storefront
Submit Comment
Order Totals
Subtotal
$100.00
Grand Total
$100.00
Total Paid
$0.00
Total Refunded
$0.00
Total Due
$100.00

Refer to the below images for more clarity on steps.



Once the invoice is checked and submitted by admin, the status of the payment cycle received from the customer side is now completed and confirmed by admin, now it will redirect to the order section page.


#000000006
admin
Back
Send Email
Credit Memo
Reorder
The invoice has been created.
ORDER VIEW
Information
Invoices
Credit Memos
Comments History
Order & Account Information
Order # 000000006 (The order confirmation email was sent)
Order Date
2020, 3:50:33 PM
Order Status
Complete
Purchased From
Main Website
Main Website Store
Default Store View
Placed from IP
103.82.80.12
Account Information
Edit Customer
Customer Name
Daniel Dicosta
Email
@gmail.com
Customer Group
General
Address Information
Billing Address
Edit
Daniel Dicosta
d-22 sector 35
Lucknow, Uttar Pradesh, 226012
India
T: 7901
Payment & Shipping Method
Payment Information
Check / Money order
The order was placed using USD.
Items Ordered
Product
Item Status
Original Price
Price
Qty
Subtotal
Tax Amount
Tax Percent
Discount Amount
Row Total
Car
SKU: Car
Rental: Day Wise
Start Date: 2020-08-10
End Date: 2020-08-10
Total Days: 1
Shop Location: Lucknow
Vendor: Dicosta's shop
Invoiced
$100.00
$100.00
Ordered 1
Invoiced 1
$100.00
$0.00
0%
$0.00
$100.00
Order Total
Notes for this Order
Status
Complete
Comment
Notify Customer by Email
Visible on Storefront
Submit Comment
Order Totals
Subtotal
$100.00
Grand Total
$100.00
Total Paid
$100.00
Total Refunded
$0.00
Total Due
$0.00
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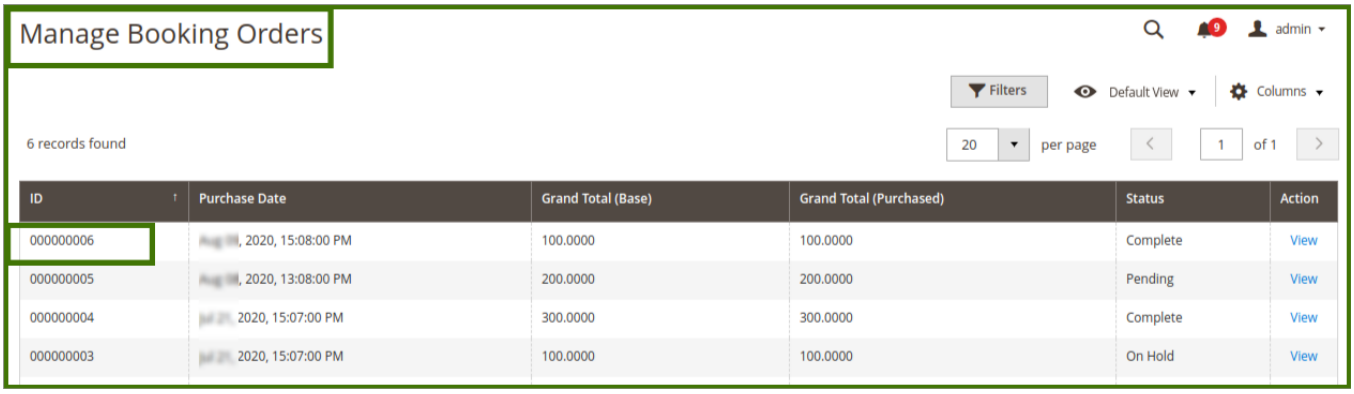
Magento ver. 2.3.5-p1
Privacy Policy | Account Activity | Report an Issue

Once the customer payment order and invoice are confirmed by admin



After payment is done, the admin can see the status of the order is now complete.