

Admin View Settings page

Appointment Tab Settings	
Resources Display:	Will show resources on the right-hand side
Slot Generator:	Check this box if you would like Admins to see the "Appointment type" dropdown in the Slot Generator and Slot Updater pop-ups. By default, the "appointment type" is set to 'in-person', so you do not have to activate this option unless you need 'virtual' appointments.
Appointments Display:	
Show custom appointment fields in the left-hand sidebar	If this box is checked, then your service will appear in the appointments box.
Show appointment fields on the left-hand side	This will display your appointment fields on the left-hand side of the appointments page.
When multiple appointments are in slot, sort by	This allows you to sort by names or the creation date.
Appointments Creation:	
Create a new contact if the person is not found in the system	If this box is checked when you use the appointments page and book an appointment for a new contact, that contact will be added as a new contact on the vendor account.
Appointments Grid:	
Start Display at:	Determines at what time your scroll bar begins (on a 24-hour clock)
End Display at:	Determines at what time your scroll bar ends (on a 24-hour clock)
Draw Time Label Every:	Determines the time interval drawn on the view bar of the appointments page on the VUI and CUI (when the table option is selected).
Draw Gray Indicator Line Every:	Determines the time interval during which the gray line is drawn on the view bar.
Minimal slots height:	Determines the slot height.

Adjust automatically	When checked, the system will automatically adjust depending on the duration of the created slots.
-----------------------------	--

Revision #6
Created 2026-04-10 18:24:18 UTC by Tara Cicora
Updated 2026-08-11 22:46:53 UTC by Tara Cicora