ASSIGNING TOURS TO GUIDES
and finalizing this is all done here in the „Kästchenplan“ view
(it a one single task done by one single supervisor).
The workflow is:
1. Assign all tours to guides
2. make correktions
3. when all tours are assigned, they are all finalized
4. wait for replies: guides accept or reject
5. rejected tours have to be assigned to another guide
start process all over again until all tours are accepted

-clicking on the „Assign“-button is for
preliminary and internal planning only, there will no action be taken externally, no Mail send yet.
- on this „Kästchenplan“-page in the overview plan above, it moves the tour from unassigned to the guide, as assinged and not confirmed

- next there has to be a button that finalizes the assignment (eg a button called „Finalize“)
- clicking this „Finalize“-button sends a mail to the guide, which offers the tour to the guide and lets the guide accept or reject
(here in the app: with a pop-up to confirm the action - to prevent unintentional finalization)

Castle Tours

- Wochenzettel
- Wunschliste
- Kästchenplan
- Masterliste
- Tageszettel
- Type of tour

Assign tours t

DAY	TIME	AVAILABLE GUIDE	TYPE OF TOUR	LANGUAGE	STATUS	ACTIONS
Mo. 22.03.24	15:30 Uhr	Guide one		French	Assign / finalize	
Di, 22.03.24	15:30 Uhr	Guide one		English	Mail Sent	
Mi, 22.03.24	15:30 Uhr	Guide one		Dutch	Accepted	
Do, 22.03.24	15:30 Uhr	Guide one		French	Rejected	

« ‹ 1 2 3 › »

- tour goes back to un-assigned,
- remark rejected stays with this guide,
- some other guide has to be assigned

- this un-assigns a guide from a tour,
- if alread finalized, it sends him a mail to inform him
(with pop-up for confirming, to prevent unintentional action)

Part „Assign tours to Guides“:
please everything at one single page, for better overview

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