

Diary Navigation

Powered by [guidde](#)



SALON MANAGER

01 Overview Of Navigation Options

Hello, today I'm going to show you the navigation options in the Salon Manager diary.

The screenshot displays the Salon Manager diary for Newcastle on Friday, June 5, 2026. The interface is organized into a grid with four columns representing staff members: Shelby, Nikki, Samantha, and Daniel. Each column shows a timeline of appointments from 9:00 to 17:00. The appointments are color-coded by service type: grey for Full Head, red for Girls Cut, yellow for Ladies Cut, green for Full Head, purple for French Manicure, and pink for Menicure. The interface includes a sidebar on the left with navigation options like 'Choose Slot', 'Appointment', 'Resources', and 'Standby list'. The bottom of the screen features a date navigation bar with buttons for 'Go to Today', 'Choose Date', and a week view selector.

Staff	9:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00
Shelby	Scarlett Jones (Full Head)	Scarlett Jones (Ladies Cut)	Lunch	Sally Smith (Full Head)	Sally Smith (Ladies Cut)	Britney Spears (Ladies Cut)	Jane Williams (Ladies Cut)	Early Finish	
Nikki	Daniel White (Girls Cut)	Nathan Price (Girls Cut)	Holly Day (Ladies Cut)	Lunch	Scott Spencer (Girls Cut)	Rachel Ward (Full Head)	Rachel Ward (Ladies Cut)	Early Finish	
Samantha	Sarah Johnson (Blowdry Full)	Mary Edwards (Half Head)	Lily Evans (Tons)	Scarlett Jones (Blowdry Full)	Lunch	Amber Mills (Briogee)	Amber Mills (Ladies Cut)	Laura Cox (Ladies Cut)	
Daniel	Alice Roberts (Cut & Dry Massage)	Clean	Ava Scott (French Manicure)	Meeting	Freya James (Manicure)	Lunch	Ben Morris (Manicure)	Britney Spears (Manicure)	Britney Spears (Polish)

02 Locate Navigation Options

When you're in the diary, all of the navigation options are located down in the bottom bar.

The screenshot displays a web-based appointment diary for 'Newcastle' on 'Fri 5 June, 2026'. The interface includes a left sidebar with navigation options: 'Choose Site', 'Normal view', 'Standy list', 'Appointment', 'Resources', and 'Standby list'. The main area shows a grid of appointments for four resources: Shelby, Nikki, Samantha, and Daniel. The appointments are color-coded and include names and roles. The bottom bar contains navigation options: 'Go to today', 'Choose date', and week navigation buttons ('< Last week', 'Fri 05 Jun', 'Sat 06 Jun', 'Sun 07 Jun', 'Mon 08 Jun', 'Tue 09 Jun', 'Wed 10 Jun', 'Thu 11 Jun', 'Next week >').

Resource	Appointment	Role
Shelby	Scarlett Jones	Full Head
Nikki	Daniel White	Senior Cut
Samantha	Sarah Johnson	Blowdry Full
Daniel	Alice Roberts	Full Body Massage
Shelby	Scarlett Jones	Ladies Cut
Nikki	Nathan Price	Senior Cut
Samantha	Mary Edwards	Half Head
Daniel	Clean	
Shelby	Lunch	
Nikki	Holly Day	Ladies Cut
Samantha	Lily Evans	Toni
Daniel	Ava Scott	French Manicure
Shelby	Sally Smith	Full Head
Nikki	Scott Spencer	Senior Cut
Samantha	Scarlett Jones	Blowdry Full
Daniel	Meeting	
Shelby	Lunch	
Nikki	Lunch	
Samantha	Lunch	
Daniel	Freya James	Manicure
Shelby	Sally Smith	Ladies Cut
Nikki	Rachel Ward	Full Head
Samantha	Amber Mills	Blowdry
Daniel	Ben Morris	Manicure
Shelby	Britney Spears	Ladies Cut
Nikki	Rachel Ward	Ladies Cut
Samantha	Amber Mills	Ladies Cut
Daniel	Britney Spears	Manicure
Shelby	Jane Williams	Ladies Cut
Nikki	Early Finish	
Samantha	Amber Mills	Ladies Cut
Daniel	Britney Spears	Podium
Shelby	Early Finish	
Nikki	Early Finish	
Samantha	Laura Cox	Ladies Cut
Daniel	Britney Spears	Podium

03 Select Date And Use Today Button

At the bottom left, we can choose a date, which opens a calendar. We can select a date to jump to it automatically. To return to today from any date, click 'go to today'.

The screenshot displays a hair salon appointment booking software interface for Newcastle. The interface is organized into a grid showing appointments for four staff members: Shelby, Rikki, Samantha, and Daniel. The date is Friday, 5 June, 2026. The bottom left features a 'Choose date' button, and the bottom right has a 'Go to today' button. The grid shows various appointments, including hair cuts, manicures, and massages, with names of clients and staff members. A sidebar on the left contains navigation icons for appointments, resources, and standby list. The top right corner includes 'SSSL Support' and 'Log off' links.

Staff	Appointment	Client	Service
Shelby	Scarlett Jones	Scarlett Jones	Full Head
Rikki	Daniel White	Daniel White	Scents Cut
Samantha	Sarah Johnson	Sarah Johnson	Blowdry Full
Daniel	Alice Roberts	Alice Roberts	Full Body Massage
Shelby	Scarlett Jones	Scarlett Jones	Ladies Cut
Rikki	Nathan Price	Nathan Price	Scents Cut
Samantha	Mary Edwards	Mary Edwards	Half Head
Daniel	Clean	Ava Scott	French Manicure
Shelby	Lunch	Lunch	Lunch
Rikki	Holly Day	Holly Day	Ladies Cut
Samantha	Lily Evans	Lily Evans	Trim
Daniel	Meeting	Freya James	Manicure
Shelby	Sally Smith	Sally Smith	Pods
Rikki	Scott Spencer	Scott Spencer	Scents Cut
Samantha	Lunch	Lunch	Lunch
Daniel	Lunch	Lunch	Lunch
Shelby	Sally Smith	Sally Smith	Ladies Cut
Rikki	Rachel Ward	Rachel Ward	Full Head
Samantha	Amber Mills	Amber Mills	Relax
Daniel	Ben Morris	Ben Morris	Manicure
Shelby	Britney Spears	Britney Spears	Ladies Cut
Rikki	Rachel Ward	Rachel Ward	Ladies Cut
Samantha	Amber Mills	Amber Mills	Ladies Cut
Daniel	Britney Spears	Britney Spears	Manicure
Shelby	Jane Williams	Jane Williams	Ladies Cut
Rikki	Early Finish	Early Finish	Early Finish
Samantha	Laura Cox	Laura Cox	Ladies Cut
Daniel	Britney Spears	Britney Spears	Podium

04 Navigate Weeks And Use Quick Jumps

This brings us to today's date in the middle of the page. We'll always have the next week ahead. We can go back a week or forward a week by selecting either last week or next week. There are also Quick navigation buttons on the right hand side that will allow you to jump ahead 6, 8 or 12 weeks, which is really useful for rebooking clients.

The screenshot displays a hair salon appointment booking system interface for Newcastle. The main area shows a weekly schedule for four stylists: Shelby, Rikki, Samantha, and Daniel. The appointments are color-coded and include client names, services, and times. The interface includes a sidebar with navigation options like 'Choose Site', 'Appointment', 'Resources', and 'Standby list'. The bottom of the screen features a date navigation bar with buttons for 'Go to today', 'Choose date', and week navigation options.

Time	Shelby	Rikki	Samantha	Daniel
10:00	Scarlett Jones Full Head	Daniel White Scissors Cut	Sarah Johnson Blowdry Full	Alice Roberts Cut Style Massage
10:30	Scarlett Jones Ladies Cut	Nathan Price Scissors Cut	Mary Edwards Half Head	Clean Ava Scott French Manicure
11:00	Lunch	Holly Day Ladies Cut	Lily Evans Tint	Meeting
11:30	Sally Smith Fails	Scott Spencer Scissors Cut	Scarlett Jones Blowdry Full	Freya James Manicure
12:00	Lunch	Lunch	Lunch	Lunch
13:00	Sally Smith Ladies Cut	Rachel Ward Full Head	Amber Mills Relaxer	Ben Morris Manicure
13:30	Britney Spears Ladies Cut	Rachel Ward Ladies Cut	Amber Mills Ladies Cut	Britney Spears Manicure
14:00	Jane Williams Ladies Cut	Rachel Ward Ladies Cut	Amber Mills Ladies Cut	Britney Spears Podium
14:30	Early Finish	Early Finish	Laura Cox Ladies Cut	

Powered by [guidde](#)