

UFANISI AFRICA

Africaner Hotel MS
sales@ufanisiafrica.com
www.ufanisiafrica.com

HOTEL SYSTEM DOCUMENTATION

Prepared for
HOTELS AND LODGES

Prepared by
Ufanisi Africa

Executive Summary

This document serves as the official document from **Ufanisi Africa** for developing and deploying a **Hotel Web Info Management System** to your business or organization.

Who is Ufanisi Africa?

It is a technology-oriented business support services firm that offers services within the scope of ICT, Social, Business Development and Media Solutions thereby helping organizations identify and define the strategies, processes, capabilities and metrics required to execute objectives. We apply our insight and expertise to help an organization achieve its goals.

Manual System's problem Statement

Hotel records are expensive to maintain in terms of amount of physical space and accessibility. The manual records associated with loss of production and fragmentation. It is easy to be manipulated and pave way for thefts.

The system proposed will address the entire problem after conducted intensive research, reports analysis and needs. All these factors have been put in consideration to come up with stable multidimensional solution.

Features

The proposed system has the followings features;

- ❖ **Staff Registration:** It registers information of all employees. Employees are registered under their respective departments.
- ❖ **Room Management:** It registers all rooms of the hotels i.e., room categories, room numbers, rates and status.

- ❖ Reservation Management: It manages both websites and system reservation. The system manages check-in and check-out clearance procedures.
- ❖ Accounting Management: The system manages all accounting functions i.e., expenses and incomes records.
- ❖ Inventory Management: It manages all inventory functions i.e., medical and non medical items stored and issued out from stores.
- ❖ Requisition Management: It manages items and materials request and approval from all departments.
- ❖ Restaurant & Bar Management: The system creates menu lists, generates orders from both non-reserved and reserved guests.
- ❖ Inventory Management: It registers and manages all items of the hotel i.e., items stocking, items issued out, items' available quantity etc.
- ❖ Information Management: It uploads and keeps all employee's records ie letters, contracts, important contacts etc.
- ❖ Leave Management: It manages all types of staff's leaves and tracks leave and reporting date.
- ❖ Conference Hall Management: It manages booking, check-in and check-outs of conference halls.
- ❖ Language Management: The system can be operated through any standard language. Currently operates in either English or French.
- ❖ Reports Management: It generates all reports. Reports generated are in standard format.
- ❖ The system can be customized to meet your additional needs.

Benefits

Our company has developed over **30** systems within the last **five** years. We make sure that each system we develop is equipped with the latest trends, tools, and technologies, of which our employees have trained and have sufficient knowledge thereof.