

<u>Must Have</u>	<u>Should Have</u>	<u>Way cool if not too expensive</u>	<u>Don't need</u>
Appointment Increments of 15 minutes or less Automatic Follow-up Automatic Reminders Book Multiple Services CC terminal Integration CC Processing at reasonable rate Client Records Management Client Service History Commission Management Data Import/Export Discount Management Gift Card Processing & Tracking Mobile Access Online Booking POS Management & Integration Remote Access from home computer Resource and Room Scheduling Robust Appointment Calendar Robust Reporting Sales Tax Tracking Secure Data Encryption Space for client notes & session notes Staff Management Tracking Packages and Series Sales Unlimited Service Providers Unlimited Services User Security Access Levels	Account Credit Notations Cash Drawer integration Custom User Interface Inventory Management Marketing - automatic emails, etc. Online Retail Payroll Management suggestive selling/add-ons wait-list appointments	Before & After Pictures Booth Rental Management Calendar Sync with Google Call Center Management Chat Functionality Class Scheduling Group Scheduling HIPAA Compliance Instant Messaging Mail Merge Mailing List Management Membership Management & recurring Billing Multiple Locations Self Check-In Touch Screen Walk-in Appointment Queue	Time Clock Integration Contact History Contact Management Contact Scheduler Customer Account Profiles Customer Database Customer Loyalty Program Customer Service Integration Customer Support Tracking Document Management Document Templates Email Integration Meeting Room Booking Menu Cycling Multi-Currency Multi-Language Supply Chain Management Sync with Microsoft Outlook Task Management Time Clock Integration Touch Screen Travel Management Web-Based Ordering Webex Integration Webex or XML Integration
	<u>Would be nice</u> Accounting Integration Barcode Scanning Billing & Invoicing Calendar Sync with Google Custom Client Interface Customizable Fields Customizable Functionality Customizable Reporting Customizable Web page eCommerce Email Marketing Online Payment Processing Professional URL QuickBooks Integration Website Integration	<u>Don't know</u> Attendance Management Distributed Pricing Drag & Drop Interface Hot Desking Ordering Automation	