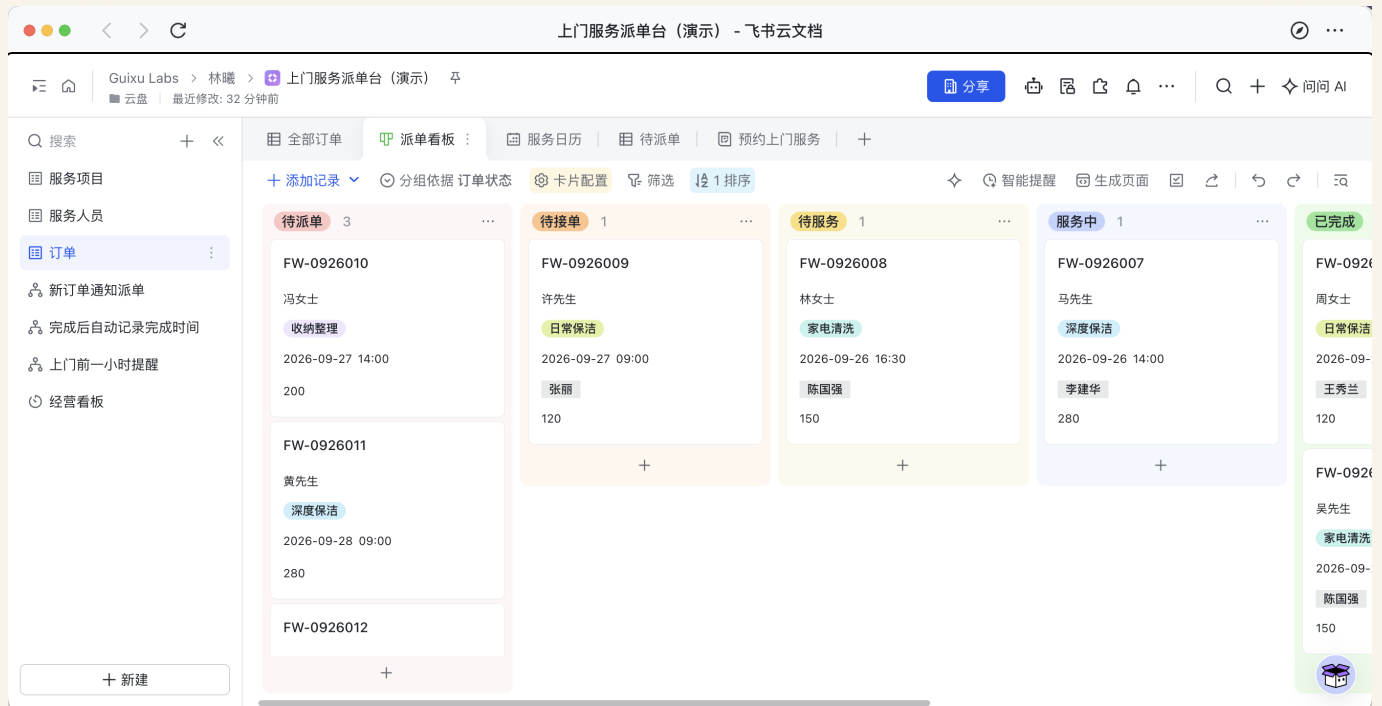


A clearer path from booking to service.

A Feishu Base workflow built by Guixu Labs for small home-service teams. Service options, staff and bookings live in linked tables. An order moves through a shared dispatch board instead of being reconstructed from chat messages.



Chinese-language Feishu board; all records are fictional.

What changes in daily work

Capture

Before: Find the address, appointment and service request in chat, then re-enter them in a spreadsheet.

Now: A consistent booking form creates an order record. Less transcription and a consistent set of fields.

Remind

Before: Remember each appointment and send a manual reminder.

Now: A rule sends a reminder before the appointment when its conditions match. Less manual reminder work, subject to the rule and platform running correctly.

Assign

Before: Ask who can take the job, then search the conversation for the latest update.

Now: Assign a staff member and review orders by status on one board. The person responsible and the current status stay together.

Close

Before: Enter the completion time and compile another progress report.

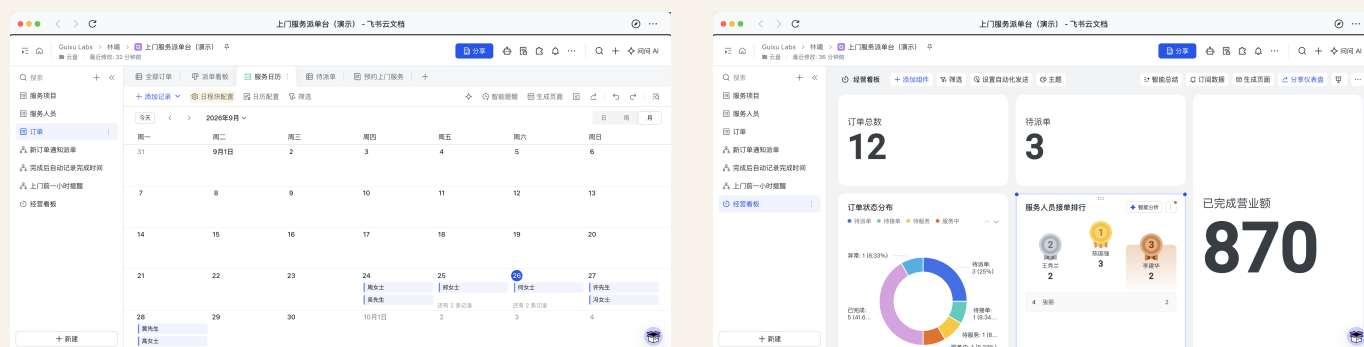
Now: Mark an order complete, record the time and summarize the data in a dashboard. Less separate bookkeeping, with a record to refer back to.

The manual workflow is a representative scenario, not a measured before-and-after study of a client.

Inside the demo

What is built

- Three linked tables: services, staff and orders.
- Order list, status board, service calendar and unassigned-order view.
- A booking form and an operations dashboard.
- Three rules: new-order notification, one-hour appointment reminder and completion-time recording.



Calendar and dashboard; screenshots capture different demo stages.

Recording

The 41.5-second silent recording shows a demo order appearing on the board, a staff assignment and status changes through In service. A script submits the form and updates the demo record; the recording shows the interface reacting to these changes. It does not demonstrate automatic staff assignment, service completion or the timed reminder end to end.

Verification

Build notes from 26 September 2026 record separate successful tests of all three automations. A read-only check on 30 September confirmed three tables, four services, five demo staff, thirteen demo orders and all three rules enabled. Notifications were not triggered again in that check.

Boundaries

The form currently requires a signed-in member of the organization; it is not a public customer-booking portal. Payments, a customer app, route planning and cross-organization data isolation are outside this demo. Screenshots capture different stages, so order counts can differ. No measured time saving or zero-missed-order guarantee is claimed.

Adapting it

To adapt this workflow, first agree on intake, responsibility, statuses and reminder conditions using anonymized samples. Business data remains in the customer's own workspace. Platform features and subscription requirements are checked before quoting.