



FM

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Premium Workflow

A practical guide – step by step

Appointment Booking Automation

Build an automated booking flow: show availability, collect details, confirm appointments and send reminders.

SALES & SCHEDULING

BEGINNER

ABOUT 1–2 HOURS SETUP

OVERVIEW

Appointment Booking Automation

Build an automated booking flow: show availability, collect details, confirm appointments and send reminders.

CATEGORY	DIFFICULTY	DURATION
Sales & Scheduling	Beginner	About 1–2 hours setup

What you use it for

Consultants, clinics and service businesses.

Tools in this workflow

Cal.com · Supabase · Resend Email API · n8n

How to implement it

1

Expose available slots

Show customers available time slots in real-time by integrating Cal.com to retrieve current availabilities.

WHAT YOU NEED TO DO

1. Navigate to Cal.com and sign in.
2. Go to 'Settings' and select 'Availability'.
3. Configure your available time slots and save changes.
4. Integrate Cal.com into your website using the provided embed code.
5. Test displaying available slots on your website.

CHECK AT THE END

- ☐ Available slots are visible on the website.
- ☐ Real-time updates of availability function correctly.

RESULT

Customers can see available time slots for appointments.

2

Collect booking details

Capture necessary booking information, such as name and email address, through a user-friendly form.

WHAT YOU NEED TO DO

1. Create a new form on your website.
2. Add fields for name, email address, and specific requirements.
3. Ensure all fields are mandatory.
4. Integrate the form with your database to store data.
5. Test the form by performing a test booking.

CHECK AT THE END

- ☐ The form captures all required booking details.
- ☐ Data is correctly stored in the database.

RESULT

Customers can enter their booking details through the form.

3

Store appointments

Save collected booking details securely in a Supabase database to enable easy management and tracking of appointments.

WHAT YOU NEED TO DO

1. Migrate to Supabase and create a new project.
2. Create a new table for appointments with fields for Name, Email, and Date.
3. Configure API keys for access to the database.
4. Integrate the database with your booking form.
5. Verify data storage by testing a booking.

CHECK AT THE END

- [] The appointment table is correctly set up.
- [] Booking data is successfully stored in the database.

RESULT

Booking details are securely stored in the Supabase database.

LINKS

Supabase Datenbank: <https://supabase.com/docs/guides/database>

4

Send confirmations

Send a confirmation email to the customer after successful booking, informing them about the appointment.

WHAT YOU NEED TO DO

1. Set up the Resend Email API and generate an API key.
2. Create a template for confirmation emails.
3. Integrate the API into your booking system.
4. Configure email sending after successful booking.
5. Test email delivery by performing a test booking.

CHECK AT THE END

- ☐ The confirmation email is sent after every booking.
- ☐ The email template is correctly formatted.

RESULT

The customer receives a confirmation email after the booking.

LINKS

Resend Email API: <https://resend.com/docs>

5

Schedule reminders

Set up automatic reminders to notify customers via email or SMS before their appointment.

WHAT YOU NEED TO DO

1. Migrate to n8n and create a new workflow.
2. Add a trigger for upcoming appointments.
3. Configure the email or SMS reminder with the corresponding templates.
4. Integrate the reminder function with your database.
5. Test the reminder function by scheduling a test booking.

CHECK AT THE END

- ☐ Reminders are sent on time before the appointment.
- ☐ The reminder function is correctly integrated with the database.

RESULT

Customers receive automatic reminders before their appointment.

Recommended Tools & Resources

All tools in this workflow with their official website.

Cal.com

<https://cal.com/>

Supabase

<https://supabase.com/?ref=flowmatrix>

Official URL

Resend Email API

<https://resend.com/?ref=flowmatrix>

Official URL

n8n

<https://n8n.io/?ref=flowmatrix>

Official URL

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