



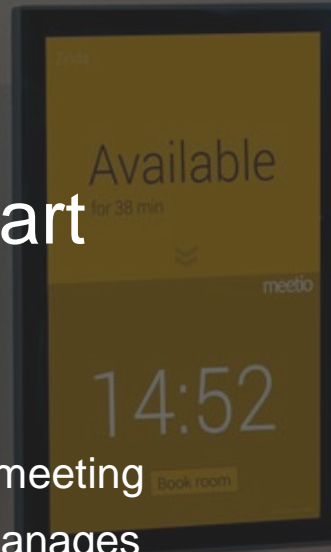
MEETING ROOMS MANAGEMENT SYSTEM

Outline

Meeting Rooms Management System

Work efficiently with smart room management

Everything you need to know about your meeting rooms, right from your desktop. MRMS manages all your rooms from one simple dashboard.



1

Management System

A brief description about the management system and the benefits of the system features.

2

System Features

One by one feature detailed description.

3

In-room Application

The functionality and the added value of the in-room application.



Management System

Through the one-stop management system, take the hassle out of managing meetings and conference rooms. Save time, reduce administration, and optimize your resources.

- 1 Manage Rooms
- 2 Time Management
- 3 Synchronization
- 4 Calendar
- 5 Address Book



Management System

Manage Rooms

Understand your rooms with analytics and identify problem areas. Full overview of all the meeting rooms

- Displaying the availability of meeting rooms.
- Meeting room number, floor number.
- Event name and Author.
- Sort & Filter Rooms by Features (AC, TV, HDMI)

Manage Rooms

The screenshot displays the 'Rooms' management dashboard. The interface is dark-themed with a sidebar on the left containing navigation icons for 'Rooms', 'Settings', 'Help', and 'Log Out'. The main content area is titled 'Rooms' and shows the date 'Friday, 13 October 2017'. A blue button labeled 'Create a Session' is located in the top right corner. The dashboard is divided into three columns:

- Available Rooms (6):** A list of six rooms, labeled Room 1 through Room 6, each in a white box.
- Occupied Rooms (2):** A list of two rooms, Room 7 and Room 8, each in a white box. Room 7 has a 'Time Left' of 01:50:00, and Room 8 has a 'Time Left' of 00:50:00.
- Cleaning Required (1):** A list of one room, Room 9, in a white box.

The Everteam SOLUTIONS logo is visible in the bottom right corner of the laptop screen.

Management System

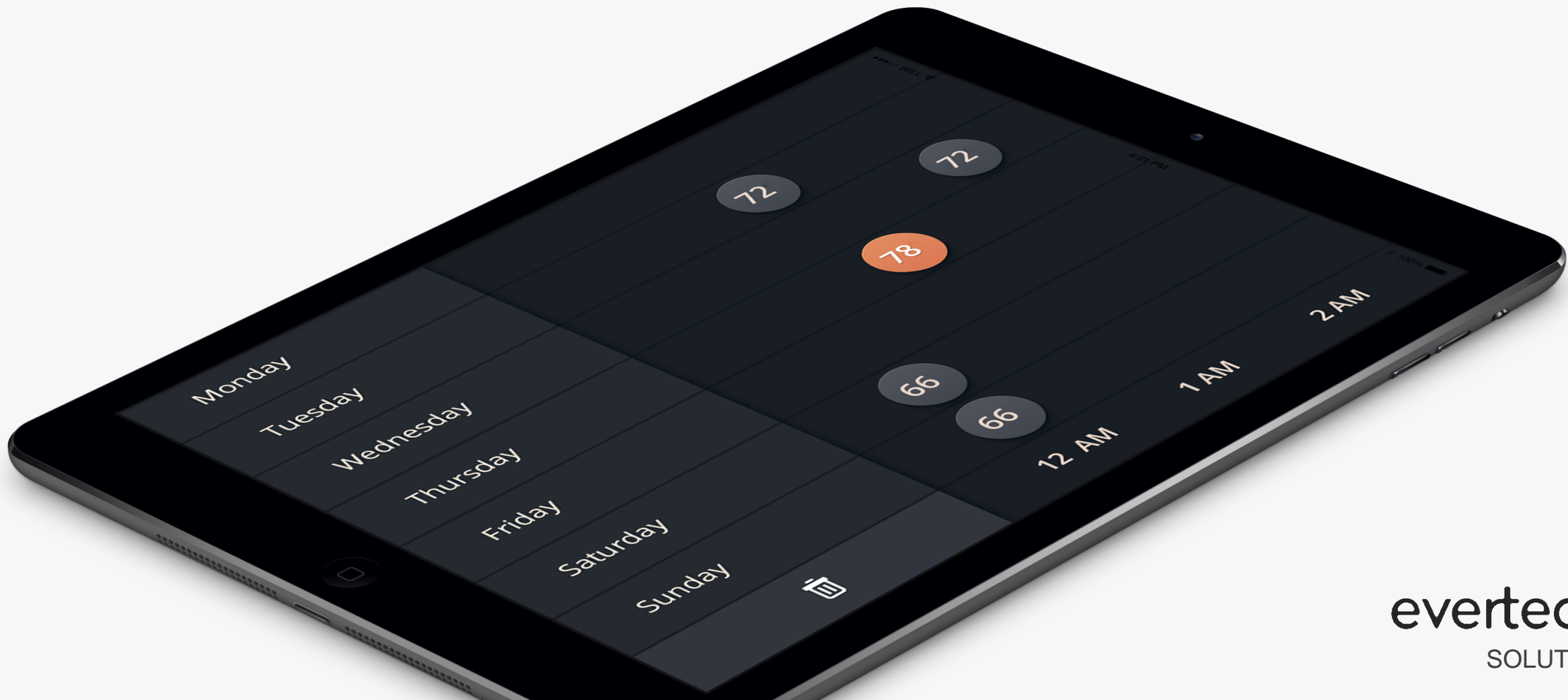
Time Management

Quickly find empty timeslots, or understand meeting room activity in workplace.

- Manage ongoing and upcoming events.
- Search old events.
- Allow reservation and confirmation.



Time Management



Management System

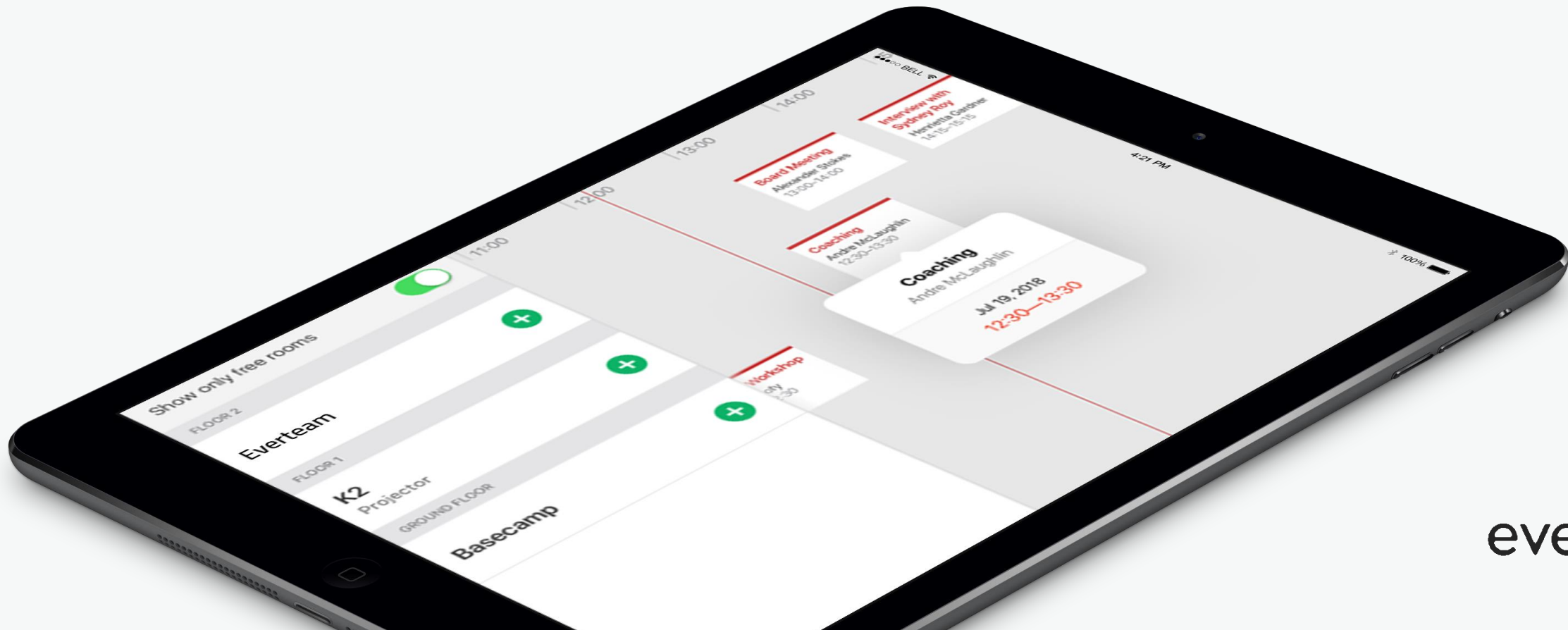
Synchronization

Sync with existing calendars, any changes made on the calendar or MRMS syncs with each other.

- Connected users live updates.
- Information is always accurate.
- Different devices, same information.



Synchronization



Management System

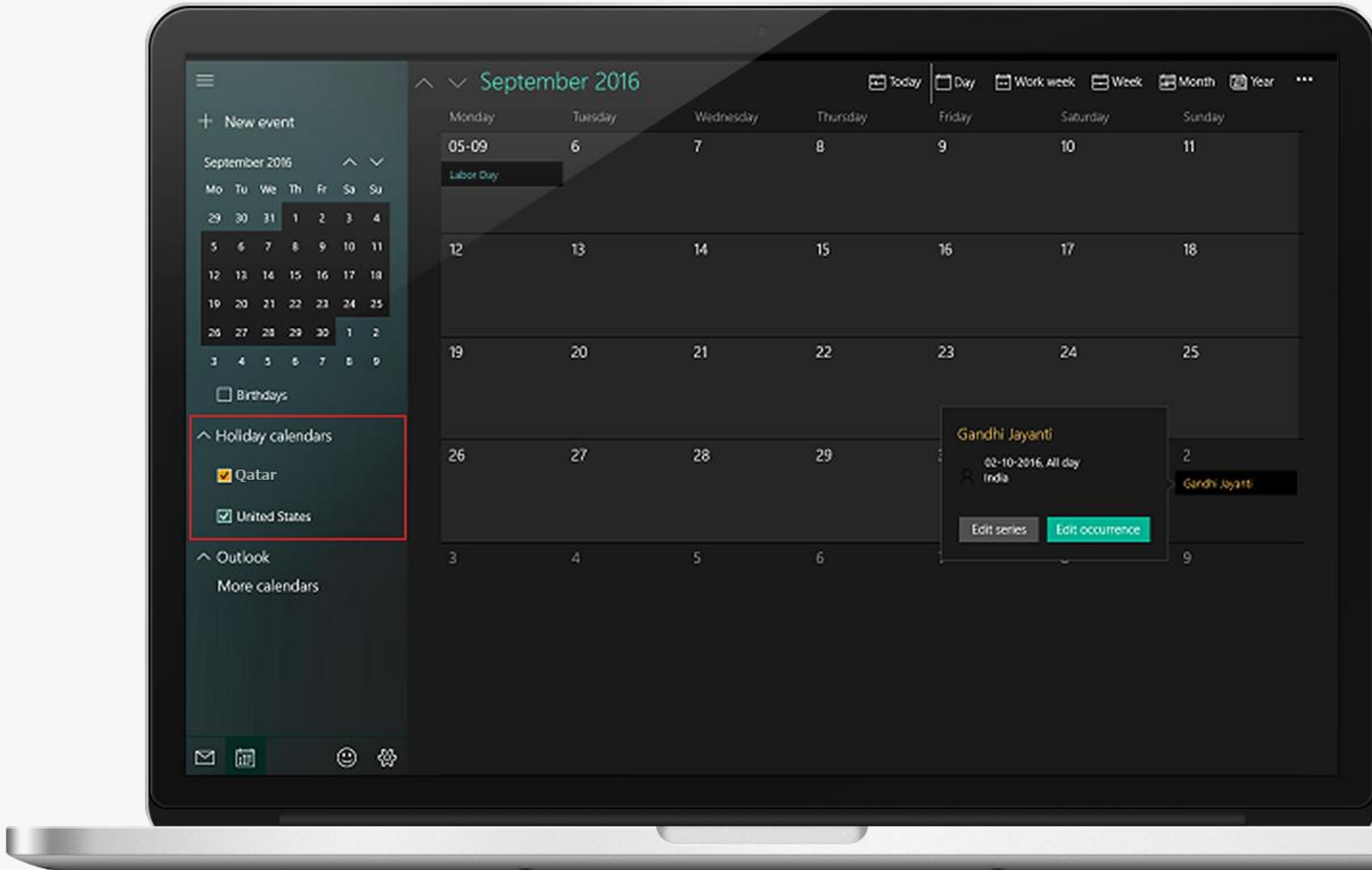
Calendar

Simple room scheduling browser-based dashboard.

- Integration with Microsoft Outlook calendar
- Integration with Google Calendar
- Meeting room activity calendar
- Connects users' calendars



Calendar





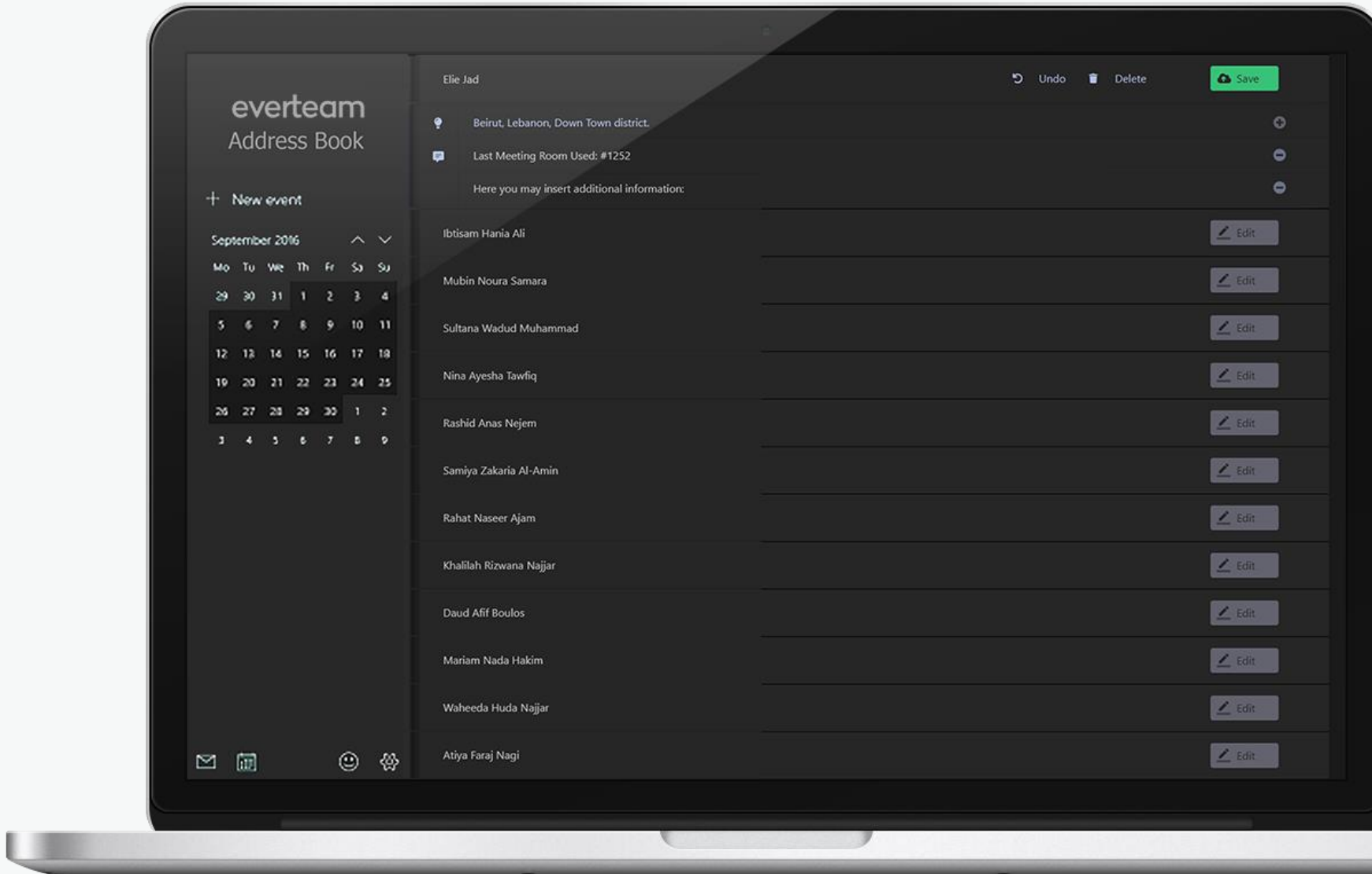
Management System

Address Book

Single address book directory that contains all the contact's details and their relative history

- Search contacts
- Filter & Sort contacts (location, age, job, etc..)
- View history of contact, previous rooms & events.

Address Book





In-Room Application

By using the in-room application, instead of leaving the room or making an internal call to request coffee and other beverages or to report an urgent problem, press a few buttons and the related party will be notified of the request.



Support Request



Room Services



In-Room Application

Support Request

Report technical problems on spot with detailed step by step reporting forms.

- Show category of request (Broken device, missing, etc.)
- Request priority (Low, medium, high, show-stopper)
- Room & event details will be automatically shared with the technical team.

Support Request



Support Request



In-Room Application

In-Meeting Services

Quickly request room services with a couple of clicks

- Beverages (coffee, tea, water)
- Cleaning or special setup
- Changing room layout (ex: add/remove chairs)



In-Meeting Services



THANK YOU



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