



## A SIMPLE SOLUTION FOR MANAGING WORKSPACES



ADD YOUR LOGO

BOOK AN  
ONLINE  
DEMO TODAY!  
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# WELCOME TO SPACE BOOKINGS

## Reserve a room, preview availability and grab spaces on the go!

In the modern workplace, meeting rooms are crucial spaces where your staff can come together to collaborate, brainstorm, and make important decisions. As such, it's essential that meeting rooms have the correct system in place to manage room reservations and ensure that only authorised personnel can access these spaces.

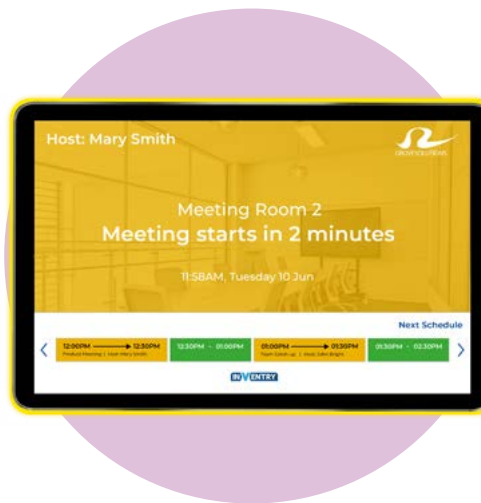
With a clear user interface, and easy navigation, Space Bookings uses a direct colour-coded system so you can instantly see if, and when a room is available. **Check out the colour key below!**



### GREEN

**Available for at least 11 minutes**

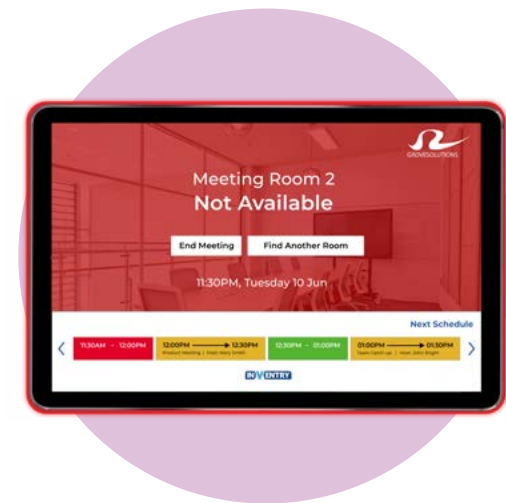
The next meeting will be displayed at the bottom of the screen, along with a quick book feature.



### YELLOW

**10-minute window**

A meeting will be starting in the next 10 minutes, so staff members can use the room if it's a quick meeting.



### RED

**Meeting is in progress**

The room is currently occupied. Use the real-time availability timeline to see when it's next available.

# MANAGE YOUR SPACES



## FLEXIBLE SPACES

Whether it's an internal event or an external meeting, easily find and book the work spaces you need to reserve, and avoid scheduling conflicts.



## REAL-TIME AVAILABILITY

Meeting cancelled at the last minute or you no longer need the room? No problem! Simply use our software to remove the room number from your booking so you can quickly free up spaces for others.



## CUSTOM

Personalise your software with your organisation's logo and custom messaging to heighten your brand awareness for any visitors. You can even customise your settings such as room capacity and equipment availability, to ensure the room meets your needs.



## CLOUD BASED

Any scheduled meetings are pulled directly through to the Cloud, which means if your organisation has any temporary connection issues, your booking will still be displayed outside your chosen meeting room and staff members are constantly aware of any booked spaces.



## ORGANISED

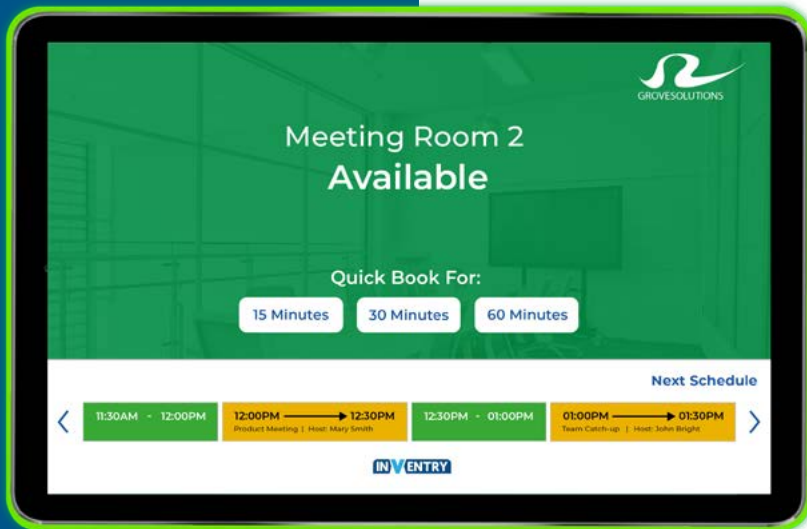
The meeting rooms hardware will display a daily view of the upcoming schedule, so staff members are aware of any booked or available spaces; great for any last minute meetings.



## CONNECT TO YOUR CALENDAR

As we integrate with Outlook and Gmail calendars, simply find rooms for meetings and attach them to the invite. Perfect for recurring meetings!

EASILY VIEW WHICH ROOMS ARE AVAILABLE VIA ANY SPACE BOOKINGS DEVICE



[CLICK HERE TO WATCH OUR ANIMATION](#)



**TO BOOK A DEMONSTRATION, PLEASE CONTACT US ON:**

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