

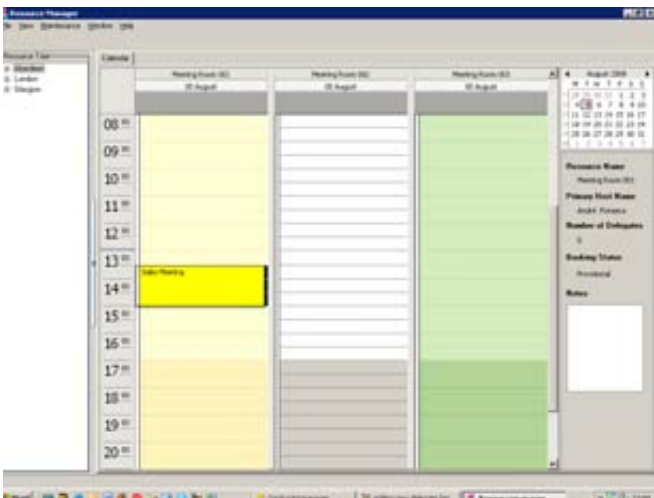


## Room Resource Manager

VB Room Resource Manager software can be used as a stand-alone system or be integrated with other modules across the VisiBadge Select suite. Room Resource Manager allows a multi-room booking system to oversee the reservation of up to 250 rooms from a single reference point. This easy to use software is of the great benefit to all organisations that need to manage bookings of any kind..

You can also create a room components list for refreshments, projectors, number of chairs etc. and even keep a record of the costs involved, if applicable.

At its simplest, it allows a calendar view of the day/week/month's bookings listed by order of rooms/buildings, cross-referenced against the dates/times of the bookings.



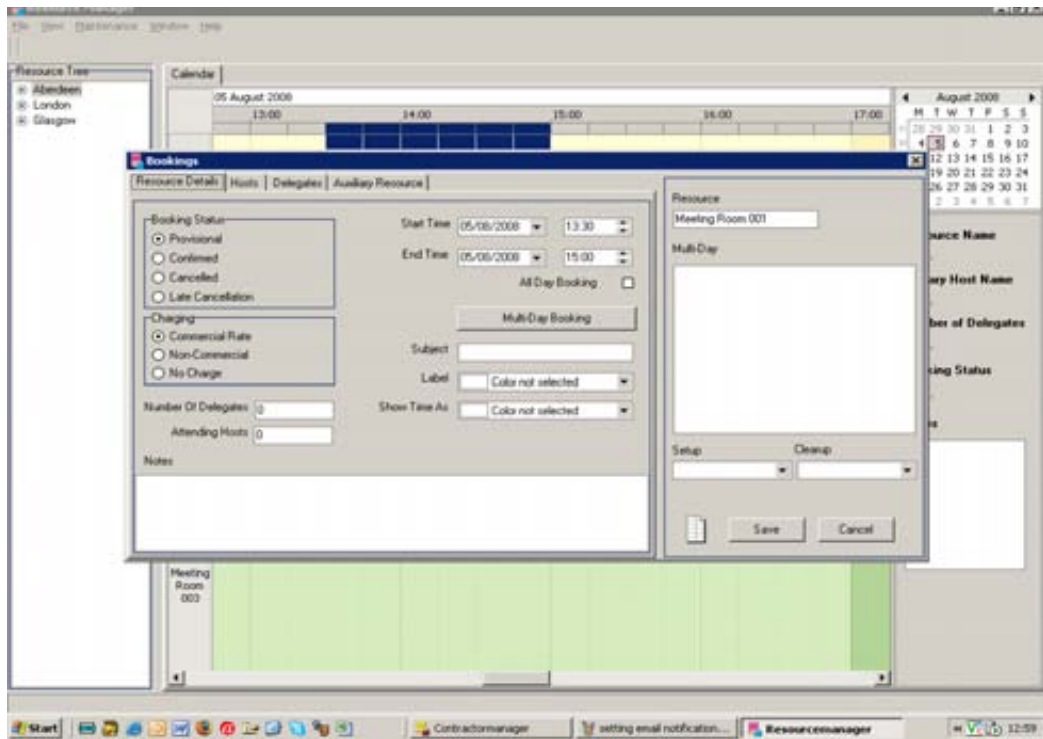
## FEATURES

- Multiple users
- Provisional bookings, pending confirmation by the administrator
- E-mail confirmations (via Outlook)
- Recurring bookings
- Bookings up to two years in advance
- Archiving feature for all past bookings
- Intelligent memory of previous booking details
- Fully integrated with VB Visitor ManagerPlus to enable professional/efficient 'one record' processing of visits
- Internal cost control system allows inter-departmental charging of resources
- Booking of all associated services, such as catering, audio visual equipment, car parking
- Multi-site bookings on one system
- Clash reports
- Booking reports/summary sheets
- Room usage analysis



## Room Resource Manager

### Main screen



Host list



Adding new delegate



Bookings report

### Minimum Hardware Requirements

Intel Processor 1GHz / AMD 1GHz processor  
256 MB RAM  
40GB HDD  
2 x spare USB ports – for s/w licence key, printer

### Operating System Requirements

Windows 2000 Professional with latest Service Pack  
Windows XP Professional with latest Service Pack

### Additional features - Upgrade options

- Client Server version for multiple sites and users
- World wide provisional bookings across the intranet (subject to administrator confirmation)
- SQL data base version for large volumes
- Reminder e mails to all attendees the day before the event, with relevant travel information and/or Health and Safety rules incorporated.