



meeting room booking solution

real time digital signage

complete hardware and software integration

perfectly customizable and industry specific

Ideal for:

- Education
- Healthcare
- Enterprises
- Private Offices
- Business Centers
- Sports and beauty

Book&Meet is a **meeting room booking software** application that makes it **easy to manage meeting rooms and resources** (video projector, board, microphone, video conference solution, flipchart etc.) and **to book a room anywhere in the company**.

Through a very intuitive and familiar interface, our meeting room booking software makes it easy to:

- check the availability of a room,
- schedule new appointments and
- modify your old ones.

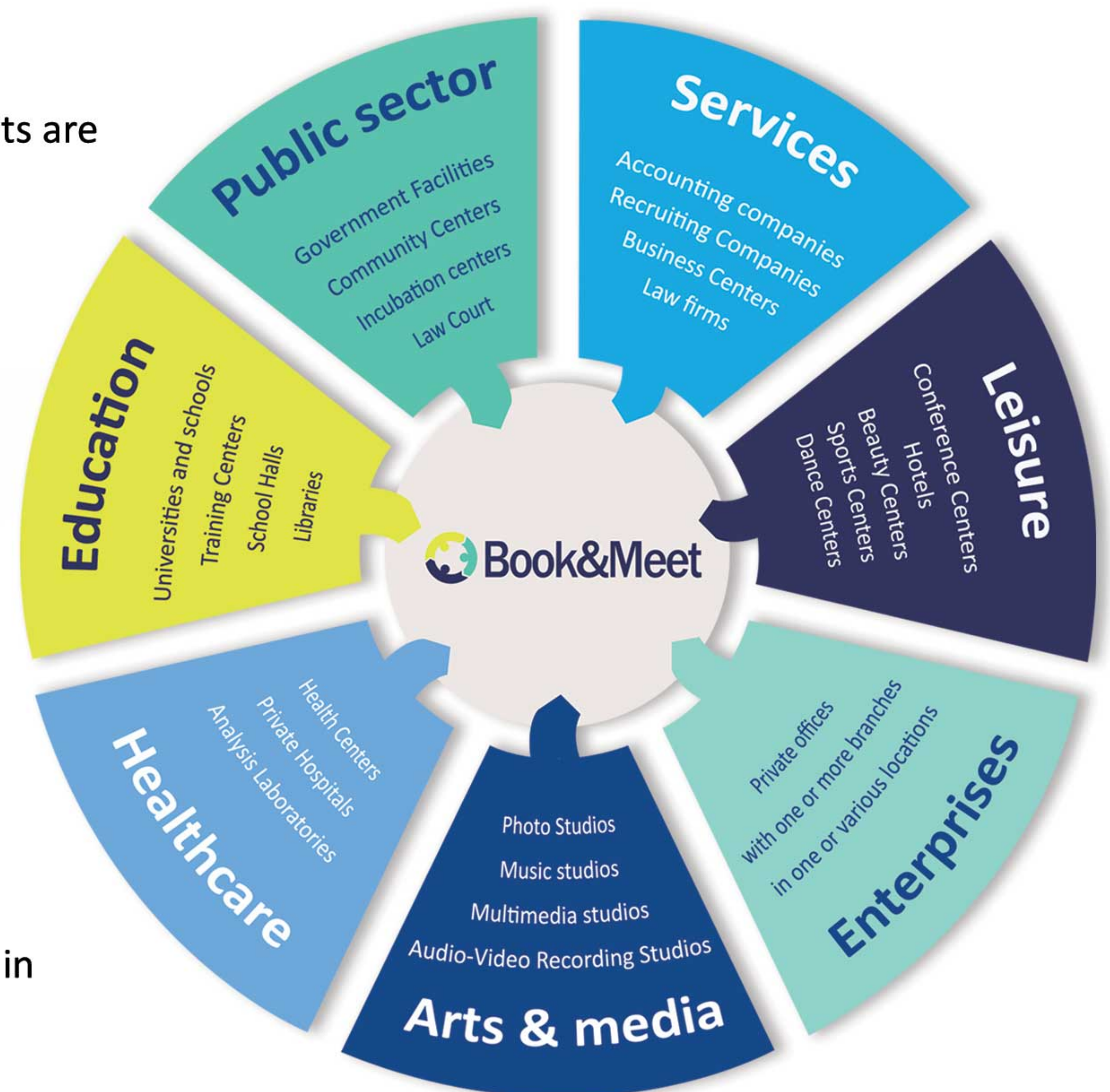
The application automatically updates the meeting room displays and informs the secretary regarding the protocol needs, with the meeting details.

APLICABILITY AREAS OF THE SOLUTION

Thanks to the features included, Book&Meet can be used by a wide range of different companies and organizations in many different ways.

No matter which category you are part of, your benefits are multiple:

- Efficiency, accessibility and time saving;
- Multi-user application, read and write together with multiple users;
- Room availability details easily obtainable and up to date;
- Double-booking eliminated;
- Quickly meeting room availability review and meeting attendees view;
- Meetings easy to arrange, reschedule or cancel, thanks to the very intuitive calendar form;
- Attendees quickly informed via email of changes in status to a meeting.



SOLUTION ADVANTAGES AND ITS BENEFITS TO USERS

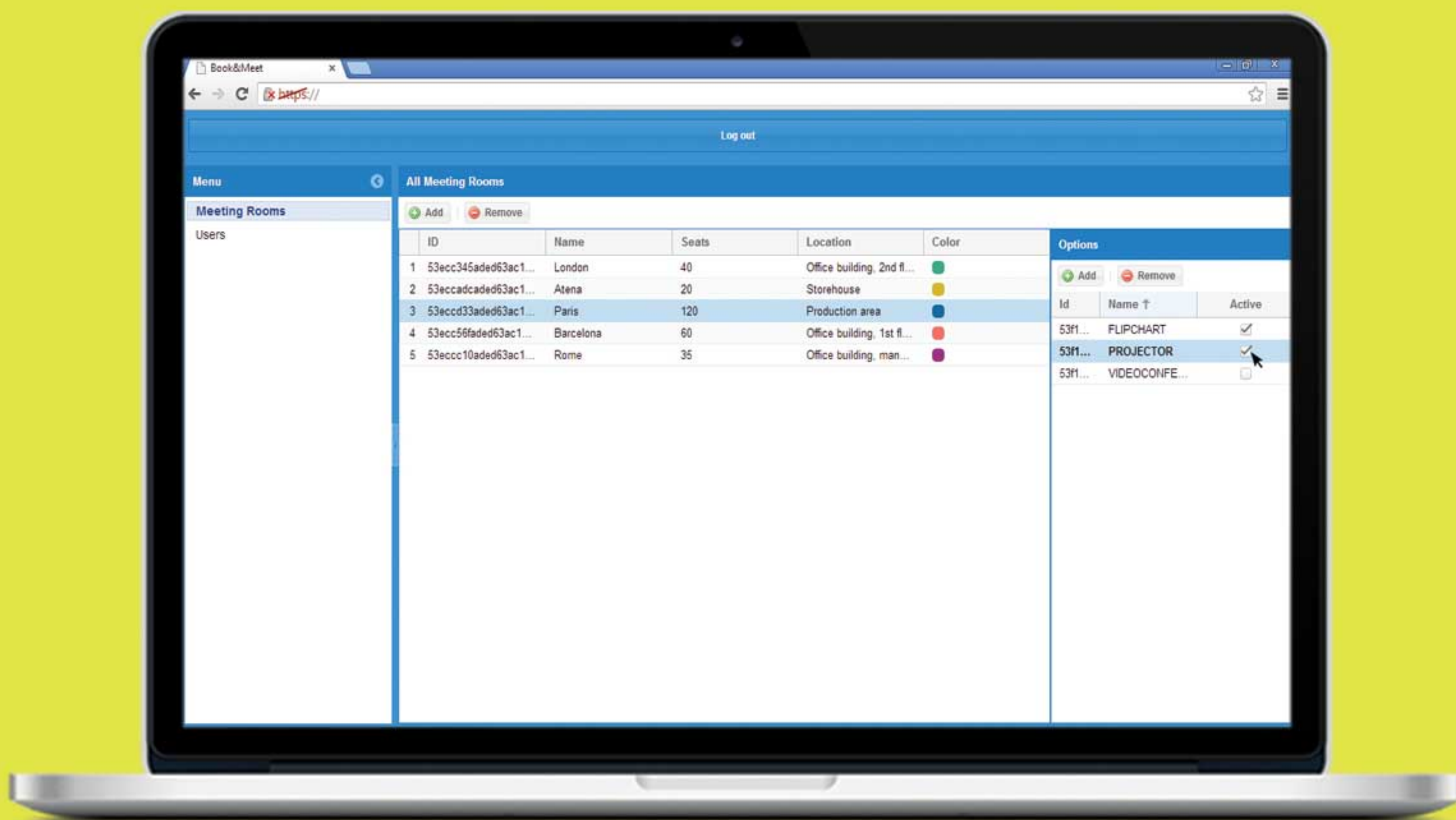
Book&Meet effectively does away with the possibility of double booked rooms thanks to its efficient and advanced features and its update in real time between users and meeting room displays. With access by permission on laptop, desktop or smartphone (iOS), your workforce can easily benefit from the application features:

- Extremely easy to setup and use;
- Can be accessed by a browser, so no installation required for each user;
- Very intuitive interface;
- View all the meeting rooms and the afferent facilities for each;
- Book rooms from the Web, your mobile device or your desktop/laptop;
- You can create repeated bookings easily;
- Booking views available for any day, week, or month;
- User involved in a meeting will be notified by email when a meeting, with all the details.

SOLUTION MODULES

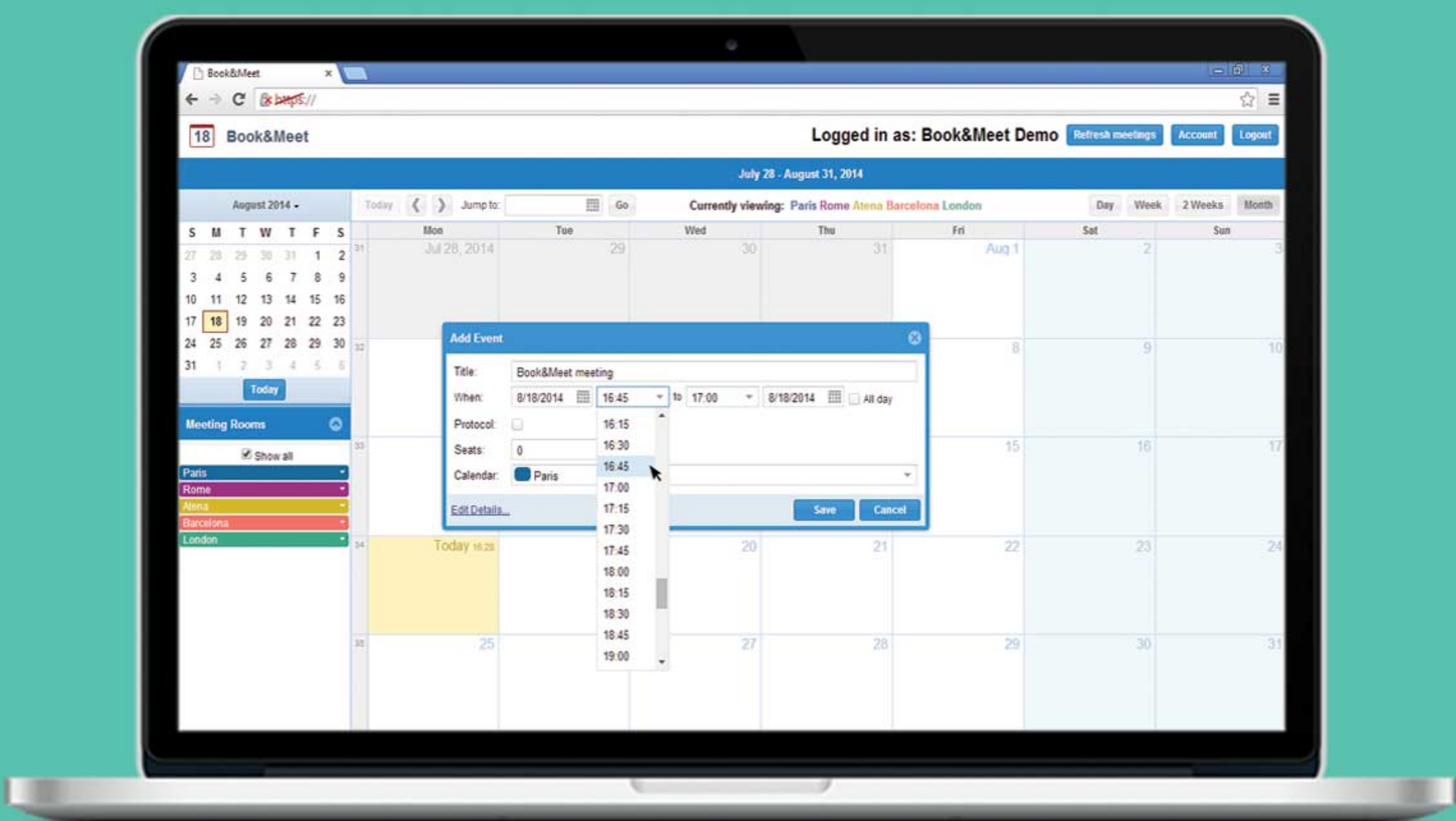
Book&Meet is an extremely effective way to guarantee your users fast and equal access to the meeting rooms through a concept very simple to explain, in a few steps:

1. we are implementing the complete Book&Meet solution (hardware and software) within your company (tablet enclosures and tablets on doors or in front of the doors of your meeting rooms) and train you to properly use the software application;
2. your IT responsible creates application users inside your company and introduces your meeting rooms and their facilities into the application;
3. users in your company create meetings on the allowed meeting rooms, through a very intuitive calendar interface that does not require any IT knowledge.



1. Administration Module (accessible only by the IT responsible, via web)

- ✓ meeting rooms and afferent facilities introductions:
 - video projector,
 - board,
 - microphone,
 - videoconference,
 - flipchart etc.;
- ✓ user management



2. User Module (accessible by users, on any device, via web)

- ✓ meetings visualization, setting, deleting, moving and modifying;
- ✓ searching through the meetings already scheduled;
- ✓ protocol facility;
- ✓ recurrence function;
- ✓ full calendar functionality



3. Meeting Room Display Module (displayed on tablet PC on every meeting room door)

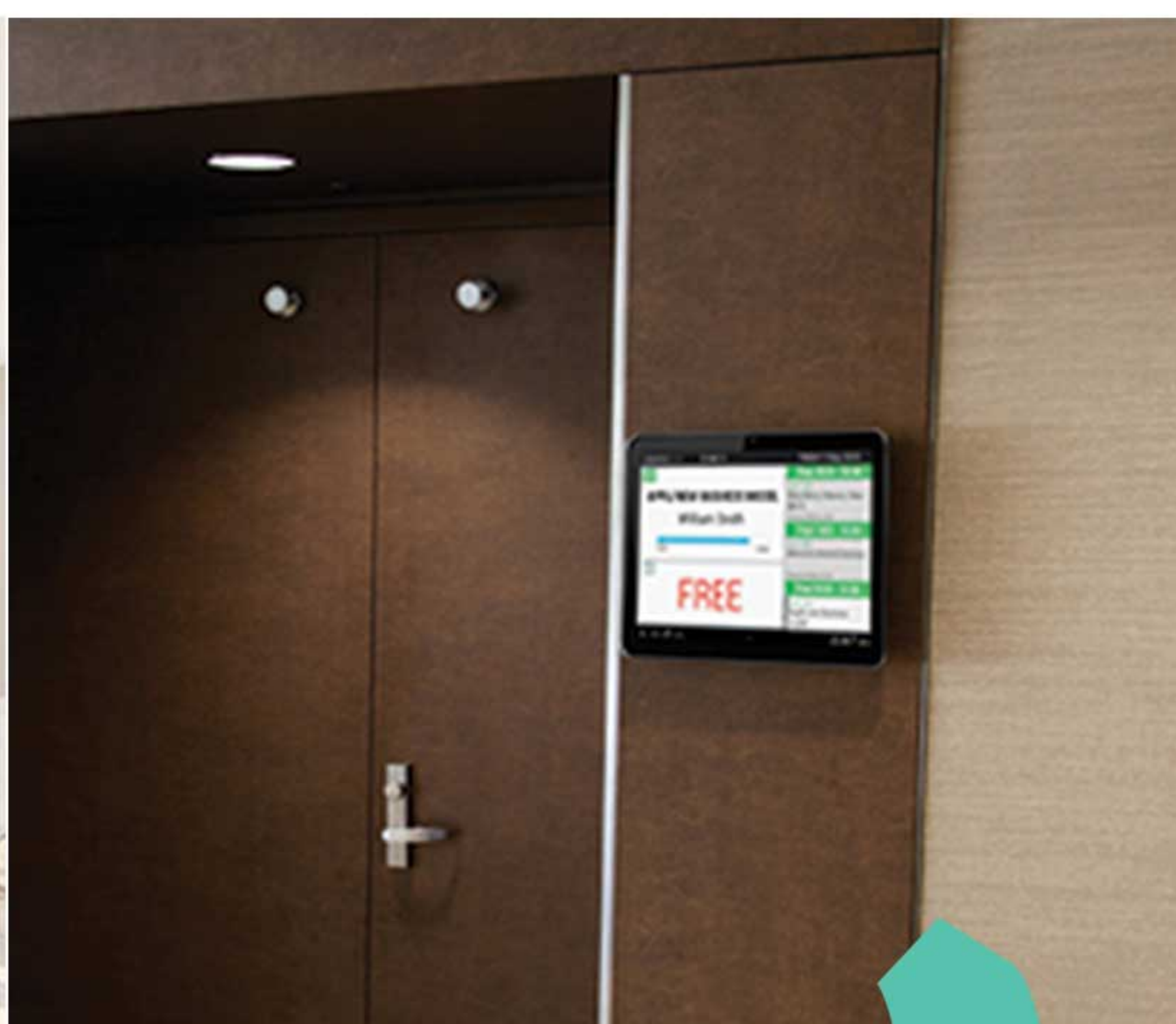
- ✓ very intuitive interface;
- ✓ "now" and "next" time intervals, with real timing and details of the meeting in progress

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software solution developed by Qualteh

best hardware equipment for your company needs and budget

complete implementation and integration of the Book&Meet solution into your company environment and training for your employees

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