Reservation > Overview

Start Date: [mm/dd/yyyy]   End Date: [mm/dd/yyyy]   [Go]
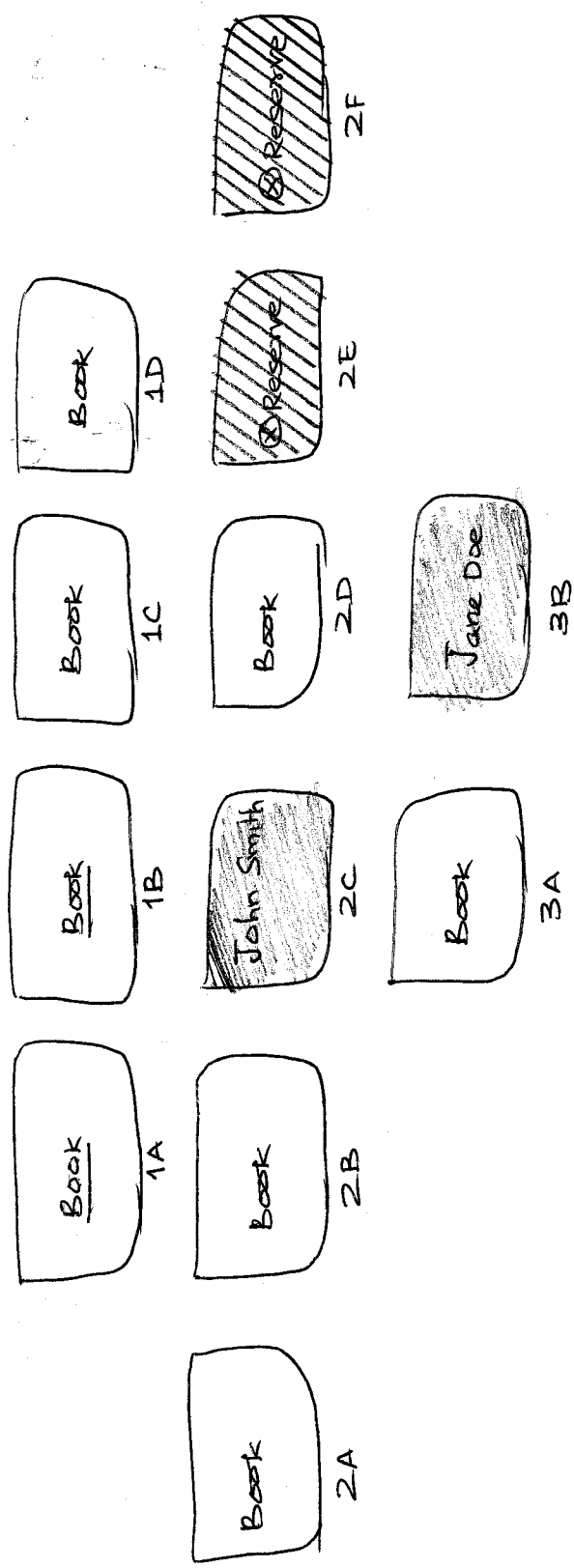
Event Location	Event	Date Time	Total Seats	Booked Seats	Details
MEM Hub Recruitment	MEM Hub Handler - Days Only	12/22/14 8:30 AM	275	264	🔍
MEM Hub Recruitment	MEM Hub Application Session	12/22/14 6:30 PM	275	264	🔍
Mem Hub Recruitment	MEM Hub Handler - Days only	12/29/14 8:30 AM	275	271	🔍
Mem Hub Recruitment	MEM Hub Handler - Days only	12/30/14 6:30 PM	275	258	🔍

CSV   Excel   XML   PDF   RFF

Reservation > Seat View

⊗

2A Book

1A Book   1B Book   1C Book   1D Book

2B Book   2C John Smith   2D Book   2E ⊗ Reserve   2F ⊗ Reserve

3A Book   3B Jane Doe

Location : Mem Hub Recruitment Center

Event : Mem Hub Handler – Days Only

Date : 12/22/14

Time : 8:30 AM

Reservation > Daily View

Clients: [ ] ⊗   Locations: [▼]   Events: [▼]   ☐ Show Reminder Icons

Time: 7:80 8:20 AM

[12/20/2014] [GO]

Go to First Available Date

Seat	◉ Monday, Dec 22, 2014 ◉ 8:00 AM ◉	2:00 PM ○	6:00 PM ○
1A	Book / Block Reserve	John Smith 🗓	⊗ Reserved
1B	John Smith 🗓	Book / Block	⊗ Reserved
2A	Book / Block Reserve	Book / Block	Book / block
2B	Book / Block Reserve	Book / Block	Book / block
3A	Book / Block Reserve	Book / Block Reserve	Book / block
3B	Jane Doe 🗓	Book / Block Reserve	Book / block
4A	Book / Block Reserve		

Reservation > Monthly View

Location: [   ]

Event: [All Events]   Time: [All times]

12/22/2014 [Go]

◀ December 2014 ▶

Sun	Mon	Tue	Wed	Thu	Fri	Sat
30	1 (Not Available)	2 ✓ Booked Arens 12 ⊗ Open Seats 5	3 ✓ Booked 14	4	5	6
7	8	9	10	11	12	13

⊗ Pen Seats 14

Reservation > Table View [Print]

Location: [:]   Event : [ ]   [View Reservations]

Reservation Details

◀ Wednesday, Dec 03, 2014 ▼   [12/17/2014] [Go]

Time : 8:00 AM — 250 Total Seats , 150 Booked Reservations

Seat #	Notification Status	Reservation Details
1A	Pending	John Smith ; Account #12345 ; Home Phone : 123-123-1234
1B	Open	
2A	Pending	Jane Doe ; Account #12345 ; Home Phone : 123-123-1234

Repeat for other Event Times

Events > Add / Edit / View Events

Scheduled Events

Add

Location	Event	Date	Time	Number of Seats	Edit	Allow Scheduling by Client	Delete
MEM Hub Recruitment Center	MEM Hub handler - Days only	12/22/14	8:30 AM	275	✎	👆	🗑
MEM Hub Recruitment Center	MEM Hub handler - Days only	12/22/14	6:30 PM	275	✎	👆	🗑

Add Pop-Up Window

Location : _____ ▼

Event : _____ ▼

Date : _____

Time : 8:00 : __ AM ▼

Number of Seats : ____

Cancel   Save

Add more dates
Link

Edit Pop-Up Window

Location : MEM Hub Recruitment Center

Event : MEM Hub handler - Days only

Date & Time : 12/22/14 8:30 AM

Number of Seats Booked : 264

Number of Seats : 275

Cancel   Save

Seats > Seat Arrangement

Location: [_____]

Event: [_____]

No of rows: [5 ▼] No of columns: [10 ▼]

Seat 1A	Seat 1B	Seat 4C	Seat 4B	Set	Set
Set	Seat 2A	Seat 2B	Set	Set	Set
Set	Set				