<.CSV Upload Documentation:>

To distinguish between Week 1 and Week 2 change the prefix in front of the day

11Monday for Week 2
1Monday for Week 1
22Tuesday for Week 2
2Tuesday for Week 1
ETC...

To Distinguish between Rooms:

Tech1
Tech2
Tech3
Tech4
Tech5
VR
TrolleyVR

-To Lock a room replace a cell's value with:

IF Week 1:
 locked lock1
ELSE IF Week 2:
 locked lock2

-To add a lesson replace a cell's value with:

IF Week 1:
 lesson *YOUREMAIL* lock1
ELSE Week 2:
 lesson *YOUREMAIL* lock2

Replace *YOUREMAIL* with the email account associated with your SE21 Bookings Acc

-To delete a room simply replace the cell's value with "unbooked"

TO BOOK OTHER BOOKING TYPES USE THE INTERFACE PROVIDED