Meeting Rooms On Campus

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What is the Problem?

- Many rooms in University buildings and in dorms are unoccupied for hours throughout the day
- Campus lacks the space for a group of students to meet up for educational purposes
- Currently, the process of reserving rooms for students is very difficult

Existing Infrastructure

- There exists systems that allow people to reserve rooms, but they come with restrictions and difficulties
    - Graduate Students
    - Student Organizations
    - Confusing to find and use
- Split reservation systems
    - Google Calendar (NCS/OCS), Google form (Wang Center), Stony Booked (study rooms), 25Live(Various Locations)
- Students have to look for open areas around campus
- Only residential students have access to a dorm common area which they can use to study

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Example: 25 Live

- SBU's room request and scheduling system
- Accounts are granted upon request to the 25Live admin
- Access is only for Staff and Student Groups
  - Even then it takes a while to get an account
- Automatic search function is locked behind having an account

Sign In

×

Forgot your password? Email regsched@stonybrook.edu for a password reset (PRO STAFF ONLY. STUDENT GROUPS CONTACT STUDENT ENGAGEMENT TO RESET)
For professional staff member, click here to complete access form for a new account
For student groups, please contact Student Engagement to gain access

Username

Password

Cancel   Sign In
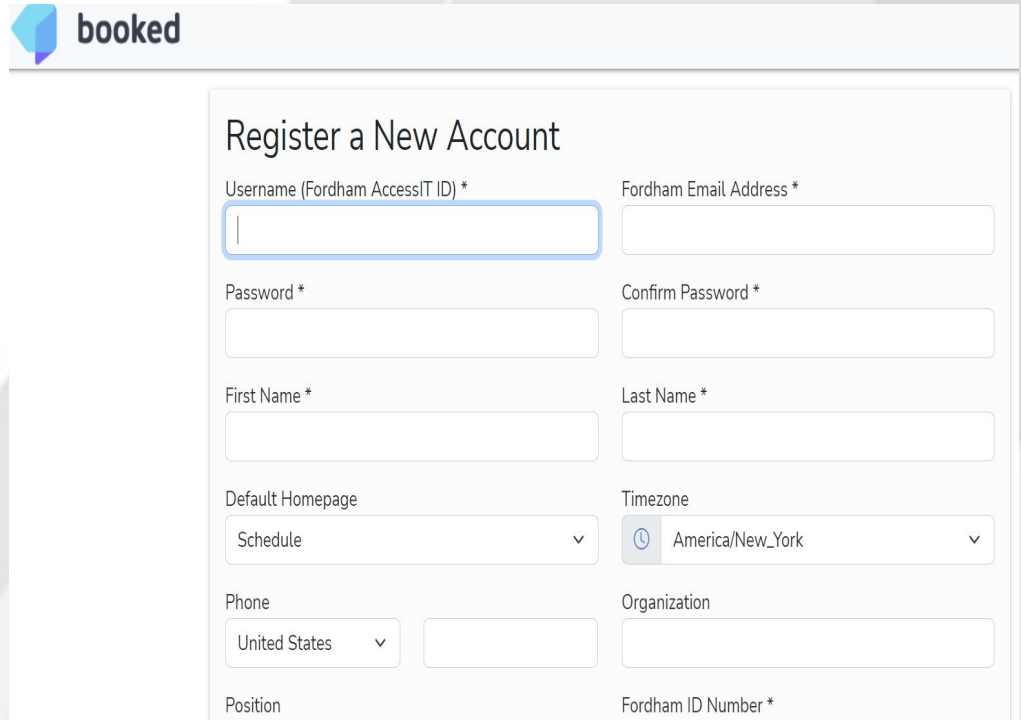
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Value Proposition

- With dedicated meeting rooms, student will have a quiet space to work and study for group projects and tests
- Students not in an organization or graduate program will be able to have a space to do presentations
- Empty space within the university will be given new use. Example of unused space include:
  - Mailrooms no longer in use (Gershwin, Irving)
  - Classrooms with no scheduled classes
  - Unpopular lounge areas

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Competition

- An example of this is Fordham University which allows students, including undergraduates, to reserve library rooms.
  - To reserve a room, Fordham has Bookedscheduler, a website where students can create accounts using their university IDs.
  - Upon creating an account, rooms can be reserved for up to two hours every day.
  - All of this info can be found right on their library website with clear and concise links and instructions on the entire process.

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Development Plan

- Develop a system for students to use
  - A software that has collection of all unoccupied rooms in the university
  - All reservations would go through the use of the software for less confusion, instead of a different platform for different building
  - Students will be given the ability to view and reserve non-utilize rooms
- Can be implemented within a year, depending on how it would be implemented and the number of people working on it
- Possibility of making it as a research project for current CSE students

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Cost and Change Agents

- Virtually no cost
- Change Agent: Provost and Executive Vice President for Academic Affairs, Carl W. Lejuez (pronounced: LEZSCH-way)

Example of Existing solution 25 Live

25Live Pro   Guest   Sign In   ≡ More

ⓘ Please remember: All space requests must be made at least 3 business days in advance.   ✕

🔍 Go to Search   Nothing recently viewed ⇅

Stony Brook Union ⌄   ← Wed Apr 12 2023 →   Days: 1 ⬍   ⟳

17 Matching Reservations

Name	Start Date	Start Time	State	Locations
Bake Sale	Wed Apr 12 2023	2:00 pm	Confirmed	UNION LOBBY 07
CPO HIV Educational Tabling	Wed Apr 12 2023	12:00 pm	Confirmed	UNION LOBBY 05
CSE 312 01 CS	Wed Apr 12 2023	8:30 am	Confirmed	UNION 103-02
ESE 306 01	Wed Apr 12 2023	6:05 pm	Confirmed	UNION 103-02
Food Pantry Tabling	Wed Apr 12 2023	1:00 pm	Confirmed	UNION LOBBY 08
Free Speech Ball	Wed Apr 12 2023	2:30 pm	Confirmed	UNION PATIO
Fundraiser	Wed Apr 12 2023	12:30 pm	Confirmed	UNION LOBBY 03
Honors College Ice Cream Social	Wed Apr 12 2023	1:00 pm	Confirmed	UNION PATIO
Honors College Ice Cream Social Rain Loc	Wed Apr 12 2023	1:00 pm	Confirmed	UNION LOBBY 06
Iftaar distribution	Wed Apr 12 2023	6:30 pm	Confirmed	UNION LOBBY 01, UNION LOBBY 02
ISE 312 01 CS	Wed Apr 12 2023	8:30 am	Confirmed	UNION 103-02
MAT 132 01	Wed Apr 12 2023	4:25 pm	Confirmed	UNION 103-02
MEC 325 01	Wed Apr 12 2023	10:30 am	Confirmed	UNION 103-02
Political Science Society GBM	Wed Apr 12 2023	8:00 pm	Confirmed	UNION 103-02
PSY 201 01	Wed Apr 12 2023	11:45 am	Confirmed	UNION 103-02
Real Estate Body Event	Wed Apr 12 2023	1:00 pm	Confirmed	UNION 103-02
VIPRE Tabling	Wed Apr 12 2023	7:00 pm	Confirmed	UNION LOBBY 06, UNION LOBBY 07

17 Matching Reservations	Page 1 of 1

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Items per page   25 ⬍

Requirement For Meeting Application

- Centralized System for all Scheduling
- Hierarchy Authentication System
- Clean Simple to use user interface
- Consistency across multiple web platforms
- Modern attractive design

Format Example Overview

Stony Brook Meeting Scheduler

Calendar Type

Today

← **Month** →

Building ⌄

Room ⌄

7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	Jun 1	2	3

Calendar Type

Building	⌄

Room	⌄

Today

← **Month** →

Title Of Reservation

| Building ⌄ | Room ⌄ |

Date

Start Time   End Time

Description

Cancel   Submit

9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31	Jun 1	2	3

SWOT Model

- Strength
  - Centralized System for all Scheduling
  - Clean Simple to user interface
- Weakness
  - Current state is conceptual development
- Opportunity
  - Creation of new research programs, internships, jobs
- Threat
  - Rapid Deployment of existing software
  - Staff Size

KPI

- Key Performance Indicators
  - Number of reservations
  - Customer satisfaction
  - Average session duration
  - Bounce rate
  - Traffic sources

Projections

- Currently the average number of room reservation on 25 live in a week is 733 room reservations
- Assuming our application has an initial penetration of 20% we project to see an initial room reservation count of 146 per week
- Growth rate of our solution will be calculated using school semesters as time periods

Appendix / Works Cited

- https://it.stonybrook.edu/services/25live
- https://www.stonybrook.edu/commcms/provost/about/provost.php
- https://www.paddle.com/resources/growth-rate
- https://blog.hubspot.com/marketing/market-size
- https://ithemes.com/blog/website-kpis/
- https://25live.collegenet.com/pro/stonybrook#!/home/list
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