

EMS Kiosk App

Installation, Configuration, and User Guides

V43

April 2019

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EMS Kiosk Installation Instructions

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Introduction

Run on a touch-screen display unit, the EMS Kiosk is a powerful yet easy-to-use digital room sign and interactive tool for reviewing room availability, booking space, searching for a meeting location and more. Mount the unit outside a room and/or make an EMS Kiosk available in a lobby or entryway. Pair with the optional Floor Plan module and give users an added measure of convenience as they see reserved/available space on a facility diagram, making it even easier to find a meeting or a place to hold one.

This document lists the steps you must take to install the EMS Kiosk. You must be licensed for this optional component. If you are unsure if your organization is licensed for the EMS Kiosk, or if you would like to learn more about it, please contact your Account Executive.

Please see the *Floor Plan Module Installation Instructions* for information on how to install the optional Floor Plan module.

Customer Support

Unlimited toll-free customer support is available to EMS users who have a current Annual Service Agreement (ASA). If you are unable to resolve a problem or answer a question by reading the EMS documentation, contact us at:

Email:	support@dea.com
Web:	www.dea.com
Phone:	(800) 288-4565
Fax:	(303) 796-7429

Hardware and Software Requirements

The system requirements for the EMS Kiosk are similar to the Virtual EMS requirements. System requirements can be found on our [website](#).

Obtaining the Latest Release of the EMS Kiosk

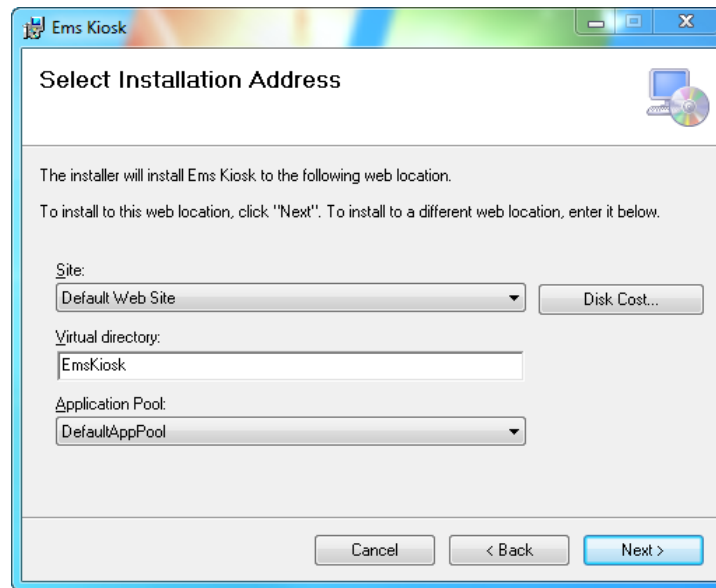
The latest release of the EMS Kiosk can be downloaded from the online Support Center.

1. Go to www.dea.com and enter your Email Address and Password in the Support Center area.
2. Click the [Software downloads](#) link.
3. Download **EMS Kiosk (EMSKiosk.msi)**. Required for both first time installations and upgrades.

Installing/Upgrading the EMS Kiosk

Important: Before beginning the installation process, please do the following:

- Install or upgrade your EMS databases as outlined in the *EMS Installation Instructions*.
 - Manually **uninstall** any previous versions of the EMS Kiosk on your web server.
1. Verify that the prerequisite software has been installed.
 2. Download the **EMSKiosk.msi** file onto the web server that will be running the EMS Kiosk.
 3. Run **EMSKiosk.msi**.
 4. The first screen welcomes you to the EMS Kiosk Setup Wizard. Click **Next >** to begin the installation process. The *Select Installation Address* screen will appear.



5. Select the Site, Virtual Directory and Application Pool. It is recommended that you keep the default settings. The installation process will create a Physical and Virtual directory on your web server named “EMSKiosk” (or whatever value you entered in the Virtual Directory field.) Click **Next >**.

Note: The EMS Kiosk should not be installed in the same physical directory as other EMS web-based products OR under a site running another version of the EMS Kiosk.

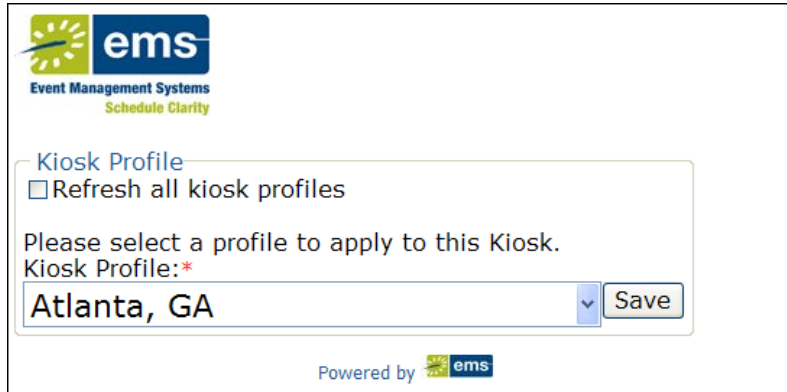
6. The *Confirm Installation* screen will appear. Click **Next >** to install the EMS Kiosk
7. The *Installation Complete* screen will appear. Click **Close**.

Starting the EMS Kiosk

1. The first time you access the EMS Kiosk on a PC, you will be redirected to the config.aspx.page ([http://\[ServerName\]/EMSKiosk/config.aspx](http://[ServerName]/EMSKiosk/config.aspx)) to enter your **Database Info**. Enter your EMS SQL **Server** name and **Database**. Click **Verify Server**.

2. The **Kiosk Profile** section will appear. Select a **Kiosk Profile** for this Kiosk and click **Save**.

Note: Kiosk Profiles are configured within the EMS client application. Instructions can be found in the *EMS Setup Guide*.



The screenshot shows the EMS Kiosk Profile configuration interface. At the top left is the EMS logo with the text "Event Management Systems" and "Schedule Clarity". Below this is a section titled "Kiosk Profile" with a checkbox labeled "Refresh all kiosk profiles". A message states "Please select a profile to apply to this Kiosk." followed by a label "Kiosk Profile:" with a red asterisk. A dropdown menu shows "Atlanta, GA" with a downward arrow. To the right of the dropdown is a "Save" button. At the bottom right, it says "Powered by" followed by the EMS logo.

EMS Kiosk

User's Manual



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Preface

Welcome to the *EMS Kiosk User's Manual*. The purpose of the *EMS Kiosk User's Manual* is to answer your questions and guide you through the procedures necessary to use the EMS Kiosk application efficiently and effectively.

Using the manual

You will find the *EMS Kiosk User's Manual* easy to use. You can simply look up the topic that you need in the table of contents. Later, in this Preface, you will find a brief discussion of each chapter to further assist you in locating the information that you need.

Special information about the manual

The *EMS Kiosk User's Manual* has a dual purpose design. It can be distributed electronically and then printed on an as-needed basis, or it can be viewed online in its fully interactive capacity. If you print the document, for best results, it is recommended that you print it on a duplex printer; however, single-sided printing will also work. If you view the document online, a standard set of bookmarks appears in a frame on the left side of the document window for navigation through the document. For better viewing, decrease the size of the bookmark frame and use the magnification box to increase the magnification of the document to your viewing preference.



If you do print the document using a single-sided printer, you might see a single blank page at the end of some chapters. This blank page has been added solely to ensure that the next chapter begins on an odd-numbered page. This blank page in no way indicates that your book is missing information.

Conventions used in the manual

The *EMS Kiosk User's Manual* uses the following conventions:

- The EMS Kiosk is highly configurable. Therefore, the features that are described in this manual might be different than the features that are observed for your organization's implementation of the kiosk.
- Information that can vary in a command—variable information—is indicated by alphanumeric characters enclosed in angle brackets; for example, <Location>. Do not type the angle brackets when you specify the variable information.
- A new term, or term that must be emphasized for clarity of procedures, is *italicized*.

- Page numbering is “online friendly.” Pages are numbered from 1 to x, *starting with the cover* and ending on the last page of the manual.



Although numbering begins on the cover page, this number is not visible on the cover page or front matter pages. Page numbers are visible beginning with the first page of the table of contents.

- This manual is intended for both print and online viewing.
 - If information appears in [blue](#), it is a hyperlink. Table of Contents entries are also hyperlinks. Click the hyperlink to advance to the referenced information.

Assumptions for the manual

The *EMS Kiosk User's Manual* assumes that:

- You are familiar with web-based applications and basic web functions and navigational elements.

Organization of the manual

In addition to this Preface, the *EMS Kiosk User's Manual* contains the following chapters:

- [Chapter 1, “Getting Started with EMS Kiosk,” on page 9](#) explains how to start the EMS Kiosk application and the typical default page display.
- [Chapter 2, “Today’s Events Page,” on page 13](#) details the Today’s Events page, which typically is the default page (that page that opens first) when you start the EMS Kiosk.
- [Chapter 3, “Locate a Person Page,” on page 17](#) details the Locate a Person page, which provides a search feature for locating a person who has reservations scheduled for today.
- [Chapter 4, “Locate Space Page,” on page 21](#) details the Locate Space page, which provides a broad perspective of all the available/unavailable space in the building.
- [Chapter 5, “My Reservations Page,” on page 25](#) details the My Reservations page, which provides a search feature for locating all *your* reservations for today. You might also be able to check yourself into/out of a building from this page, cancel a current reservation from this page, and/or end a reservation early from this page.
- [Chapter 6, “Make a Reservation Page,” on page 31](#) details the Make a Reservation page, which you use to make your own reservations for today.
- [Chapter 7, “Information Page,” on page 37](#) details the Information page, which displays links to additional information that your organization has made available to EMS Kiosk users.

Chapter 1

Getting Started with EMS Kiosk

The EMS Kiosk is an optional module for EMS. You can use the kiosk to view the today's events, make a reservation for yourself, view your existing reservations, locate a person who has reservations for today, and, if enabled, check yourself into and out of a building.

This chapter covers the following topics:

- [“Getting Started with the EMS Kiosk” on page 11.](#)

Chapter 1

Getting Started with EMS Kiosk

Getting Started with the EMS Kiosk

The EMS Kiosk is a touchscreen application. Typically, the default page for the application is the Today's Events page. This page lists all of the events that are scheduled for today.

Figure 1-1: Starting the EMS Kiosk

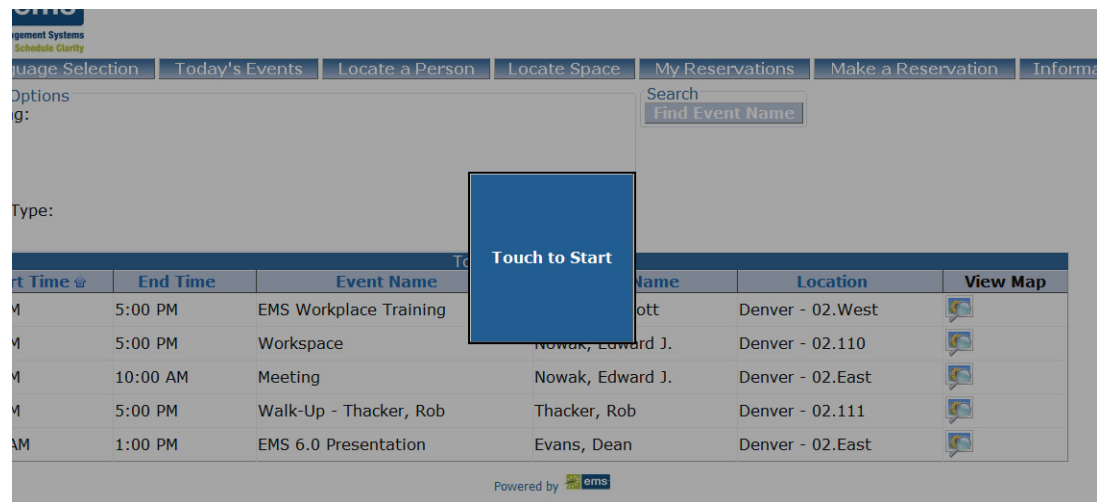
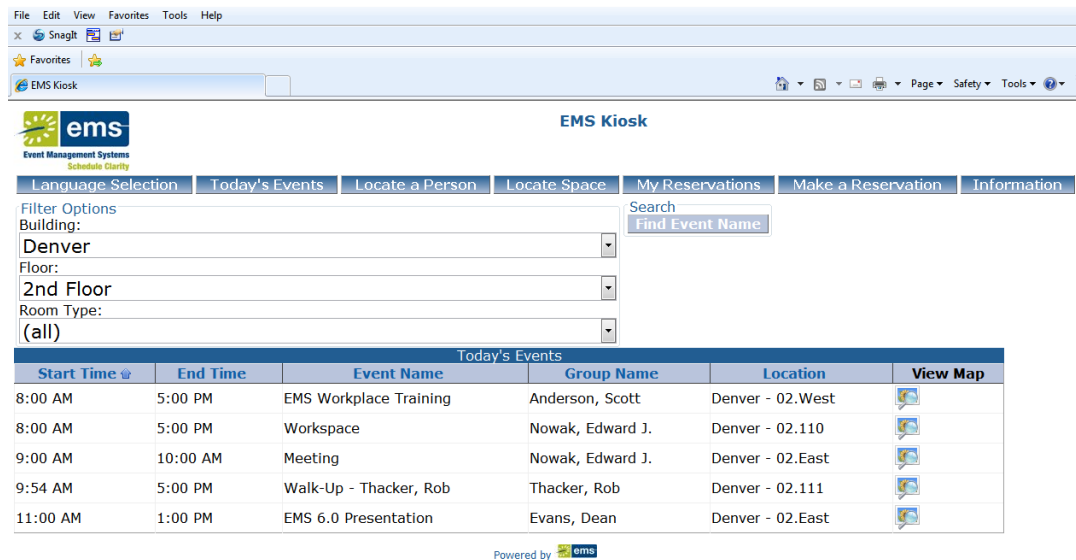


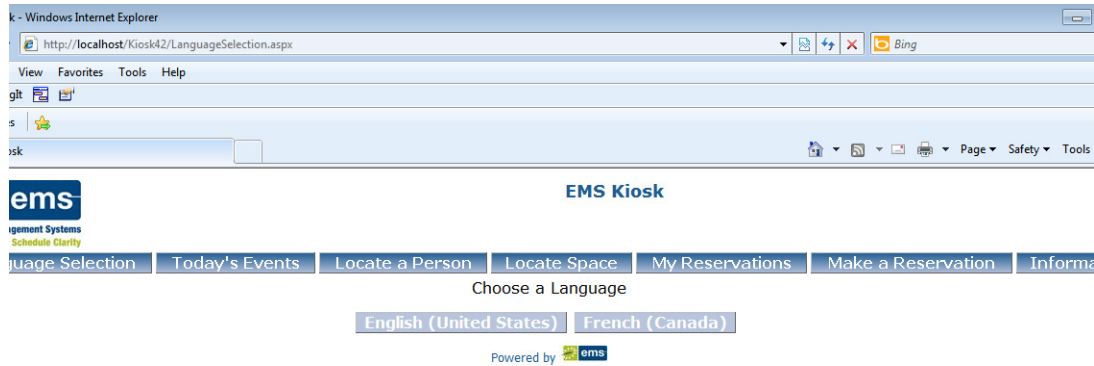
Figure 1-2: Today's Events page



Up to seven options might be available for the EMS Kiosk:

- **Language Selection**—You can use the options on the Language Selection to change the display language for all the pages in the EMS Kiosk. If you need to change the display language for the EMS Kiosk before you use it, open the Language Selection page first, and select the appropriate display language.

Figure 1-3: EMS Kiosk Language Selection page



- **Today's Events**—The Today's Events page lists all the events that are currently scheduled for today. Typically, the Today's Events page is the default page (the page that opens first) when you start the EMS Kiosk. See [Chapter 2, "Today's Events Page," on page 13](#).
- **Locate a Person**—The Locate a Person page provides a search feature for locating a person who has reservations scheduled for today. See [Chapter 3, "Locate a Person Page," on page 17](#).
- **Locate Space**—The Locate Space page provides a broad perspective of all the available/unavailable space in the building. See [Chapter 4, "Locate Space Page," on page 21](#).
- **My Reservations**—The My Reservations page provides a search feature for locating all *your* reservations for today. See [Chapter 5, "My Reservations Page," on page 25](#).
- **Make a Reservation**—The Make a Reservation page provides the necessary functions for making a reservation for yourself. See [Chapter 6, "Make a Reservation Page," on page 31](#).
- **Information**—The Information page provides links to information that your organization has made available to EMS Kiosk users. See [Chapter 7, "Information Page," on page 37](#).

Chapter 2

Today's Events Page

The Today's Events page lists all the events that are currently scheduled for today. Typically, the Today's Events page is the default page (the page that opens first) when you start EMS. You can also search for specific events (reservations) for today, and view a map of a building in which an event is scheduled from this page.

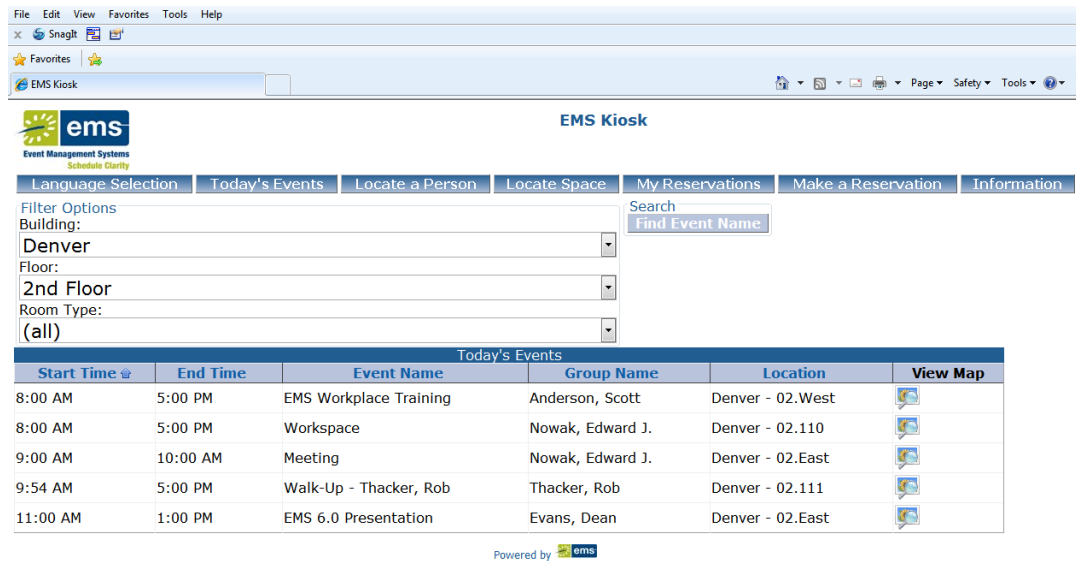
This chapter covers the following topics:

- [“Working with the Today's Event page” on page 15.](#)

Working with the Today's Event page

The Today's Events page lists *all* the events that are scheduled for today. Typically, the Today's Events page is the default page (the page that opens first) when you start EMS.

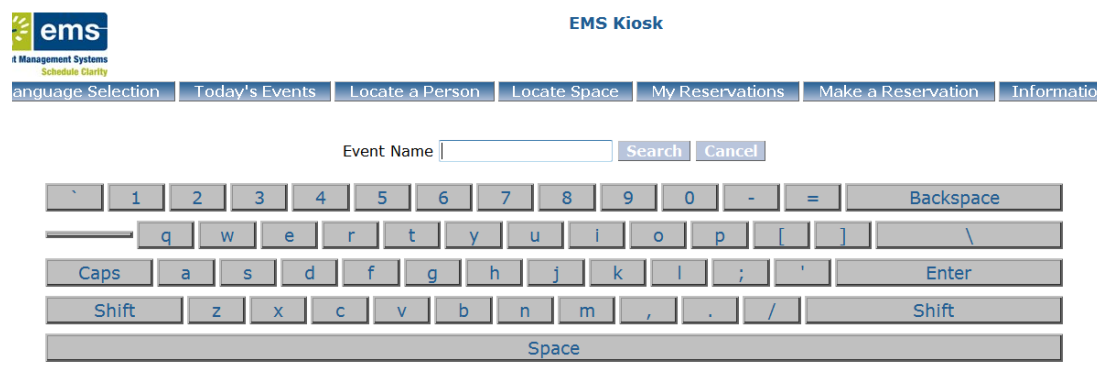
Figure 2-1: Today's Events page



The following options are available on this page:

- To scroll the list of today's scheduled events, use the Scroll Up and Scroll Down arrows at the bottom right side of the page.
- To filter the list of the today's scheduled events, select one or more filter options (Building, Floor, and/or Room Type). The display is dynamically updated as you select the filters.
- To search for a specific event, click Find Event Name to open the Event Search page.

Figure 2-2: Event Search page



Enter your search criteria in the Event Name field, and then click Search. You return to the Today's Events page with the list of events that meet your search criteria displayed on the page.



*The search is limited to the exact order of the characters in the string but the string can be found anywhere in the search results and it is not case-sensitive. For example, a search string of "work" returns both EMS **Work**place Training and **Work**space as event names.*

After you have carried out a search, you can click the Cancel icon **X** that is displayed next to the Search Value on the Today's Events page to return to the default display (all of today's scheduled and/or cancelled events) for the page.


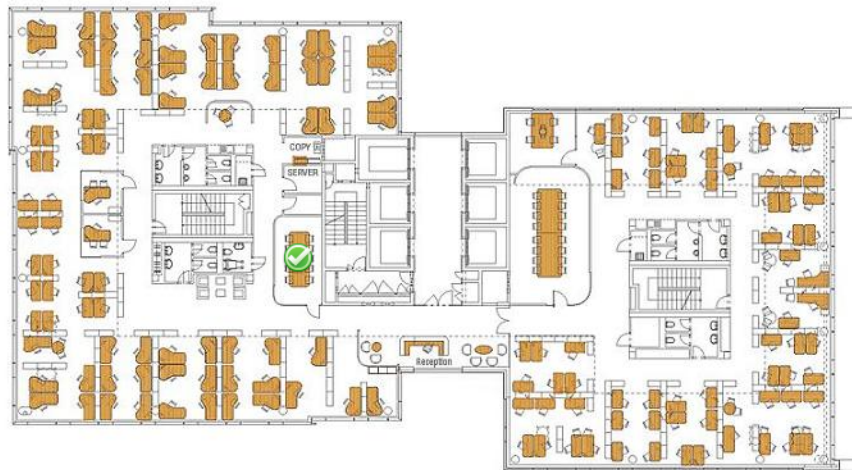
- To view a floor map that shows the location of the scheduled event, click the View Map icon  for the event.

Figure 2-3: Example of a building floor map for a scheduled event

[Back](#)



To return to the Today's Event page after viewing a floor map, click Back, which is displayed in the upper left hand corner of the Floor Map page.

Chapter 3

Locate a Person Page

You use the Locate a Person page to search for a person who has reservations scheduled for today.

This chapter covers the following topics:

- [“Working with the Locate a Person page” on page 19.](#)

Working with the Locate a Person page

The Locate a Person page provides a search feature for locating a person who has reservations scheduled for today. The page displays all of today's reservations for the selected person. You might also be able to view the person's status (checked into a building/checked out of a building) on this page.

1. Click Locate a Person.

A page opens with options for searching for a group/person.

Figure 3-1: Group/Person Search page

1. In the Group field, enter your search criteria, and then click Search.

A list of all groups/people that meet your search criteria is displayed.



*The search is limited to the exact order of the characters in the string but the string can be found anywhere in the search results and it is not case-sensitive. For example, a search string of "ed" returns both Anderson, Scott and Phillips, **D**ean.*

Figure 3-2: Example of search results for a group/person

Select	Group Name
	Anderson, Scott
	Dean Phillips
	Evans, Dean

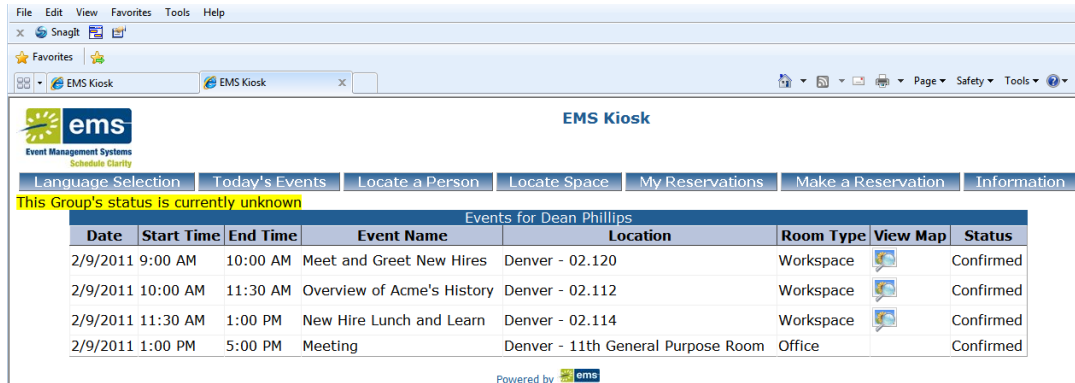
Chapter 3

Locate a Person Page





- Click the Group icon  next to the appropriate group/person in the search results.


The Locate a Person page displays all of today's reservations for the selected group/person. This page might also display the group's/person's status (checked into a building/checked out of a building).

Figure 3-3: Locate a Person page displaying today's reservations for a selected group/person



The screenshot shows the EMS Kiosk interface with the 'Locate a Person' tab selected. A yellow banner at the top states 'This Group's status is currently unknown'. Below this, a table titled 'Events for Dean Phillips' displays today's reservations.

Date	Start Time	End Time	Event Name	Location	Room Type	View Map	Status
2/9/2011	9:00 AM	10:00 AM	Meet and Greet New Hires	Denver - 02.120	Workspace		Confirmed
2/9/2011	10:00 AM	11:30 AM	Overview of Acme's History	Denver - 02.112	Workspace		Confirmed
2/9/2011	11:30 AM	1:00 PM	New Hire Lunch and Learn	Denver - 02.114	Workspace		Confirmed
2/9/2011	1:00 PM	5:00 PM	Meeting	Denver - 11th General Purpose Room	Office		Confirmed

Powered by 


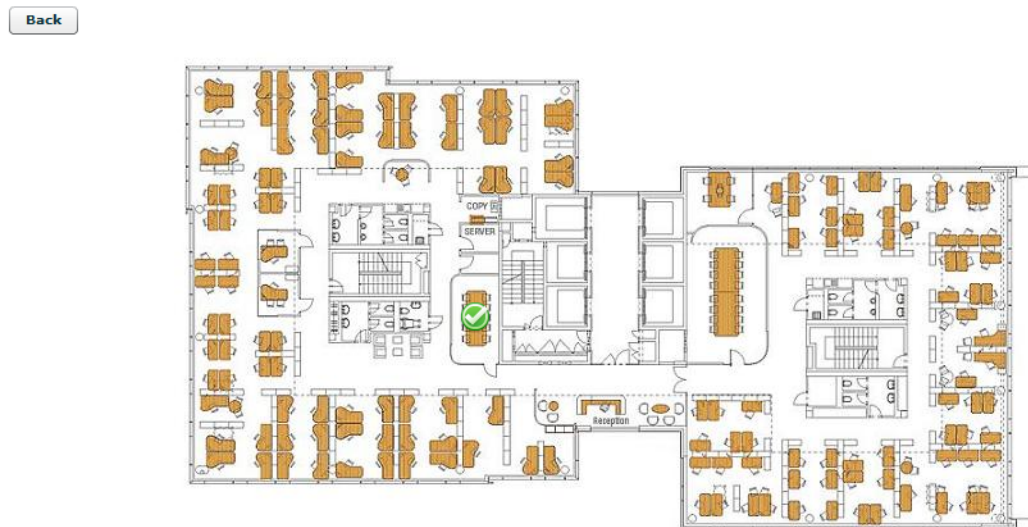
- Optionally, to view a floor map of a building in which an event for the selected group/person is scheduled, click the View Map icon  for the event.

Figure 3-4: Example of a building floor map for a scheduled event



- To return to the Today's Event page after viewing a floor map, click Back, which is displayed in the upper left hand corner of the Floor Map page.

Chapter 4

Locate Space Page

The Locate Space page provides a broad perspective of all the available/unavailable space in the buildings in which today's events are scheduled.

This chapter covers the following topics:

- [“Working with the Locate Space page” on page 23.](#)

Working with the Locate Space page

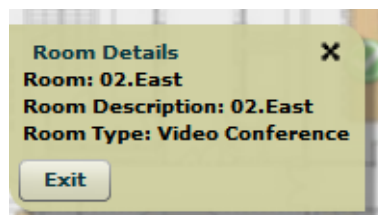
The Locate Space page provides a broad perspective of all the available/unavailable space in the buildings in which today's events are scheduled.

Figure 4-1: Locate Space page



After you open a floor map, you can click on any Available Room icon (which is typically a green icon) or an Unavailable Room icon (which is typically a red icon) on the map to view information about the room and the event.

Figure 4-2: Viewing information about an available room



To return to the *Today's Event* page after viewing a floor map, click Home, which is displayed in the upper left hand corner of the Floor Map page.

Chapter 5

My Reservations Page

The My Reservations page provides a search feature for locating all your reservations for today. You might also be able to check yourself into/out of a building from this page, cancel a current reservation from this page, and/or end a reservation early from this page.

This chapter covers the following topics:

- [“Working with the My Reservations page” on page 27.](#)

Working with the My Reservations page

The My Reservations page displays all your reservations for today. You might also be able to check yourself into/out of a building from this page, cancel a current reservation from this page, and/or end a reservation early from this page.



The following procedure is written from the perspective of a group search; however, depending on how your EMS Kiosk is configured, you might be required to enter a personnel number/employee ID number for your search criteria.

1. Click My Reservations.

A page opens with options for searching for a group/person.

Figure 5-1: Group/Person Search page

1. In the Group field, enter your search criteria, and then click Search.


A list of all groups/people that meet your search criteria is displayed.



*The search is limited to the exact order of the characters in the string but the string can be found anywhere in the search results and it is not case-sensitive. For example, a search string of “ed” returns both Anderson, Scott and Evans, **Dean**.*

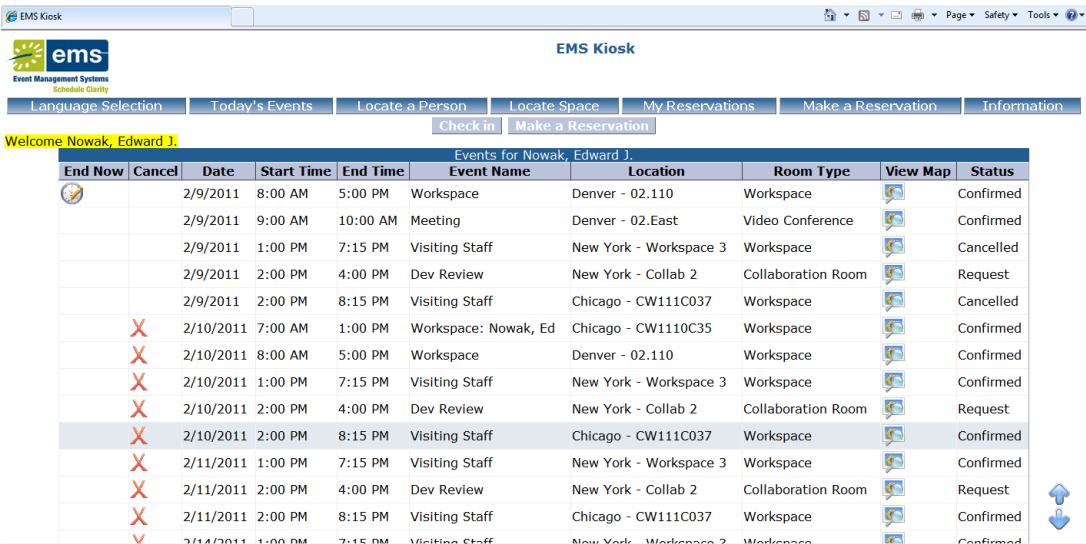
Figure 5-2: Example of search results for a group/person

























Schedule Clarity	
Language Selection	
Today's Events	
Locate a Person	
Locate Space	
Groups	
Select	Group Name
	Nowak, Edward J.

2. Click the Group icon  next to the entry for you in the search results.

The My Reservations page displays all your reservations for today.

Figure 5-3: My Reservations page displaying today's reservations for you



End Now	Cancel	Date	Start Time	End Time	Event Name	Location	Room Type	View Map	Status
		2/9/2011	8:00 AM	5:00 PM	Workspace	Denver - 02.110	Workspace		Confirmed
		2/9/2011	9:00 AM	10:00 AM	Meeting	Denver - 02.East	Video Conference		Confirmed
		2/9/2011	1:00 PM	7:15 PM	Visiting Staff	New York - Workspace 3	Workspace		Cancelled
		2/9/2011	2:00 PM	4:00 PM	Dev Review	New York - Collab 2	Collaboration Room		Request
		2/9/2011	2:00 PM	8:15 PM	Visiting Staff	Chicago - CW111C037	Workspace		Cancelled
		2/10/2011	7:00 AM	1:00 PM	Workspace: Nowak, Ed	Chicago - CW1110C35	Workspace		Confirmed
		2/10/2011	8:00 AM	5:00 PM	Workspace	Denver - 02.110	Workspace		Confirmed
		2/10/2011	1:00 PM	7:15 PM	Visiting Staff	New York - Workspace 3	Workspace		Confirmed
		2/10/2011	2:00 PM	4:00 PM	Dev Review	New York - Collab 2	Collaboration Room		Request
		2/10/2011	2:00 PM	8:15 PM	Visiting Staff	Chicago - CW111C037	Workspace		Confirmed
		2/11/2011	1:00 PM	7:15 PM	Visiting Staff	New York - Workspace 3	Workspace		Confirmed
		2/11/2011	2:00 PM	4:00 PM	Dev Review	New York - Collab 2	Collaboration Room		Request
		2/11/2011	2:00 PM	8:15 PM	Visiting Staff	Chicago - CW111C037	Workspace		Confirmed
		2/11/2011	1:00 PM	7:15 PM	Visiting Staff	New York - Workspace 3	Workspace		Confirmed

The following options are available on this page:




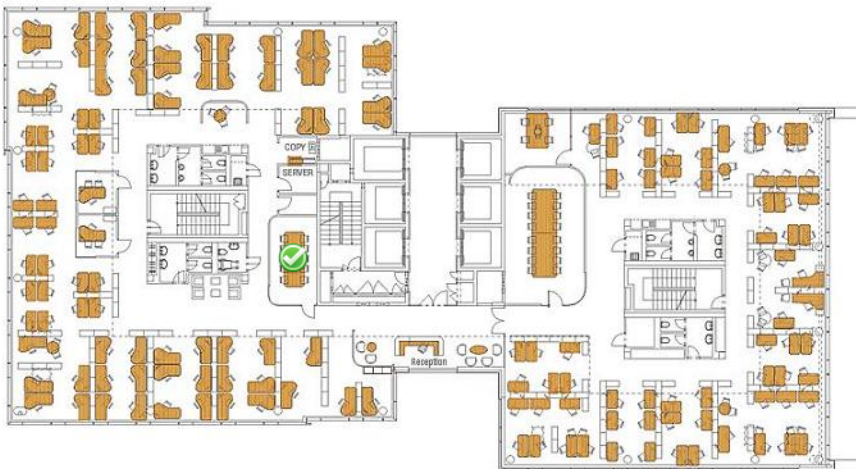
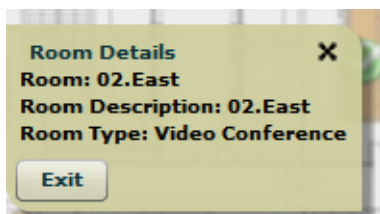
- To scroll the list of today's scheduled events, use the Scroll Up  and Scroll Down  arrows at the bottom right side of the page.
 - To make a reservation for yourself, click Make Reservation. See [Chapter 6, "Make a Reservation Page,"](#) on page 31.
3. To view to view a floor map of a building in which you have a scheduled event, click the View Map icon  for the event.

Figure 5-4: Example of a building floor map for a scheduled event





After you open a floor map, you can click on the Available Room icon (which is typically a green icon) to view information about the room.

Figure 5-5: Viewing information about an available room



To return to the My Reservations page after viewing a floor map, click Back, which is displayed in the upper left hand corner of the Floor Map page.

The following options might also be available on this page:

- To check yourself into/out of a building, click Check in/Check out at the top of the page.
- To end an in-progress event early, click the End Now  icon for the event.
- To cancel an event if you are not going to use the reserved space for the event, click the Cancel icon  for the event.

Chapter 6

Make a Reservation Page

You use the Make a Reservation page to make your own reservations for today.

This chapter covers the following topics:

- [“Working with the Make a Reservation page” on page 33.](#)

Working with the Make a Reservation page

You use the Make a Reservation page to make your own reservations for today.

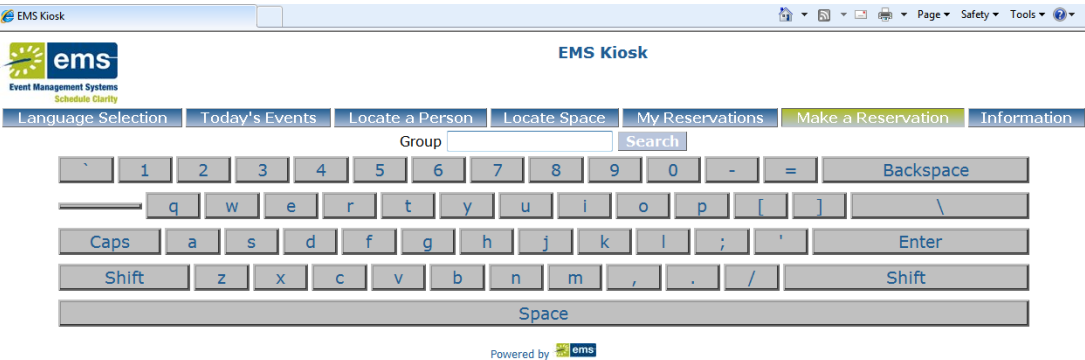


The following procedure is written from the perspective of a group search; however, depending on how your EMS Kiosk is configured, you might be required to enter a personnel number/employee ID number for your search criteria.

- 1. Click Make a Reservation.

A page opens with options for searching for a group/person.

Figure 6-1: Group/Person Search page



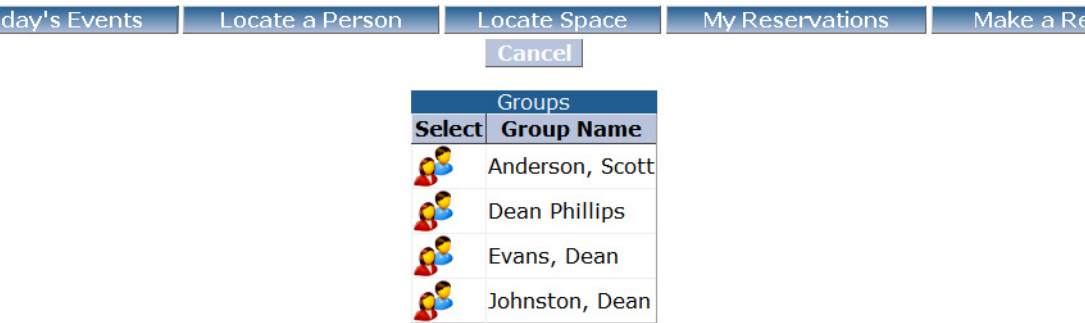
- 1. In the Group field, enter your search criteria, and then click Search.

A list of all groups/people that meet your search criteria is displayed.




*The search is limited to the exact order of the characters in the string but the string can be found anywhere in the search results and it is not case-sensitive. For example, a search string of “ed” returns both Anderson, Scott and Evans, **Dean**.*

Figure 6-2: Example of search results for a group/person



Chapter 6

Make a Reservation Page

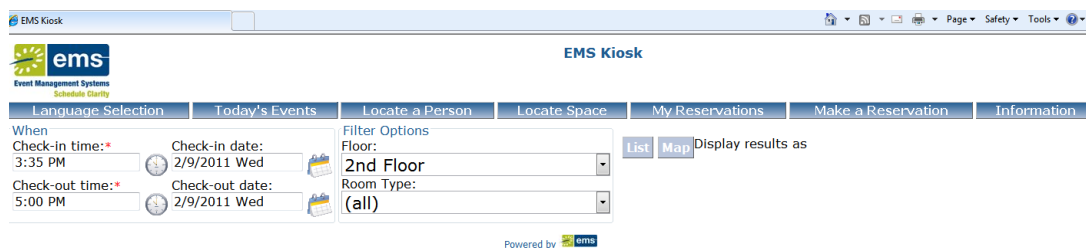
- Click the Group icon  next to the entry for you in the search results.

The Make a Reservation opens. Required fields are marked with a red asterisk (*). The Check-in time field is set by default to the current time. The Check-out time is set by default to 5:00 pm. The Check-in and Check-out dates are set by default to today's date.



Based on how your organization has configured EMS Kiosk, various fields, including the Check-in time, Check-out time, Check-in date, and Check-out date, might or might not be available.

Figure 6-3: Make a Reservation page

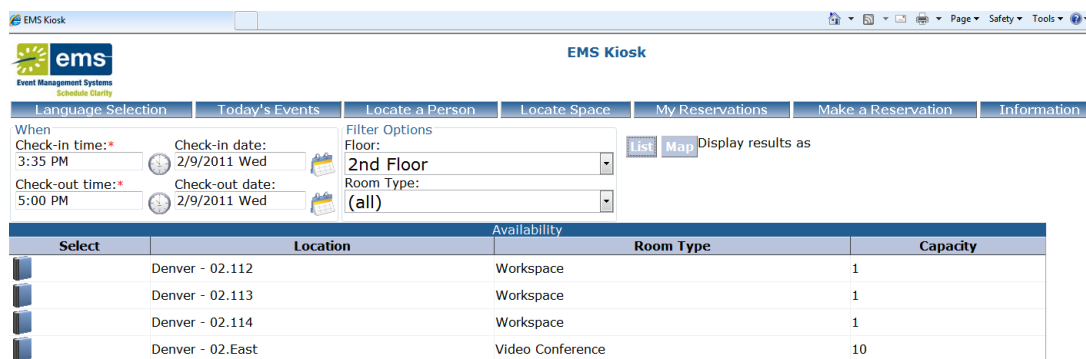






- Modify the values for Check-in time, Check-out time, Check-in date, and/or Check-out date as needed.
- Specify your filtering options, and then continue to one of the following:
 - “To reserve rooms from a list.”
 - “To reserve rooms from a map” on page 35.


To reserve rooms from a list

- Click List to display the list of available rooms in a list.

Figure 6-4: List of available rooms



Select	Location	Availability	Room Type	Capacity
	Denver - 02.112	Workspace		1
	Denver - 02.113	Workspace		1
	Denver - 02.114	Workspace		1
	Denver - 02.East	Video Conference		10

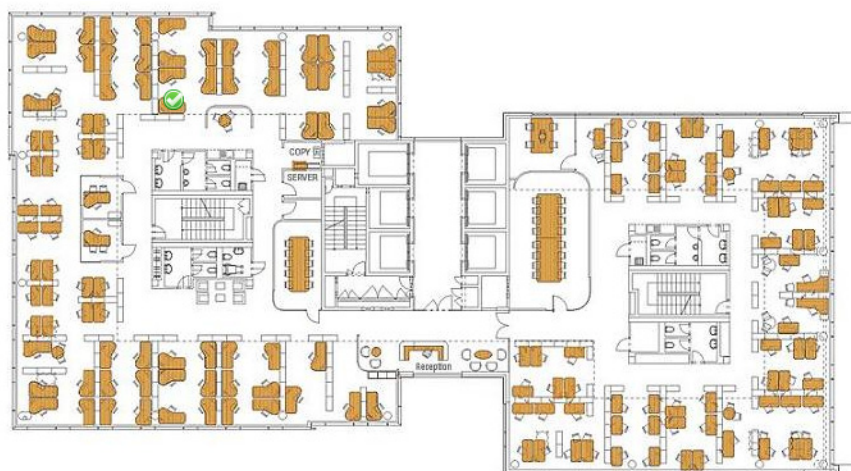
2. Click the Reserve Room icon  next to the room that you want to reserve for your event.

The selected room is reserved for your event. The Make a Reservation page closes and the My Reservations page opens. The newly scheduled event is now displayed on this page. See [“Working with the My Reservations page” on page 27](#).

To reserve rooms from a map

1. Click Map to view the available rooms (typically marked with a green icon) on a building map.

Figure 6-5: Map view of available rooms



DEN Office Layout

2. Click the icon for the available room that you want to reserve for your event.
A Room Details popup opens with an option for reserving the room.

Figure 6-6: Room Details popup



Chapter 6

Make a Reservation Page

3. Click Reserve.

The selected room is reserved for your event. The Make a Reservation page closes and the My Reservations page opens. The newly scheduled event is now displayed on this page. See [“Working with the My Reservations page” on page 27](#).

Chapter 7

Information Page

The Information page displays additional information that your organization has made available to EMS Kiosk users.

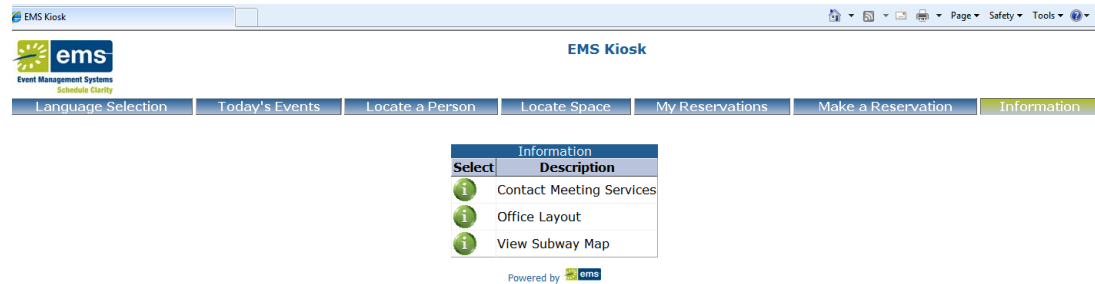
This chapter covers the following topics:

- [“Working with the Information page” on page 39.](#)

Working with the Information page

The Information page displays links to additional information that your organization has made available to EMS Kiosk users.

Figure 7-1: Information page




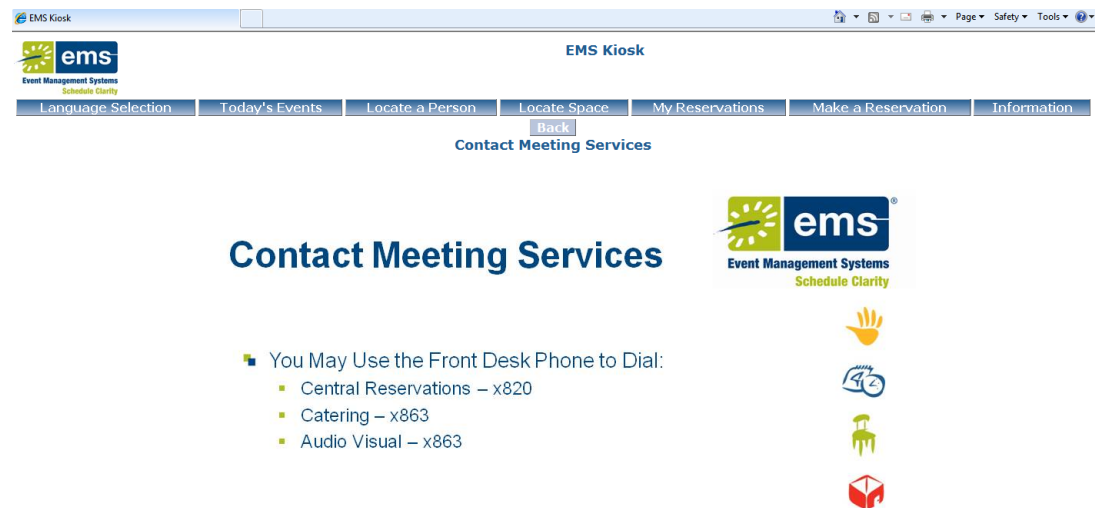
To view specific information, click the Select Information icon  next to the appropriate entry.

Figure 7-2: Example of additional information displayed to an EMS Kiosk user



To return to the Information page, click Back at the top of the displayed information.

EMS Kiosk API Reference Guide

API Version 1.1

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API Functions

KioskGetProfiles

Description

Returns a list of active Kiosk Profiles

Request Parameters

Name	Description	Type
UserName *	EMS User Name	String
Password *	EMS User Password	String

Response Elements

Name	Description	Type
ID	Kiosk Profile ID	Integer
Description	Kiosk Profile Description	String

Notes

* Indicates required field.

KioskGetProfileSettings

Description

Returns a list of settings for a specific Kiosk Profile.

Request Parameters

Name	Description	Type
UserName *	EMS User Name	String
Password *	EMS User Password	String
Profile ID *	Kiosk Profile ID	Integer

Response Elements

Name	Description	Type
Description	Parameter Description	String
DisplayValue	Parameter Text Display Value	String
Number	Parameter Numeric Value	Integer

Notes

* Indicates required field.

KioskGetBuildings

Description

Returns a list of buildings available for a specific Kiosk Profile for Today's Events.

Request Parameters

Name	Description	Type
UserName *	EMS User Name	String
Password *	EMS User Password	String
Profile ID *	Kiosk Profile ID	Integer

Response Elements

Name	Description	Type
Description	Building Description Text	String
BuildingCode	Unique Building Code	String
BuildingID	Building ID	Integer

Notes

* Indicates required field.

KioskGetFloors**Description**

Returns a list of floors for a specific Kiosk Profile for Today's Events.

Request Parameters

Name	Description	Type
UserName *	EMS User Name	String
Password *	EMS User Password	String
Profile ID *	Kiosk Profile ID	Integer

Response Elements

Name	Description	Type
Floor	Floor Description	String
SeqNo	Floor Sequence Number	Integer
FloorID	Floor ID	Integer
BuildingID	Building ID	Integer

Notes

* Indicates required field.

Floors CAN be associated with more than one building.

Passing in a value of zero for the ProfileID will return ALL (active) floors in the database.

KioskGetRoomTypes**Description**

Returns a list of room types for a specific Kiosk Profile for Today's Events.

Request Parameters

Name	Description	Type
UserName *	EMS User Name	String
Password *	EMS User Password	String
Profile ID *	Kiosk Profile ID	Integer

Response Elements

Name	Description	Type
Type	Room Type Description	String
RoomTypeID	Room Type ID	Integer
FloorID	Floor ID	Integer
BuildingID	Building ID	Integer

Notes

* Indicates required field.

Room Types CAN be associated with more than one floor which can be associated with more than one building.

Passing in a value of zero for the ProfileID will return ALL (active) room types in the database.

KioskGetGroup**Description**

Returns a group or list of groups based on 'GroupName' search criteria.

Request Parameters

Name	Description	Type
UserName *	EMS User Name	String
Password *	EMS User Password	String
GroupName *	Group Name (whole or part)	String

Response Elements

Name	Description	Type
ID	Group ID	Integer
GroupName	Group Name	String
City	Group's City	String
State	Group's State	String

Notes

* Indicates required field.

An empty string can be passed in for GroupName to return ALL results.

A maximum number of 200 records will be returned.

KioskValidateByBadgeNum**Description**

Validates a Group based on the search criteria. Returns the Group Name and ID if successful.

Request Parameters

Name	Description	Type
UserName *	EMS User Name	String
Password *	EMS User Password	String
BadgeNum *	Badge Number to Authenticate	String

Response Elements

Name	Description	Type
ID	Group ID	Integer
GroupName	Group Name	String

Notes

* Indicates required field.

Returns an empty dataset if validation 'Failed'.

KioskValidateByExternalReference**Description**

Validates a Group based on the search criteria. Returns the Group Name and ID if successful.

Request Parameters

Name	Description	Type
UserName *	EMS User Name	String
Password *	EMS User Password	String
ExternalReference *	ExternalReference to Authenticate	String

Response Elements

Name	Description	Type
ID	Group ID	Integer
GroupName	Group Name	String

Notes

* Indicates required field.

Returns an empty dataset if validation 'Failed'.

KioskValidateByPersonnelNum**Description**

Validates a Group based on the search criteria. Returns the Group Name and ID if successful.

Request Parameters

Name	Description	Type
UserName *	EMS User Name	String
Password *	EMS User Password	String
PersonnelNum *	Personnel Number to Authenticate	String

Response Elements

Name	Description	Type
ID	Group ID	Integer
GroupName	Group Name	String

Notes

* Indicates required field.

Returns an empty dataset if validation 'Failed'.

KioskGetEvents**Description**

Returns an event or a list of events for a given date range and search criteria.

Request Parameters

Name	Description	Type
UserName *	EMS User Name	String
Password *	EMS User Password	String
Profile ID *	Kiosk Profile ID	Integer
StartDate *	Start Date	DateTime
EndDate *	End Date	DateTime
BuildingID *	Building ID	Integer
FloorID *	Floor ID	Integer
RoomTypeID *	Room Type ID	Integer
EventName	Event Name	String

Response Elements

Name	Description	Type
BookingID	Booking ID	Integer
Building	Building Description	String
BuildingCode	Building Code	String
BuildingID	Building ID	Integer
Room	Room Description	String
RoomCode	Room Code	String
RoomID	Room ID	Integer
RoomType	Room Type Description	String
Event	Event Description	String
Status	Status	String
Group	Group Name	String
TimeEventStart	Local Start Time of the Event (The Building's Time Zone)	DateTime
TimeEventEnd	Local End Time of the Event (The Building's Time Zone)	DateTime

GMTStartTime	GMT Start Time	DateTime
GMTEndTime	GMT End Time	DateTime
TimeZoneID	Time Zone ID (The Building's Time Zone)	Integer
TimeZoneDescription	Time Zone Description (The Building's Time Zone)	String
TimeZoneAbbreviation	Time Zone Abbreviation (The Building's Time Zone)	String

Notes

* Indicates required field.

For BuildingID, FloorID just pass in a -1 if no real value is available to search on.

EventName is optional and can be left blank.

A maximum number of 100 records will be returned.

KioskGetReservations**Description**

Returns an event or a list of events for a given date range and group ID.

Request Parameters

Name	Description	Type
UserName *	EMS User Name	String
Password *	EMS User Password	String
StartDate *	Start Date	DateTime
EndDate *	End Date	DateTime
GroupID *	Group ID	String

Response Elements

Name	Description	Type
BookingID	Booking ID	Integer
Building	Building Description	String
BuildingCode	Building Code	String
BuildingID	Building ID	Integer
Room	Room Description	String
RoomCode	Room Code	String
RoomID	Room ID	Integer
RoomType	Room Type Description	String
Event	Event Description	String
Status	Status	String
Group	Group Name	String
TimeEventStart	Local Start Time of the Event (The Building's Time Zone)	DateTime
TimeEventEnd	Local End Time of the Event (The Building's Time Zone)	DateTime
GMTStartTime	GMT Start Time	DateTime
GMTEndTime	GMT End Time	DateTime
TimeZoneID	Time Zone ID (The Building's Time Zone)	Integer
TimeZoneDescription	Time Zone Description (The Building's Time Zone)	String
TimeZoneAbbreviation	Time Zone Abbreviation (The Building's Time Zone)	String

Notes

* Indicates required field.

A maximum number of 100 records will be returned.

KioskEndNowReservation**Description**

Called when a user selects to end a booking that is in progress.

Request Parameters

Name	Description	Type
UserName *	EMS User Name	String

Password *	EMS User Password	String
BookingID *	Booking ID	Integer

Response Elements

Name	Description	Type
Result	Success or Failure	String

Notes

* Indicates required field.

KioskCancelReservation**Description**

Called when a user selects to cancel a booking that they created.

Request Parameters

Name	Description	Type
UserName *	EMS User Name	String
Password *	EMS User Password	String
Profile ID *	Kiosk Profile ID	Integer
BookingID *	Booking ID	Integer

Response Elements

Name	Description	Type
Result	Success or Failure	String

Notes

* Indicates required field.

KioskLocatePerson**Description**

Returns a group or list of groups based on 'GroupName' search criteria.

Request Parameters

Name	Description	Type
UserName *	EMS User Name	String
Password *	EMS User Password	String
GroupName *	Group Name (whole or part)	String

Response Elements

Name	Description	Type
ID	Group ID	Integer
GroupName	Group Name	String

Notes

* Indicates required field.

An empty string can be passed in for GroupName to return ALL results.

A maximum number of 200 records will be returned.

KioskGetFloorsAndRoomTypes**Description**

Returns a list of floors and room types available for a specific Kiosk Profile and Group.

Request Parameters

Name	Description	Type
UserName *	EMS User Name	String
Password *	EMS User Password	String
Profile ID *	Kiosk Profile ID	Integer
GroupID *	Group ID	Integer

Response Elements

Name	Description	Type
FloorID	Floor ID	Integer
Floor	Floor Description	String
FloorSeqNo	Floor Sequence Number	Integer
RoomTypeID	Room Type ID	Integer
RoomType	Room Type Description	String

Notes

* Indicates required field.

KioskGetRoomAvailability**Description**

Returns a list of available rooms based on the search criteria.

Request Parameters

Name	Description	Type
UserName *	EMS User Name	String
Password *	EMS User Password	String
Profile ID *	Kiosk Profile ID	Integer
GroupID *	Group ID	Integer
RoomTypeID *	Room Type ID	Integer
FloorID *	Floor ID	Integer
DateTimeList *	XML Date Time List	String
RowCount	Number of rows to return (defaults to 1000)	Integer

Response Elements

Name	Description	Type
RoomID	Room ID	Integer
RoomCode	Room Code	String
RoomDescription	Room Description	String
BuildingID	Building ID	Integer
BuildingCode	Building Code	String
BuildingDescription	Building Description	String
Capacity	Room Capacity	Integer
FloorID	Floor ID	Integer
RoomTypeID	Room Type ID	Integer
RoomType	Room Type Description	String
ExternalReference	Room External Reference	String

Notes

* Indicates required field.

GroupID, RoomTypeID and FloorID can be -1 to return all available results.

DateTimeList example: `<Dates><Date requestedDate="2010-10-27" startTime="10:42:00" endTime="20:00:00" /></Dates>`

For availability spanning multiple days just pass in additional `<Date />` nodes in the DateList XML.

A maximum number of 100 records will be returned.

KioskAddReservation

Description

Adds a new event for a given set of parameters.

Request Parameters

Name	Description	Type
UserName *	EMS User Name	String
Password *	EMS User Password	String
Profile ID *	Kiosk Profile ID	Integer
EventName *	Event Name	String
RoomID *	Room ID	Integer
GroupID *	Group ID	Integer
EventTypeID *	Event Type ID	Integer
DateTimeList *	XML Date Time List	String

Response Elements

Name	Description	Type
ReservationID	Reservation ID that was created in EMS	Integer

Notes

* Indicates required field.

DateTimeList example: `<Dates><Date requestedDate="2010-10-27" startTime="10:42:00" endTime="20:00:00" /></Dates>`

For a reservation spanning multiple days just pass in additional `<Date />` nodes in the DateList XML. Returns a -1 if the Reservation was NOT created.

KioskAddReservation2

Description

Adds a new event for a given set of parameters.

Request Parameters

Name	Description	Type
UserName *	EMS User Name	String
Password *	EMS User Password	String
Profile ID *	Kiosk Profile ID	Integer
EventName *	Event Name	String
RoomID *	Room ID	Integer
GroupID *	Group ID	Integer
EventTypeID *	Event Type ID	Integer
DateTimeList *	XML Date Time List	String

Response Elements

Name	Description	Type
ReservationID	Reservation ID that was created in EMS	Integer
BookingID	Booking ID created in EMS	Integer
BookingDate	Booking Date	DateTime
StartTime	Start Time	DateTime
EndTime	End Time	DateTime
RoomCode	Room Code	String
RoomDescription	Room Description	String
StatusID	Status ID of booking created in EMS	Integer
StatusDescription	Status Description of booking created in EMS	String

Notes

* Indicates required field.

DateTimeList example: `<Dates><Date requestedDate="2010-10-27" startTime="10:42:00" endTime="20:00:00" /></Dates>`

For a reservation spanning multiple days just pass in additional `<Date />` nodes in the DateList XML. Returns an Error element if the Reservation was NOT created.

KioskGetEventTypes

Description

Returns a list of active Kiosk Event Types

Request Parameters

Name	Description	Type
UserName *	EMS User Name	String
Password *	EMS User Password	String

Response Elements

Name	Description	Type
ID	Event Type ID	Integer
Description	Event Type Description	String

Notes

* Indicates required field.

KioskGetAllRooms

Description

Returns a list of all available rooms for a specific Kiosk Profile.

Request Parameters

Name	Description	Type
UserName *	EMS User Name	String
Password *	EMS User Password	String
Profile ID *	Kiosk Profile ID	Integer
FloorID *	Floor ID	Integer
CategoryGroupID *	Room Category Group ID	Integer
ShowActive *	Show Active Rooms (0 or 1)	Integer
ShowInactive *	Show Inactive Rooms (0 or 1)	Integer

Response Elements

Name	Description	Type
RoomID	Room ID	Integer
RoomCode	Room Code	String
RoomDescription	Room Description	String
BuildingID	Building ID	Integer
BuildingCode	Building Code	String
BuildingDescription	Building Description	String
RoomSize	Room Size (sq/ft)	Integer
SetupType	Room Setup Type	String
Capacity	Room Capacity	Integer
FloorID	Floor ID	Integer
FloorDescription	Floor Description	String
CategoryGroupDescription	Room Category Group Description	String
RoomTypeID	Room Type ID	Integer
RoomTypeDesc	Room Type Description	String

Notes

* Indicates required field.

For *FloorID* and *CategoryGroupID* just pass in a -1 if no real value is available to search on.

This result set can include both 'Combo' and 'Standard' rooms. A '**Combo**' room (RoomTypeID = 2) can be partitioned into *n* number of '**Component**' rooms. For a list of '**Component**' rooms that are associated with the '**Combo**' rooms for a specific Kiosk Profile use `KioskGetRoomComboComponents()`.

KioskGetRoomComboComponents

Description

Returns a list of all available Component rooms for a specific Kiosk Profile.

Request Parameters

Name	Description	Type
UserName *	EMS User Name	String
Password *	EMS User Password	String
Profile ID *	Kiosk Profile ID	Integer

Response Elements

Name	Description	Type
ComponentRoomID	Component Room ID	Integer
ComponentRoomCode	Component Room Code	String
ComponentRoom	Component Room Description	String
ComboRoomID	Combo Room ID	Integer
ComboRoomCode	Combo Room Code	String
ComboRoom	Combo Room Description	String
BuildingID	Building ID	Integer

Notes

* Indicates required field.

This result set includes all '**Component**' rooms, if any exist, that are associated with the '**Combo**' rooms for a specific Kiosk Profile.

KioskGetCheckInStatus

Description

Returns the Check-In Status of a given group

Request Parameters

Name	Description	Type
UserName *	EMS User Name	String
Password *	EMS User Password	String
Profile ID *	Kiosk Profile ID	Integer
GroupID *	Group ID	Integer

Response Elements

Name	Description	Type
TransactionDate	Transaction Date	Date
TransactionTypeID	Transaction Type ID	Integer
BuildingID	Building ID	Integer

Notes

* Indicates required field.

The result set will be empty if there has been no transactions for the given search criteria (i.e. the group/user has neither checked in or out yet).

Return values for *TransactionTypeID*: **0 = Checked In, 1 = Checked Out**

KioskCheckInCheckOut

Description

Checks In or Checks Out a group/user for daily events

Request Parameters

Name	Description	Type
UserName *	EMS User Name	String
Password *	EMS User Password	String
Profile ID *	Kiosk Profile ID	Integer
GroupID *	Group ID	Integer
TransactionType *	Transaction Type	Integer

Response Elements

Name	Description	Type
Result	Success or Failure	String

Notes

* Indicates required field.

Parameter values for *TransactionType*: **0 = Check-In, 1 = Check-Out**

KioskAddRoomtoProfile

Description

Adds a room to an existing Kiosk Profile

Request Parameters

Name	Description	Type
UserName *	EMS User Name	String
Password *	EMS User Password	String
ProfileID*	Kiosk Profile ID	Integer
RoomID*	Room ID	Integer
RoomIDType	Room ID Type (ID or ExternalReference)	Integer

Response Elements

Name	Description	Type
Result	Success or Failure	String

Notes

* Indicates required field.

Possible values for *RoomIDType*: **0 = Room ID (default), 1 = Room External Reference**

KioskGetRoomsBySetupType

Description

Returns a list of rooms by setup type and capacity

Request Parameters

Name	Description	Type
UserName *	EMS User Name	String
Password *	EMS User Password	String
BuildingID *	Building ID (-1 = All Buildings)	Integer
RoomTypeID *	Room Type ID (-1 = All Room Types)	Integer
FloorID *	Floor ID (-1 = All Floors)	Integer
SetupTypeID *	Setup Type ID	Integer

Response Elements

Name	Description	Type
RoomID	Room ID	Integer
RoomCode	Room Code	String
RoomDescription	Room Description	String
BuildingID	Building ID	Integer
BuildingDescription	Building Description	String
RoomTypeID	Room Type ID	Integer
RoomTypeDescription	Room Type Description	String
FloorID	Floor ID	Integer
FloorDescription	Floor Description	String
SetupCount	Setup Count	Integer

Notes

* Indicates required field.

EMS Kiosk App -- April 2019

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