DX UK Office Hours Service

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# Context

Office hours is a booking system designed to get ISV customers time with Technical Evangelists booked quickly and simply, with a minimum of interaction or fuss.

It’s a nice example of architecting a solution based on solely consumption-led services in Azure and we will be open-sourcing the tool even though it is provided for internal use only.

The source code and docs are here https://github.com/dxuk/UKOfficeHours

# Service Addresses and Location (Where do I look?)

The test and demo service can be found at <https://aka.ms/dxofficehourspreview>

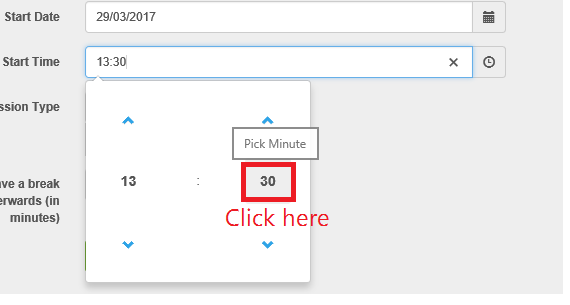
The production service will be found at <https://aka.ms/dxofficehourslive>

# **User Guide**

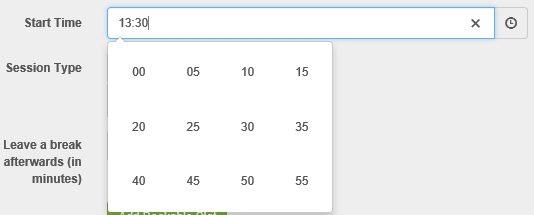
## Technical Evangelist – ISV: Make time available for booking

1. Open the Site and login with a valid user id and authentication method
2. Select ‘Add New Slot’ from the top menu
3. From the ‘Add a slot’ dialog
   1. Click the calendar icon next to the Start Date field and select a date
   2. Click the clock icon next to the Start Time field and select a time to begin your session (Note: Clicking on the text in either the hours or minutes spinners will drill into a selection dialog featuring a better range of selection than the spinner itself).

I.e. Click here :-



For this :-

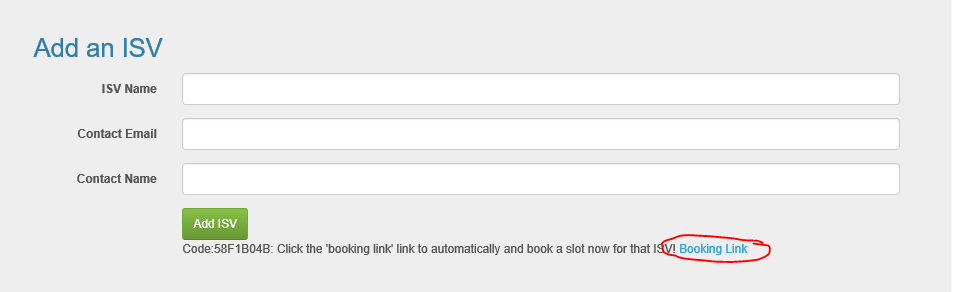


* 1. Next, either enter a length of session in minutes into the session type field, or choose a session type from the dropdown to enter a standard type of session (Concierge = 30m, Office hours = 60m, ADS = 180m)
  2. Enter a time to leave for a wrap-up break or buffer in minutes
  3. Click the ‘Add Bookable Slot’ button

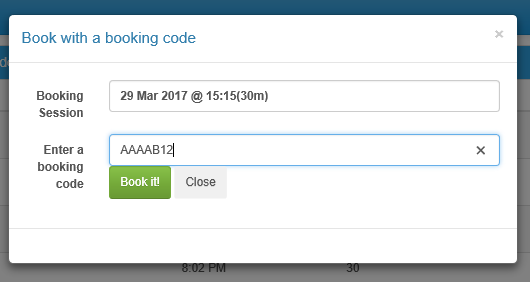
1. Note that if successful, a message will be displayed and the start time of the next session will be incremented by the session length + break time you requested.
2. To add subsequent sessions, simply click “Add Bookable Slot” again as many times as required.

## Partner Business Evangelist – ISV: Book time with an ISV

1. Open the Site and login with a valid user id and authentication method
2. Select ‘Get a Code’ from the top menu
3. Enter the Name of the ISV in the ISV Name field (Ideally as it is in DX CRM)
4. Enter a contact email address for the ISV (this is presently not used, please enter a dummy email address until we pass our privacy audit, then this will be used to trigger a calendar appointment invite with the ISV)
5. Please enter the name of the contact into the “Contact Name” field.
6. Click the Add ISV button.



1. Either record the code in the message and save it for later, or click the Booking Link to book a session right now.
   1. If you clicked the link, you will be taken to the “Use a booking code” screen with your code embedded into the link (this will show the next 90 days’ worth of possible bookings).
   2. Simply choose a slot and Click “Book It” on the appropriate row.
   3. This will pop-up a modal dialog confirming what and when you are booking with the code pre-populated.



* 1. Click “Book It” and you are done! Note that at this stage no customer message is sent.