Proof of Concept

A more intuitive way to handle scheduling

I've been realizing some pain points in our operations, particularly with scheduling and requesting coverage. I developed a working prototype that could make this a lot more intuitive.

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CURRENT PROCESS

How it works right now

It works, but there's friction at every step:

1 **Lawrence sends us logging schedules**
We receive the schedule, then have to manually look through it to find our own shifts.

2 **Need coverage? Mass email or hunt people down**
If we need coverage, we have to mass-email everyone or individually hunt down who's available that day.

3 **Tons of untracked emails**
Leads have to track who offered, confirm everything, and document it—often across multiple email threads with no central record.

THE NEW WAY

Ops Scheduling

Lawrence can upload the log schedules through the web-based app. Operators log in and their personal schedules are highlighted automatically.

To request coverage, it's simple: Click on your desired event, request coverage or swap. It will notify those ONLY available to take it, and place it on a public Bulletin board.

Try it yourself
Preloaded with this week and next week's schedules from my POV for demonstration.

YOUR WEEK VIEW

TUESDAY   **31**

ESPN/Star Logging
2p - 10p ET
Check-in: 1:30p

+ Request

WEDNESDAY   1

OFF

THURSDAY   2

D+ WYNTK
12p - 8p ET
Check-in: 11:30a

+ Request

FRIDAY   **3**

College Football
4p - 12a ET
Check-in: 3:30p

+ Request

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KEY FEATURES

What the tool does

Public Bulletin
Displays open/pending requests needing approval

RC   **Rosa Chen**   **COVERAGE**

Saturday, Jan 4
ESPN/Star Logging · 10a - 6p ET

I Can Cover   Details

Lead View
Requests waiting approval—accept or deny, with a log to track all schedule changes

PENDING

Jordan Baker → covers for → **Rosa Chen**

Saturday, Jan 4 · ESPN/Star Logging · 10a - 6p

Approve	Deny

Flexible Notifications

All actions can notify via your choice: email, text, or Teams DM

AA **Your Request**   PENDING

Tuesday, Dec 31
ESPN/Star Logging · 2p - 10p ET

Jordan Baker offered to cover · Awaiting lead approval

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THE FLOW

Simple. Centralized. Tracked.

1

Click & Request

Click on your desired event, request coverage or swap. It posts to the bulletin automatically.

1

2

Smart Notifications

It notifies ONLY those available to take it. No mass emails, no hunting people down.

3

Lead Approves

Lead sees who offered, approves or denies. Everything is logged. Everyone gets notified.

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TRY IT

A more intuitive and effective way

Overall, it's a more intuitive and effective way of centralizing all scheduling communication. If this seems like a useful tool, I'd be willing to expand on it based on feedback.

1. Schedules preloaded

This week and next week's schedules are already loaded for demonstration.

2. From my POV

Already logged in as me so you can see how it looks from an operator's perspective.

3. Try the whole flow

Request coverage, switch to Lead view, approve it. See how it feels.

Open the Prototype ⧉

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