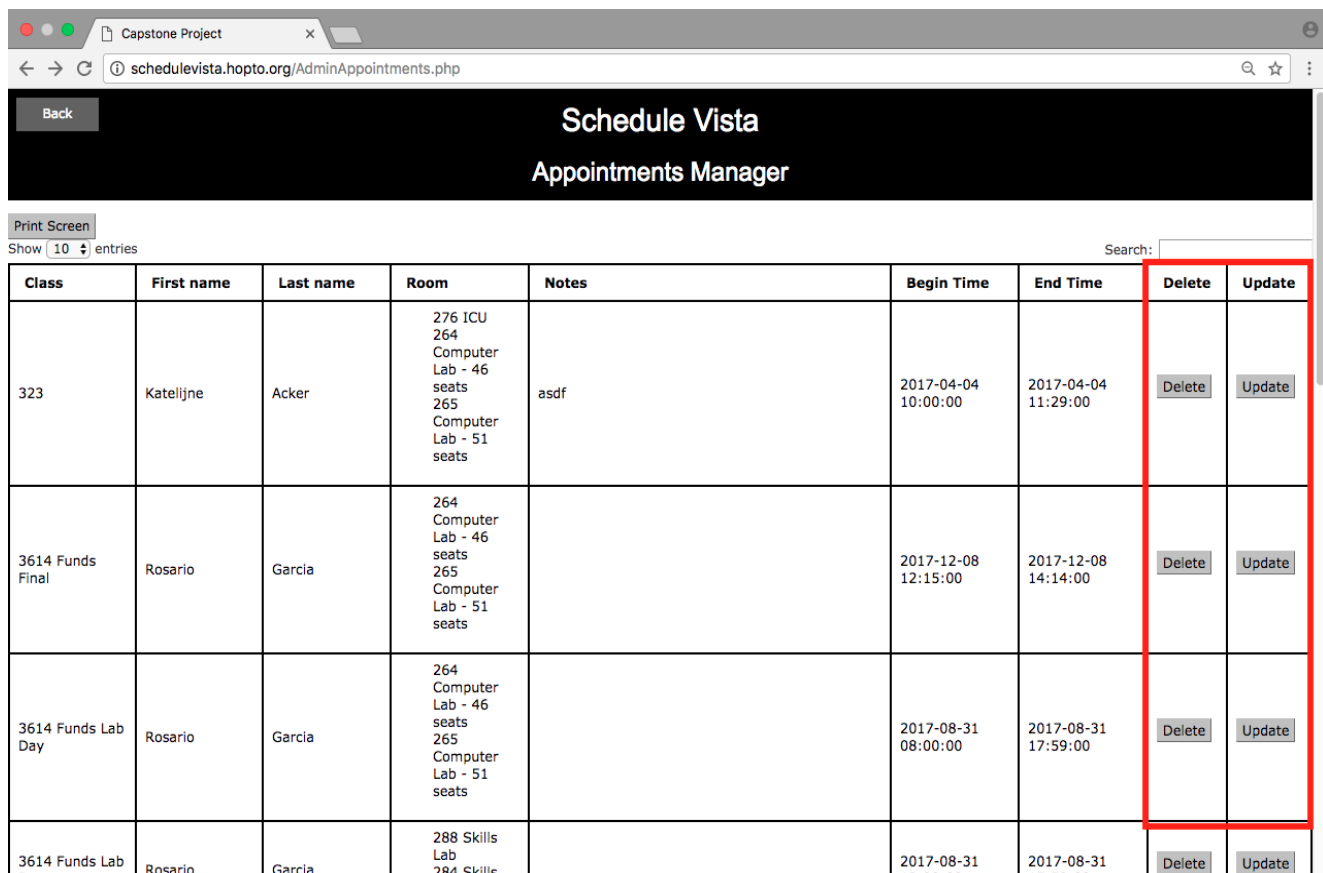# Schedule Vista (Manual)

View Appointments (UPDATE & DELETE)

1. Locate the "Update" and "Delete" buttons on the last two columns of the table.
2. When clicking the "Update" button you will take to the following screen.

3. Fill the form out appropriately and then click "Update" at the bottom

schedulevista.hopto.org/updat ×

① schedulevista.hopto.org/update.php

ID	Class	Professor	Start Time	End Time	Number of Students	Comment	Rooms
304	323	Katelijne Acker	2017-04-04 10:00:00	2017-04-04 11:29:00	23	asdf	276 ICU 264 Computer Lab - 46 seats 265 Computer Lab - 51 seats

Class Name:

Number of Students:

Notes:

Date: 04/04/2017

Start Time: 10:00 AM

End Time: 11:29 AM

Professor: Katelijne Acker

Room :
286 Bed 1 ☐
286 Bed 2 ☐
286 Bed 3 ☐
286 Bed 4 ☐
286 Bed 5 ☐
286 Bed 6 ☐
286 C.A - Breakout Room ☐
286 B.A - Breakout Room ☐
282 Breakout Room ☐
285 Breakout Room ☐
276 ICU ☑
277 Breakout Room ☐
264 Computer Lab - 46 seats ☑
265 Computer Lab - 51 seats ☑
288 Skills Lab ☐
284 Skills Lab ☐
281 OB Lab ☐
283 Peds Lab ☐

update