Personal Bookings

How can I book a room to practice?

- Select the menu item "Locations".
- On smartphones/tablets: Open the main menu by clicking on the three bars next to your name. Then select the menu item "Locations".

Max Mustermann Rolling quota 4:00						
My agenda						
Search						
Event sign-up						
Locations						
Computer view						

 \equiv Agenda for Max Mustermann :

Monday August 7, 2023 · no events Tuesday August 8, 2023 · no events Wednesday August 9, 2023 · no events Thursday August 10, 2023 · no events Friday August 11, 2023 · no events Saturday August 12, 2023 · no events Sunday August 13, 2023 · no events Monday August 14, 2023 · no events Tuesday August 15, 2023 · no events Smartphone/tablet view

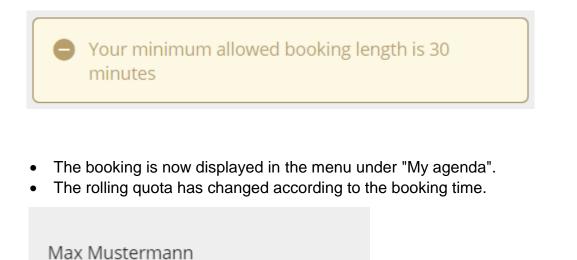
- Select the desired room group in which you want to book a room (e.g. "Studios").
- A calendar will appear showing which rooms are available at which times.
- Click in the timeframe from the desired room/studio.

< Locations	Studios								
Studios	< Thursday, August 3								
🖤 Seminar room	>	9 am	10 am	11 am	12 pm	1 pm	2 pm	3 pm	4 pm
Oberschule / Secondary School	Grüner Saa								
9) The Gym	Studio 01								
	Studio 02								
Korrepetition / Musician rooms	Studio 03								
All studios and theory rooms	Studio 04								
	Studio 05								
	Studio 06								
	Studio 07								
	Studio 08								
	Studio 09								
	Studio 10								
	Studio 11								

- The "Reservation" field will appear.
- On the right side you will find information about the size, equipment and opening hours of the room.
- The date and time can be adjusted by clicking on the corresponding field.
- Start and end time must be rounded to the nearest 5 minutes.
- Click on "Save".

< Reservation				
Thursday 8/3/23 12:30 PM - 1:00 PM	Studio 03 Tanzsaal- Ballet studio			
Studio 03 ×	Neubau			
Sescription	Raumgröße: 147 m ²			
Participant: Max Mustermann (9999)	Ballettstangen Spiegel Flügel Tonanlage Monitor DVD USB-Anschluss Regular opening hours Monday07:00 am - 08:30 pm			
Your booking will be provisional. You will need to reconfirm it from 60 min before the reservation starts or it will be automatically				
cancelled.				
✓ Save				

• If you have not followed the booking rules, you will not be able to save your booking. You will see a massage in a yellow box explaining why you are unable to complete the booking.



Rolling quota 3:30

• The booking is also displayed to the other ASIMUT users.

Studios Studios									
Contraction Contractic Con									
>	09	:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00
Grüner Saa									
Studio 01									
Studio 02									
Studio 03						Reser rat			
Studio 04									

- The booking is provisional for now.
- Each personal booking must be reconfirmed (see "How can I confirm a room booking?").