

The **Floor Plan module** gives users a very visual and intuitive way to find and book an available room, locate a colleague's workspace or navigate to a meeting or event through Virtual EMS™ and/or the EMS Kiosk™.

## Wayfinding

Whether you are a visitor looking for the room in which your meeting or event is scheduled, or a staff member needing to locate a colleague, quick access to accurate information can ensure that you get to where you're going on time and leave you with a positive impression of the facility and the organization.

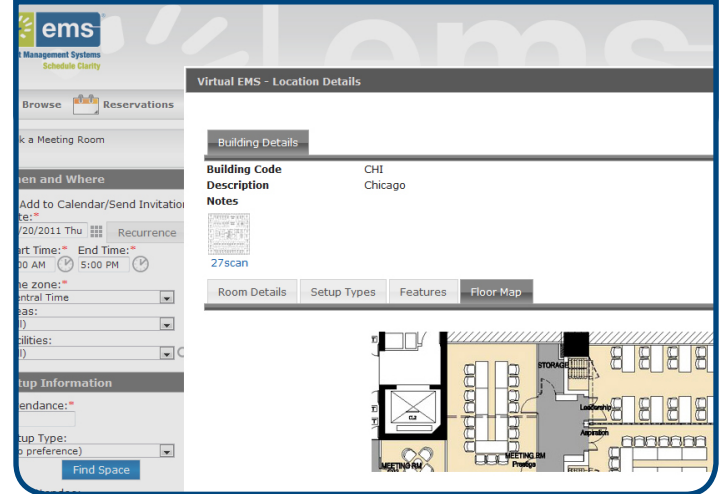
- Search for an event by room name, event name or meeting host and see the location on the floor plan.
- Find a coworker's temporary workspace based on their name or the room/cubicle identifier. Determine if adjacent space is available to simplify project collaboration.
- Simplify overall facility orientation for visiting colleagues.

## Self Service Reservations

Free up time for your schedulers by giving visitors and staff easy access to room availability information and a simple way to book space.

- Check space availability for a particular area, floor or entire building.
- Initiate the room reservation process directly from the floor plan.

Some EMS versions also provide pictures and diagrams of buildings, rooms and resources.



## Simple Setup

This easy-to-use tool is also simple to set up!

- Upload multiple graphics – even for the same floor if greater granularity is desired.
- Indicate availability using any graphics you choose.
- Intuitive tool for placing indicators on floor plans and mapping them to rooms in EMS.
- Automatic thumbnail display when searching across multiple floor plans.