

**EMS Professional™ is comprehensive, full-featured facility scheduling software designed to be used in larger facilities or across multiple sites.**



**Streamline meeting and event scheduling**  
Simplify the scheduling process, both for staff and visitors



**Optimize the utilization of rooms and resources**  
Make the most of your valuable space, equipment, etc.



**Manage billing and accounts receivable**  
Easily track and report on event-related finances



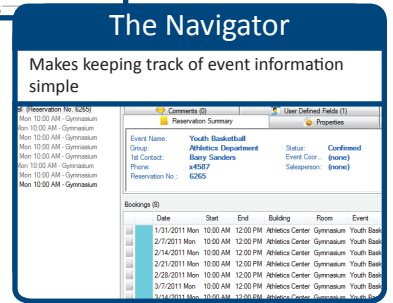
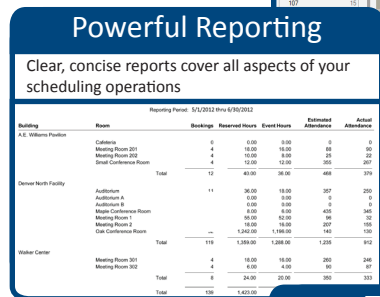
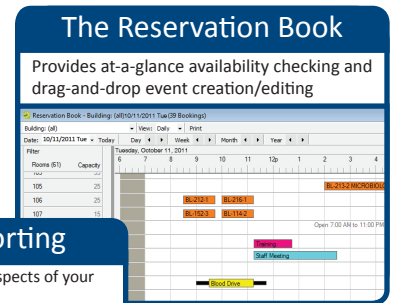
**Instant access to event details**  
Single source of information and an array of reports keep everyone on the same page



**Flexible and highly customizable**  
Work in a system that mirrors your business processes and terminology



**Online community access**  
Make facility and event information available 24/7



**Streamline meeting and event scheduling**

Work more efficiently and use the time you save to tend to your visitors or knock more things off your To Do list.

- Accessible from desktop or web
- Prevents double-bookings; provides automatic conflict resolution
- Drag-and-drop editing in the Reservation Book makes it easy to juggle events



**Optimize the utilization of rooms and resources**

“Getting the most use out of our limited A/V equipment inventory.” In the course of managing their busy facilities, that’s one of the primary challenges facing the Denver Center for the Performing Arts, according to one staffer.

Check out their story, and the stories of other organizations, at [www.dea.com/ResourceLibrary/CaseStudies.aspx](http://www.dea.com/ResourceLibrary/CaseStudies.aspx).



**Manage billing and accounts receivable**

Generate invoices and track associated deposits, payments and adjustments

- Supports a variety of pricing methods (flat rate, hourly by event time, etc.)

**Optional Modules for All-In-One Integration**

Below are some of the more commonly used optional modules.

**Academic Import Utility**

Interface with student information systems to provide a centralized campus calendar.

**Microsoft Exchange® Integration**

Simplify meeting planning by showing room and attendee availability and sending meeting invitations.

**Virtual EMS**

Provide your customers with web browser access to facility and event information, and the ability to submit requests.

**Integrated Authentication**

Streamline web account maintenance and enable single sign-on.

For a complete list and details on each, visit:  
[www.dea.com/OptionsPro](http://www.dea.com/OptionsPro)

- Automatically calculates taxes, gratuities, service charges, etc.
- Produce customer Statements and an Ageing Report to manage your receivables

 Instant access to event details

**Friday, 5pm.** You field a call from a customer asking if the data projector and microphone they need for their Monday morning meeting have been reserved. The A/V Team has gone home, but you can put the customer's mind at ease by simply opening the booking and reviewing the details. "Yes, you're good to go. Have a great weekend." No frantic phone calls or text messages to coworkers required.

 Flexible and highly customizable

Software that conforms to your way of doing things rather than the other way around!

- Define your data (rooms, event types, user defined fields etc.) to match your scheduling practices and record the information you need
- Create customized user profiles to accommodate complex security needs

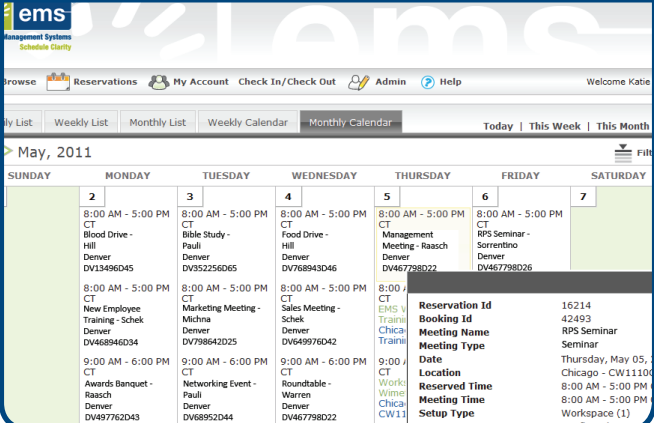
 Online community access with Virtual EMS™

Virtual EMS™ is the optional (but highly recommended) customer-facing web application that makes room availability and event information accessible online.

- Authorized users can submit requests or create room reservations and schedule meeting-related services online
- Use Virtual EMS from the web browser on your computer or from mobile devices

### Virtual EMS

Allows authorized users to view meeting/  
event calendars, check availability and submit  
requests via the web



**Professional Services**

From system configuration to software training, we have the experience and the resources you can call on to get your project off to a flying start.

*"I just wanted to take a few moments to let you know how phenomenal your support team is. I have worked in the IT industry for over 10 years and have never encountered such a professional support format. They should be the model for all IT organizations."*

Ryan S., Senior Specialist, IT Support, Texas Hospital Association

**Annual Service Agreement**

The Annual Service Agreement (ASA) provides toll-free access to our knowledgeable Denver-based Customer Support team, free software updates and new versions of EMS Professional, and a User ID for the EMS Online Support Center.

**EMS PROFESSIONAL™ ADDITIONAL FEATURES**

- |   |   |   |
|---|---|---|
| <ul style="list-style-type: none"> <li>■ Create single-day, multi-day and recurring bookings</li> <li>■ Locate reservations via powerful browsers</li> <li>■ Replicate entire events with the Copy Reservation utility</li> <li>■ Integrated CRM for use by event coordinators, sales staff, etc.</li> <li>■ Send emails from within EMS using Microsoft Outlook® contacts</li> </ul> | <ul style="list-style-type: none"> <li>■ Benchmark Metrics Report</li> <li>■ Export reports into PDF format</li> <li>■ Rapid software deployment</li> <li>■ Requires minimal ongoing IT support</li> <li>■ Compatible with Microsoft Outlook and other vCalendar devices</li> <li>■ Optionally track meeting acceptance</li> <li>■ Optional attendee availability confirmation</li> <li>■ "Best-fit" search functionality</li> <li>■ System-generated audit log tracks booking changes</li> </ul> | <ul style="list-style-type: none"> <li>■ Customizable confirmations/invoices can be printed or emailed</li> <li>■ Reminders alert customers/staff to date-specific tasks</li> <li>■ Filtering tool shows available, reserved bookings, or both</li> <li>■ World-class software support</li> </ul> <p><b>System Requirements</b><br/>For a complete listing of the current system requirements for EMS Professional, visit: <a href="http://www.dea.com/ReqPro">www.dea.com/ReqPro</a></p> <p style="text-align: right;"><i>Copyright © 2011 Dean Evans &amp; Associates, Inc.</i></p> |
|---|---|---|



Windows and the Windows logo are trademarks of the Microsoft group of companies.