

## RESOURCE BOOKING MADE EASY



## Search, Reserve & Collect...anything Introducing R&R

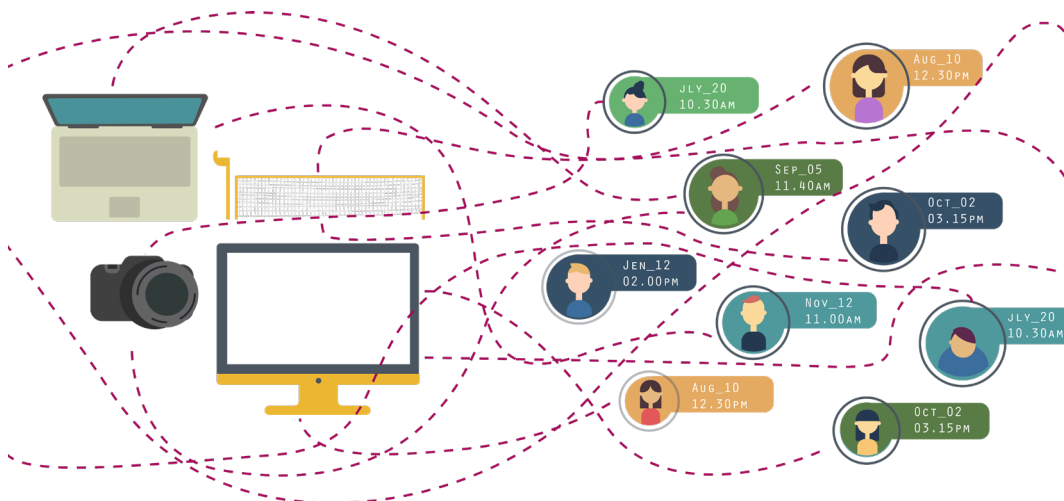
R&R is a web-based system for managing equipment loans and room bookings in education, public libraries and corporate environments. Accessible from any computer, tablet or smartphone, users can see at a glance what is available, in use, and reserved.

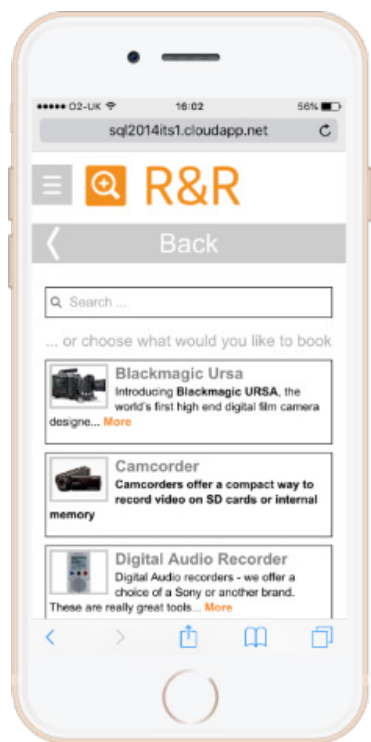
Automated reminders help to ensure timely returns, and detailed statistics provide the information you need when making purchasing decisions and proving return on investment. You set the rules to determine who has access to each set of equipment, who can make reservations, and for how long.

The optional Room Availability Display Module provides a simple way to show the current occupation and upcoming reservations for each of your rooms. Room booking functionality also works across multiple time zones.

"Since we have implemented R&R we've seen efficiencies in our equipment and resource booking within the college. College wide and within departments it provides an audit trail of usage and justification for equipment spends and refresh. Support and maintenance is great and the system just works, it's intuitive, easy to use and also tailored to ones requirements"

Mr Purdip Bahra,  
Technical Design Officer,  
Joseph Chamberlain Sixth Form  
College, UK.





## SEARCH & AVAILABILITY

R&R's intuitive interface provides a clear overview of availability. Detailed images and powerful searching capabilities allow users to find exactly what they are looking for, via their computer, tablet or smartphone. Related items (such as accessories) can be booked at the same time.

## ENFORCE ACCOUNTABILITY

R&R invests users with responsibility for the items they loan. Where acceptance of terms and conditions is required, this can be set per resource. Email reminders and calendar integration help ensure timely collection and return, and there are clear processes for handling overdue, fines and any damages.

## MAXIMISE UTILISATION

R&R provides a showcase for all your loan equipment, encouraging usage and maximising return on investment. R&R's detailed, automated reports allow you to identify what is used, how often, and by whom. This helps you to optimise equipment levels and to plan future expenditure.

## QUICK & EASY

R&R is designed to be effortless to use. A booking wizard with images, descriptions and tips such as 'suggested bundles' provides a pleasurable user experience. There is also an optional *Basket Mode* which allows you to place items in your basket, check they are available and save the basket for future use to save time.

## EFFECTIVELY COMMUNICATE

Booking instructions, rules and constraints are conveyed to users at each appropriate stage. On-screen messages and email reminders make sure that everyone has all the information they need.

## SIMPLIFY MANAGEMENT

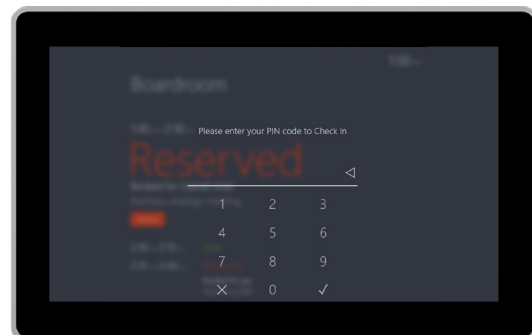
R&R allows separate departments to manage and ring fence their own equipment all within the one R&R system. If equipment or rooms need to be cleaned or inspected between bookings there is also a *Scheduled Maintenance* option which can be set.

## EFFICIENTLY ISSUE & RETURN

'Due Out Today' and 'Due Back Today' screens help you to prepare for each day's activity. Issuing and returning items is especially quick if your equipment is barcoded. When returning an item, simply scanning the barcode will also identify other items that the user may have forgotten to return.

## ROOM AVAILABILITY MODULE

Using a tablet outside a room, see at a glance when the room is free and reserved throughout the day. The display updates as reservations are made or cancelled and users can check in and out of reservations via a PIN number. If not using tablets, R&R provides a QR code for each room; simply scan this with a phone to see availability.



## WHY R&R?

R&R is a complete solution with no hidden costs; you can add as many resources to the system as you need, without extra charges. Cutting-edge web technologies mean all major web browsers are supported, with optimisation for use on iPhones, Android and other smartphones. Like MyPC (our market leading computer booking system) R&R integrates with your network directory to give you full control over who has access to each set of equipment.

"Having the ability to track resources on loan (fewer 'lost' items) and send out automatic reminders for overdue items has significantly reduced staff input in these areas. Additionally, as users now have visibility of what resources are available and when, from any Internet device, it is much easier for them to plan ahead and book what they need or make alternative arrangements. Overall we have been very impressed with R&R and are investigating further ways of using it to achieve additional savings within the College."

Mr Paul Connor,  
Learning Resources  
Technologist,  
Bath College, UK.



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