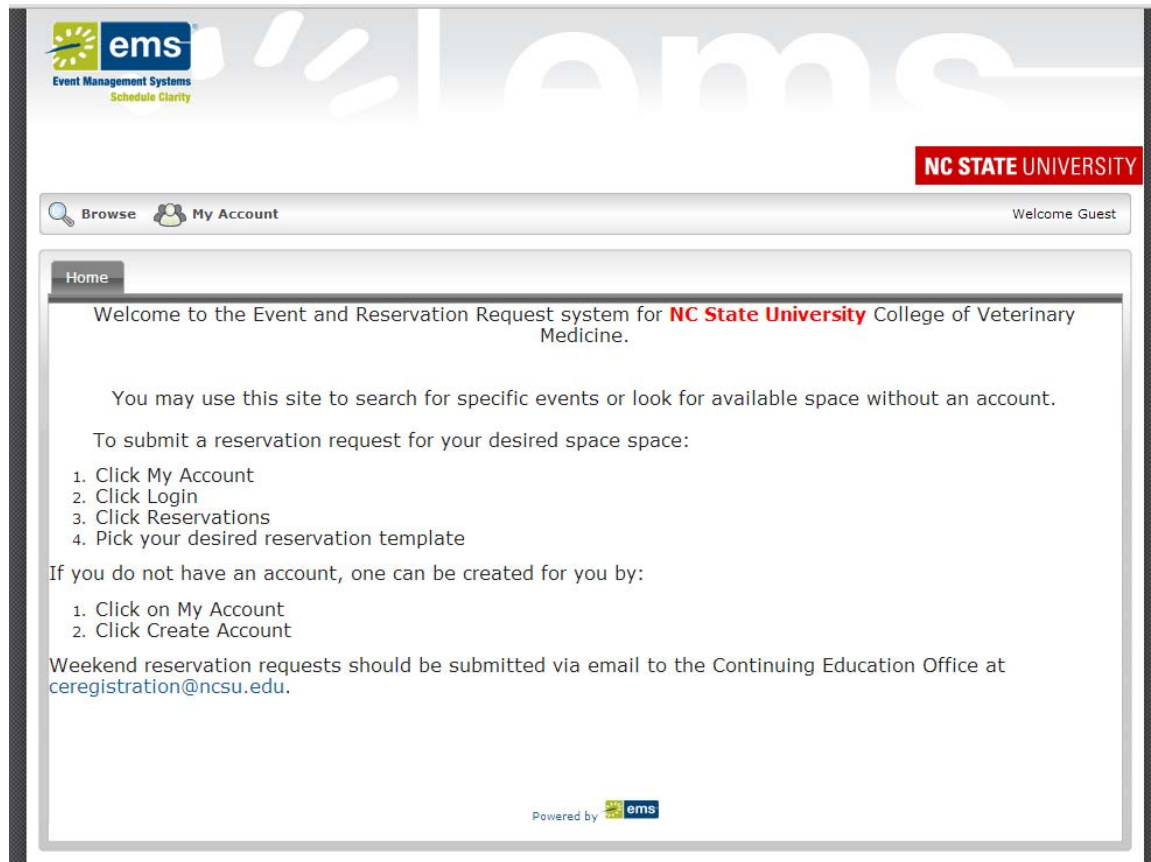


Virtual EMS Room Scheduler

From CVM computer / network <http://emsv/emsvet>

From remote computer / device <http://emsv.oit.ncsu.edu/EMSVET/>



The screenshot shows the homepage of the Virtual EMS Room Scheduler for NC State University. The page features the EMS logo (Event Management Systems, Schedule Clarity) in the top left, a search bar with 'Browse' and 'My Account' options, and a 'Welcome Guest' message. The main content area is titled 'Home' and contains a welcome message, instructions on how to use the site, and a list of steps to submit a reservation request. It also provides information on how to create an account and contact the Continuing Education Office for weekend requests. The page is powered by EMS.

ems
Event Management Systems
Schedule Clarity

NC STATE UNIVERSITY

Browse My Account Welcome Guest

Home

Welcome to the Event and Reservation Request system for **NC State University** College of Veterinary Medicine.

You may use this site to search for specific events or look for available space without an account.

To submit a reservation request for your desired space space:

1. Click My Account
2. Click Login
3. Click Reservations
4. Pick your desired reservation template

If you do not have an account, one can be created for you by:

1. Click on My Account
2. Click Create Account

Weekend reservation requests should be submitted via email to the Continuing Education Office at ceregistration@ncsu.edu.

Powered by **ems**

To View available / reserved rooms

Click Browse to view scheduler.
Browse for Space will display the
view you are accustomed to

The screenshot displays the EMS (Event Management Systems) interface for NC State University. At the top left is the EMS logo with the tagline 'Event Management Systems Schedule Clarity'. At the top right is the 'NC STATE UNIVERSITY' logo and a 'Welcome Guest' message. Below the navigation bar, the 'Browse' menu is expanded, showing options: 'Browse Events', 'Browse Facilities', 'Browse for Space', and 'Locate Group'. The 'Browse for Space' option is highlighted. The main content area contains the following text:

to the Event and Reservation Request system for **NC State University** College of Veterinary Medicine.

You may use this site to search for specific events or look for available space without an account.

To submit a reservation request for your desired space space:

1. Click My Account
2. Click Login
3. Click Reservations
4. Pick your desired reservation template

If you do not have an account, one can be created for you by:

1. Click on My Account
2. Click Create Account

Weekend reservation requests should be submitted via email to the Continuing Education Office at ceregistration@ncsu.edu.

Powered by EMS

Browse

Thursday, June 13, 2013 12 Hours | Filter

Room	Cap	7	8	9	10	11	12 PM	1	2	3	4	5	6
CVM Main Building													
D-330 Conference Room	12												
D-239	100												
Green Commons	0												
D-235-Clinical Skills Lab	100												
D-234 Conference Room	20												
D-235-North (non sterile)	50												
D-236 Half Size Classroom	45												
D-235-South (sterile)	50												
D-232 Conference Room	25												
D-236 Half Size Classroom	50												
A-231 Deans Conference Room	25												
A-109 Library	8												
B-104A Lab/Microscopes	72												
B-222 Department Heads Conference	25												
B-112 South Theater	111												
A-103 Library	12												
A-101 Library	43												
A-104 Library	4												
A-106 Library	4												
A-107 Library	4												
C-284A	10												
C-276	12												
Cafeteria/Patio	0												

Click My Account / Create an Account to log in for the first time

ems
Event Management Systems
Schedule Clarity

NC STATE UNIVERSITY

Browse My Account Welcome Guest

Log In

Home Create An Account

Welcome to the Event and Reservation Request system for **NC State University** College of Veterinary Medicine.

You may use this site to search for specific events or look for available space without an account.

To submit a reservation request for your desired space space:

1. Click My Account
2. Click Login
3. Click Reservations
4. Pick your desired reservation template


If you do not have an account, one can be created for you by:

1. Click on My Account
2. Click Create Account


Weekend reservation requests should be submitted via email to the Continuing Education Office at ceregistration@ncsu.edu.

Powered by **ems**

Complete the required information and Save



Event Management Systems
Schedule Clarity



NC STATE UNIVERSITY

[Browse](#) [My Account](#) Welcome Guest

User Info

Email:*

Name:*

Phone:

Fax:


Time zone:*
Eastern Time

Password:*

Confirm Password:*


Notes:

I do NOT want to receive automatic emails



Type the code shown:

[Show another code](#)

Powered by 

User Info

Email:*

Name:*

Phone:

Fax:

Time zone:*

Password:*


Confirm Password:*

Notes:

I do NOT want to receive automatic emails



Type the code shown:

 Show another code

ems
Event Management Systems
Schedule Clarity

NC STATE UNIVERSITY

Browse Reservations My Account Help

Welcome Mr. Wuf

Vet School Reservation Request

User Info View My Requests

Email:*
mr_wuf@ncsu.edu

Name:*
Mr. Wuf

Phone:

Fax:


Time zone:*
Eastern Time

Password:*

Confirm Password:*


Notes:

I do NOT want to receive automatic emails

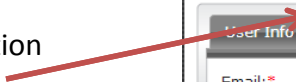
 Type the code shown:

[Show another code](#)

Save

Powered by 

Choose Vet School Reservation Request



ems
Event Management Systems
Schedule Clarity

NC STATE UNIVERSITY

Browse Reservations My Account Help Welcome Mr. Wuf

Vet School Reservation Request

Info Location Details

Weekend reservation requests should be submitted via email to the Continuing Education Office at ceregistration@ncsu.edu.

When and Where

Date: 6/21/2013 Fri Recurrence

Start Time: 6:00 AM End Time: 7:00 AM

Facilities: (all)

Setup Information

Attendance: 4

Setup Type: Conference

Availability Filters

Room Type: (all)

Features:

- BluRay
- Chalkboard
- Conference Phone
- Document Camera
- Flat Pannel Monitor w/Windows PC
- Mediasite
- Microscope

Find Space

Powered by **ems**

Select Date and time needed

How many are attending? Please use an accurate number as this determines which rooms will accommodate your needs as well as allowing relocation to an appropriate room if ever needed

If you require specific technology you may select it here

What type setup do you need?

Click Find Space when fields have been completed

Vet School Reservation Request

Info Location Details

When and Where

Date: 6/21/2013 Fri Recurrence
Start Time: 6:00 AM End Time: 7:00 AM
Facilities: CVM Main Building

Setup Information

Attendance: 4
Setup Type: Conference

Availability Filters

Room Type: (all)
Features:
 BluRay
 Chalkboard
 Conference Phone
 Document Camera
 Flat Pannel Monitor w/Windows PC
 Mediasite
 Microscope

Find Space

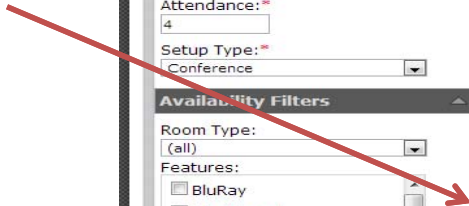
No rooms currently selected

List Grid

Friday, June 21, 2013 12 Hours

Room	Cap	7	8	9	10	11	12 PM	1	2	3	4	5	6
CVM Main Building													
+ C-284A	10												
+ C-276	12												
+ C-247 VHWC Old Surge	12												
+ D-218B Equine Confere	20												
+ D-330 Conference Roo	12												
+ D-234 Conference Roo	20												
+ D-218C Ruminant Heal	10												
+ B-328 3rd Floor Confer	10												
+ A-107 Library	4												
+ A-104 Library	4												
+ A-103 Library	12												
+ A-108 Library	4												
+ B-222 Department Hea	25												
+ A-231 Deans Conferen	25												
+ A-109 Library	8												

Rooms that fit the requirements are displayed. Choose the room you prefer by clicking the +



Choice has been moved to Selected Locations area

ems
Event Management Systems
Schedule Clarity

NC STATE UNIVERSITY

Browse Reservations My Account Admin Help

Welcome Dane Johnston

Vet School Reservation Request

Info Location Details

Where and When

Date: 6/21/2013 Fri Recurrence: [None]
Start Time: 6:00 AM End Time: 7:00 AM
Facilities: CVM Main Building

Setup Information

Attendance: 4
Setup Type: Conference

Availability Filters

Room Type: (all)
Features:
 BluRay
 Chalkboard
 Conference Phone
 Document Camera
 Flat Panel Monitor w/Windows PC
 Mediasite
 Microscope

Find Space

Selected Locations

DATE	HOLIDAYS	START	END	LOCATION	STATUS	SETUP COUNT	CONFLICT
6/21/2013 Fri		6:00 AM	7:00 AM	MAIN - CVMA231	Reserve	4	

Friday, June 21, 2013

Room	Cap	7	8	9	10	11	12 PM	1	2	3	4	5	6
CVM Main Building													
C-284A	10												
C-276	12												
C-247 VHWC Old Surg	12												
D-2188 Equine Confere	20												
D-330 Conference Roo	12												
D-234 Conference Roo	20												
D-218C Ruminant Heal	10												
B-328 3rd Floor Confer	10												
A-107 Library	4												
A-104 Library	4												
A-103 Library	12												
A-108 Library	4												
B-222 Department Hea	25												
A-231 Deans Conferen	25												
A-109 Library	8												

Continue

Powered by ems

Click Continue

ems
Event Management Systems
Schedule Clarity

NC STATE UNIVERSITY

Welcome Dane Johnston

Browse Reservations My Account Admin Help

Browse Events
Browse Facilities
Browse for Space
Locate Group

6/21/2013 Fri
Start Time: 6:00 AM
End Time: 7:00 AM
Facilities: CVM Main Building

Event Details
Event Name: Mr. Wuf's Den
Event Type: Meeting

Group Details
Group: College of Veterinary Medicir
1st Contact: (temporary contact)

Setup Information
Attendance: 4
Setup Type: Conference

Availability Filters
Room Type: (all)
Features: BluRay, Chalkboard, Conference Phone, Document Camera, Flat Pannel Monitor w/Windows PC, Mediasite, Microscope

Name: Mr Wuf
Phone:
Fax:
Email: mr_wuf@ncsu.edu

Submit

Powered by ems

Fill in Event Name

For 1st Contact, choose (temporary contact). After you have been in the system for 48 hours your contact information will display in the dropdown for future reservations

If no Group appears use magnifying glass to choose CVM

Enter name

This is the email that confirmation will be sent to

Click Submit when complete

ems
Event Management Systems
Schedule Clarity

NC STATE UNIVERSITY

Browse Reservations My Account Admin Help Welcome Dane Johnston

Reservation Details Attachments [Back to My Requests](#)

Reservation Id 540
Event Name Mr. Wuf's Den
Event Type Meeting
Group Name College of Veterinary Medicine-Dean's Office
1st Contact Name Mr Wuf
Phone

[Edit Reservation](#)
[Add Booking](#)
[Cancel Bookings](#)
[Cancel All Bookings](#)
[View Reservation Summary](#)
[Add booking to personal calendar](#)
[Booking Tools](#)

All **Current** Historical

Bookings							
ACTIONS	SERVICES	DATE ^	TIME	TITLE	LOCATION	STATUS	SETUP
		6/21/2013 Fri	6:00 AM - 7:00 AM	Mr. Wuf's Den	MAIN - CVMA231	Confirmed	Conference (4)

Powered by

Confirmation page. The contact listed will receive a confirmation email