Browsing for Space

Step 1: Click on the “Browse” drop down box and select “Browse for Space”
Browsing for Space

Step 2: To browse on a specific date or facility, click on "Filter" (at the far right hand side of your screen); fill in your criteria then click on “Apply”.
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Note(s):

- The blue bars indicate that the space is currently reserved/booked for the time period that it extends to.
- To see room details, setup types, and features, click on the link for each room.
- For helpful notes, click on the question mark at the top right hand side of the screen.