



# Holy Family Orlando

## Scheduling Site

# Scheduling Site Access

- <http://scheduling.holyfamilyorlando.com>
- Username: is your full email address
- Password: the one you provided to us at the annual ministry meeting



scheduling.holyfamilyorlando.com/V

Search

Navigation icons: star, calendar, shield, download, home, smiley, star, zoom 80%, menu



Virtual EMS

Home

Browse My Account

Welcome Guest

Login

User Id: \*

your email address

Password: \*

.....

Login

DEMO VERSION



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# Virtual EMS



(authenticated administrator)

**Location** Details

**When and Where**

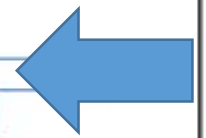
Date: \*

Start Time: \*  End Time: \*

**Setup Information**

Attendance: \*

Setup Type: \*



## Selected Locations

No rooms currently selected



Virtual EMS

(authenticated administrator)

Location Details

When and Where

Date: 7/30/2015 Thu Start Time: 12:15 AM End Time: 1:15 AM

Setup Information

Attendance: 100 Setup Type: As Is

Find Space

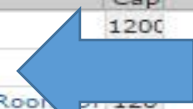
Selected Locations

Table with columns: DATE, HOLIDAYS, START, END, LOCATION, STATUS, SETUP COUNT, CONFLICT. Row: 7/30/2015 Thu, 12:15 AM, 1:15 AM, Daily Chapel, Reserve, 100

List Grid

Thursday, July 30, 2015 12 Hours

Room availability grid for Thursday, July 30, 2015. Columns: Room, Cap, 7, 8, 9, 10, 11, 12 PM, 1, 2, 3, 4, 5, 6. Rows include Church, Daily Chapel, Gr. Flynn Center Room, etc.



Continue

### When and Where

Date: \* 7/30/2015 Thu

Start Time: \* 12:15 AM

End Time: \* 1:15 AM

### Setup Information

Attendance: \* 100

Setup Type: \* As Is

### Event Details

Event Name: \* Carpet Cleaning

Event Type: \* Meeting

### Group Details

Group: \* Maintenance

Name: \* Spencer Silvers

Phone: \* 407-876-2211

Fax:

Email: \* ssilvers@hfcchurch.com

### Resources

(none)

- 1 Cart #1 0.00  
Special Instructions:
- Cart #2 0.00
- Microphone 0.00
- 1 TV on rolling stand 0.00  
Special Instructions:
- Video & Audio Support 50.00





**Current** | Historical

Reservation Id:  Event Name:    Show Cancelled

**Reservations**

ID	NAME	GROUP	FIRST BOOKING ^	LAST BOOKING	STATUS	LOCATION	HAS SERVICES
3130	<a href="#">Carpet Cleaning</a>	Maintenance	7/29/2015 Wed	7/30/2015 Thu	Confirmed	Daily Chapel	Yes





(authenticated administrator)

Home View My Requests

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Reservation Details

[Back to My Requests](#)

**Reservation Id** 3130      **Group Name** Maintenance  
**Event Name** Carpet Cleaning      **Contact Name** Spencer Silvers  
**Event Type** Meeting      **Phone** 407-876-2211

- [Edit Reservation](#)
- [Add Booking](#)
- [Cancel Services](#)
- [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
<a href="#">✕</a> <a href="#">✎</a>	<a href="#">+</a> <a href="#">🔍</a>	7/30/2015 Thu	12:15 AM - 1:15 AM	Carpet Cleaning	Daily Chapel	Confirmed	As Is (100)

Cancel Booking

