

Ideas

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SLA			

Our Product Owners will review your ideas monthly and you will be notified on any changes made to the status of your ideas. We will let you know personally once your idea has been scheduled.

Make sure you also vote on ideas that you want to see in the product, as we will take this into account when deciding on what ideas to implement.

If you have an immediate need for a feature please submit a Change Request instead.

Short summary of idea*

Require User Contact Info in Booking Details and Notification Messages

Application/Area

Room Booking

Description

Currently, a user is only required to enter 'purpose' in Booking details when requesting a room. (Booking on behalf of and description are optional fields.)

When we train new staff on the Room Booking App, we highly encourage them to add their name, phone number and email address in the description box; unfortunately not everyone remembers to do this.

Our portal supports staff in three centers in three different cities. When an approver is on leave, an approver in another location covers reservation requests. Sometimes, the 'substitute' doesn't know the staff or rooms the way they do in their own center.

Also, when approvers open NOTIFICATION messages (COMMUNICATION app), there isn't any info about who is requesting the room.

Finally, when a user looks at an approved reservation they can see Booked by (name of staff), but that's it. If they have a question about an event, they may have to go to the PEOPLE to get contact info.

Our idea is to require name, phone, and email address in three places: 1. the Booking details window when a reservation is made; 2. NOTIFICATION messages approvers receive; 3. Booking details window of approved activities. This will increase productivity and efficiency for all users. Thanks for considering our idea.

Total Likes