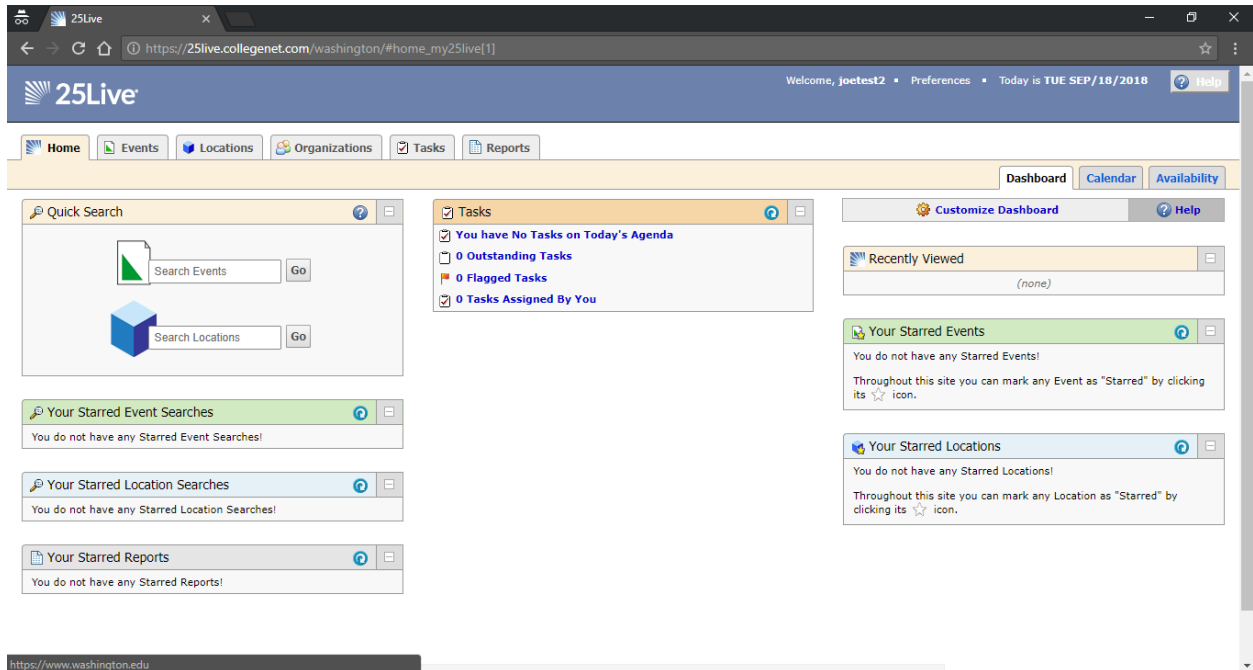
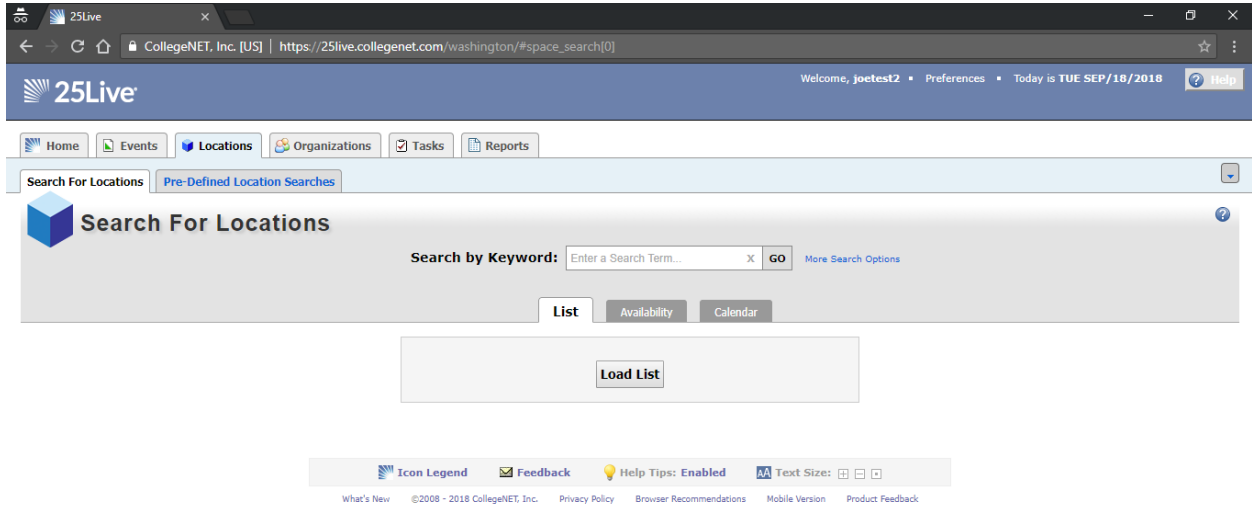


Using 25Live to Look at Room Schedules

When you first log in to 25live.collegenet.com/washington, you will be taken to the Home Page:

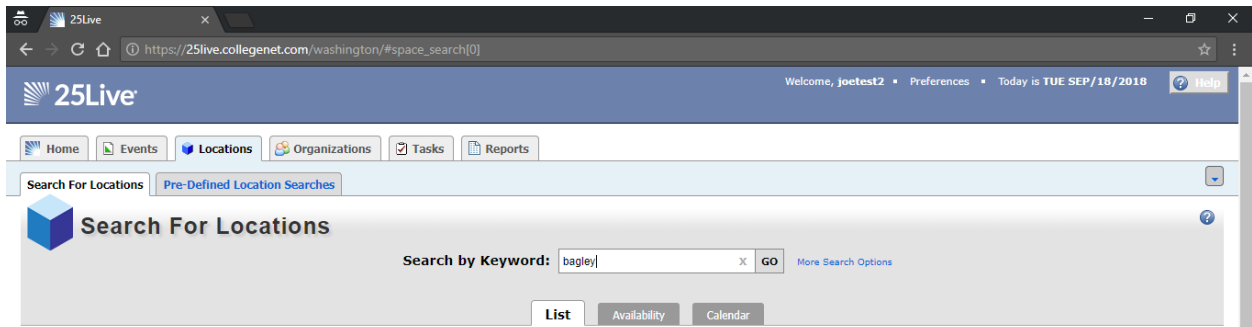


To see what is in a space, you can put the building and room number in the 'Search Locations' box in Quick Search, and click on 'Go'. Alternatively, you can click on the 'Locations' tab at the top. When in the 'Locations' tab, put the building and room number in the 'Enter a Search Term' box and click on 'Go'.



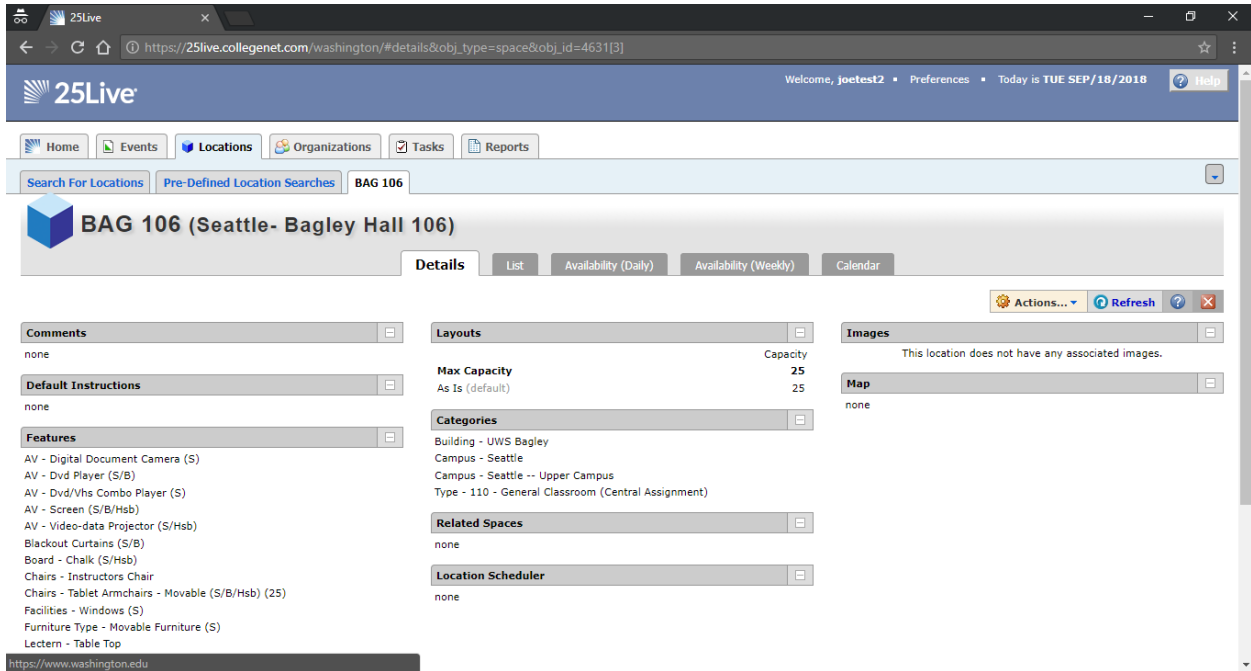
https://www.washington.edu

You can put in a specific space or just a building name. For this example, we have put in 'Bagley' and get back every general-assignment space in Bagley.

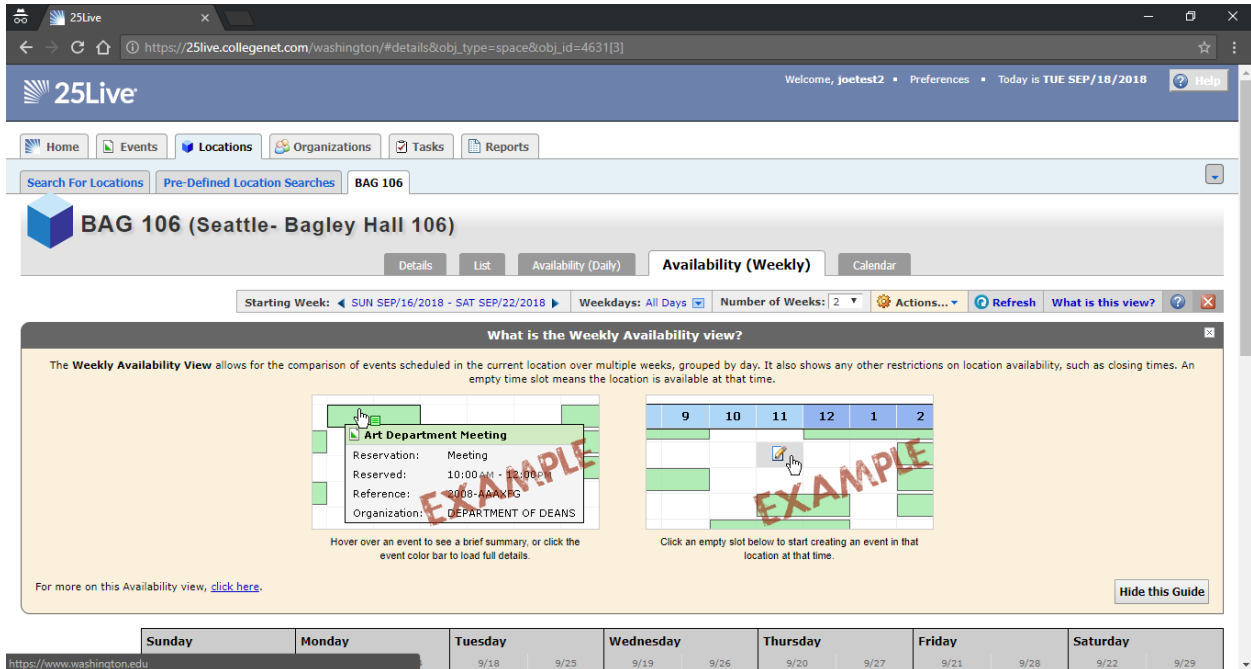


| Name | Formal Name | Categories | Features | Layouts | Max Capacity |
|---------|---------------------------|--|--|---------|--------------|
| BAG 106 | Seattle - Bagley Hall 106 | Building - UWS Bagley, Campus - Seattle, Campus - Seattle -- Upper Campus, Type - 110 - General Classroom (Central Assignment) | AV - Digital Document Camera (S), AV - Dvd Player (S/B), AV - Dvd/Vhs Combo Player (S), AV - Screen (S/B/Hsb), AV - Video-data Projector (S/Hsb), Blackout Curtains (S/B), Board - Chalk (S/Hsb), Chairs - Instructors Chair, Chairs - Tablet Armchairs - Movable (S/B/Hsb), Facilities - Windows (S), Furniture Type - Movable Furniture (S), Lectern - Table Top, Periodic Chart, Tables- 2 X 5 Ft | As Is | 25 |
| BAG 108 | Seattle - Bagley Hall 108 | Building - UWS Bagley, Campus - Seattle, Campus - Seattle -- Upper Campus, Type - 110 - General Classroom (Central Assignment) | AV - Digital Document Camera (S), AV - Screen (S/B/Hsb), AV - Television, AV - Video-data Projector (S/Hsb), Blackout Curtains (S/B), Board - Chalk (S/Hsb), Chairs - Instructors Chair, Chairs - Tablet Armchairs - Movable (S/B/Hsb), Facilities - Windows (S), Furniture Type - Movable Furniture (S), Periodic Chart, Tables- 2 X 5 Ft | As Is | 30 |
| BAG 131 | Seattle - Bagley Hall 131 | Building - UWS Bagley, Campus - Seattle, Campus - Seattle -- Upper Campus, Type - 110 - General Classroom (Central Assignment) | AV - Bluray (S/B), AV - Cart, AV - Computer and Monitor (S), AV - Digital Document Camera (S), AV - Digital Projection (S), AV - Dvd Player (S/B), AV - Dvd/Vhs Combo Player (S), AV - Electric Pointer, AV - Ethernet Connection, AV - Lecture Capture (S), AV - Projector (S/B), AV - Screen (S/B/Hsb), AV - Tablet Armchairs - Movable (S/B/Hsb), AV - Video-data Projector (S/Hsb), Blackout Curtains (S/B), Board - Chalk (S/Hsb), Chairs - Instructors Chair, Chairs - Tablet Armchairs - Movable (S/B/Hsb), Facilities - Windows (S), Furniture Type - Movable Furniture (S), Lectern - Table Top, Periodic Chart, Tables- 2 X 5 Ft | As Is | 300 |

To see what's in a space, click on the space name. This will open a tab for the space, taking you to the details of the space.



To see what's in the space, click on the 'Availability (Daily)' or 'Availability (Weekly)' tab. Below is the Weekly display. Notice that the 'What is the Weekly Availability view?' window can be hidden.



Once the help window is hidden, the view looks like the below.

The screenshot shows the 25Live interface for BAG 106. The main content area is a weekly availability calendar. The calendar has columns for each day of the week (Sunday to Saturday) and rows for each hour from 5:00 AM to 2:00 PM. The cells are color-coded: grey for 'Closed' and green for available time slots. Several events are listed in the green slots, including CHEM 462 A, ENGL 282 A, CHEM 521 A, CHEM AU18 I, CHEM 237 AI, ENGL 131 X, ENGL 131 N, CHEM 142 AD, CHEM 142 AR, CHEM 120 AL, CHEM 120 AB, CHEM 120 AR, HSTLAC 185, and HSTLAC 185. The interface includes a search bar, navigation tabs (Home, Events, Locations, Organizations, Tasks, Reports), and a 'Number of Weeks' dropdown set to 2. The URL in the browser is https://25live.collegenet.com/washington/#details&obj_type=space&obj_id=4631[3].

Notice that this display defaults to showing 2 weeks at a time. You can change the number of weeks being viewed, as well as which week(s). Also, you can mouseover one of the events to find out more information about the event.

The screenshot shows the 25Live interface for BAG 106, similar to the previous one, but with a tooltip displayed over the 'ENGL 282 A' event on Friday, September 21st, at 10:30 AM. The tooltip contains the following information: Reservation: LECTURE, Reference: 2018-ABUAWY, Title: INT MULTIMODAL COMP, Reserved: 10:30 AM (SEP/27/2018) - 12:20 PM (SEP/27/2018), and Location(s): BAG 106. The calendar grid shows various other events, including CHEM 462 A, ENGL 282 A, CHEM 521 A, CHEM AU18 I, CHEM 237 AI, ENGL 131 X, ENGL 131 N, CHEM 142 AD, CHEM 142 AR, CHEM 120 AL, CHEM 120 AB, CHEM 120 AR, DAWG DAZE, TELP SU 18 K, and ENGL 131 Z.