

EMS DESKTOP CLIENT

The Complete Expert Scheduling Package



The EMS Desktop Client offers comprehensive booking, administrative and reporting tools for the expert EMS users in your organization. As the powerhouse of the dynamic EMS platform, the Desktop Client provides administrators with access to everything from high-level meeting and room scheduling operations to a drill-down view of specific bookings and services.

INCREASE PRODUCTIVITY AND REDUCE COSTS WITH CLOUD SERVICES FOR EMS

The Desktop Client is our tour-de-force of meeting and event scheduling. Expert users, such as conference center managers, event coordinators, registrars, facility managers and service providers, use the Desktop Client to automate processes, streamline workflows and deliver communications for maximum scheduling efficiency.

The Desktop Client excels at handling the complexity associated with adding and managing resources and services within a reservation. It improves productivity by streamlining reservation-management steps, automating and error-proofing time-consuming activities and providing accurate data and other critical information. Expert users can:

- Book a meeting
- Approve requests
- Send meeting and order confirmations
- Change or cancel reservations
- Email change notifications
- Resolve room or meeting conflicts Link services, resources and reservations
- Manage service orders
- Create alerts to notify users
- Track resource usage
- Create and run utilization reports
- Assign permissions
- Distribute daily worksheets
- Invoice service providers
- Email to any contact
- Print badges
- Export data
- And more

TOP BENEFITS

- **Increased Productivity** >> Book or change reservations, including adding services and resources, with just a few clicks.
- **Reduced Administrative Effort** >> Automate scheduling and notifications of meeting and service details.
- **Improved Insights** >> View the entire reservation book and automatically or manually pull reports on all data activities.
- **Highly Configurable** >> Align the tool to match your existing processes, services and resources.
- **Enforceable Permissions** >> Confidently control the access of groups and individuals and what tasks they can perform.

KEY FEATURES

The EMS Desktop Client is the single, comprehensive 'control panel' for managing all types of meeting spaces, services, resources and reporting. Expert users with appropriate permissions can add, view, search, change and report on data within the EMS database. They can view all booking, customer, employee, services, sales, utilization and resource data.

Popular features include:

- A Reservation Book that shows all confirmed reservations (time and room) for your organization.
- A Calendar to quickly find reservations, bookings and service orders.
- The Reservation Wizard, a streamlined booking template for making reservations.
- A color-coded Dashboard to help plan day-to-day tasks, such as set and check reminders, approve or check the status of meeting and service order requests, send or read notifications and review the latest changes to events.
- A toolbar / ribbon that provides quick access to the most commonly used functions.
- Over 110 reports and a custom query wizard.

For organizations looking to support hoteling initiatives and unmanaged space reservations, the Desktop Client helps set all configurations for all remote access points (such as the EMS Room Sign App, EMS Mobile App and EMS Kiosk App), user permissions and room, resource and services data.

TECHNICAL SPECIFICATION

OPERATING SYSTEM REQUIREMENTS

OPERATING SYSTEM

- Windows 7 (32-bit and 64-bit)
- Windows 8 (32-bit and 64-bit)
- Windows 8.1 (32-bit and 64-bit)
- Windows 10 (32-bit and 64-bit)
- .NET Framework

DATABASE REQUIREMENTS

OPERATING SYSTEM

- Microsoft SQL Server 2008 R2
- Microsoft SQL Server 2012 SP2
- Microsoft SQL Server 2012 SP3
- Microsoft SQL Server 2014 SP1, Compatibility Level 110
- Microsoft SQL Server 2016 SP1, Compatibility Level 110

WEB SERVER REQUIREMENTS

OPERATING SYSTEM IIS

- | | |
|--------------------------|-------|
| • Windows Server 2008 R2 | 7/7.5 |
| • Windows Server 2012 | 8 |
| • Windows Server 2012 R2 | 8.5 |
| • Windows Server 2016 | 10 |
| • .NET Framework | 4.6.2 |

PREREQUISITES

- | | |
|----------------------------|--------|
| • Application Pool Running | 4.0* |
| • .NET Framework Installed | 4.6.1* |

*Varies per application

WITH ALL THE BENEFITS, WHY WAIT?

Learn More About Our Scheduling Platform Today

To discuss this product, including pricing, contact us at +1.800.440.3994 or at info@emssoftware.com.