

# Seat Booking Application

No.1 Customizable SaaS Solution







# What is the purpose of it?

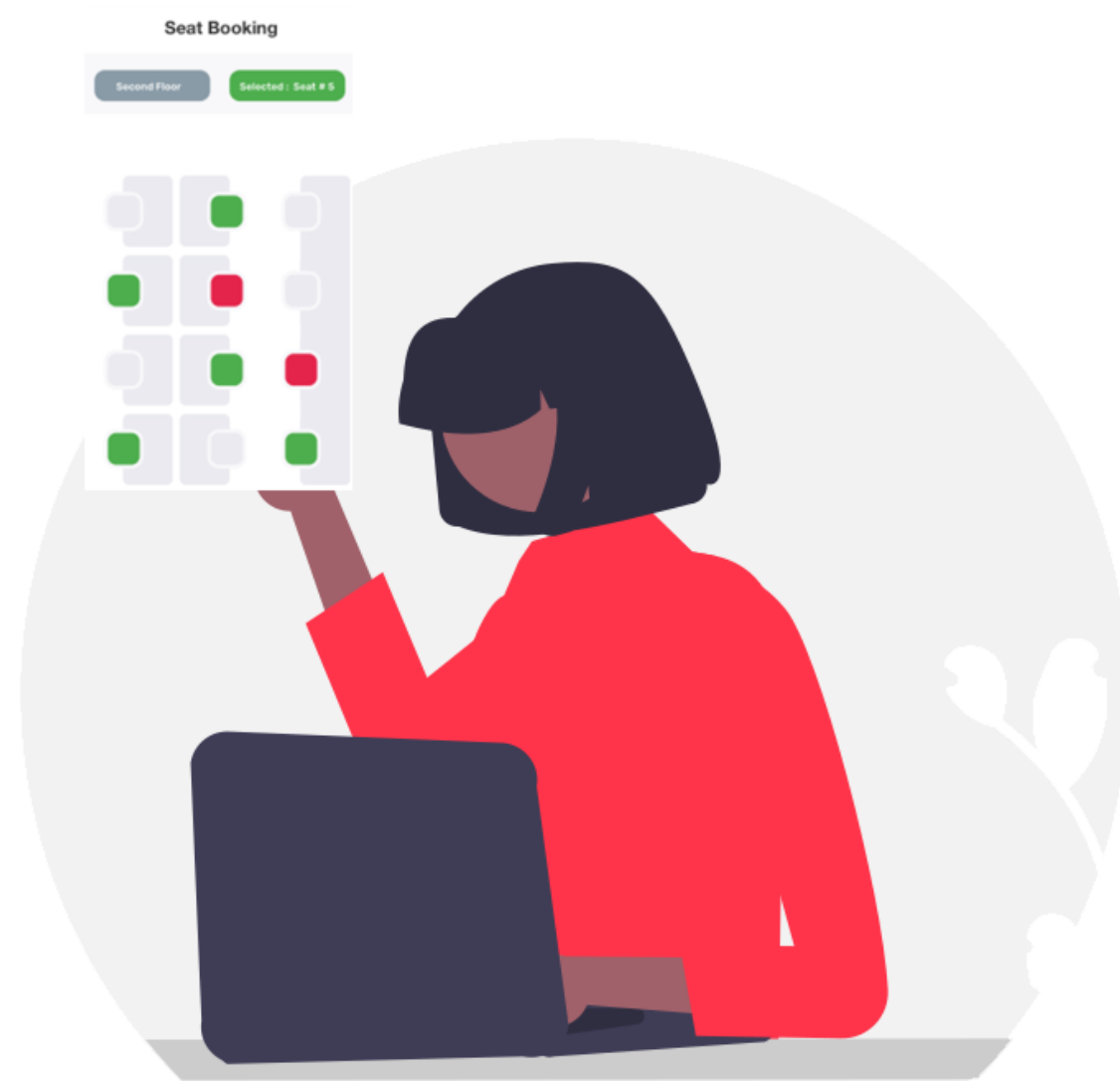
**The new hybrid style of working needs a robust solution to confidently return back to the workstations. Interactive app with real-time space usage matrix and distinct floor maps.**

Future workplaces are destined to be more employee-centric. Encouraging freedom, flexibility and experience. Dynamic seat booking gives businesses greater capabilities in efficiently redesigning the existing office space and creating a healthy ecosystem. With SeQure, bringing back employees to your workplace is no longer a challenge.





# Smart Seat Booking for Hybrid Businesses



## Mobile App Seat Booking

In app seat booking with live desk availability matrix and visual seating layouts for easy seat reservation enabling employees to reserve their workstation from anywhere.



## E-Badge for Employees

In app seat booking with live desk availability matrix and visual seating layouts for easy seat reservation enabling employees to reserve their workstation from anywhere.



## Interactive Floor Maps

Easily upload floor maps of your facility and map workstations which are active. Our in-built technology enables your employees to easily find the reserved workstation with position accuracy.

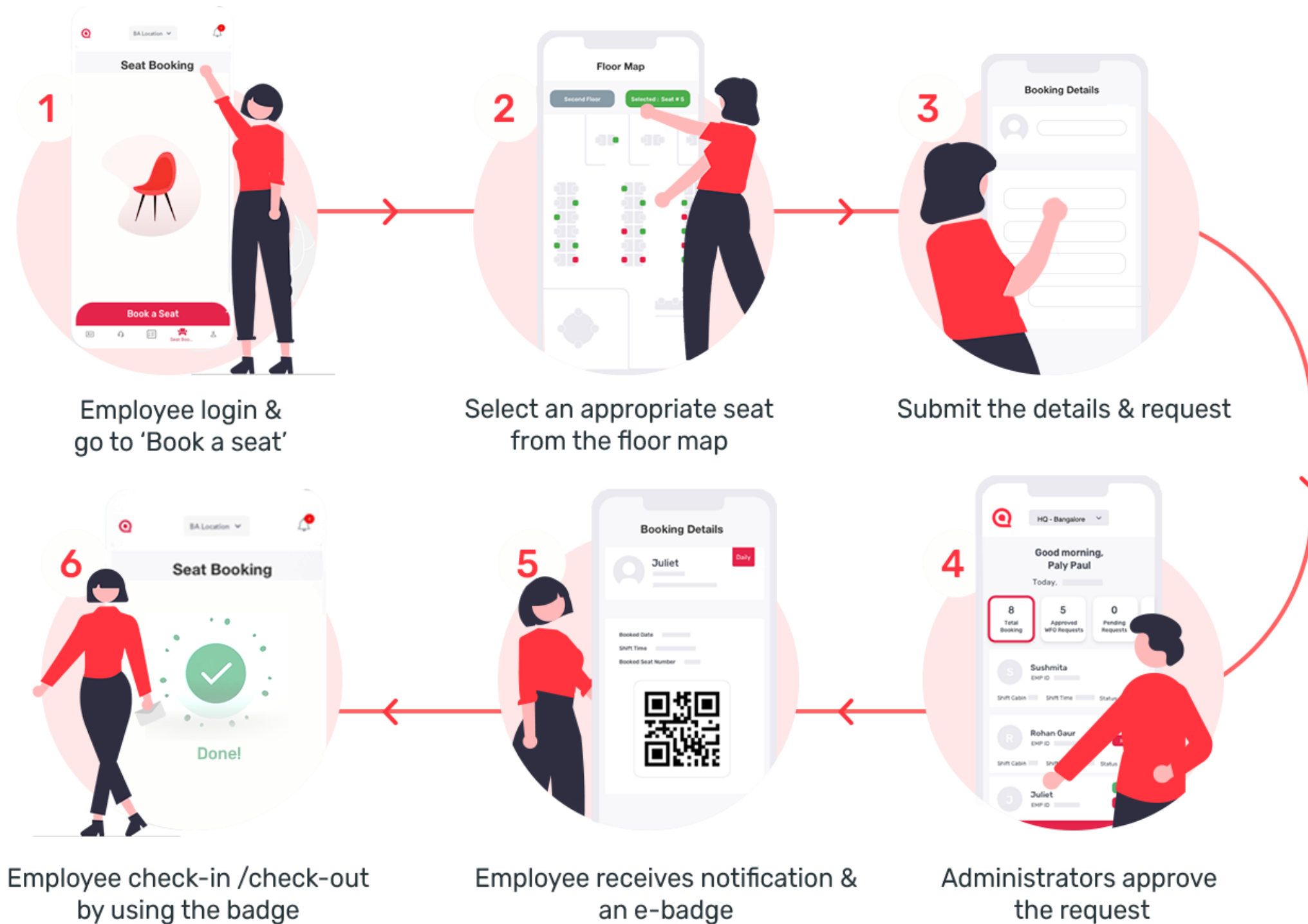


## View Approval & Seat Rejection

Real-time dashboard to view employee seat booking status. Enable your employees to get instant updates regarding the approval/rejection status.



# How does it work?





# Top Features

## Employee Experience

The self serve desk management clubbed with workplace safety, smart office layouts and quick employee support adds up to great employee experience.

## Ensure Workplace Safety

Mitigate the risk of COVID with our complete facility manage suite. Right from employee seat booking, office check-in, instant support to touchless check-out. All in one suite with COVID compliance.

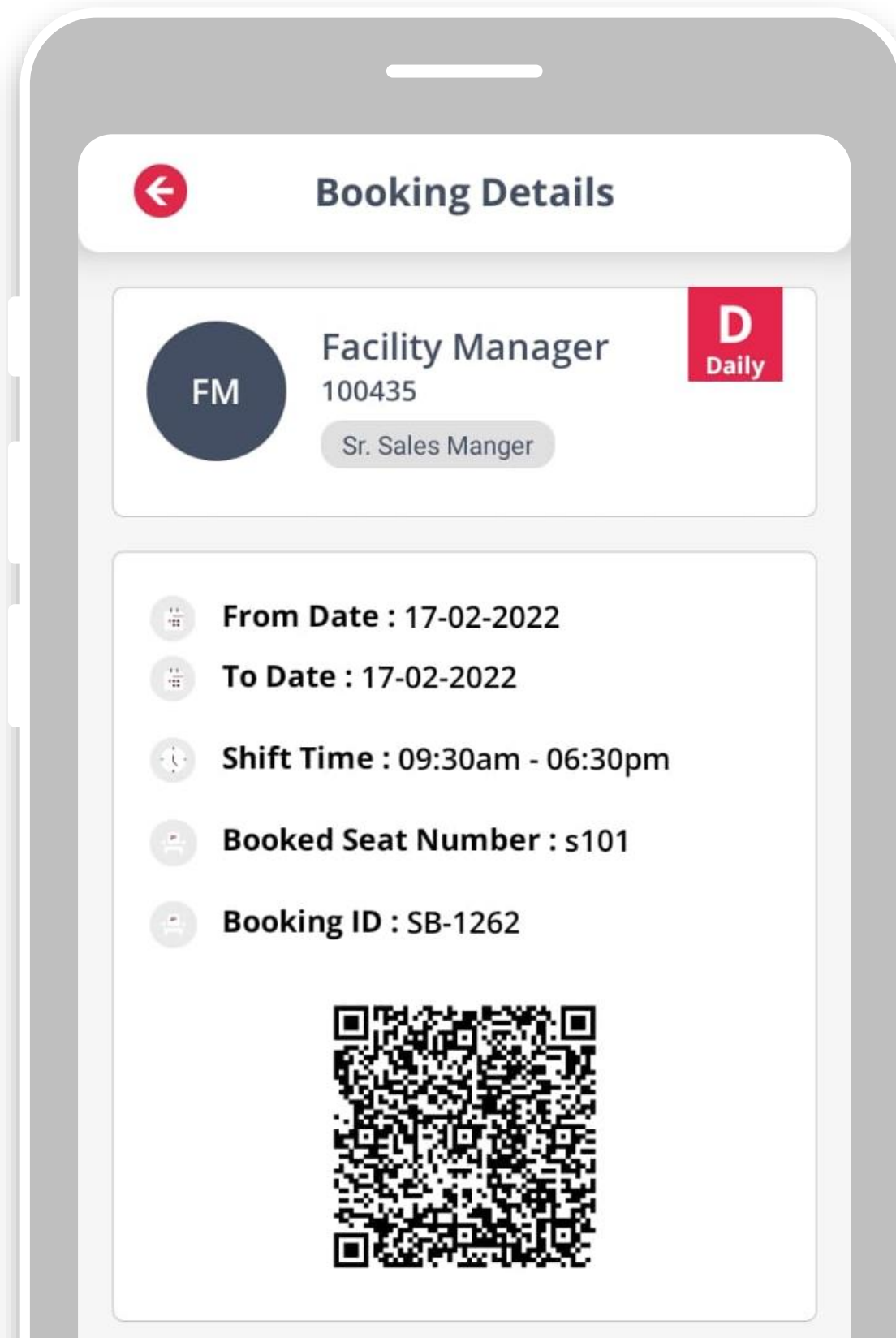
## AI Based Access Control

Occupant-focused restrictions help reduce the risk of COVID spread. At a given time only a limited no:of employees can occupy the give space .





# Top Features



- Insights and Reports**  
Interactive dashboard to pull deep insights and reports. Track resource utilization, reservation frequency, team performance, etc.
- Minimalistic Setup Time**  
Give your business a competitive edge.
- Smart Facility Optimization**  
Manage your real estate portfolio efficiently. Gain flawless visibility into multiple dimensions of your facility to make data driven decisions.





## How to book a seat?

- To book a new seat, "BOOK A SEAT" button is clicked.
- By default location, details i.e. Building Name will be fetched for that particular employee
- Now the type of requests, From date and To date along with the Shift is selected.
- The type of request can be Daily, Weekly or Monthly (based on the request type configured by the location admin for that particular employee user role).
- The employee has to click the book seat button against each floor.
- The map opens up with the seats displayed.

The 'Seat Booking' screen on a smartphone displays a form with the following fields:

- Branch Name: Head Office
- Building Name: Manchester square
- Select type of requests: Daily
- From Date: 17-12-2021
- To Date: 17-12-2021
- Shift time: 09:30am - 06:30pm

A red 'Next' button is located at the bottom of the screen.

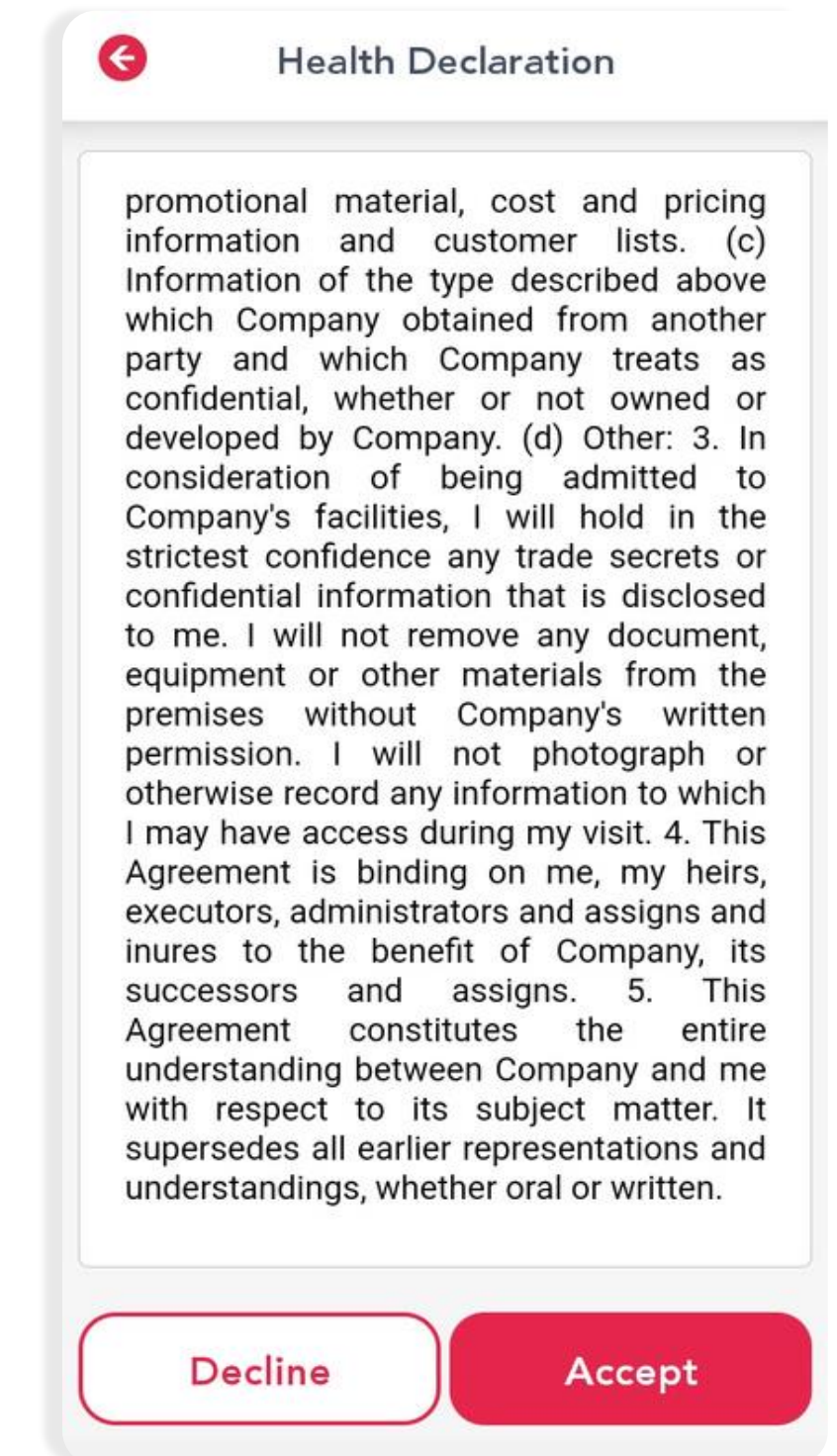
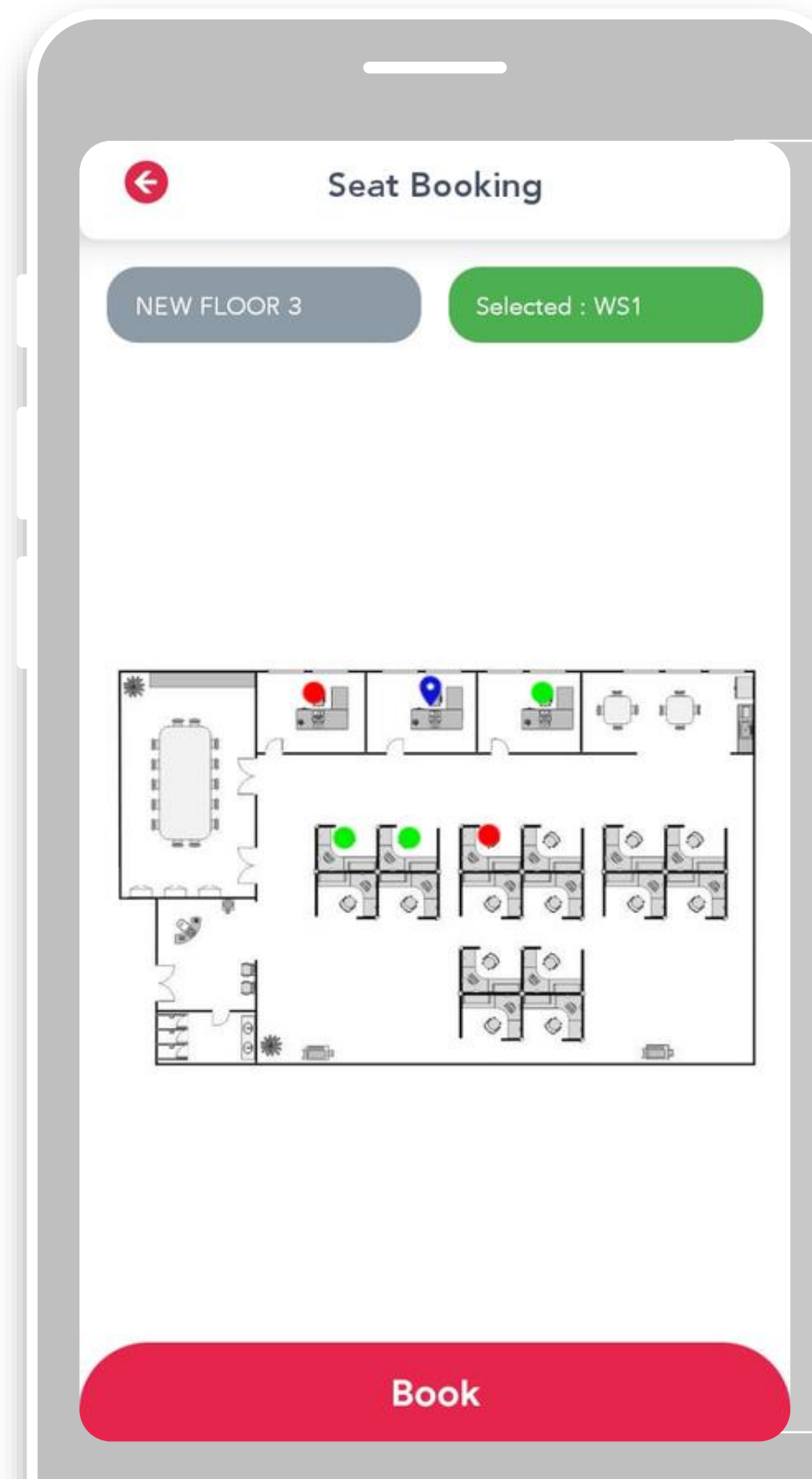
The 'Floor map list' screen displays a list of floor maps with 'Book Seat' buttons:

Floor Map Name	
Floor Map 2	Book Seat
Zone C	Book Seat
NEW FLOOR 3	Book Seat
HC FLOOR	Book Seat



## How to book a seat?

- The user should be able to select the seat and click the Book button.
- The employee has to accept the health declaration ( based on the configuration).
- The employee has to fill in the covid self-declaration questionnaire i.e. Vaccination Status & Travel History etc (if enabled).

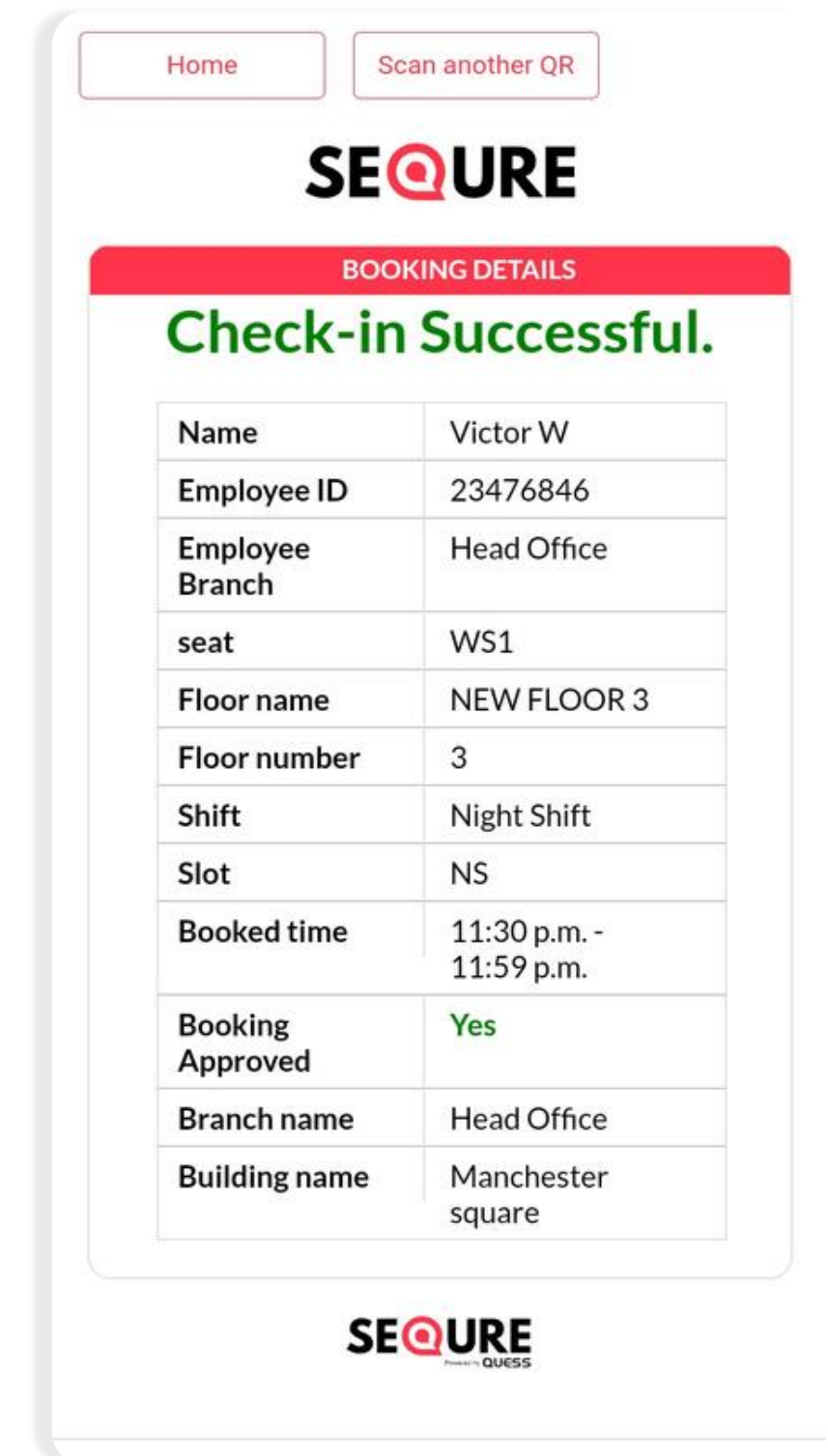
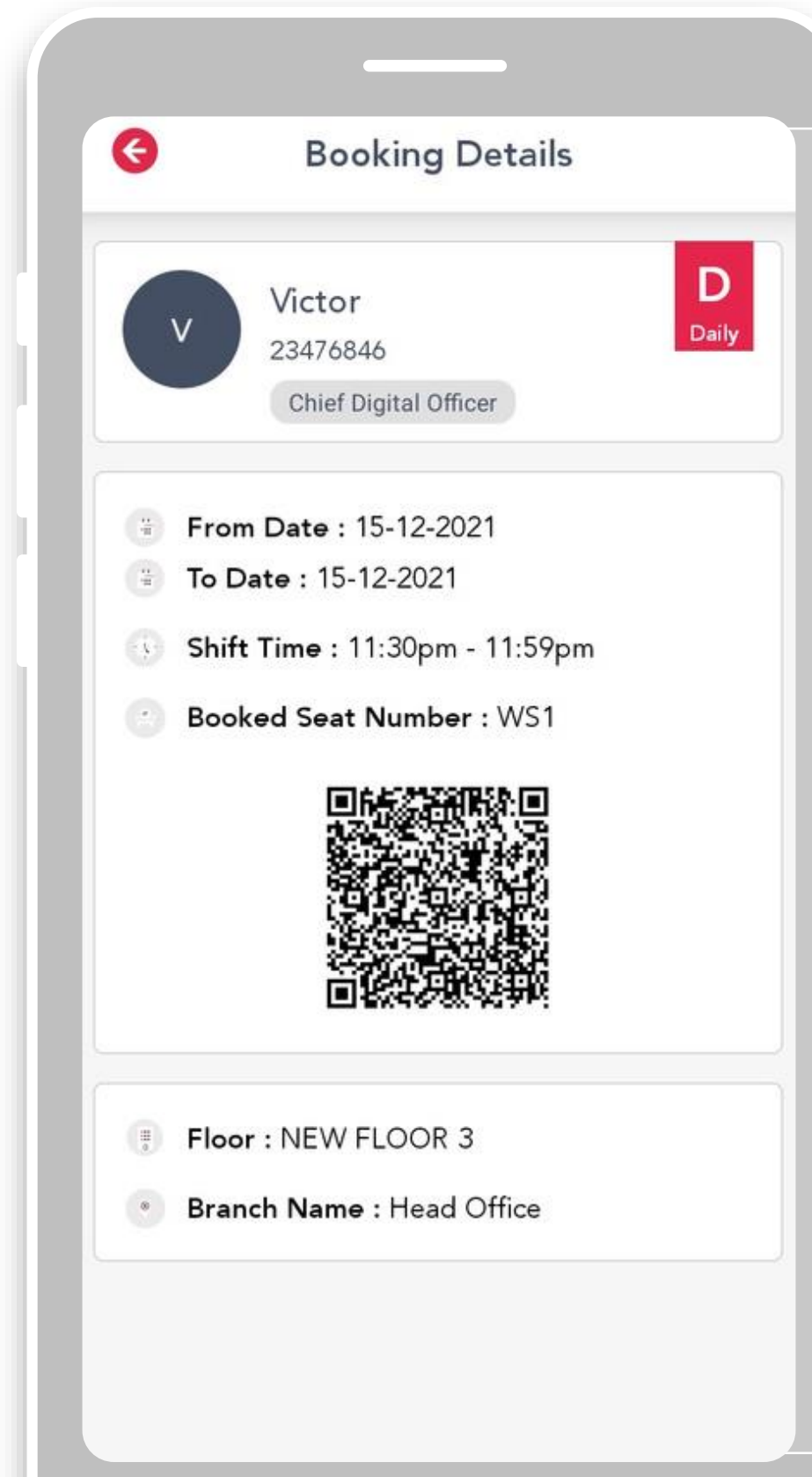






# Work Permit & Check-In

- The employee visits the office on the day for which the seat has been booked.
- The front desk admin scans the QR using the security URL credentials.
- While the QR is scanned, it validates the booking and determines if the booking is for the particular day or was it for the past booking or the shift has expired.
- Upon successful check-in, it marks your attendance against the booking.



**Thank you!**

