

Condeco Mobile Room Booking Product Information



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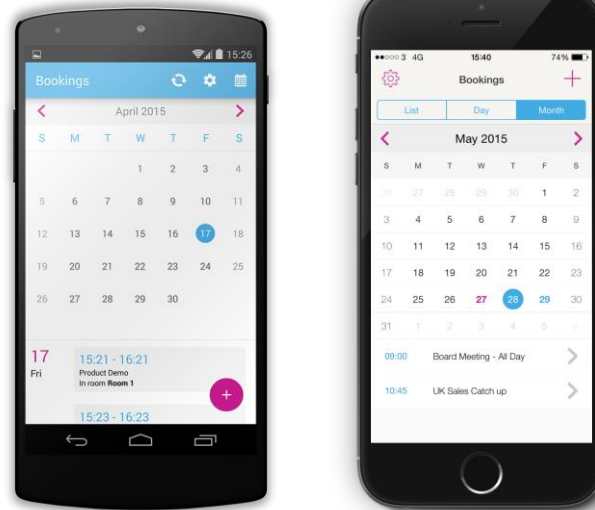
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About this document

This document aims to supply a brief overview of the key booking scenarios and functions of the Condeco Room Booking Apps for iOS and Android.



Functions

Setup

Users need to enter the URL of the Condeco instance to connect to, and select if the connection is secured and if the connection is an “*Internal server connection*”.

These values can be either set by the user after downloading the app, or pre-set if the app is being containerised.

Log in

Users are able to log in using their Condeco credentials, or the app can be containerised with a number of security frameworks, dependent on the chosen platform. The application must be pre-configured by the Condeco Mobile development team for this.

Users stay logged in until they choose to log out.

SSO is supported for certain scenarios, please see “Supported Authentication” section.

Calendar view

Users can view their bookings as agenda, day or month view, and toggle between these views. The selected day persists between the day on month views. The list view shows a list of all

bookings for the user ordered by date. The date format is based on the phone’s date format settings.

Users can tap on each booking to see the details.

Viewing bookings

For each booking, the following details are shown.

- Title
- Country (as country name)
- Location (as location name)
- Floor (floor long name if present, otherwise floor number)
- Room (as room name)
- Start date & time (in local time of location, date and time format as per phone’s settings)
- End time (in local time of location, date and time format as per phone’s settings)
- Time zone
- Attendees (number of attendees)

Editing bookings

User can edit a booking. Only bookings in the future can be edited. The following functionality is available:

- Change of the title of the booking.
- Change of room. In this case, a new room search is being started showing rooms available for the date and time.
- Change of start and end time. In this case a new room search is started.
- Change the number of attendees.

Exchange originated bookings

This applies only to clients who use Condeco Sync for MS Exchange. If a booking has originated from Exchange (the room was invited as a resource to a meeting rather than booked directly in Condeco), or belongs to another booking that has originated from Exchange, users are alerted and are able view the booking, but not able to edit it.

Multi-room or Video Conference bookings

If the booking is part of a multi-room booking, users are not able to edit it, as the current API as well as the app is not able to handle feedback on multiple rooms.

Making bookings

Users can search for rooms that they have access to and make bookings.

The search form shows the following fields:

- Title
- Country (as country name)
- Location (as location name)
- Floor (floor long name if present, otherwise floor number)
- Start date & time (in local time of location, date and time format as per phone's settings)
- End time (in local time of location, date and time format as per phone's settings)
- Timezone (not editable)
- Attendees (number of attendees)

Users can select the relevant criteria and search for a room and select the room to book.

Only self-managed rooms can be found by the search (see chapter "Limitations").

Default settings

In order to speed up search, the following default settings are chosen.

- If *Global setup / Room booking / Meeting Title Required* is set to "false", and if users type no title, the booking's title will be set to "Untitled meeting" by default.
- The country and location selection is set to the user's default setting from their Condeco user profile.
- The floor control is set to "All" unless there is only one floor in the chosen location.
- The start time is set to the next 15 min slot, up to one minute before the start of the slot, then the 15min slot after.
- Duration is set to 1 hour.
- The attendees control in *New Booking* is set to the default number of attendees from *Global setup / Room booking by default*. If the number of attendees from *Global setup / Room booking* is 0, then no default number of attendees is set.

Deployment

Each app can be downloaded from the Apple App Store and Google Play.

The application must be pre-configured by the Condeco Mobile development team, after which, the relevant source file will be provided to your deployment team to containerise before placing the app onto your corporate app store.

Prerequisites

You must run Condeco Enterprise 3.2 or above and the mobile API must be enabled. Please liaise with your Account Manager in regards to how to deploy the API.

Supported Authentication

There are different authentication methods that Condeco supports.

Authentication using Log in details

For hosted or on-premise with “Forms” authentication setup: Users enter their log in details in the mobile application and are authenticated by Condeco.

Authentication using Single Sign-On

Condeco uses OAuth, which is an open standard for authorization. This module authorizes third party access to server resources without sharing user credentials. Your Federated endpoint needs to support OAuth for this solution to work.

The mobile application will be configured for this solution upon setup.

Compatibility

iOS App

iOS 9 or later

Android App

Marshmallow
Nougat

iPhone compatibility:

- iPhone 4s or later

iPad compatibility:

- iPad 2 or later

Note: The app can be run on iPads, but does not provide different views.

Condeco Enterprise compatibility:

- Enterprise 3.2 or above
 - Configuration and access to the Mobile API over HTTP/HTTPS
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Limitations

- Multi-room bookings cannot be created/edited/deleted using the app.
- Rooms in blind managed or managed groups will not appear in search results.
- Bookings in blind managed or managed groups cannot be created/edited/deleted.
- Only single instances of recurring bookings can be edited, not the whole series.
- Rooms which have a default service attached to them will not have the service added.
- Linked room bookings cannot be created/edited/deleted using the app.
- Global and Group business rules are not enforced via the app.
- Service item availability is not checked when updating the time of a booking.
- Default booking periods are not set by the Group.
- Setup and clean-down times cannot be edited using the app.
- External rooms and VMRs cannot be booked using the app.
- Seating styles cannot be changed using the app.
- Exchange-initiated bookings (Sync) cannot be edited in the app.
- Room information is not visible on the app.
- Release restrictions on fixed or flexi desks are ignored by the app.
- Colour Codes/Booking Types are not used by the app.
- External rooms/VMRs are not supported.
- Room and Meeting Status Progression Settings are not supported.

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