



Evoko Room Manager EVO



Meeting
Intelligence.

Evoko Room Manager. Touch. Schedule. Meet.

EVOKO

NEW!

Evoko Room Manager *EVO*

Hassle free booking with decision-making support included.

If you have a large number of meeting rooms, you face two challenges: How to use them efficiently and how actually to benefit from all meetings. The Evoko Room Manager has already been a pioneer in the field with its stylish touch-screens that clarify the booking status right outside each meeting room. Our new software version, Evoko Room Manager *EVO*, goes the whole way. Thanks to a statistical function, you can see and analyse your gathered booking statistics and optimise the use of company resources – both on a personnel level and in terms of facilities. You gain access to a new kind of decision-making support – Meeting Intelligence – which allows you to improve your entire meeting culture.

Remote Management – Complete Overview and Major Time Saving

Using Evoko Room Manager *EVO*, the system administrator can even monitor the status of all touch-screens directly from his computer. Similarly, the software is upgradable and the various functions are activated remotely, which saves lots of time. Evoko Room Manager *EVO* features everything that made the first version so popular – from the quick installation to the intuitive touch-interface. Below, you will find out more about how it works and about the advantageous functions featured in both Evoko Room Manager *EVO* and Evoko Room Manager.

Red for occupied, green for vacant

Problems finding unoccupied meeting rooms and hassle about bookings are often the consequence of unclear procedures or difficult technology. The Evoko Room Manager is a solution that makes the booking status of a meeting room clear for everyone, right at the door of the room.

The Evoko Room Manager consists of touch-sensitive screens outside the meeting rooms. It is possible to see at a distance whether the meeting room is free or occupied, from the green or red background illumination (LED) of the screen. The screen displays who has booked the meeting, and how long it will be.

It can even detect that a booked room is not being used – and automatically flag the room as free to be booked.

No new software or extra server

The system communicates directly with Microsoft Exchange, Office 365 or Google Apps for Business, and thus installation and use are simple and secure. The installation is as simple as adding a new user to the company network. No extra server and no new software for the users means there will be no infringement of IT security.

If you know how to use your calendar, the rest is easy

You book meetings the same way you always have, using for example Outlook, Google Calendar, or a web app. Since no new software is required and thanks to the intuitive touch screens, no training is required to get started.

Book a spontaneous meeting directly on the screen
Bookings for today can be made directly on the touch-sensitive screen, using one of the clear and logical symbols, and selecting the time interval required.

Bookings made in Evoko Room Manager, via a computer or smartphone/tablet are automatically synchronised.

Bookings that are not confirmed are flagged as free, and can be booked

Simply book the next free slot by touching “Book instant meeting”. Or touch “Extend meeting” to extend a meeting in progress. Select “Find free room” if the next slot has been booked, and the touch-sensitive screen will suggest alternative rooms. There will never again be a booked room standing empty and costing the company money, simply because someone forgot to cancel a booking. Touch “Confirm” (this function can be activated during installation) when the meeting starts. If the meeting is not confirmed, the screen returns to green and the room becomes available for booking. Further – a reporting function is available directly on the screen with which you can report a faulty projector, for example.

Nothing is left to chance – maximum use of rooms and hassle-free booking benefit not only the company and its employees, but also the IT department.



Red means “Occupied”, green means “Free”. Book in your calendar or directly on the screen, which shows clearly the day’s bookings. The screen’s elegant design blends in naturally with any surroundings.

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