

rendezvous

## **Rendezvous – the highly educated way to master room schedules and timetables**



*Rendezvous, the advanced browser-based classroom, resource and catering management solution from NFS Hospitality, has proven its efficiency in managing some of the most complex room schedules around – including those in the education sector.*

### **Maximize use of space – with confidence**

We know what it's like: your classrooms are used for classes, both day and evening, and they may also be in demand for conferences and events. While this may be great for maximizing use of space, your room scheduler may have a problem, as team members could call your rooms out of stock at any time. Without efficient communications, you run a big risk of double-booking.

As Rendezvous is designed with communications in mind, it allows teams of people to work together effectively to manage space, time and resources. You can rely on this real-time solution to eliminate the risk of double-booking.

### **Self-service module**

With Rendezvous' innovative Self-Service Module, faculty members, students, and authorized users can securely submit their room requests online, including A/V equipment, video conferencing, and catering requests. These requests automatically alert the administrator to a new potential booking and allow a speedy confirmation back to the room user.

You also get a tight integration with Microsoft Outlook. This adds to your capability and booking options, allowing appointments made in Outlook to include room booking and facilities requests.

Rendezvous streamlines the booking process, eliminating redundant procedures and reducing the risk of error inherent in classroom and conference room bookings on campus.

### **Case study: Lake Forest Graduate School of Management**

Seeking to increase efficiency, the Lake Forest Graduate School of Management has selected Rendezvous from NFS to book its rooms and other resources. Lake Forest is a leading business graduate school in the Chicago area. Established 60 years ago with strong ties to the business community, its MBA program now operates from three campuses and also offers on-site classes at corporate locations.

The integration of Rendezvous and Microsoft Outlook was key, according to Greg Kozak, VP, Information Technology. "Prior to Rendezvous our users had to use a separate system to book rooms, though all our users 'live in Outlook'. As our rooms and resources were in another system, many users were not properly booking rooms and we had many scheduling conflicts."

With Rendezvous, Lake Forest has cut room scheduling conflicts and saved



# rendezvous

Automatic notification sent to a Blackberry



significant time and money. Users can now book rooms, resources and foodservice, and also handle billing, using a single system.

Other organizations in the education sector using Rendezvous include Cranfield University and Downing College Cambridge. Cranfield have enjoyed tremendous benefits as Rendezvous is proving to be an effective tool for managing their internal meeting rooms. Rendezvous has not only saved Downing College a tremendous amount of time but it also enables them to provide a quicker and more professional service for their clients.

## What Rendezvous can do for your campus:

- **Streamlines the booking processes**  
Simple capture of meeting requests  
Eliminates double booking of rooms and resources
- **Maximizes resource usage**  
Insures your equipment is used efficiently  
Full inventory management  
Instant availability/usage reports
- **Ease of deployment**  
Rendezvous is 100% browser-based technology, making it easy to roll out across campus  
No desktop installation required
- **Go Green! Rendezvous ensures your facilities save energy**  
Maximizes use of space  
Minimizes electrical usage  
Multi-location event booking  
Reduces the overall campus carbon footprint
- **Provides a professional environment**  
Enables exceptional visitor handling  
Prints professional name badges  
Manages event security
- **Streamlines communications with service teams**  
Communicates easily with Maintenance, AV, catering, security, and setup crews  
Tracks jobs, tasks and assigns maintenance orders
- **Manages catering and A/V efficiently**  
Prints professional menus  
Manages resource inventory  
Automates tasks such as set-up and tear-down

## Multi-property calendar for instant availability

Property	Harvard Hospital	Area	-All-	Room Groups					
Fri 28 NOV 2008	06 AM	07 AM	08 AM	09 AM	10 AM	11 AM	12 PM	01 PM	02 PM
Boardroom 1									
Harry Colt Suite									
St John's									
Willie Park Jr									
Labour Suite									
Sam Room									
Par Room									
Beddingfield Room									
Putter Room									
Cranfield									
Sir Michael Suite									
WPJ Suite									
HC Room									
Garnet Room									
Cranlisa									
Hall A									
Fri 28 NOV 2008	06 AM	07 AM	08 AM	09 AM	10 AM	11 AM	12 PM	01 PM	02 PM
CONFIRMED	CONTRACTED	RESERVED	FIXED ENQUIRY	AV REQUEST	MAINTENANCE				

Rendezvous is supported by a 24/7 global helpdesk – trained professionals who work directly for NFS Hospitality. NFS Hospitality also provides a complete range of installation, training and integration services by our professional services staff. Whatever the question, whatever the time of day, we always give you a rapid response.

To discuss your specific needs and requirements and to request a presentation, please contact us at [sales@nfs-hospitality.com](mailto:sales@nfs-hospitality.com) or by phone at **917 210 8205**. Rendezvous is used by leading educational organizations in the USA (e.g. Lake Forest Graduate School of Management) and internationally such as Cranfield University. More information and case study material can be found on the Rendezvous website [www.myrendezvous.net](http://www.myrendezvous.net)

NFS is a leading international provider of software solutions for the education, corporate, healthcare and hospitality industries with corporate offices in the USA, UK, Ireland and South Africa.



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