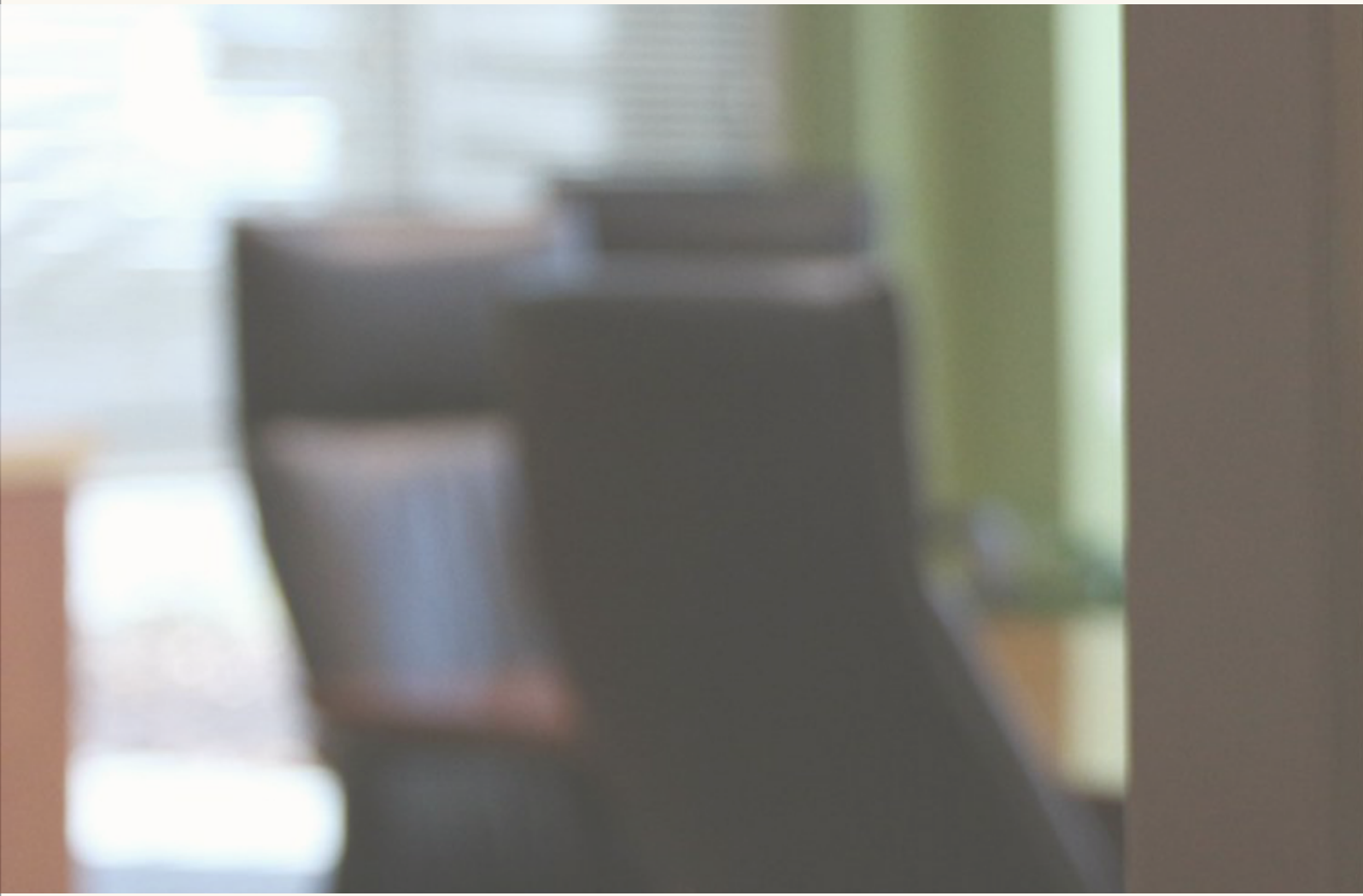


LoopMeeting is a booking solution for your company's meeting rooms, giving employees an overview of when rooms are free or booked – both in the employees' calendars and on physical panels outside the rooms.



Booking and cancelling or ending meetings earlier than planned, can be done directly from the panel outside the meeting room. The panel will at all times be able to show:

- Who booked the room
- Meeting subject
- How long the room is taken or available
- When the next meeting starts

In addition, the panel can show all meetings one week ahead.

LoopMeeting is compatible with:

- ✓ Exchange
- ✓ Office 365
- ✓ Google
- ✓ LoopBooking



### With LoopMeeting you can:

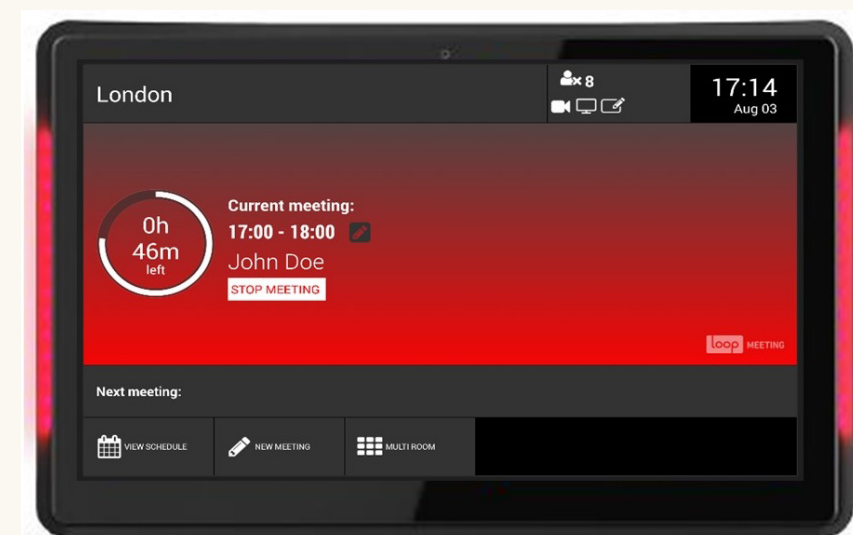
- Confirm when a meeting starts
  - o Meetings must be confirmed on the touch panel within a certain time after the meeting is set to start, preventing empty meeting rooms due to changes or cancellation.
- End meeting early and free resources so others can book them
  - o Meetings that don't last as long as planned can be stopped early, directly from the panel. This frees up the rooms and make them available for others to book, increasing your meeting rooms' value.

It's easy to see the status of a meeting room on the panel.

### The panel is color coordinated:

- Red: The room is booked.
- Yellow: It's no more than 10 minutes left of the ongoing meeting.
- Green: The room is available.

Corresponding LED lights on the panel's side make it easy to see the room's current availability from a distance.



### More functions:

- Book a meeting directly from the panel if the room is available
- Get an overview over all meeting rooms, and book available rooms
- Customize your logo and wallpaper on the panels
- Extend your meeting if the room is available

For more information, visit [www.loopmeeting.no](http://www.loopmeeting.no)