



## EMS DESKTOP CLIENT

The EMS Desktop Client offers comprehensive scheduling, administrative, and reporting tools for the expert EMS users in your organization. As the powerhouse of the EMS platform, the Desktop Client provides administrators with access to everything from high-level meeting and room scheduling operations to a drill-down view of specific bookings and services.

### EMS DESKTOP CLIENT: A ONE-STOP SHOP

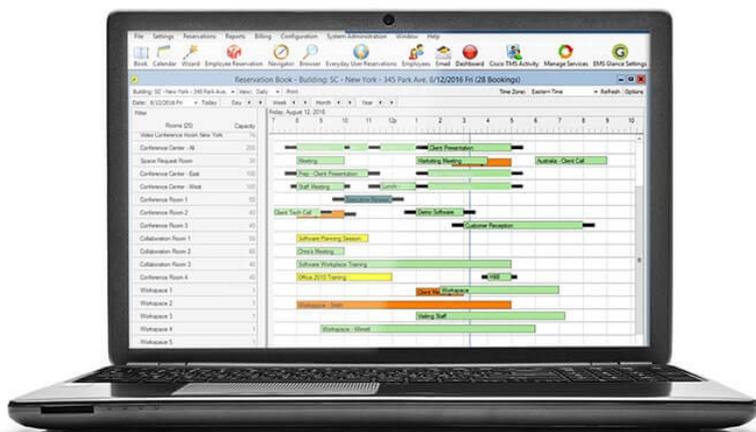
The Desktop Client is our tour-de-force of meeting and event scheduling. Expert users, such as conference center managers, event coordinators, registrars, facility managers, and service providers, use the Desktop Client to automate processes, streamline workflows, and deliver communications for maximum scheduling efficiency.

**Expert users can use the Desktop Client do everything in EMS, including:**

- Book a meeting
- Approve requests
- Send meeting and order confirmations
- Change or cancel reservations
- Resolve room or meeting conflicts
- Link services and reservations
- Manage service orders
- Create alerts to notify users
- Track resource usage
- Create and run utilization reports
- Assign permissions
- Distribute daily worksheets

## THE COMPLETE SCHEDULING PACKAGE

EMS is the single, comprehensive system of record to manage all types of meeting spaces, resources, and services. The Desktop Client improves productivity by streamlining reservation management steps, automating and error-proofing time-consuming activities, and by providing accurate data and other critical information.



As a dynamic scheduling platform, EMS excels at handling the complexity associated with adding and managing resources and services within a reservation. With EMS, your organization can schedule the setup of any resource or service you need, such as catering, facilities, security, or A/V. Up-to-date communications through EMS helps prevent missed change notifications and costly, unwanted deliveries.

For organizations looking to support hoteling initiatives and unmanaged space reservations, the Desktop Client helps set all configurations for all remote access points (such as the EMS Room Sign App, EMS Mobile App, and EMS Kiosk App), user permissions, and room, resource, and services data.





## TOP BENEFITS



### INCREASED PRODUCTIVITY

Book or change reservations, including adding services and resources, with just a few clicks.



### REDUCED ADMINISTRATIVE EFFORT

Automate scheduling and notifications of meeting and service details.



### IMPROVED INSIGHTS

View the entire reservation book and automatically or manually pull reports on all data activities.



### HIGHLY CONFIGURABLE

Align the tool to match your existing processes, services and resources.



### ENFORCEABLE PERMISSIONS

Confidently control the access of groups and individuals and what tasks they can perform.

## KEY FEATURES

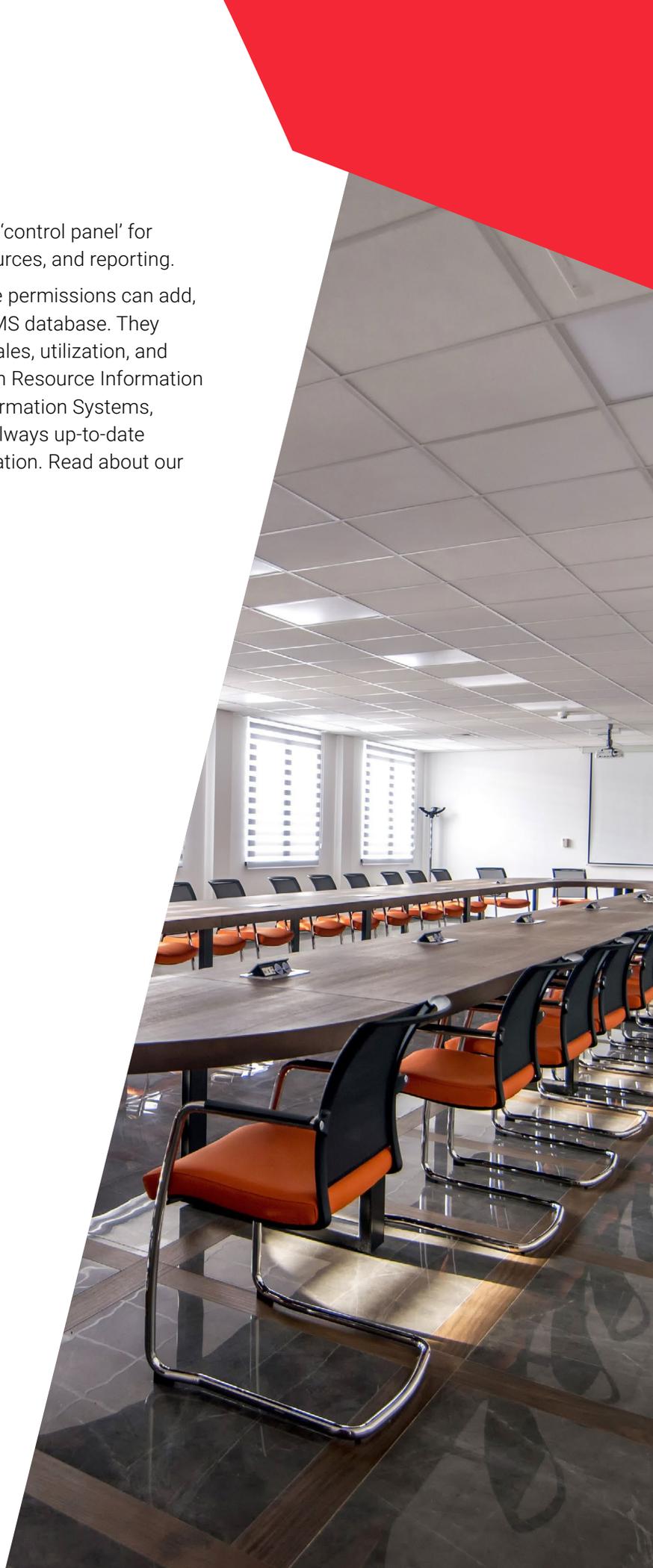
The EMS Desktop Client is the single, comprehensive 'control panel' for managing all types of meeting spaces, services, resources, and reporting.

With the Desktop Client, expert users with appropriate permissions can add, view, search, change, and report on data within the EMS database. They can view all booking, customer, employee, services, sales, utilization, and resource data. Through data integrations from Human Resource Information Systems, Facility Management Systems, Student Information Systems, Active Director and more, the EMS Desktop Client is always up-to-date with your organization's facility and personnel information. Read about our integration options.

## POPULAR SPACE MANAGEMENT FEATURES INCLUDE:

- A Reservation Book that shows all confirmed reservations (time and room) for your organization.
- A Calendar to quickly find reservations, bookings, and service orders.
- The Reservation Wizard, a streamlined booking template for making reservations.
- A color-coded Dashboard to help plan day-to-day tasks, such as set and check reminders,
- Approve or check the status of meeting and service order requests, send or read
- Notifications, and review the latest changes to events.
- A toolbar / ribbon that provides quick access to the most commonly used functions.
- Over 110 reports and a custom query wizard.

Visit the Product Reservation and Space Management section to learn more about these features.



# TECHNICAL SPECIFICATIONS

## OPERATING SYSTEM REQUIREMENTS

OPERATING SYSTEM	NOTES
Windows 7 (32-bit and 64-bit)	
Windows 8 (32-bit and 64-bit)	
Windows 8.1 (32-bit and 64-bit)	
Windows 10 (32-bit and 64-bit)	
.NET Framework	4.6.2

## DATABASE REQUIREMENTS

OPERATING SYSTEM
Microsoft SQL Server 2008 R2
Microsoft SQL Server 2012 SP2
Microsoft SQL Server 2012 SP3
Microsoft SQL Server 2014 SP1, Compatibility Level 110

## WEB SERVER REQUIREMENTS

OPERATING SYSTEM	IIS
Windows Server 2008 R2	7/7.5
Windows Server 2012	8
Windows Server 2012 R2	8.5
Windows Server 2016	10
.NET Framework	4.6.2

## PREREQUISITES

- Application Pool Running 4.0\*
- .NET Framework Installed 4.6.1\*

*\*Varies per application*

Additional information is available in our online documentation:  
Using the EMS Desktop Client.

## GET STARTED

To learn more about these products, including pricing, contact EMS Software today at **+1.800.440.3994** or **info@emssoftware.com**.

## ABOUT US

EMS Software™ helps millions of people create great meetings. AIG, Yale University, Accenture, and thousands of others rely on EMS Software to increase productivity, attract and retain people, reduce costs, and differentiate their brand. EMS Software offers the greatest depth and breadth of functionality, the fastest and easiest way to schedule a meeting, and an exceptional customer experience. For more information, please visit **emssoftware.com**.

CONTACT FOR A DEMO

**Accruent, LLC**

sales@accruent.com | www.accruent.com

