

# Fast, flexible, easy-to-use space reservations experience inside your workplace app

**Make it easy for people to safely work together in a hybrid environment through seamless blend of in-person and virtual experience.**

Give your hybrid employee the freedom to choose when they come to the office, the ability to coordinate with other colleagues, create neighborhoods with teammates, and get access to everything they need directly from their workplace app.

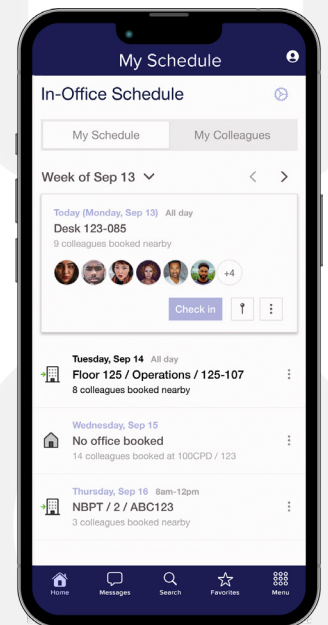
Modo's Space Reservations streamlines and coordinates bookings for desks and workspaces with preset preferences and friend lists. It automatically releases no-show bookings to optimize the space and triggers alerts to facility managers to provide necessary amenities for the booked spaces. When integrated with room sensors, it can automatically set individual preferences for the returning employees.

Modo customers are using the Space Reservations to help thousands of employees book desks and collaboration spaces in dozens of locations, like Goldman Sachs's over 40,000 employees in 75 locations around the world.

**Smart, flexible, easy-to-use space reservation tools to drive productivity and collaboration**

**Empower employees to self-serve and create their own pre-set preferences**

- Make a reservation with a single tap for your assigned space on a given date
- Book a room for the current location or elsewhere if there is no reservation for a particular day
- Edit an existing reservation
- Set and reserve a favorite space
- Change the default office
- Reserve a floor or desk for a full day
- Reserve a space for multiple days directly from the calendar view
- Cancel all reservations when future reservations exist



## Foster collaboration, connection, and engagement

- Create a reservation on the same date and in the same location as colleagues in MyCircle
- See their avatars and their count if they have reserved a space at the same time and location
- View their reservations and schedules

## Never miss a beat with notifications and reminders

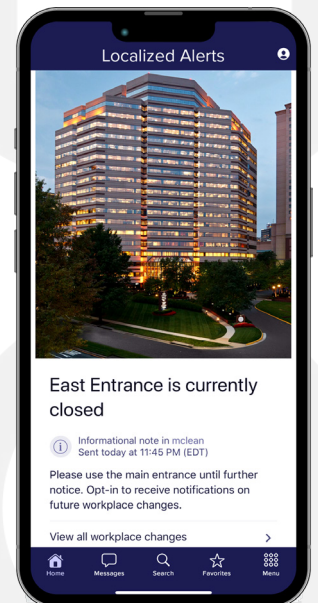
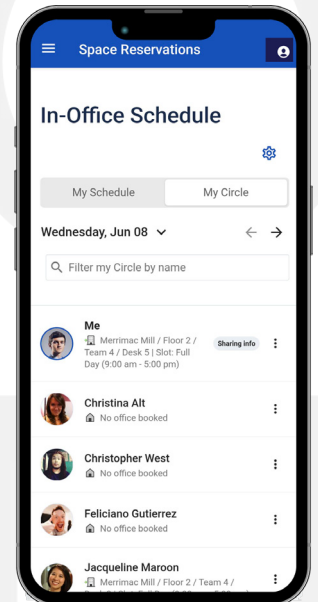
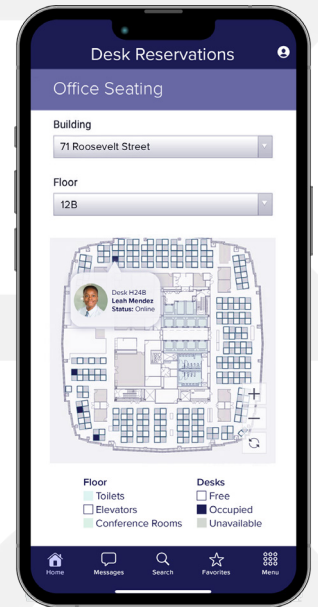
- Get check-in and auto cancellation notifications
- Configure separate notifications for each reservation time slot
- Configure the absolute time of each notification
- Receive notifications for:
  - Cancelled reservation due to change in policy
  - Cancelled reservation due to desk, team, floor, building, site, or weekend mode being deactivated
  - Cancelled reservation due to the number of reservable days being reduced
  - Auto-cancel no-show reservation (two warning notices)
- Receive reminders for:
  - Reservation the evening before and same-day
  - Check-in

## Get real-time information about all your spaces

- Download and view all reservation data
- View the total floor capacity when reserving a space
- Filter available spaces by their attributes
- Show and hide weekends from the schedule
- View:
  - Indoor map for the requested location
  - Date lists as accordions in reservation schedule section
  - Future reservation details in Upcoming Reservations section
  - Schedule of current and future availability for a space for up to 5 weeks in advance
  - Indicator if there is a reservation for the current day and if a user has checked-in to the office for the current day

## Manage and update the app with intuitive admin UI and smart features

- Manage settings such as weekend availability, weeks available in advance, number of days in a week that the space is available, and assign or remove site admins
- Auto-cancel “no-show” reservations at a configurable absolute time, specified per time slot
- Activate and deactivate a reservation site or any item in the location hierarchy
- Have user management capabilities to add, edit, and delete site admins









- Delete all location data via Admin modules and view history of deletions (super-admins)
- Create "Clear to Enter" badges and see what users are assigned the badges
- Configure the title and body of messages sent
- Filter the API results by data range and set the number of results pages when requesting reservation data
- Upload CSV files to import location and capacity data

Go beyond Space Reservations with total immersive experiences that help employees connect, collaborate, and be productive while maintaining the new health and wellness standards.

- Hybrid and In-Office Flexibility
- Productivity
- Scheduling
- Amenities
- Travel
- Company Information and Events
- Services and IT
- Health and Wellness

- Engage and connect remote employees and foster corporate culture
- Confidently welcome employees back and build trust with a single hub
- Reach employees instantly on mobile and keep everyone informed and safe
- Deliver dashboards and notifications to motivate and elevate users to succeed

 <p>Out-of-the-box ready modules &amp; template designs</p>	 <p>Deploy once, update instantly across systems &amp; devices</p>	 <p>Scale and security - AWS-hosted &amp; SOC2-certified</p>
 <p>Endless productized integrations &amp; native SDKs</p>	 <p>Personalized &amp; localized communications across devices</p>	 <p>24/7 team of digital experts to make your app a success on launch day and beyond</p>

### Request a Demo

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[modolabs.com](https://modolabs.com)