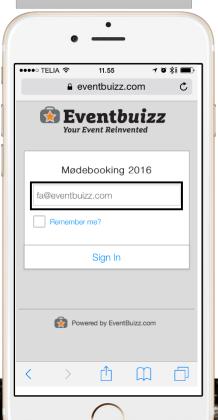
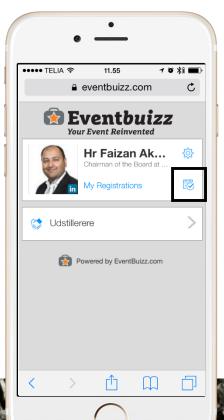


Check your bookings!

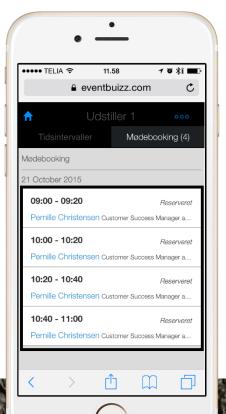
Log on the event app for the specific event.



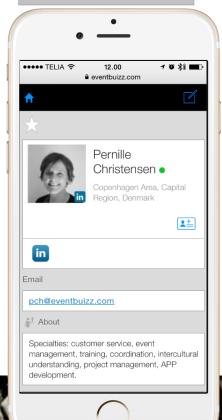
Click the calendar icon



Overview of bookings



Click the name of the attendee who has booked a meeting



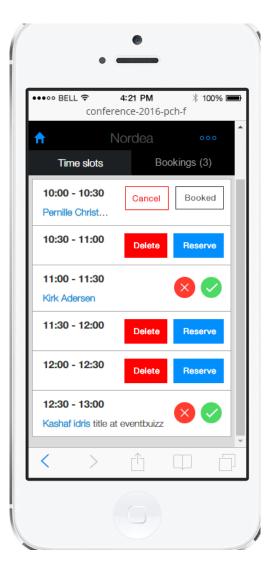


Confirm or reject meeting

As a contact person, you receive an email or sms when a booking is made.

Your meeting is automatically confirmed to the attendee.

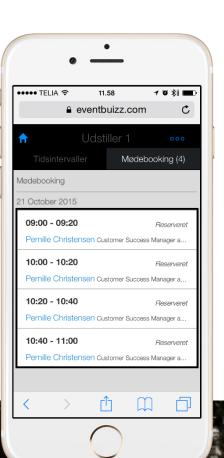






Cancelled meetings - log

Your bookings



Click menu botton and then cancelled meetings list

4:21 PM

conference-2016-pch-f

Canceled booking logs

10:00 - 10:30

10:30 - 11:00

11:00 - 11:30

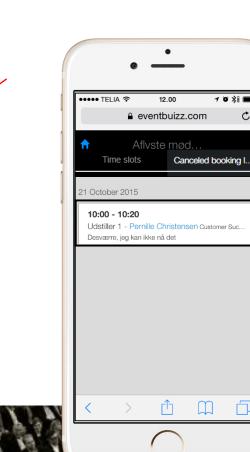
11:30 - 12:00

12:00 - 12:30

12:30 - 13:00

13:00 - 13:30

3 100% ==



List of cancelled meetings



When an attendee books a meeting

