OPUS | COMPASS

Introducing

COMPASS

Meeting Room Booking System

www.opus-bd.com

Optimize your workspace with the COMPASS **Meeting Room Booking System**. Compass allows users to schedule, manage, and track meeting room reservations effortlessly, promoting efficient use of resources and enhancing overall productivity.

COMPASS | **Meeting Room Booking System**

About Us

OPUS, established in 2012, specializes in ERP systems and financial software, including custom software development, mobile apps, and web development. Known for innovation, the company focuses on delivering world-class, tailor-made software solutions globally, aiming to transform digital workplaces and achieve global recognition in the IT sector. OPUS combines cutting-edge technology with expert development to address diverse business needs and digital transformation challenges.

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WHY A BUSINESS NEEDS

MEETING ROOM BOOKING SYSTEM?

Meeting Room Booking System

COMPASS Board Meeting Management System

75%

reduce double bookings

15-20%

improved employee satisfaction

20-40%

increase space utilization

5-10%

cost savings

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WHAT COMPASS CAN DO FOR YOU?

Meeting Room Booking System

COMPASS
Board Meeting Management System

Streamlined Scheduling

Enhanced Utilization

Simplified Access

Improved Collaboration

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CORE MODULES OF

COMPASS

MEETING ROOM BOOKING SYSTEM

Meeting Room Booking System

COMPASS
Board Meeting Management System

Room Reservation

Room Availability and Search

Reservation Confirmation and Notifications

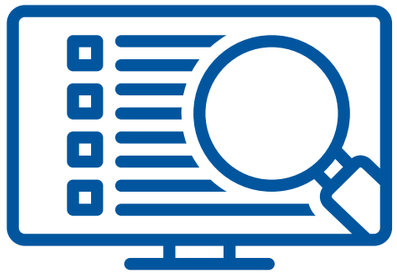
Booking Restrictions

Meeting Room Booking System

COMPASS
Board Meeting Management System

User Authentication and Access Control

Integration with Calendar Systems



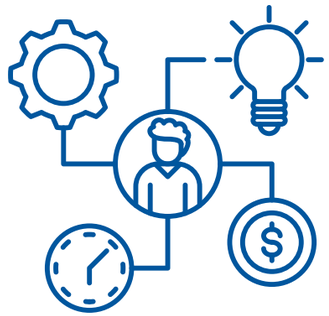
Room Details and Amenities

Cancellation and Modification

Meeting Room Booking System

COMPASS
Board Meeting Management System

Reporting and Analytics



Resource Allocation

Conflict Resolution

User Feedback

Meeting Room Booking System

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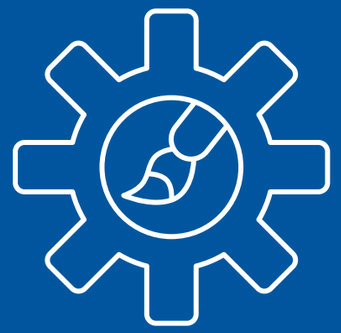
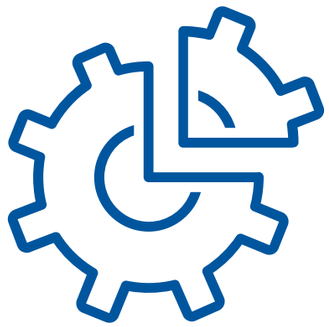
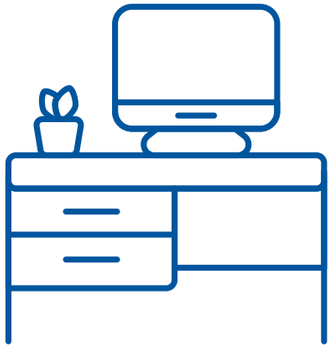
Board Meeting Management System



Customization and Branding



Integration with Building Management Systems



Automated Room Setup

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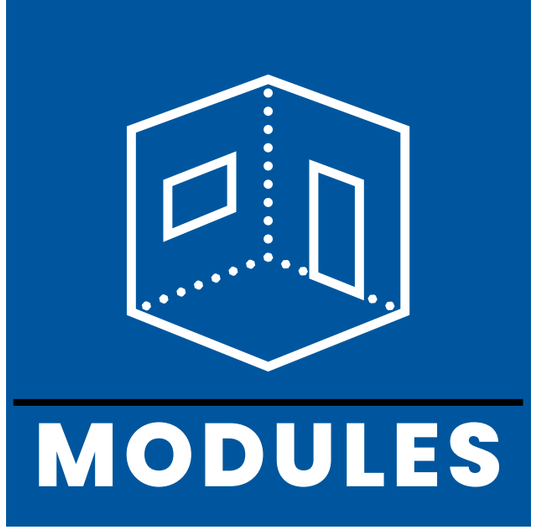
DIVE INTO **COMPASS MODULES** DETAILS



Room Reservation

- User-friendly interface for booking rooms
- Calendar view for room availability
- Time slot selection for meetings

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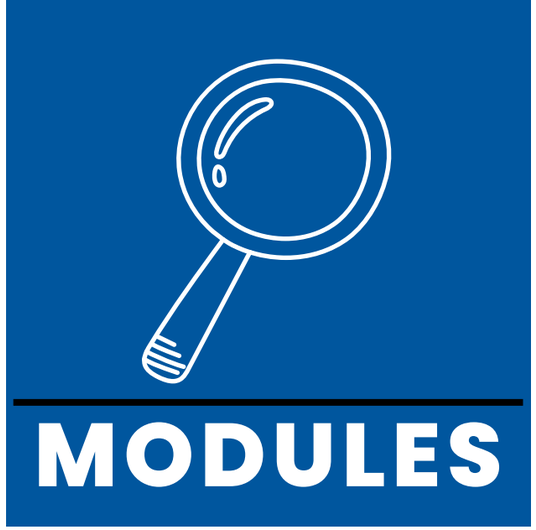

Room Availability and Search

- Real-time availability status
- Search functionality based on criteria (size, amenities, location)

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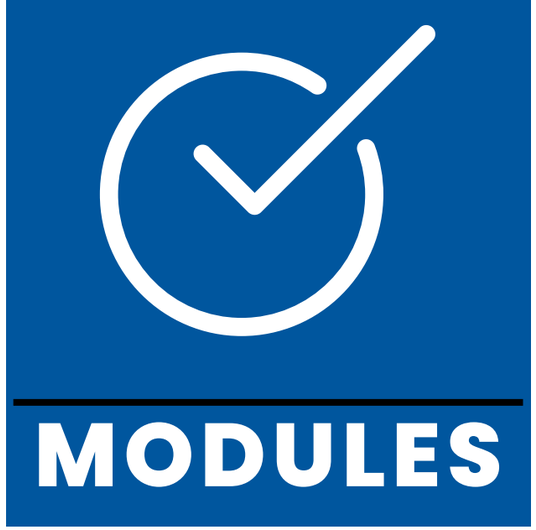

Reservation Confirmation and Notifications

- Confirmation emails or notifications upon successful booking
- Reminder notifications before the scheduled meeting

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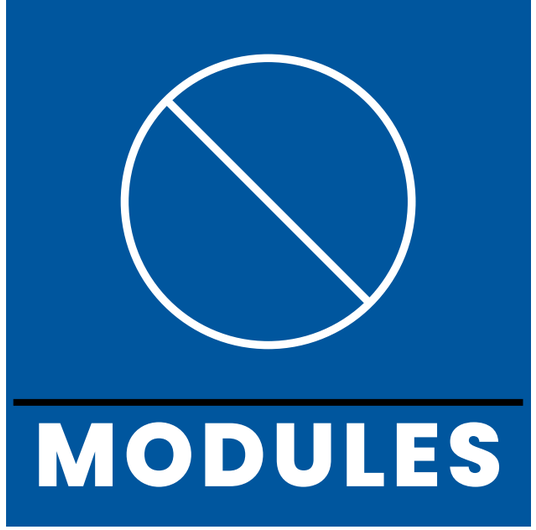

Booking Restrictions

- Maximum booking duration
- Minimum notice period for booking
- Restrictions on recurring bookings

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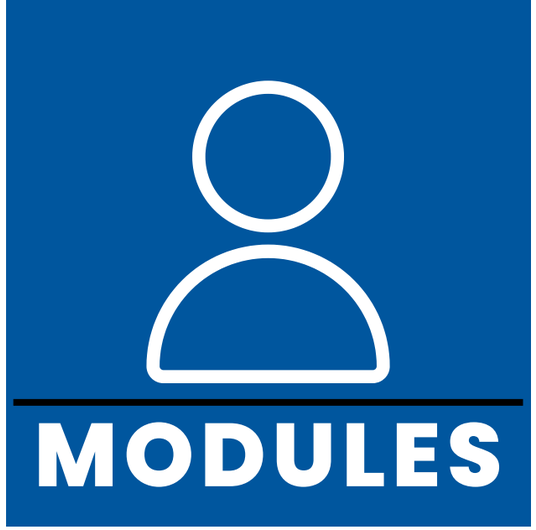

User Authentication and Access Control

- User accounts for authentication
- Role-based access control for administrators and regular users

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MODULES

Integration with Calendar Systems

- Integration with popular calendar applications (e.g., Outlook, Google Calendar)
- Two-way synchronization of bookings

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MODULES

Room Details and Amenities

- Information on room capacity
- List of available amenities (projectors, whiteboards, etc.)
- Floor plans and images

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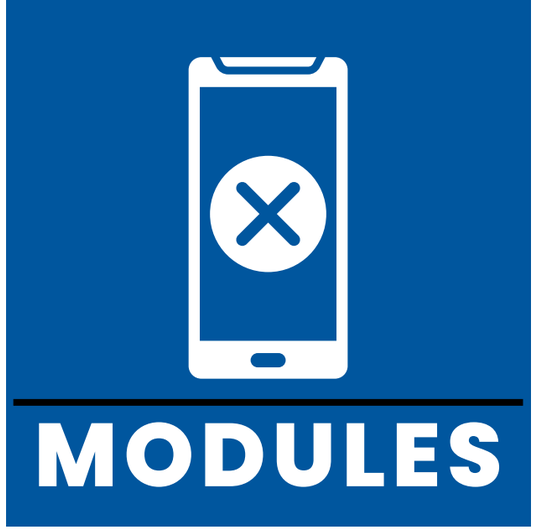

Cancellation and Modification

- User-friendly process for canceling or modifying bookings
- Notifications for cancellation or modification

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MODULES

Reporting and Analytics

- Usage reports for meeting rooms
- Analytics on room utilization
- Insights for future room planning

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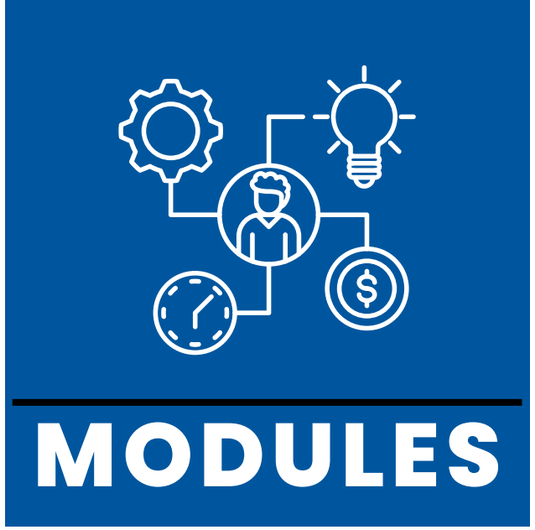

Resource Allocation

- Management of additional resources (catering, AV equipment)
- Cost tracking for additional resources

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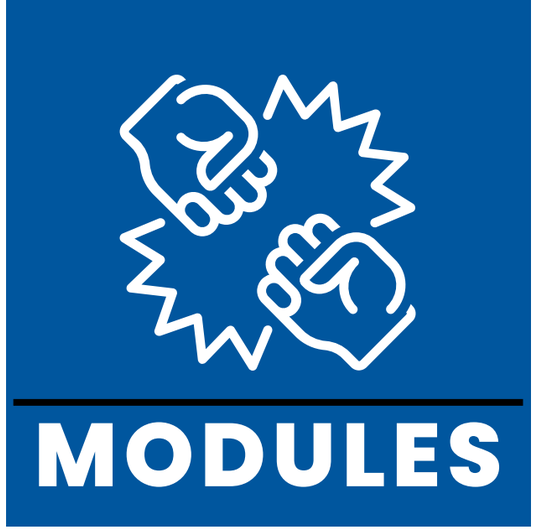

Conflict Resolution

- Automated conflict resolution for double bookings
- Notifications and alerts for conflicting reservations

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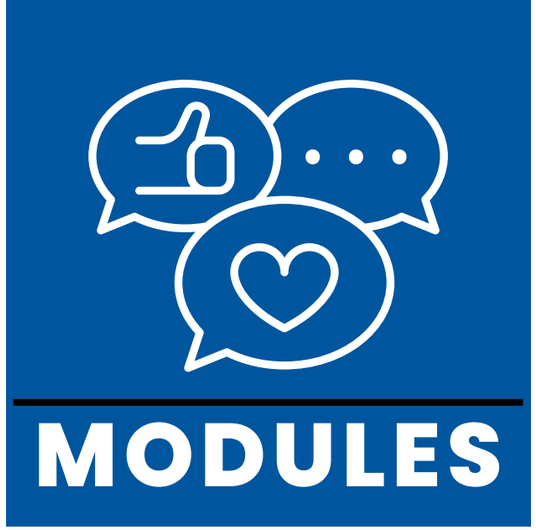

User Feedback

- Feedback collection on the condition of the room
- User ratings for meeting rooms

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MODULES

Customization and Branding

- Customization of the system with organization branding
- Custom fields for specific requirements

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MODULES

Automated Room Setup

- Integration with smart building systems for automated setup
- Automation of AV equipment, lighting, and climate control

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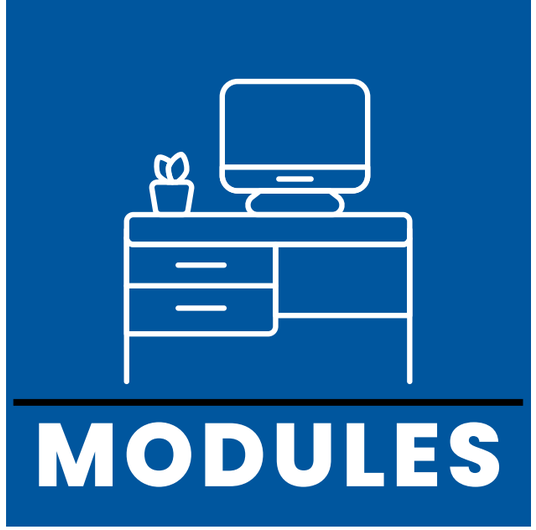

Integration with Building Management Systems

- Integration with building access control systems
- Automation of room setup (lights, temperature, etc.)

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ADVANTAGES OF PARTNERING WITH US . . .

Meeting Room Booking System

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Board Meeting Management System

Customizable Module

One Decade Experience

Advanced Data Security

Dedicated Support

They Trust on UMBRELLA CRM

bKash
a BRAC BANK company

বাংলাদেশ ডেভেলপমেন্ট ব্যাংক লিমিটেড
BANGLADESH DEVELOPMENT BANK LIMITED
(A State Owned Commercial Bank)

Agrani Bank Limited

Prime Finance
& Investment Limited
a member of Prime Financial Group

CRAB
CREDIT RATING AGENCY OF BANGLADESH LTD.

CRISL
Credit Rating Information and Services Limited
Setting global standard at national level

EMERGING
Credit Rating Ltd
an independent house of risk assessment

UMOJA
MICROFINANCE

EXIM
BANK
Shariah Based Islami Bank

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DSE TREC # 059 CSE TREC # 130

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Thank You

For Your Attention

Visit Our Website
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