Add/Edit Event Equipment and Layout Integration

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This article will cover the SignUp and Spaces equipment and layout integration. Â **Add/Edit Event** If a room has layouts and or equipment associated with it, additional fields will appear when adding/editing an event. Layout: If a room/space has layouts, the layouts will appear.Â This becomes an additional required field Included Equipment: If a room/space has equipment that is included with a room, the item names and quantity will appear Additional Equipment: If a room/space has equipment that can be added to a room request the additional equipment drop down will appear.Â Select the desired equipment item to be added to the event's room request.Â If an equipment item has a quantity greater than one, a quantity selection drop down will also appear Â **Reports** The layout and equipment selection can be reported on by including SignUp events in the the Spaces Equipment Report.

 Custom Fields Applicable To: Staff Users**Attachments:** No**Summary:** Add/Edit Event Equipment and Layout Integration

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