
Add/Edit Event Equipment and Layout Integration

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This article will cover the SignUp and Spaces equipment and layout integration. **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. 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. Select the desired equipment item to be added to the event's room request. If an equipment item has a quantity greater than one, a quantity selection drop

down will also appear **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

Online URL: <https://kb.demcosoftware.com/article.php?id=757>