

# Conference Room / Classroom Bookings

**Conference Room Reservations**

[\(+/-\) How to book a room](#)

[\(+/-\) For Toy Lounge reservations](#)

[\(+/-\) See Dey Hall conference room / classroom calendar availability](#)

**Book Here**

To see room availability before booking, click on the "See Dey Hall conference room / classroom calendar availability" option above.

WELCOME MESSAGE

Click on the "See Dey Hall conference room / classroom calendar availability" option above, to see the availability before booking.

Don't forget to pick up the key in Dey 238 main office up to 30 minutes before your booking!

UNC Dept of Romance Studies

1. Click the "See Dey Hall conference room / classroom calendar availability" option if you would like to see availability before booking.
2. Once you are ready to book, read the welcome message and click the "x" to start your booking.

Use the +/- signs to zoom in or out.

DEPARTMENT OF  
**Romance Studies**  
THE UNIVERSITY  
of NORTH CAROLINA  
at CHAPEL HILL

BOOK APPOINTMENT

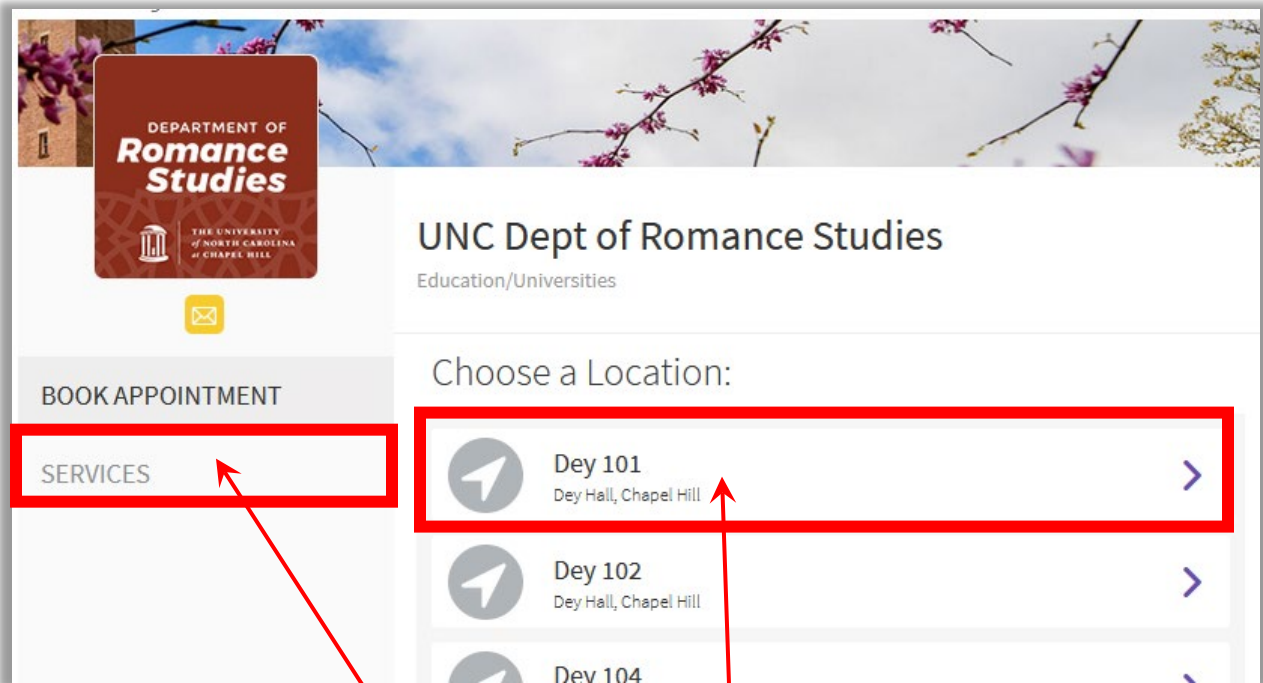
SERVICES

At any point throughout the booking, you may return to the list of rooms by:

1. Selecting the "SERVICES" button and
2. Reselecting "BOOK APPOINTMENT"

# Conference Room / Classroom Bookings

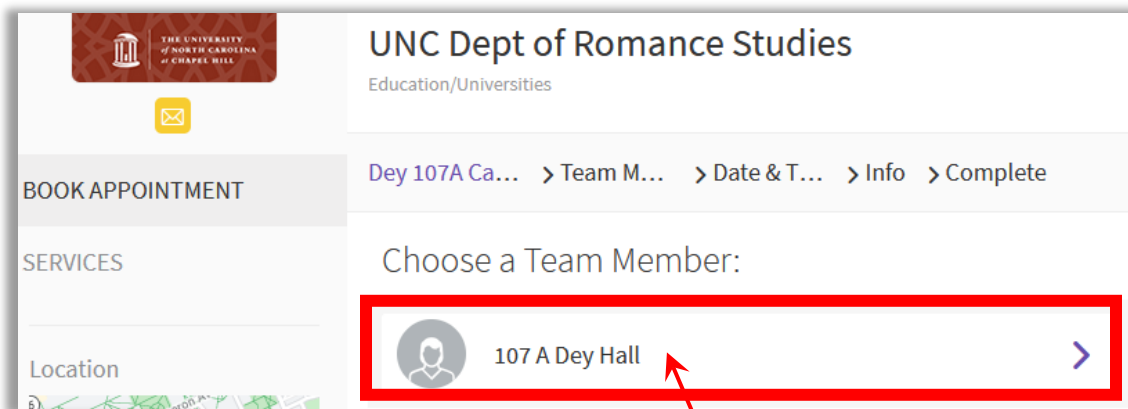
## Step 1



To select a room number to book:

1. Select "BOOK APPOINTMENT"
2. Select the conference room/classroom you would like to use

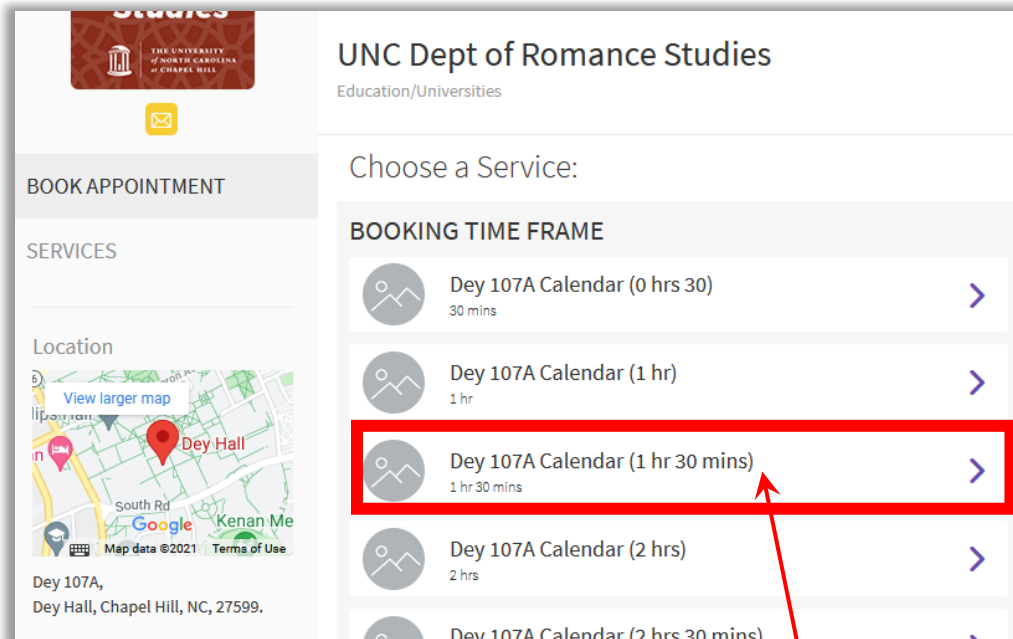
## Step 2



To select a room number to book, confirm your selection by selecting the Conference room / classroom

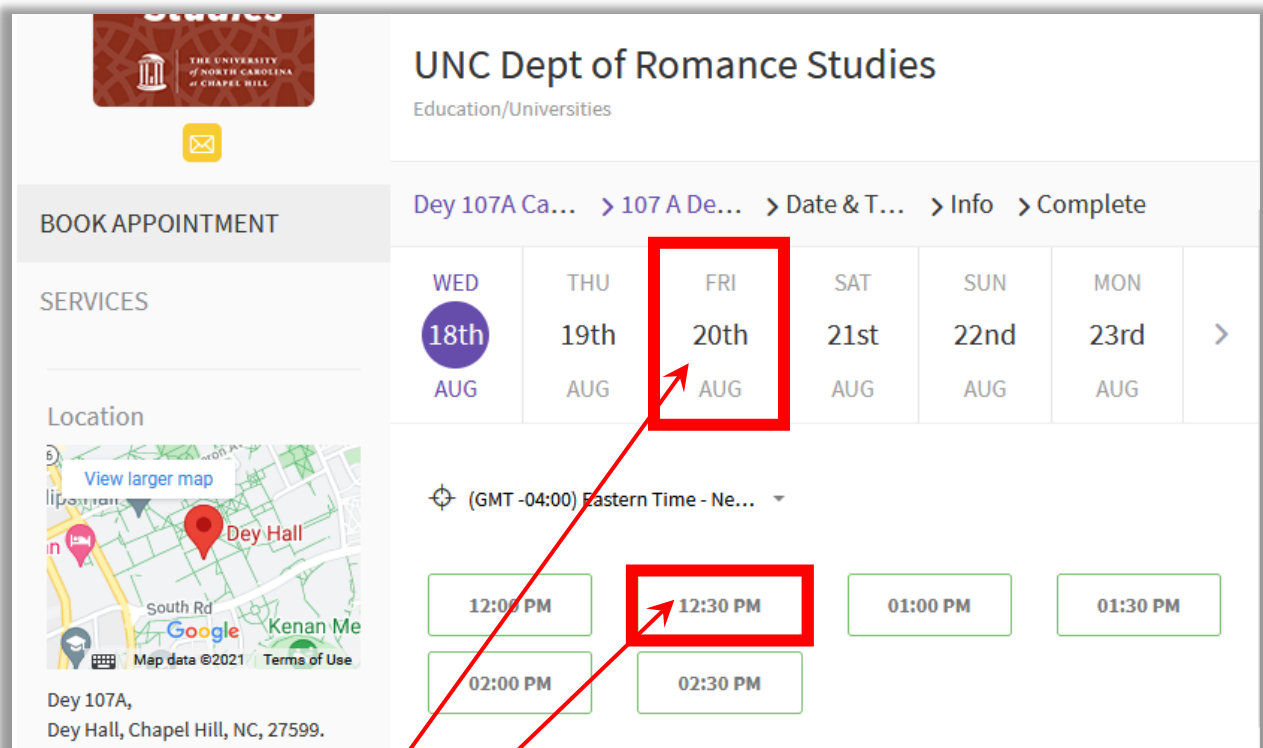
# Conference Room / Classroom Bookings

## Step 3



Choose how long you would like to book the conference room / classroom for.

## Step 4



1. Select the date booking
2. Choose the time of booking

# Conference Room / Classroom Bookings

## Step 5

UNC Dept of Romance Studies  
Education/Universities

Dey 107A Cal... > 107 A De... > 19 Aug, ... >

Enter your Information:

FIRST NAME \*

LAST NAME \*

UNC EMAIL \*

BOOKING NOTES

✓ Book Appointment


Enter your name and UNC email

Use the +/- signs to zoom in or out.

SERVICES

Location

Dey 107A,  
Dey Hall, Chapel Hill, NC, 27599.



**Yay! Your booking has been confirmed.**

An email has been sent to  
romladmin@unc.edu

Service	Dey 107A Calendar (2 hrs 30 mins)
Team	107 A Dey Hall
Member	
Date &	18th Aug 2021, 02:30 PM
Time	Eastern Time - New York
Client	Romance Studies romladmin@unc.edu

Book another Appointment

Your booking is now complete. You will receive an email confirmation