Rezervejo 3.1

Documentation

Rezervejo 3.1

Tool developed by the Libraries of Artevelde University College,

Used by the libraries and several other Artevelde services,

Use it via:

https://www.arteveldehogeschool.be/mediatheken/reserveer/
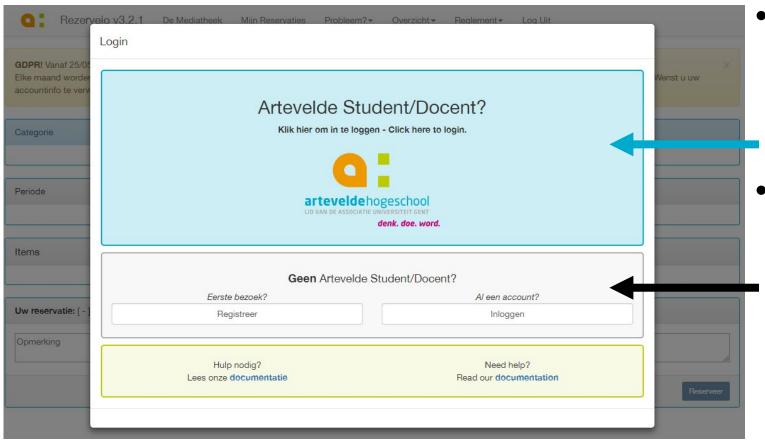
More questions? lennert.holvoet@arteveldehs.be

First: an apology

For now, there is no English version of this tool. Our apologies for that.

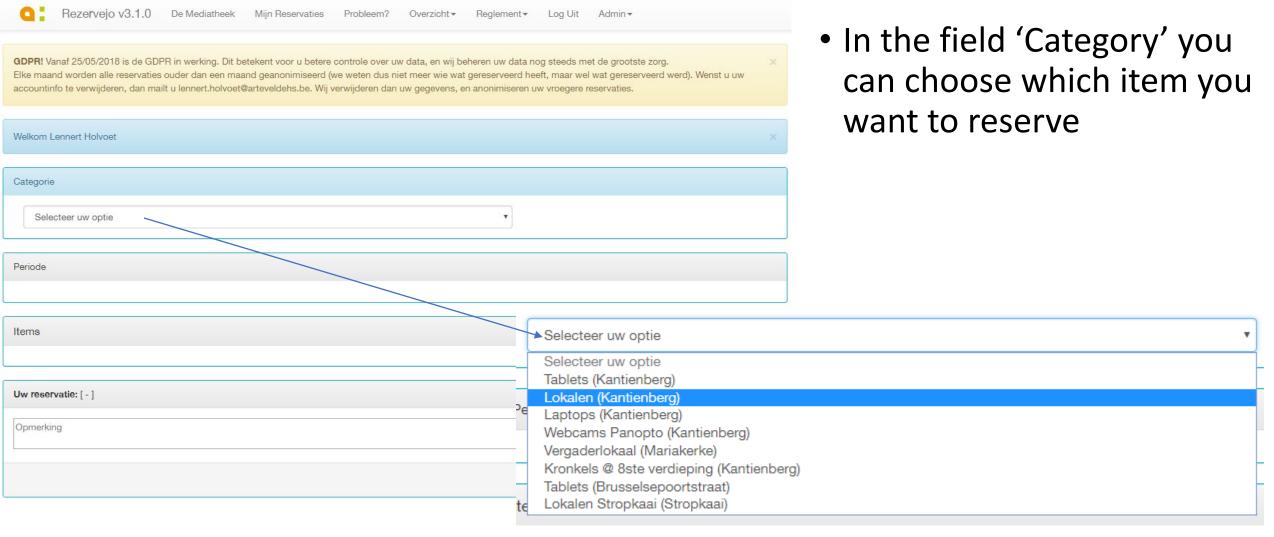Our developers our working very hard to create an English version.

Logging in

- Do you have an Arteveldeaccount (student or personnel)? Use the Artevelde-logo to log in,

- Not a student at Artevelde? If it is your first visit, register an account. After that, you can log in with the account you made.
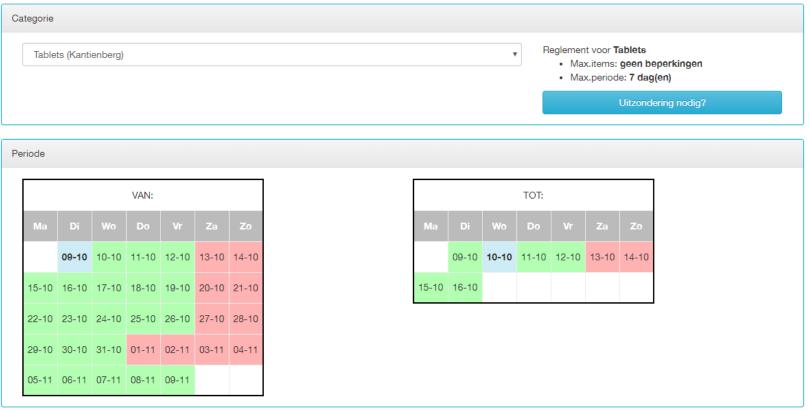
Reserving: step by step: Category

- In the field 'Category' you can choose which item you want to reserve

Rezervejo v3.1.0   De Mediatheek   Mijn Reservaties   Probleem?   Overzicht ▾   Reglement ▾   Log Uit   Admin ▾

GDPR! Vanaf 25/05/2018 is de GDPR in werking. Dit betekent voor u betere controle over uw data, en wij beheren uw data nog steeds met de grootste zorg. Elke maand worden alle reservaties ouder dan een maand geanonimiseerd (we weten dus niet meer wie wat gereserveerd heeft, maar wel wat gereserveerd werd). Wenst u uw accountinfo te verwijderen, dan mailt u lennert.holvoet@arteveldehs.be. Wij verwijderen dan uw gegevens, en anonimiseren uw vroegere reservaties.

Welkom Lennert Holvoet

Categorie

Selecteer uw optie   ▾

Periode

Items

Uw reservatie: [-]

Opmerking

Selecteer uw optie   ▾

Selecteer uw optie
Tablets (Kantienberg)
Lokalen (Kantienberg)
Laptops (Kantienberg)
Webcams Panopto (Kantienberg)
Vergaderlokaal (Mariakerke)
Kronkels @ 8ste verdieping (Kantienberg)
Tablets (Brusselsepoortstraat)
Lokalen Stropkaai (Stropkaai)

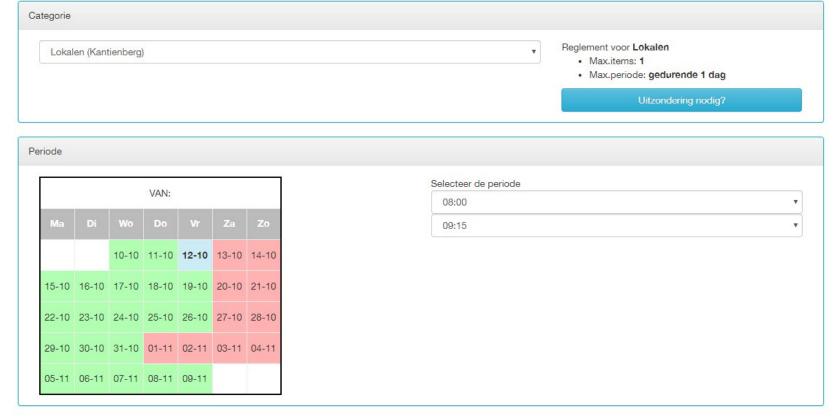More questions? lennert.holvoet@arteveldehs.be

Reserving: step by step: Timeperiod

- Some items you can reserve per day.
- Use the calendar to select the day of pickup ('VAN:') and the day of return ('TOT:')

Reserving: step by step: Timeperiod

Some items you can reserve for a period during a day.

Use the calendar to select the day of use ('VAN:') and the period in which you want to use it ('selecteer de periode')

More questions? lennert.holvoet@arteveldehs.be

Reserving: step by step: Items

- In the field 'Items' all available items during the selected period are shown.
- Click the item to select.
- The (i)-logo shows some extra info

Reserving: step by step: Your reservation

Uw reservatie: Lokalen [12-10-2018 08:00 - 12-10-2018 09:15]

Opmerking

☑ **Ik ga akkoord met de algemene voorwaarden:** Reglement Groepslokalen

Reserveer

- In the 'Uw reservatie' field you can submit your reservation.
- Agree with the rules, if shown, otherwise the 'reserveer'-button won't activate.
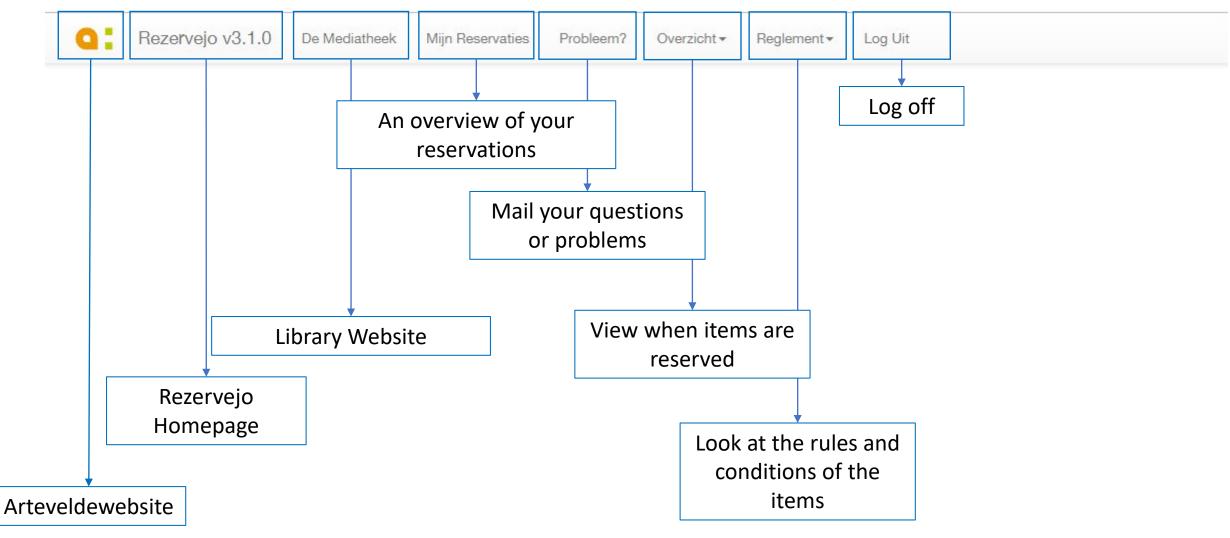
More questions? lennert.holvoet@arteveldehs.be

Reserving: step by step: Success

- If the reservation is successful, you'll see a notification in a green field.
- If it failed, you'll see some instructions on how to make the reservation, or error-info to mail to our developers.
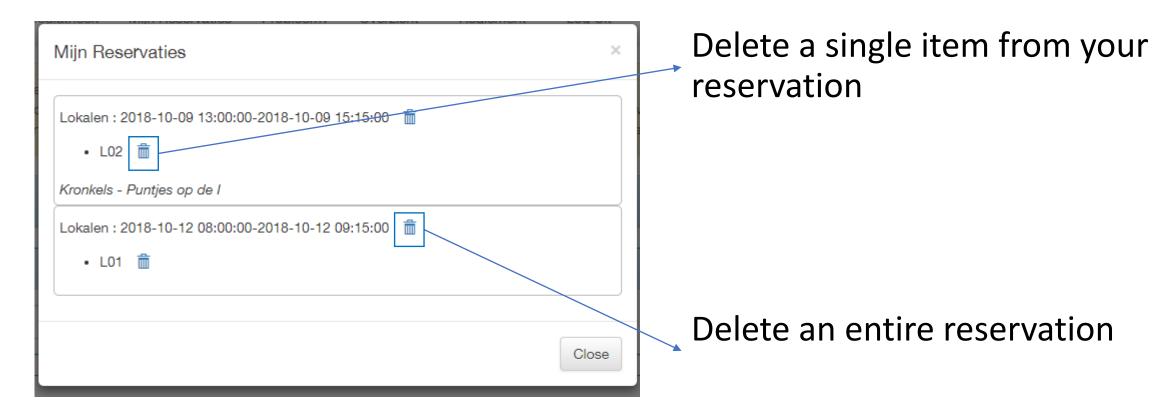
Navigation

Mijn reservaties

Delete a single item from your reservation

Delete an entire reservation

Questions?

- Do you have any more questions? Email
lennert.holvoet@arteveldehs.be