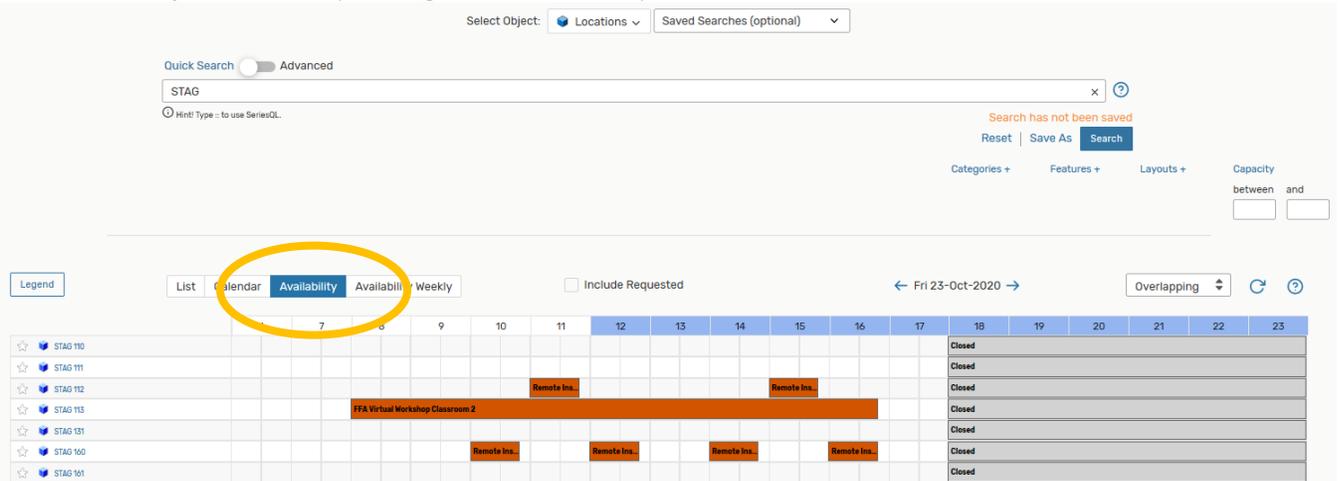


Viewing Building Schedules in 25Live

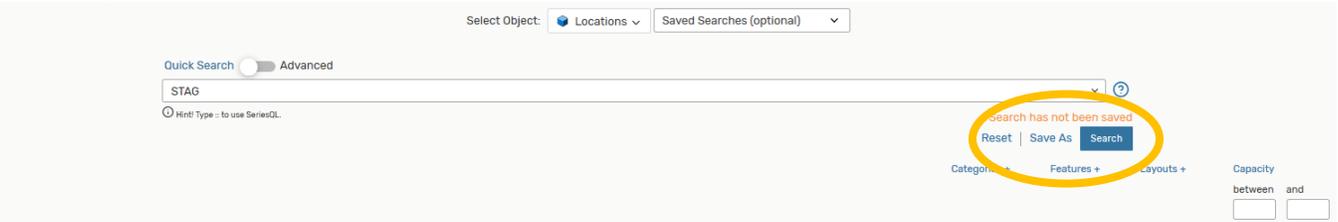
- Example: If you would like to see Strand Agricultural Hall’s building schedule in an Availability Grid, visit <https://25live.collegenet.com/pro/oregonstate> and search for STAG or Strand Ag from the Quick Search module on the dashboard:



- When you see your search results as a list, click “Availability” to see all the classrooms in that building in the same format as WebViewer. Adjust the date by clicking the date at the top, or the forward/back arrows next to the date.



- If you are logged in to the software, at this point you should also be able to save the search for quick access later or to use for pulling Reports:



- You can also select “Availability Weekly” to see a week’s worth of usage for all rooms in that search. Adjust the week in view by clicking the date at the top, or using the back/forward arrows next to the date.

