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Advanced booking updates

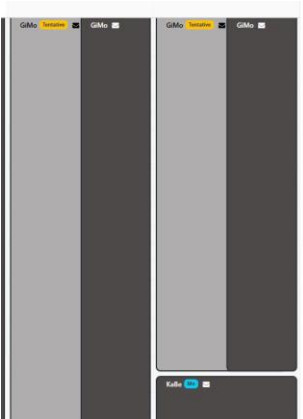
Release 3/10/26

Color scheme tentative booking

Tentative: color is light grey and tentative flag

Locked reservation: dark grey

Your reservation: Me flag



Calendar of WLR3

Advanced reservation

Technical reservation

Full calendar

Summary

Be aware that WLR3 uses advanced booking, therefore it is not possible to use the calendar to make a reservation, use the correct reservation buttons



Combine quota rules in one reservation

- When you have multiple quota rules available, the system will combine both rules, when the first rule in consumption order does not have enough.

No need anymore to split the reservation

Available quota for the user

Quota rule	Available Before this booking	Used for this booking	Remaining After this booking
DRE	73.03 / 312.58 Tokens	73.03 Tokens	0 / 312.58 Tokens
DRE	239.55 Tokens already consumed	07-10-2026 13:30 – 15-10-2026 09:43	
	73.03 Tokens usable at requested time		
Trained users	31.5 / 194.3 Tokens	11.62 Tokens	19.88 / 194.3 Tokens
WLR-ALL_TRAINED_USERS	162.8 Tokens already consumed	15-10-2026 09:43 – 16-10-2026 07:30	
	31.5 Tokens usable at requested time		

Reservation proposal

Setup	Quota rule	Date	Duration	Calculated	Remaining	Time to start
WLR3 Quota Active	DRE 73.03 Tokens 07-10-2026 13:30 – 15-10-2026 09:43 Trained users 11.62 Tokens 15-10-2026 09:43 – 16-10-2026 07:30	07-10-2026 13:30 — 16-10-2026 07:30	210 Hours	84.65 Tokens	DRE: 0 / 312.58 Tokens 73.03 Tokens usable at requested time; 73.03 allocated Trained users: 19.88 / 194.3 Tokens 31.5 Tokens usable at requested time; 11.62 allocated	362 Hours

Check [Show proposal details](#)

Can lock [✓ Yes](#)

Within quota [✓ Yes](#)

Quota allocation

- DRE: **73.03 Tokens** used from 07-10-2026 13:30 to 15-10-2026 09:43 (0 / 312.58 Tokens remaining)
- Trained users: **11.62 Tokens** used from 15-10-2026 09:43 to 16-10-2026 07:30 (19.88 / 194.3 Tokens remaining)

Within opening hours [✓ Yes](#)

[Lock reservation](#)

System selects suited quota rule for desired booking

- Instead of pushing the current reservation to a slot where all of the first consumption order quota rule can be applied, the system will use the quota rule to fit the desired reservation slot.

Error message, when to use which tokens

- Reasons why you cannot book should be clearer from the error message

Check [Show proposal details](#)

Can lock

✗ No

Within quota

✗ No

Quota allocation

Quota rule "WLR-ALL_TRAINED_USERS" can provide 31.50 of the 32.85 tokens required for the requested reservation.

- **Trained users: 31.5 Tokens** used from 07-10-2026 13:30 to 12-10-2026 01:00 (0 / 194.3 Tokens remaining)

Within opening hours

✓ Yes

[Lock reservation](#)

Export Reservation Info

- Additional info when performing a reservations export on setups using advanced booking:
 - Duration in hours
 - Reservation ID
 - Tokens (cost)

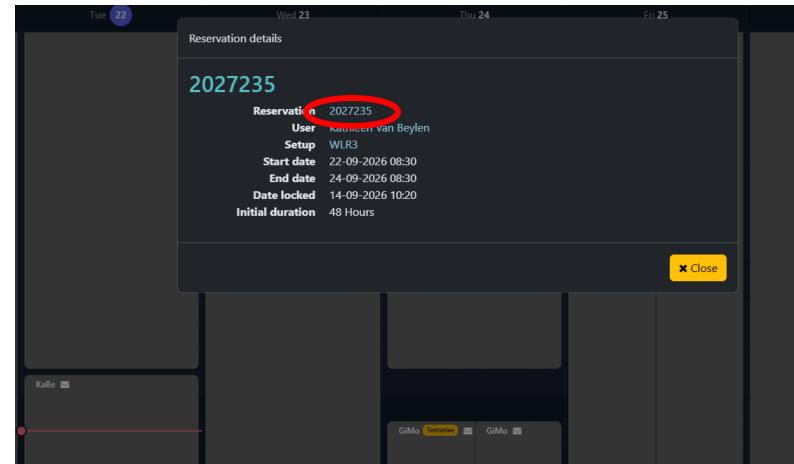
Number	Equipmen	Modules	Assets	Reservatic	Recurring	Start date	End date	Duration (hours)	Reservation ID	Tokens	Date creat	Title	Descriptio	Project na	User
45183	WLR3			Setup	None	2026-11-0	2026-11-1	228	202601203	228	25-09-202	Reservation for queue 2026012		2026012	Yu Fang
45183	WLR3			Setup	None	2026-11-0	2026-11-0	22	202601199	10.8	23-09-202	Reservation for queue 2027228		2027228	Kathleen \

Transfer (part of) a reservation

- Your reservation remains locked at all time while you hand over a part of your reservation.
- This handed over reservation consumes the new user's quota and can result in a negative quota in case the receiver did not have enough left.

Transfer part of a reservation

- Go to your LOCKED and NOT FINISHED reservation made with advanced booking
 - Eg: go to your setup, calendar, click on the booking slot, click on the title of the reservation
- Click on “Swap (part of) my reservation”



Equipment / Reservations / 2027235

Status: Created > Locked > Started > Finished

🔗 2027235 (Admin)

Set up schedule Rental equipment Accessories Other properties Status history Power edit

Job 2027235
Owner Kathleen Van Beylen
Date submitted 14-09-2026 10:20
Date locked 14-09-2026 10:20 (2027235_remainder)
Reservation start win... 0:00 - 24:00
Hold until No hold until date given
Approval required ✖ No

No	Equipment	Lab	Type
1	WLR3 Quota	Amsimec ESD/Digital test	Setup

Your reservation

Setup	Quota rule	Date	Duration	Calculated	Remaining	Time to start	
WLR3 Quota Active	DRE 25.6 Tokens	22-09-2026 08:30 — 24-09-2026 08:30	48 Hours	25.6 Tokens	43.78 / 312.58 Tokens	-1 Hours	≡ Swap (part of) my reservation...
		22-09-2026 08:30 – 24-09-2026 08:30					

← Undo lock

Transfer part of a reservation

- Fill in the swap form
 - Select the colleague to transfer to (only trained users if this is set on the setup)
 - Select start and end time (preferably in the future but whole of reservation is possible)

Equipment / Reservations / 2027235 / Swap (part of) my reservation...

Swap (part of) my reservation...

With this form it is possible to transfer (part of) your advanced reservation to a colleague. Select below the time-window which has to be transferred together with the colleague which is the recipient and the system will send a transfer request to this colleague, the collar

Reservation 2027235

Equipment WLR3

Current reservation 22-09-2026 08:30 – 24-09-2026 08:30

Recipient

— Select a colleague

Start date

22/09/2026 08:30



End date

24/09/2026 08:30



Message

Send request

Cancel

Transfer part of a reservation

- Your request is ready

Status: Created > Locked > Started > Finished

2027235 (Admin)

Set up schedule

Rental equipment

Accessories

Other properties

Status history

Power edit

Job2027235

OwnerKathleen Van Beylen

Date submitted14-09-2026 10:20

Date locked14-09-2026 10:20 (2027235_remainder)

Reservation start win...0:00 - 24:00

Hold untilNo hold until date given

Approval required✖ No

No	Equipment	Lab	Type
1	WLR3 Quota	Amsimec ESD/Digital test	Setup

Your reservation

Setup	Quota rule	Date	Duration	Calculated	Remaining	Time to start
WLR3 Quota Active	DRE 25.6 Tokens	22-09-2026 08:30 — 24-09-2026 08:30	48 Hours	25.6 Tokens	43.78 / 312.58 Tokens	-1 Hours
22-09-2026 08:30 – 24-09-2026 08:30						

⚙ Swap (part of) my reservation...

Transfer requests

All transfer requests

Id	Description	Colleague	Equipment	Period	Status	Date created	Date responded	Message
5	➔ Sent	Yu Fang	WLR3	23-09-2026 08:30 Until 23-09-2026 12:30	Pending	22-09-2026 10:11	Not yet	training test

⏮ Undo lock

🚫 Revoke transfer request

Transfer part of a reservation

- Recipient sees the request on home page
- Click on “review transfer request”

oneLab
Testing

EnergyVille HTC (Eindhoven) Leuven OnePlanet (Wageningen)

Organisation / Users / Profile

Profile

Edit profilePersonal calendar

User name

Yu Fang

Email address

Yu.Fang@imec.be

Status

Active

Training email notific...

✓ Yes

Reservation email not...

✓ Yes

Open actions

Actions

No open actions could be found

Pending advanced reservation updates

No	Requester	Recipient	For	Actions
1	Kathleen Van Beylen	Yu Fang	WLR3	Review transfer request

Latest news

News

1	III-V Glassware: Action required !	KiBa	18-09-2018 09:45
2	oneLab 5.14.3 released	JoHe	27-07-2026 21:59

Transfer part of a reservation

- “Accept review transfer request”
- Reservation is split
- Tokens are changed to recipient quota

Equipment / Reservations / 2027235 / Review transfer request

Review transfer request

A colleague has transferred a reservation to you, please find the details below. Use the buttons to accept or decline the reservation

Requested by	Kathleen Van Beylen
Recipient	Yu Fang
Equipment	WLR3
Start date	23-09-2026 08:30
End date	23-09-2026 12:30
Message	training test

Accept transfer request

Reject transfer request

Return

Status: Created

> Locked

> Started

> Finished

Set up schedule

Rental equipment

Accessories

Other properties

Status history

Job

2027236

Owner

Yu Fang

Date submitted

14-09-2026 10:20

Date locked

14-09-2026 10:20 (2027236_transfer)

Reservation start window

0:00 - 24:00

Hold until

No hold until date given

Approval required

✖ No

No

Equipment

Lab

Type

1

WLR3 Quota

Amsimec ESD/Digital test

Setup

Your reservation

Setup

Quota rule

Date

Duration

Calculated

Remaining

Time to start

WLR3 Quota Active

Trained users 3.65 Tokens

23-09-2026 08:30 — 23-09-2026 12:30

4 Hours

3.65 Tokens

31.5 / 194.3 Tokens

21 Hours

↔ Swap (part of) my reservation...

← Undo lock

Timeline

<

>

Today

Quota start

Reservation start

Sept – Oct 2026

Booking window

Reservation duration (4h)

Schedule

WED 23 SEPT

THU 24 SEPT

FRI 25 SEPT

SAT 26 SEPT

SUN 27 SEPT

MON 28 SEPT

TUE 29 SEPT

WED 30 SEPT

THU 1 OCT

FRI 2 OCT

Booking window

WLR3 Setup Used ACTIVE (MEDUSA)

KaBe Yk

GiMo Teachathon

KaBe

GiMo

Transfer part of a reservation

Reservation is split

Job 2027235
Owner Kathleen Van Beylen
Date submitted 14-09-2026 10:20
Date locked 14-09-2026 10:20 (2027235_remainder)
Reservation start win... 0:00 - 24:00
Hold until No hold until date given
Approval required ✗ No

No	Equipment	Lab	Type
1	WLR3 Quota	Amsimec ESD/Digital test	Setup

Your reservation

Setup	Quota rule	Date	Duration	Calculated	Remaining	Time to start
WLR3 Quota Active	DRE 25.6 Tokens	22-09-2026 08:30 — 23-09-2026 08:30	24 Hours	12.8 Tokens	34.63 / 312.58 Tokens	Swap (part of) my reservation...
22-09-2026 08:30 – 24-09-2026 08:30						

Transfer requests

All transfer requests

Id	Description	Colleague	Equipment	Period	Status	Date created	Date responded	Message
5	→ Sent	Yu Fang	WLR3	23-09-2026 08:30 Until 23-09-2026 12:30	Accepted	22-09-2026 10:11	22-09-2026 10:39	training test

■ Finish reservation

Timeline

< > Today Quota start Reservation start

Sept – Oct 2026

Booking window Reservation duration (1d)

Schedule	TUE 22 SEPT	WED 23 SEPT	THU 24 SEPT	FRI 25 SEPT	SAT 26 SEPT	SUN 27 SEPT	MON 28 SEPT	TUE 29 SEPT	WED 30 SEPT	THU 1 OCT
Booking window	WLR3 Setup Used ACTIVE (MEDUSA) KaBe Yu GiMo Tentative									

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