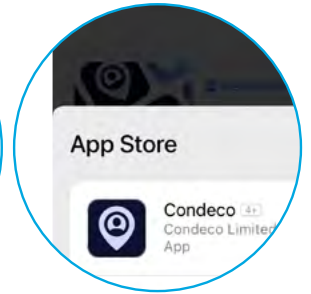
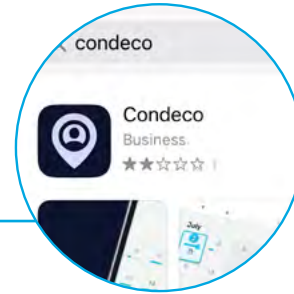


Doing Hybrid Well

Booking your workspace on Condeco mobile guide

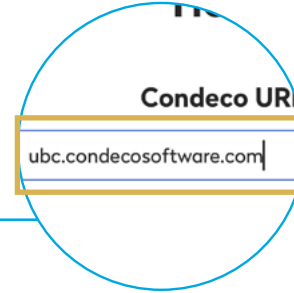
1

Download the Condeco App from the App Store or Google Play Store.
Search Condeco and select Condeco Business App.



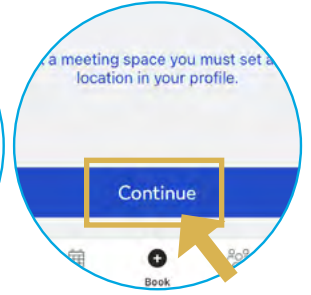
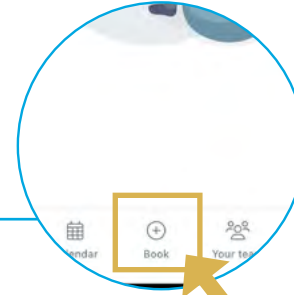
2

When first using the App, you'll be prompted to enter the Condeco URL: **ubc.condecosoftware.com**
Use your CWL credentials to log in.



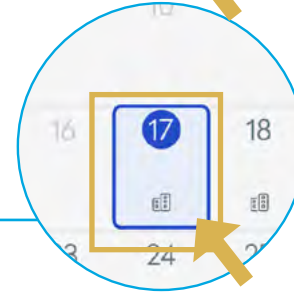
3

Tap Book + icon on the bottom menu to book a workspace.
Tap **Continue**.






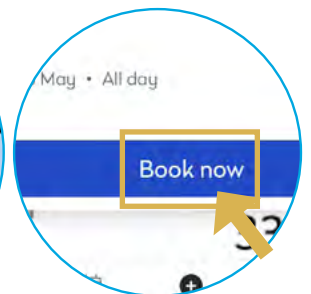
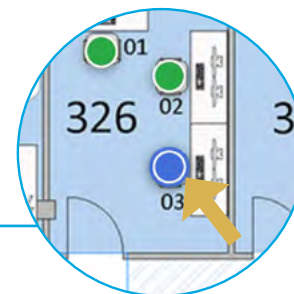
4

Tap on the day you want to book and it'll highlight **blue**.
Tap **Search**.



5

 indicates the workspace is available.
Tap  at the workspace you want and it'll turn 
Tap **Book now** and your desk is now booked!
You will receive a confirmation email of your booking.



6

If you book a space in advance, you will need to check-in **before** 9:30 am.
You will receive a reminder email to check-in.

