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Subject: Computer Tip of the Week -- How to Schedule a Conference Room
Date: November 11, 2021 at 10:42 AM
To: DOPM All Users DOPMAIUsers@uabmc.edu

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How to Schedule a Conference Room

Brought to you by
Lisa Schwaiger
- DOPM HelpDesk Triage
and Computer Tech in MT-403



This Tip of the Week was inspired by one of your co-workers (a non-IT person who works here at DOPM).

Do **YOU** have an idea for a future Tip of the Week, that others might benefit from?

(If so, please let us know at dopmHelp@uabmc.edu or 934-7662.)

SITUATION/QUESTION:

I need to schedule a Conference Room in Medical Towers (and possibly ask for some A/V help related to that).

Has the form to do that been “moved”?

SOLUTION/ANSWER:

Yes, the current link is:

<https://www.uab.edu/medicine/dopm/dopm-it/reserve-conference-room>

Was this helpful? Do you have suggestions for a future Tip of the Week? Do you have any other comments?

Let us know at dopmHelp@uabmc.edu