

Laundry room booking

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Book Laundry Time

There are two ways to book laundry time with the new system.

- 1. Online with a username and password. (Page 3)
- 2. On the board outside the laundry room with a tag. (Page 6)

Regardless of which method you use, the same information is displayed. You can book your time on the web and later change it on the board or vice versa.

Important

Regardless of whether you book on the web or on the board, you must start your laundry time by placing your tag against the reader at the laundry room door.

If the laundry time is not started in this way, the time will become bookable again after 30 minutes.

Only started laundry times run for the entire booked period.



Book an appointment Online

Log in with your credentials. https://kalroten.tvattbokning.online User: Apartment number, for example 155 Password: Four digit code



- Choose which page you want to book. (There are two sides of the laundry room; Right side "Grupp Höger" and Left side "Grupp Vänster".
- 2. Click on the desired Available time.
- 3. Click **Book Slot**.
- 4. The time is now booked for you.

	Log out	< Week			Week 30 Sept			v	Veek 41 >
(Grupp Höger		Monday 2024-09-30	Tuesday 2024-10-01	Wednesday 2024-10-02	Thursday 2024-10-03	Friday 2024-10-04	Saturday 2024-10-05	Sunday 2024-10-06
L	Grupp Vänster	Slot 1 07:00 - 10:00						O Available	O Available
I	My bookings	Slot 2 10:00 - 13:00					O Available	O Available	O Available
	Settings -	Slot 3 13:00 - 16:00					O Available	O Available	O Available
	2	Slot 4 16:00 - 19:00					O Available	O Available	O Available
		Slot 5 19:00 - 22:00					O Available	O Available	O Available

Do you want to book the slot?	×			Monday 2024-09-30	Tuesday 2024-10-01	Wednesday 2024-10-02	Thursday 2024-10-03	Friday 2024-10-04
Friday 2024-10-04, at 10:00 - 13:00 .	3	4	Slot 1 0730 - 1030 Slot 2 10:00 - 13:00					Bocked
Cancel	Book slot		Sliot 3 13:00 - 16:00 Sliot 4 16:00 - 19:00				_	O Available Available
			Slot 5 19:00 - 22:00					O Ausliable

See your own booked appointments / Cancel appointments online

Log in with your credentials. https://kalroten.tvattbokning.online User: Apartment number, for example 155 Password: Four digit code



- 1. Click **My bookings**.
- 2. This shows the bookings you have.
- 3. To cancel an appointment, click in the box to the left of the appointment and click **Cancel slot**.

(If you just want to see what times you have booked, click Cancel)

Log out	< Week			Weel 30 Sept			N	Veek 41 🕻
Grupp Höger		Monday 2024-09-30	Tuesday 2024-10-01	Wednesday 2024-10-02	Thursday 2024-10-03	Friday 2024-10-04	Saturday 2024-10-05	Sunday 2024-10-06
Grupp Vänster	Slot 1 07:00 - 10:00						O Available	O Available
My bookings	Slot 2 10:00 - 13:00					O Available	O Available	O Available
Settings -	Slot 3 13:00 - 16:00					O Available	O Available	O Available
	Slot 4 16:00 - 19:00					O Available	O Available	O Available
	Slot 5 19:00 - 22:00					O Available	O Available	O Available

My bookings			×
To cancel slots, select them Unit	in the list and click Date	Cancel slot. Time	
Grupp Höger	2024-10-04	10:00 - 13:00	
2	(Cancel Cancel s	slot

Add personal information

To get a reminder of your booked appointment, there is the option to enter your e-mail address.

Log in with your credentials. https://kalroten.tvattbokning.online User: Apartment number, for example 155 Password: Four digit code



- 1. Click Settings
- 2. Select Change e-mail address.
- 3. Enter your email address twice.
- 4. Click OK.

You will now receive an email with a confirmation of your booking and a reminder one hour before the time starts.

Log out		
Log out	< Week	Change a mail address
Grupp Höger	Monday 2024-09-30 20	Change e-mail address
Grupp Vänster	Slot 1	New e-mail address
	07:00 - 10:00	add.your@email.com
My bookings	Slot 2 10:00 - 13:00	Repeat new e-mail address 3
	10:00 - 13:00	add.your@email.com
Settings -	Change e-mail address 2	
	Change password	
	Slot 4 16:00 - 19:00	Cancel OK

Book an appointment on the board

Start the booking by placing the tag against the image of the hand at the bottom of the board.



- 1. Choose which page you want to book.
- 2. Point to the desired free time.
- 3. Tap **Book**.
- 4. The time is now booked for you.

Aaxem		
	🕂 Grupp Väns	ter
	Logga ut	< Vecka
	Grupp Höger Grupp Vänster	1 2024-07-01
	Mina bokningar	Pass 2 10:00 - 13:00
		Pass 3 13:00 - 16:00
		Pass 4 16:00 - 19:00







See your own booked appointments / Cancel appointments on the board

- 1. Tap **My reservations**.
- 2. This shows the bookings you have.
- 3. To cancel an appointment, tap the box to the left of the appointment and tap **Cancel.** (If you just want to see what times you have booked, press **Cancel**)

Last -		
1 Statistics	🕂 Grupp Väns	iter
	Logga ut	< Vecka
	Grupp Höger	Månda 2024-07
	Grupp Vänster	Pass 1 07:00 - 10:00
	Mina bokningar	Pass 2 10:00 - 13:00
	1	Pass 3 13:00 - 16:00

	2		
<mark>or att avboka, markera pa</mark>	ss och klicka sedar		-
Enhet	Datum	Klockslag	
Grupp Vänster	2024-07-03	10:00 - 13:00	0
	1		
	A	vbryt Av	boka

