



UNIVERSITAS
GADJAH MADA

PERPUSTAKAAN

PROSEDUR PEMESANAN TEMPAT

7 Langkah Singkat Pemesanan Tempat

Siapkan akun SSO/E-mail UGM Anda



UNIVERSITAS
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LANGKAH 1 - LOGIN

<http://lib.ugm.ac.id/bookroom/room/web/>

Gunakan Akun SSO



Perpustakaan Universitas Gadjah Mada
Meeting Room Booking System

08/10/2020

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Search:

Unknown user

Log in

Areas

Layanan Sirkulasi L5 Lantai 1

Lobby dan Selasar

Ruang Belajar L1 Lantai 4

Ruang Diskusi L1 Lantai 3

Ruang Akses ETD

Ruang Baca Koleksi Langka

Ruang Belajar KKI L5 Lantai 3

Ruang TB dan Referensi

Ruang WOW L1 Lantai 1

July 2020

| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
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| | | | 1 | 2 | 3 | 4 |
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August 2020

| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
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| 23 | 24 | 25 | 26 | 27 | 28 | 29 |

September 2020

| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
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Monday 10 AU

Go To Today

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| Period | Kursi 1 (1) | Kursi 10 (1) | Kursi 11 (1) | Kursi 12 (1) | Kursi 2 (1) | Kursi 3 (1) |
|-----------|-------------|--------------|--------------|--------------|-------------|-------------|
| Periode 1 | | | | | | |
| Periode 2 | | | | | | |

<< Go To Day Before

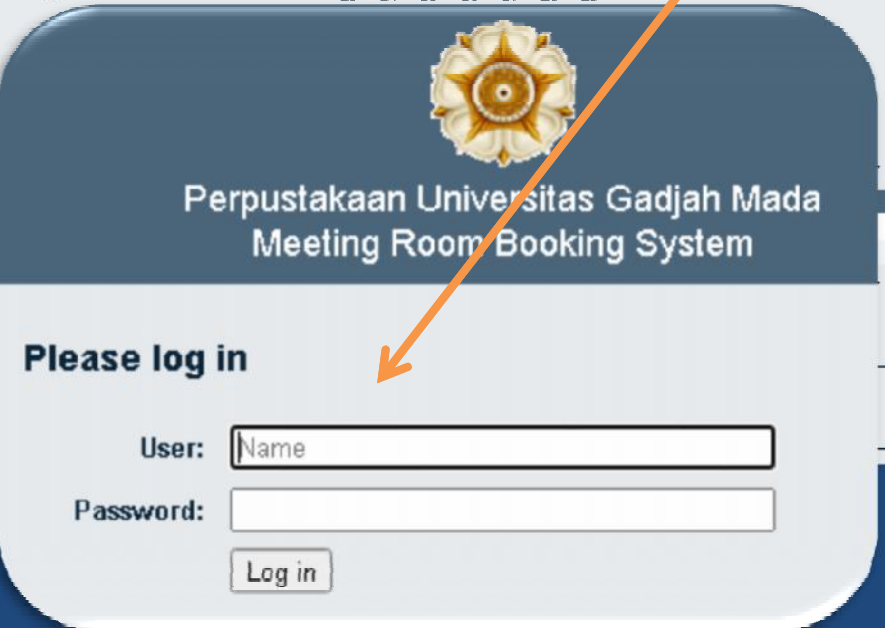
Go To Today

External Internal

View Day: Aug 04 | Aug 05 | Aug 06 | Aug 07 | Aug 08 | Aug 09 | **Aug 10** | Aug 11 | Aug 12 | Aug 13

View Week: Jul 12 | Jul 19 | Jul 26 | Aug 02 | **Aug 09** | Aug 16 | Aug 23 | Aug 30 | Sep 06

View Month: Jun 2020 | Jul 2020 | **Aug 2020** | Sep 2020 | Oct 2020 | Nov 2020 | Dec 2020 | Jan 2021



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User:

Password:

Log in



LANGKAH 2 – PILIH WAKTU

KLIK TANGGAL DIPILIH



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Areas

- Layanan Sirkulasi L5 Lantai 1
- Lobby dan Selasar
- Ruang Belajar L1 Lantai 4
- Ruang Diskusi L1 Lantai 3**
- Ruang Akses ETD
- Ruang Baca Koleksi Langka
- Ruang Belajar KKI L5 Lantai 3
- Ruang TB dan Referensi
- Ruang WOW L1 Lantai 1

| July 2020 | | | | | | | August 2020 | | | | | | | September 2020 | | | | | | | | |
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| 5 | 6 | 7 | 8 | 9 | 10 | 11 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | | |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | | |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 27 | 28 | 29 | 30 | | | | | |
| 26 | 27 | 28 | 29 | 30 | 31 | | 30 | 31 | | | | | | | | | | | | | | |

Tuesday 11 August 2020

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| Period | Kursi 10 (1) | Kursi 7 (1) | Kursi 8 (1) | Kursi 9 (1) | Ruang Diskusi 1 (1) | Ruang Diskusi 2 (1) | Ruang Diskusi 3 (1) | Ruang Diskusi 4 (1) | Ruang Diskusi 5 (1) | Ruang Diskusi 6 (1) |
|------------------------|--------------|-------------|-------------|-------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Period 1 (08.00-11.00) | | | | | | | | | | |
| Period 2 (12.00-15.00) | | | | | | | | | | |

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View Day: Aug 05 | Aug 06 | Aug 07 | Aug 08 | Aug 09 | Aug 10 | **Aug 11** | Aug 12 | Aug 13 | Aug 14 | Aug 15 | Aug 16 | Aug 17 | Aug 18

View Week: Jul 12 | Jul 19 | Jul 26 | Aug 02 | **Aug 09** | Aug 16 | Aug 23 | Aug 30 | Sep 06

View Month: Jun 2020 | Jul 2020 | **Aug 2020** | Sep 2020 | Oct 2020 | Nov 2020 | Dec 2020 | Jan 2021 | Feb 2021



LANGKAH 3 – PILIH AREA

KLIK AREA DIPILIH



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|-----------|-----|-----|-----|-----|-----|-----|-------------|-----|-----|-----|-----|-----|-----|----------------|-----|-----|-----|-----|-----|-----|
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| 12 | 13 | 14 | 15 | 16 | 17 | 18 | 16 | 17 | 18 | 19 | 20 | 21 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 | 23 | 24 | 25 | 26 | 27 | 28 | 27 | 28 | 29 | 30 | | | | |
| 26 | 27 | 28 | 29 | 30 | 31 | | 30 | 31 | | | | | | | | | | | | |

Tuesday 11 August 2020

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| Period | Kursi 10 (1) | Kursi 7 (1) | Kursi 8 (1) | Kursi 9 (1) | Ruang Diskusi 1 (1) | Ruang Diskusi 2 (1) | Ruang Diskusi 3 (1) | Ruang Diskusi 4 (1) | Ruang Diskusi 5 (1) | Ruang Diskusi 6 (1) |
|------------------------|--------------|-------------|-------------|-------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Period 1 (08.00-11.00) | | | | | | | | | | |
| Period 2 (12.00-15.00) | | | | | | | | | | |

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View Day: Aug 05 | Aug 06 | Aug 07 | Aug 08 | Aug 09 | Aug 10 | **Aug 11** | Aug 12 | Aug 13 | Aug 14 | Aug 15 | Aug 16 | Aug 17 | Aug 18
View Week: Jul 12 | Jul 19 | Jul 26 | Aug 02 | **Aug 09** | Aug 16 | Aug 23 | Aug 30 | Sep 06
View Month: Jun 2020 | Jul 2020 | **Aug 2020** | Sep 2020 | Oct 2020 | Nov 2020 | Dec 2020 | Jan 2021 | Feb 2021



LANGKAH 4 – PILIH TEMPAT & WAKTU

KLIK SESUAI RUANG/TEMPAT TERSEDIA



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| 5 | 6 | 7 | 8 | 9 | 10 | 11 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | | | | |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | | | | |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 27 | 28 | 29 | 30 | | | | | | | |
| 26 | 27 | 28 | 29 | 30 | 31 | 30 | 31 | | | | | | | | | | | | | | | | | |

Tuesday 11 August 2020

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| Period | Kursi 10 (1) | Kursi 7 (1) | Kursi 8 (1) | Kursi 9 (1) | Ruang Diskusi 1 (1) | Ruang Diskusi 2 (1) | Ruang Diskusi 3 (1) | Ruang Diskusi 4 (1) | Ruang Diskusi 5 (1) | Ruang Diskusi 6 (1) |
|------------------------|--------------|-------------|-------------|-------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Period 1 (08.00-11.00) | | | | | | | | | | |
| Period 2 (12.00-15.00) | | | | | | | | | | |

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View Day: Aug 05 | Aug 06 | Aug 07 | Aug 08 | Aug 09 | Aug 10 | **Aug 11** | Aug 12 | Aug 13 | Aug 14 | Aug 15 | Aug 16 | Aug 17 | Aug 18

View Week: Jul 12 | Jul 19 | Jul 26 | Aug 02 | **Aug 09** | Aug 16 | Aug 23 | Aug 30 | Sep 06

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LANGKAH 5 – MASUKAN DATA PEMESANAN

1. Isi nama pada brief desc.
2. Isi keperluan untuk full desc.
3. Pilih waktu pemakaian (periode 1 pagi, atau periode 2 siang)
4. Pastikan Area yang dipilih sudah sesuai
5. Pilih nomor ruang/ tempat yang dipesan
6. Klik SAVE

Add Entry

Brief description: Arif Surachman **1**

Full description: Belajar **2**

Start: 08/11/2020 Period 1 (08.00-11.00) All day

End: 08/11/2020 Period 1 (08.00-11.00) (1 period) **3**

Area: Ruang Diskusi L1 Lantai 3 **4**

Rooms: Kursi 10
Kursi 7
Kursi 8
Kursi 9
Ruang Diskusi 1 **5**

Type: Internal

Repeat type: None

Repeat end date: 08/11/2020

Skip past conflicts:

Back Save **6** ✓ ✓



LANGKAH 6 – PASTIKAN DATA SUDAH MASUK & SESUAI WAKTU/AREA



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|-----------|-----|-----|-----|-----|-----|-----|-------------|-----|-----|-----|-----|-----|-----|----------------|-----|-----|-----|-----|-----|-----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|
| Sun | Mon | Tue | Wed | Thu | Fri | Sat | Sun | Mon | Tue | Wed | Thu | Fri | Sat | Sun | Mon | Tue | Wed | Thu | Fri | Sat | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | 1 | 2 | 3 | 4 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 1 | | | | | | | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | | | | | | | | | | | | | | | | | | | |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 27 | 28 | 29 | 30 | 30 | 31 |

Tuesday 11 August 2020

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| Period | Kursi 10 (1) | Kursi 7 (1) | Kursi 8 (1) | Kursi 9 (1) | Ruang Diskusi 1 (1) | Ruang Diskusi 2 (1) | Ruang Diskusi 3 (1) | Ruang Diskusi 4 (1) | Ruang Diskusi 5 (1) | Ruang Diskusi 6 (1) |
|------------------------|----------------|-------------|-------------|-------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Period 1 (09.00-11.00) | Arif Surachman | | | | | | | | | |
| Period 2 (12.00-15.00) | | | | | | | | | | |

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View Day: Aug 05 | Aug 06 | Aug 07 | Aug 08 | Aug 09 | Aug 10 | **Aug 11** | Aug 12 | Aug 13 | Aug 14 | Aug 15 | Aug 16 | Aug 17 | Aug 18

View Week: Jul 12 | Jul 19 | Jul 26 | Aug 02 | **Aug 09** | Aug 16 | Aug 23 | Aug 30 | Sep 06

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LANGKAH 7 – LOGOFF



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- Ruang TB dan Referensi
- Ruang WOW L1 Lantai 1

July 2020

| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|-----|-----|-----|-----|-----|-----|-----|
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| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |

August 2020

| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
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| 30 | 31 | | | | | |

September 2020

| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
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| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | | | |

Tuesday 11 August 2020

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| Period | Kursi 10 (1) | Kursi 7 (1) | Kursi 8 (1) | Kursi 9 (1) | Ruang Diskusi 1 (1) | Ruang Diskusi 2 (1) | Ruang Disk |
|------------------------|----------------|-------------|-------------|-------------|---------------------|---------------------|------------|
| Period 1 (08.00-11.00) | Arif Surachman | | | | | | 1 |
| Period 2 (12.00-15.00) | | | | | | | |

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External Internal

View Day: Aug 05 | Aug 06 | Aug 07 | Aug 08 | Aug 09 | Aug 10 | **Aug 11** | Aug 12 | Aug 13 | Aug 14 | Aug 15 | Aug 16 | Aug 17 | Aug 18
 View Week: Jul 12 | Jul 19 | Jul 26 | Aug 02 | **Aug 09** | Aug 16 | Aug 23 | Aug 30 | Sep 06
 View Month: Jun 2020 | Jul 2020 | **Aug 2020** | Sep 2020 | Oct 2020 | Nov 2020 | Dec 2020 | Jan 2021 | Feb 2021

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User:

Password:

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