

Meeting Room Booking System



Easily find and book the best-fit meeting space whenever and wherever you need it

Designed for modern offices and the future of work, Yeostar Workplace Meeting Room Booking System provides a straightforward way to book suitable collaboration space, manage room schedules, increase space utilization, and reduce real estate costs.

01

Give employees more flexibility

Ditch the manual and clunky room booking processes for good. Allow employees to make ad-hoc, advance, recurring bookings anywhere, anytime, according to specific needs.

03

Streamline space allocation

Save in-person collaboration from unnecessary room scheduling conflicts, centralize and automate administrative operations, and achieve higher productivity and employee satisfaction.

02

Maximize room efficiency

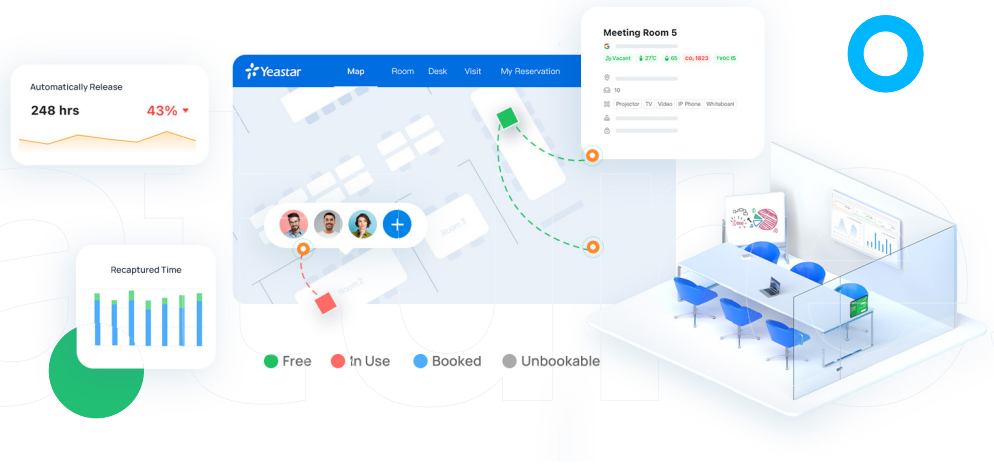
Keep everyone in the know with increased visibility and accurate information. Increase room availability by eliminating ghost meetings with the help of smart technology.

04

Spot optimization opportunities

Get a full picture of how meeting rooms are being used. Make data-driven decisions about the number, capacity, layout, etc. Quickly respond to current demands and plan for the future.

Key Features



Resource & Schedule Management

Add all meeting rooms and related information to the platform. Manage room schedules in one place to avoid double booking and reduce administrative burden.

Interactive Floor Maps

Create interactive, searchable, real-time floor maps for employees to see the office layout at a glance, quickly identify available rooms, and book right on it.

Vacant Rooms Auto-release

Automatically cancel abandoned meetings and free up empty rooms for others to book based on real-time occupancy data captured by the people counting sensor.

Approval, Notifications, and Services

Apply approval processes for request-only rooms, set up notifications for attendees, and enable meeting service requests to further streamline the booking experience.

Efficient Online Booking

Have an overview of all rooms and bookings through multiple flexible viewing options. Filter search and mark favorites to find rooms even more quickly.

Room Schedule Display

Instantly tell room availability through distinguishable tri-color LED indicators. Tap to book rooms, check in for reservations, and end meetings right on the panel.

Analytics & Reporting

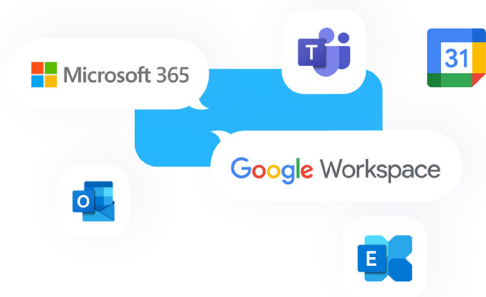
Gain actionable insights on the trends and patterns of your space usage, such as total meetings, recaptured hours, room utilization rate, meeting event density, etc.

Indoor Environmental Monitoring

Keep track of temperature, humidity, light, CO² concentration, and TVOC through the room comfort sensor and receive alarms in case of any anomaly detection.

Connect to Your Favorite Tools

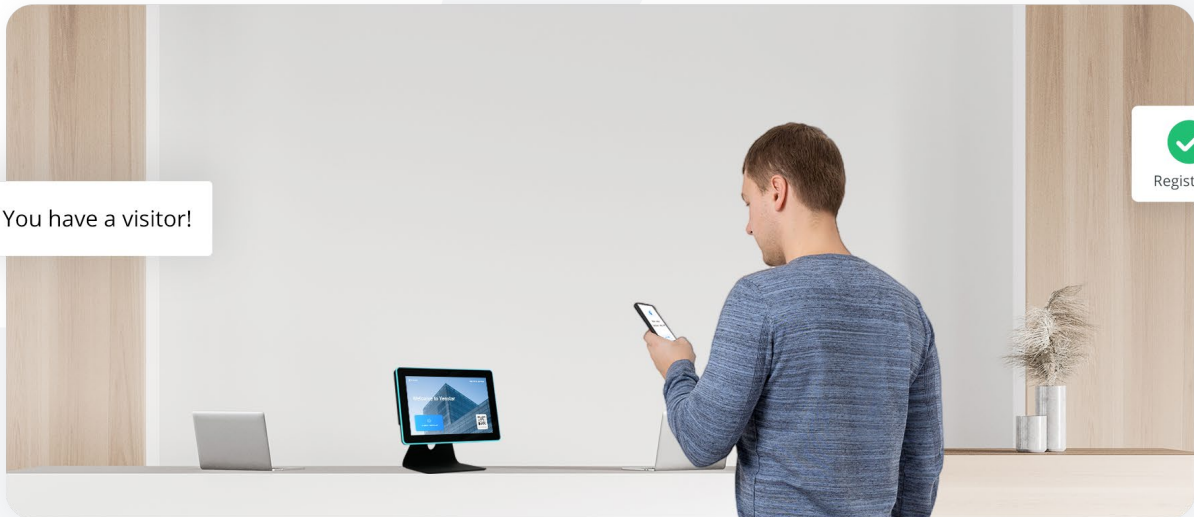
Make reservations seamlessly through your familiar interface and automatically synchronize room booking schedules and any adjustments in both directions.



Yeastar Workplace

An All-in-one Solution for Meeting Room Booking, Desk Booking, and Visitor Management.

Visitor Management System



Take visitor management to the next level and deliver an unparalleled visitor experience

Yeastar Visitor Management System empowers you to go paperless and touchless on visitor management, starting today. Seamlessly connect employees with visitors, track who's visited and why, and stay in line with your office's health goals.

01

Wow your office guests

Create a fast, end-to-end experience and welcome guests with confidence. Email guests directions about the visit beforehand and strike an excellent first impression.

03

Unburden your receptionist

Empower employees to invite, register, and meet visitors all by themselves. Free up your front desk staff from the heavy workload and build a lobby free from chaos.

02

Uplevel visitor management

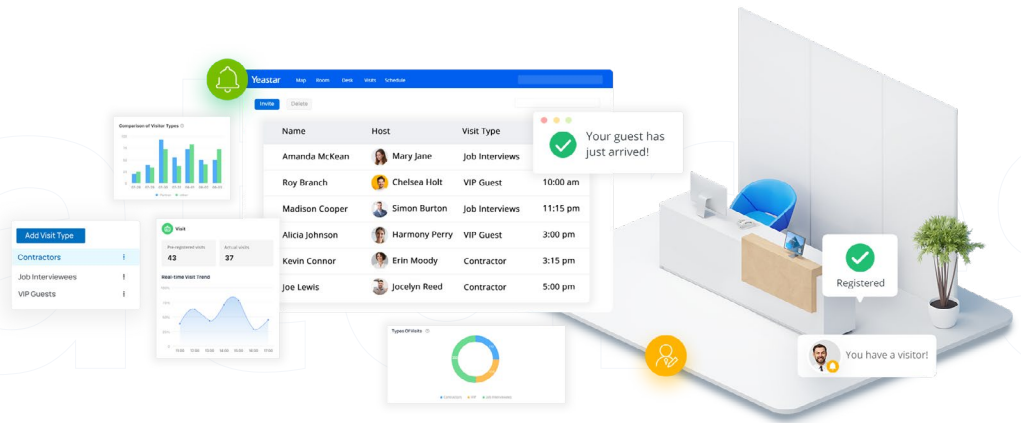
Get rid of the traditional pen and paper and manage your visitors more efficiently. Design smart check-in flows and easily track who has been in the office & when.

04

Safeguard workplace safety

Promote a healthy workplace with a touchless visitor sign-in. Set up health criteria visitors must meet to visit and conduct health screening to better protect your employees.

Key Features



Easy Visitor Pre-registration

Create invites and register visitors in advance with just a few clicks. Invitations will be automatically sent via email to inform guests of the date and other visit details.

One-stop Room Booking

Secure a meeting room in the same place as you pre-register visitors without switching back and forth. Leave remarks to receptionists for assistance.

Fast Visitor Check-in

Visitors can check themselves in or register on the spot without help on Yeastar Visitor Screen, reducing wait times and improve efficiency.

Reports, Analytics & Insights

Get informative insights into visitor volume and more from data-generated graphs, identify trends, and understand what's going on visitor-wise in your office.

Branded Visitor Screen

Welcome visitors with a sleek visitor screen. Configure the screen interface with your company logos and unique background pictures or add a warm greeting message.

Automatic Host Notification

Instant notification will be triggered to alert employees of the visitor's arrival to build a seamless connection and also eliminate the time-wasting long waits in the lobby.

Smart Check-in Flows

Sort visitors into different types based on reasons of visit and design smart check-in flows per visit type to speed up visitor check-in.

Comprehensive Visit Log

Track every visit in the visit log, know who has dropped by your office, and keep your people & property safe. Export the data at any time.

Microsoft Teams Integration

Spare employees from juggling between the platforms. Integrate with Microsoft Teams and invite visitors directly within the same app you use to message your coworkers.



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An All-in-one Solution for Meeting Room Booking, Desk Booking, and Visitor Management.