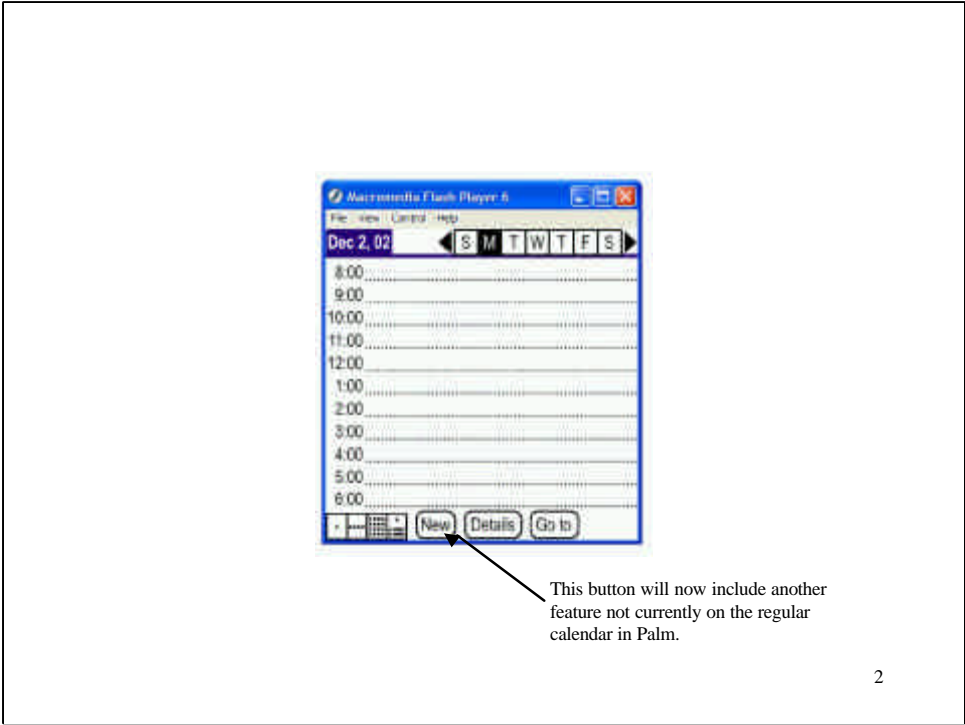
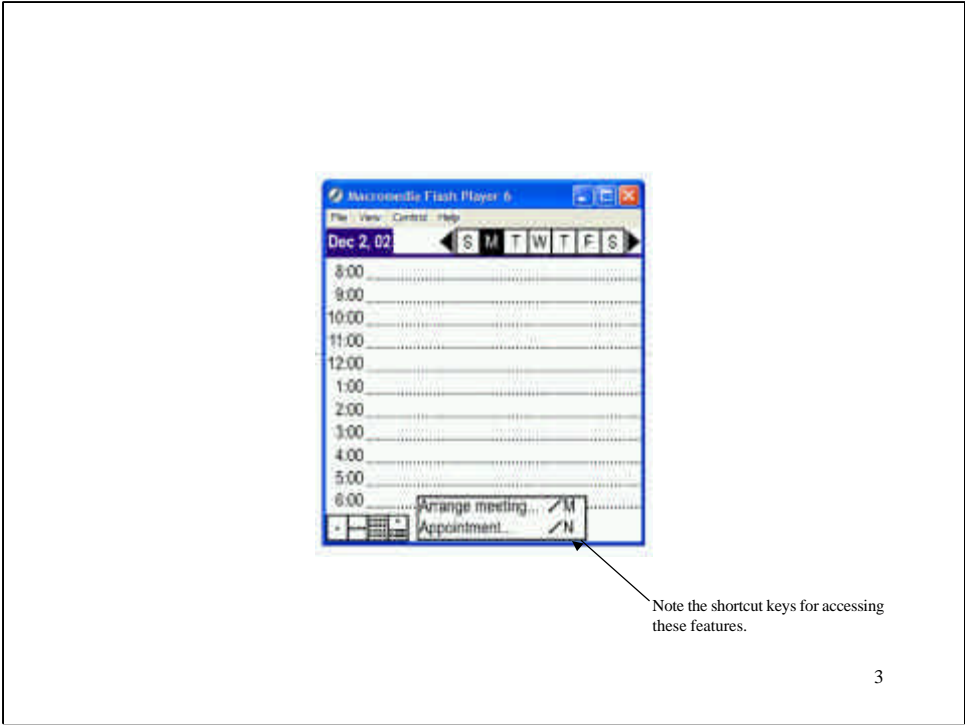


Second Version Prototype Project 3

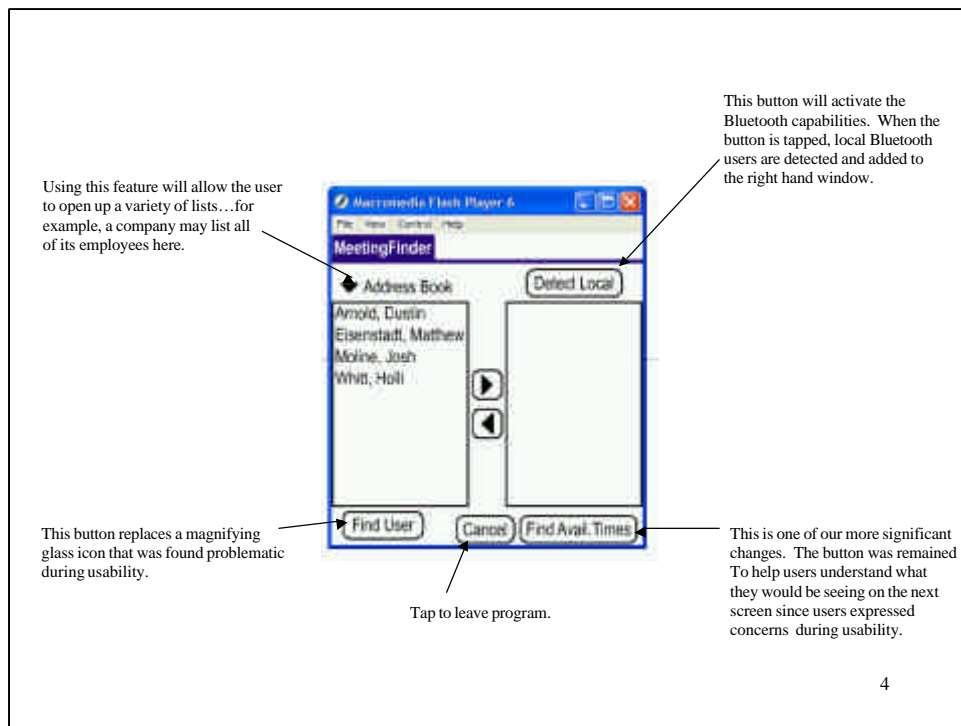
Team R



The user's view in the built-in date book application. To add a new meeting, they press new, and.... (next slide)

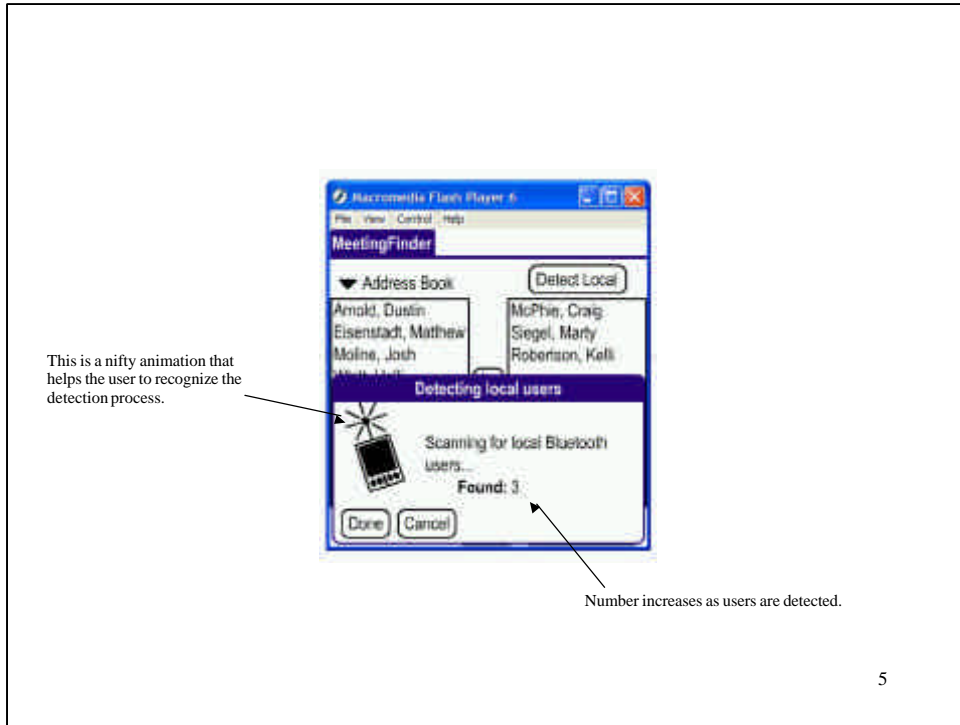


Arrange a meeting allows users to jump into the MeetingFinder Software while appointment still uses the traditional Palm configuration for scheduling appointments in one's own calendar.



We determined that the first thing a user would do, the thing that he/she would already have decided before getting to this stage in the meeting arranging process, is who is to be invited to attend the meeting.

- On this first screen the user can choose from people who are in his/her address book (left box) and move them to the “invitees” box (right box) by tapping one or several names to select them, then pressing the right arrow button. If the user changes his/her mind about an invitee, he/she simply can tap that name and press the left arrow button to remove the name from the invitees list.
- In either box, if there are too many names to fit in the box, a scroll bar automatically appears on the right hand side of the box.
- The text “address book” is a pull-down menu—another option is “company” which would provide a listing of all employees in the user’s company, rather than just the ones in his/her address book.
- The magnifying glass was replaced by a button saying “Find User”...the button works as a “find” feature to find a particular person (e.g. if the user knows an email address but not name, or a first name but not last name, or if the company list is very long).
- If the user writes a letter in the graffiti area (e.g. “s”) then the listing in the left box will scroll down to the first person whose name begins with that letter (e.g. “Siegel, Marty”).
- If the user is presently in a room with other people and they are planning a meeting together, he/she can simply press the “detect local” button and the palm, using Bluetooth, will detect the presence of the other users and will add



When users tap the “Detect Local,” this pop-up window appears.

When checked, it means that the person is required to attend the meeting. By unchecking a person, you can see what the schedule would look like if they were NOT required to attend. However, if a time is selected with a person not required because of a conflict, he/she will still receive the meeting request.

Change button will take the user back to the previous page where they can make changes to the list of people to invited to the meeting.

Scroll bar used to view entire list of individuals selected on the previous screen.

Adjust the time amount required for the meeting. (Dropping the time length could help make additional times available.)

Can move from week to week.

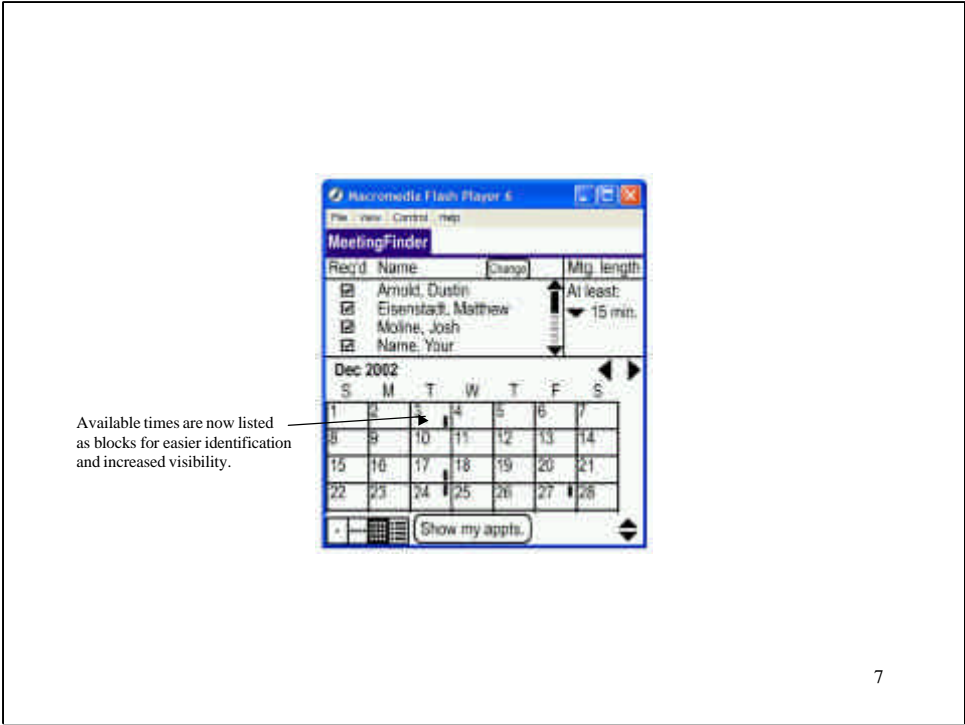
Traditional Palm scroll buttons for seeing times later in the day.

These are traditional Palm views for the calendar that the users can select to see the schedule differently.

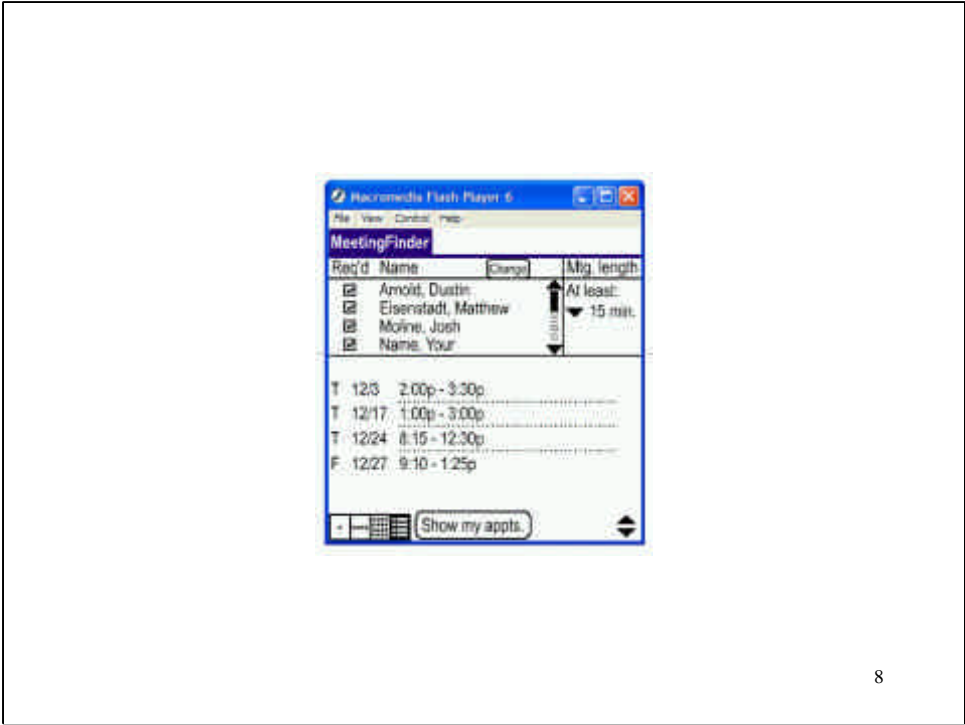
This button will overlay the user's personal schedule on top so they can see their own appointments.

The screenshot shows a window titled "MeetingFinder" with a menu bar (File, View, Control, Help). Below the menu is a table with columns "Req'd", "Name", "Change", and "Mtg. length". The "Req'd" column has checkboxes for "Arnold, Dustin", "Eisenstadt, Matthew", "Moline, Josh", and "Name: Your". To the right of the table is a vertical scroll bar. Below the table is a date selector "Dec 1 - 7, 02" and "Week 49". Below that is a weekly calendar grid with days labeled "S/1", "M/2", "T/3", "W/4", "T/5", "F/6", "S/7" and time slots from 8:00 to 12:00. At the bottom of the window is a "Show my appts." button and traditional Palm scroll buttons.

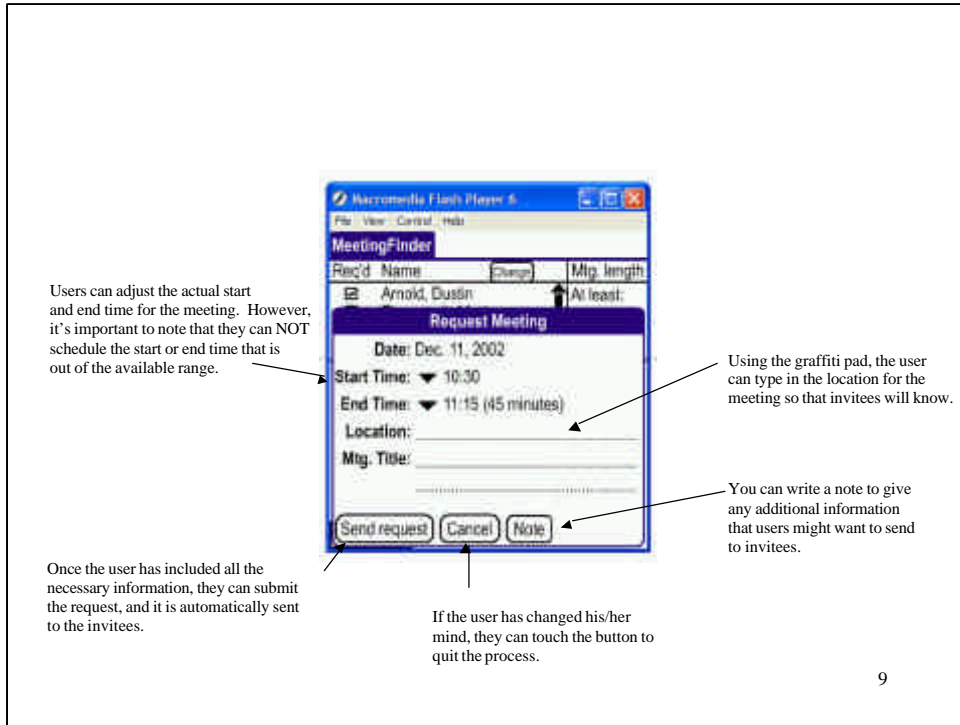
This is the default view. The time slots that are occupied are shown with the boxes with the cross hatching. Immediately, there is currently nothing available. However, by manipulating the variables (who must attend, the length of the meeting, or the date), times may be available.



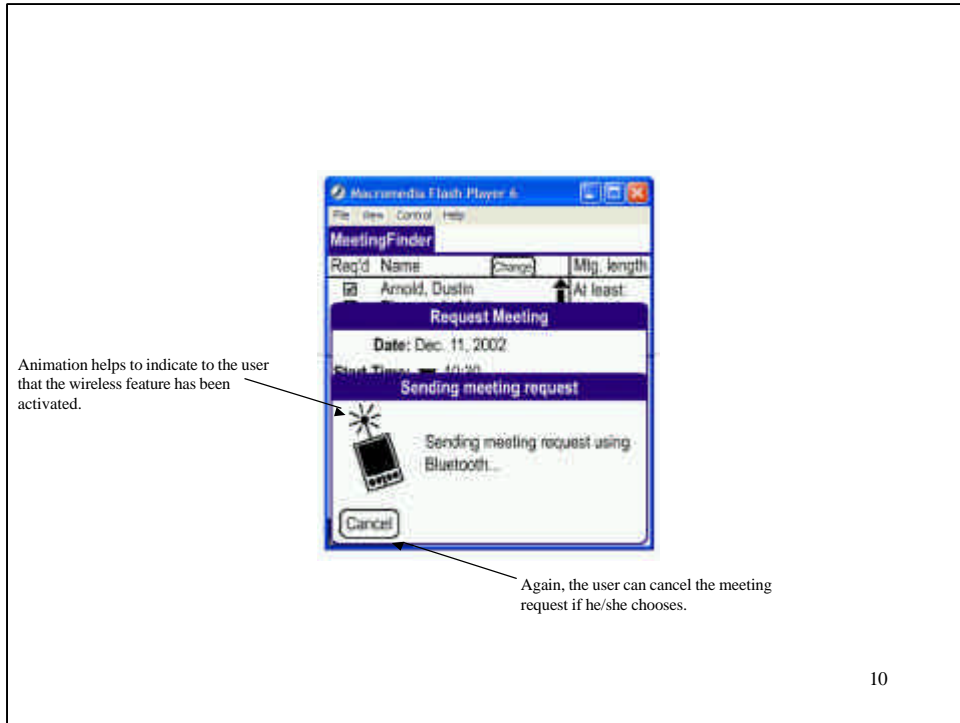
Same page as before but with a different view.



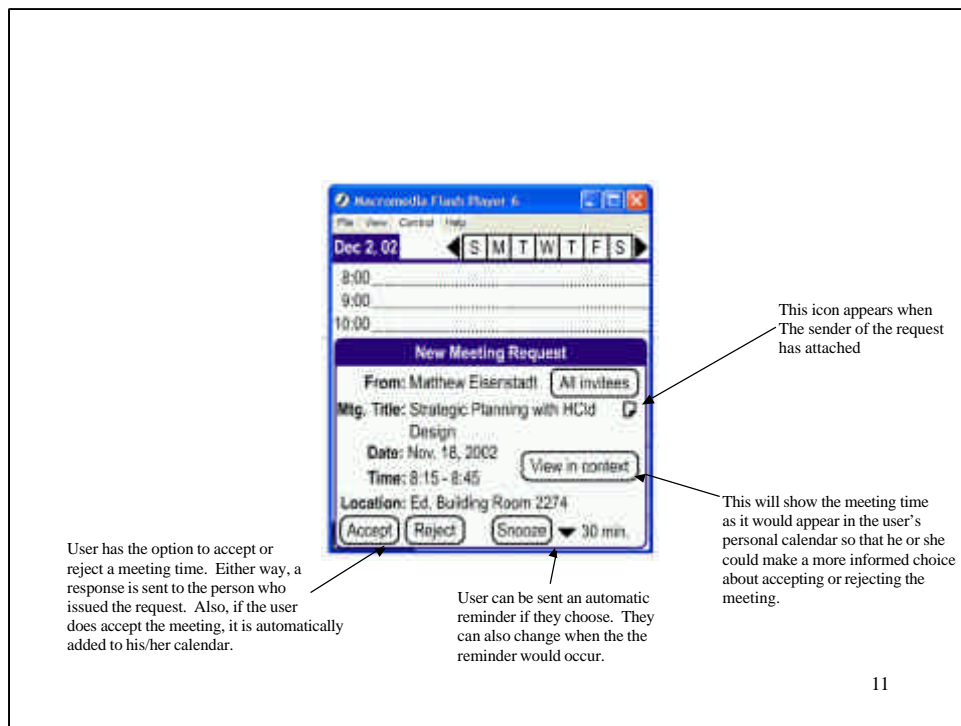
This is the list view. All open times are simply listed one after another.



This is the pop-up window that would appear when a person has tapped on a selection.



Once the user has selected to send the option, this pop-up window would appear.



This is what a meeting request looks like when it pops up on a user's Palm. This request pops up like a date book alarm does, on top of whatever screen the user is looking at at the time. It gives the following information:

- From: the name of the person who initiated the meeting request.
- “All invitees” button displays a list of all the people who are invited.
- Mtg. Title: is the title of the meeting specified by the person who is doing the inviting.
- Date: the date of the meeting.
- Time: the time of the meeting.
- “View in context” pops up a view of the users' palm date book showing the meeting as it would appear (and all the other meetings the user has entered). Within that view the user can look at the day, week, or month.
- Location: the location where the meeting will be held.
- The user can press “snooze” to temporarily close the meeting request window for the amount of time specified in the pull down menu (it will pop up again at the designated time).
- The user can “accept” or “reject” the request by pressing the appropriate button, which closes the pop-up window.

We also would add a reject with notes option so that someone could send back a reason if they choose.