

**To book the Class, please follow the coming steps:**

**1- Login with your account**

Username or Email  
example@miuegypt.edu.eg

Password  
.....

Language  
English US

Remember Me

Log In

**2- Scroll up & Choose Classroom Schedule**

All Databases Dashboard My Account Schedule

1- Study Units Schedule

← 04/10/2016 - 04/14/2016

1- Study Units Schedule  
2- Classroom Schedule

Unreservable Reserved My Reservation Participant Pending Past Restricted

	8:30 AM	10:00 AM	11:30 AM	1:00 PM	2:30 PM

### 3- Move & Choose your appropriate time slot.

**“While choosing, wherever it is green, it is available time slot”**

All Databases   Dashboard   My Account   Schedule

2- Classroom Schedule

← 04/17/2016 - 04/21/2016 →

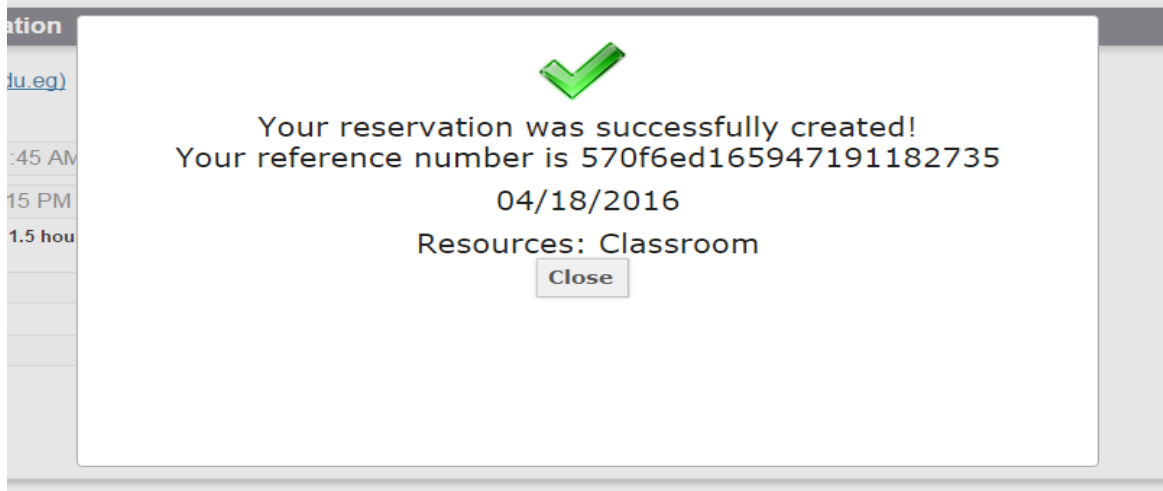
Unreservable	Reserved	My Reservation	Participant	Pending	Past	Restricted
8:30 AM	10:00 AM	11:45 AM	1:15 PM	2:45 PM		
8:30 AM	10:00 AM	11:45 AM	1:15 PM	2:45 PM		
8:30 AM	10:00 AM	11:45 AM	1:15 PM	2:45 PM		
8:30 AM	10:00 AM	11:45 AM	1:15 PM	2:45 PM		
8:30 AM	10:00 AM	11:45 AM	1:15 PM	2:45 PM		

### 4- Then click “Create”.

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[@miuegypt.edu.eg](#) [Change](#) [Accessories](#) [Add](#)


## 5- Congrats!



**To delete/cancel your reservation, please follow the coming steps:**

**1- Click on your reserved time slot that you want to delete/cancel.**

**“Your reserved slot will show your name up”**

2- Classroom Schedule 

← 04/17/2016 - 04/21/2016 →

File	Unreservable	Reserved	My Reservation	Participant	Pending	Past	Restricted
	8:30 AM	10:00 AM			04/18/2016 11:45 AM - 04/18/2016 1:15 PM (no title) Resources (1): Classroom Participants (0): Accessories (0): (no description)		2:45 PM
	8:30 AM	10:00 AM					2:45 PM
	8:30 AM	10:00 AM			11:45 AM	1:15 PM	2:45 PM
2016	8:30 AM	10:00 AM			11:45 AM	1:15 PM	2:45 PM
16	8:30 AM	10:00 AM			11:45 AM	1:15 PM	2:45 PM

A large black arrow points from the "My Reservation" column to the reservation entry in the second row of the table.

## 2- Click on “Delete”

University Home Library Portal Search All Databases Dashboard My Account Schedule Help

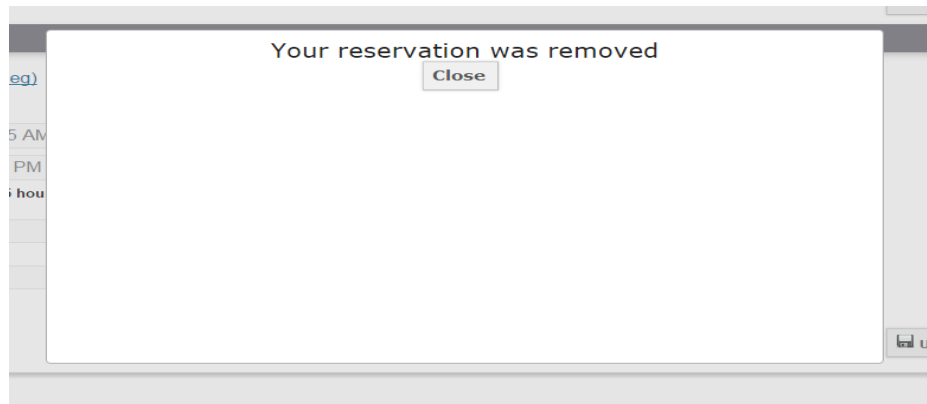
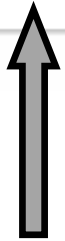
Update Print Cancel

### Editing Reservation

( @miuegypt.edu.eg)  
Resources to be reserved Accessories Add  
Classroom More Resources  
Begin 04/18/2016 11:45 AM  
End 04/18/2016 1:15 PM  
Reservation Length 0 days, 1.5 hours  
Title of reservation  
Description of reservation

Delete

Update Print Cancel



For any live assistance, our [live chat](#) will help you indeed!

Good Luck,  
Library Staff.