Limiting Usage

Guides · https://www.bookedscheduler.com/help/guides/limiting-usage/

There are three ways to limit Resource usage in Booked. The first is per-Resource, which applies to all users equally. The second is through Quotas, which can be applied to groups of users. The third is by using Credits, which apply to individual users.

Resource Level Settings

Resource usage rules are configured per Resource from the Resources option in the Application Management menu item. Within the Duration section of each resource you can set the minimum and maximum reservation duration, buffer time between reservations, an whether or not multi-day reservations are allowed.

These settings apply to any non-administrator booking the resource. If multiple resources are being booked which have different duration settings, the minimum setting will apply to the entire reservation.

Embedded media: https://www.youtube.com/embed/zhB0dxYEA_w?feature=oembed

Quotas

Quotas are a more configurable option for limiting resource usage, allowing limits to the number or cumulative amount of time booked for a specific group of people.

More information about setting up quotas can be found in the help section.

Credits

Credits are a way to "pay" for resource usage. Each resource can be configured with a credit cost during either standard or peak times of the day. Booking a resource will adjust the person's credit balance.

More information about setting up quotas can be found in the help section.