BIOTECH
Biometric & smart software solutions

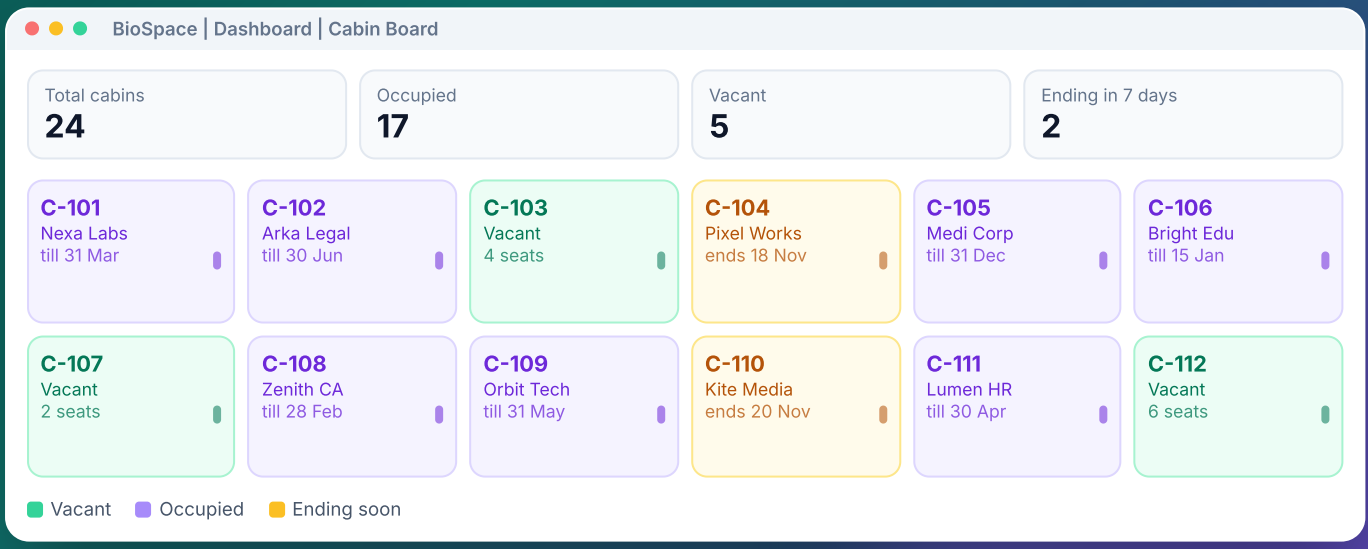
Cabin, Seat & Meeting Room Booking Software

BioSpace

Every cabin, seat and meeting room. Booked right. Billed right.

Run your workspace from one screen. Allocate cabins and seats to clients, book meeting rooms without clashes, collect payments with printed slips, and track income and expenses with ready reports. Built for coworking spaces, business centres and corporate offices.

- Zero Double Booking
- Live Cabin Board
- Income & Expense
- On Premise





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WHY BIOSPACE

Stop managing your workspace on registers and Excel

The everyday problem

- Two clients get the same meeting room at the same time
- Nobody knows which cabin is free or ending this week
- Payments, receipts and renewals are tracked on paper
- Monthly income and expense figures take days to prepare
- No record of who booked, changed or deleted what

The BioSpace solution

- Automatic clash check with buffer time between meetings
- Live cabin board shows vacant, occupied and ending soon
- Every booking records amount, payment mode and transaction id
- Income and expense reports ready in one click
- Full audit and login log with permanent user codes

0 double bookings, checked by the system

1 view for every cabin, seat and room

9 ready reports with Excel export

5 user roles with separate rights

KEY FEATURES

Cabin Allocation
Allocate cabins to clients with period and rent. Change cabin any time with history kept.

Seat Allocation
Book hot desks or fixed seats by quantity and period for each client.

Meeting Room Booking
Book by date and time. System blocks overlapping slots with a buffer gap.

Live Cabin Board
Visual board of every cabin: vacant, occupied or ending soon at a glance.

Client Management
Client companies and their users. Deactivate a client and all its users follow.

Payments & Slips
Amount, payment mode and transaction id on every booking, with printable slip.

Income & Expense
Income posted from bookings, expenses by head, monthly profit view.

Audit & Login Log
Every booking, change and delete saved with permanent user code and time.

Expiry Reminders
Cabins ending soon highlighted, licence renewal reminder on login.

HOW IT WORKS

From new client to monthly report, in six simple steps

Add Client
Company and client users

Allocate
Cabin or seats for a period

Book Room
Meeting slot, clash checked

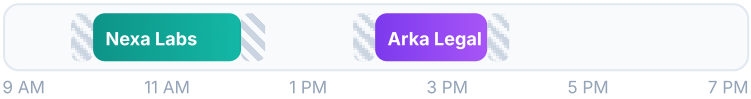
Collect
Payment and printed slip

Track
Income and expenses

Report
9 reports, Excel, print

Meeting room planner

Board Room | Today



× New request 12:30 PM to 2:00 PM blocked. Room is booked till 1:00 PM plus 10 minute buffer.

The buffer gap (shaded) before and after every meeting gives time for cleaning and setup. The developer sets the buffer minutes.

Income vs expense



- Income posted automatically from every booking
- Expenses entered by head (rent, power, housekeeping)

COMPLETE MODULES

Master Setup
Company, designation, cabins, meeting rooms, common areas, expense heads

Clients & Users
Client companies, client users, staff logins with roles

Allocation
Cabin, seat and meeting room booking with slips

Accounts
Income from bookings and expense entry by head

Reports
Occupancy, bookings, income, expense and logs

Developer Control
Setup checklist, settings, licence, database reset

9 READY REPORTS

1. Cabin allocation
2. Seat allocation
3. Meeting room bookings
4. Client list
5. Income report
6. Expense report
7. Income vs expense
8. Audit log
9. Login history

BUILT FOR EVERY TEAM

The right access for every role

Developer
Setup checklist, settings, licence, database reset.

Jr. Developer
Support access without developer level control.

Admin
Masters, clients, users, all bookings and reports.

Back Office
Daily bookings, payments, slips, expenses.

User
Day to day view and work as permitted.

TECHNICAL HIGHLIGHTS

Deployment	On premise, on your own PC or server (XAMPP / WAMP / Linux), shared over your office network
Technology	PHP + MySQL / MariaDB web application
Access	Any modern browser on desktop, laptop or tablet
Booking rules	Cabin double booking prevention, meeting room clash check with buffer time
Clients	Client and client user records, active / deactive with automatic cascade
Security	Role based access, audit and login logs with permanent user codes
Licence	Based on number of active clients, with renewal reminder before expiry
Export	Reports to Excel (CSV) and print, printable booking slips

IDEAL FOR

- Coworking spaces
- Business centres
- Corporate offices
- IT parks
- Startup incubators
- Serviced offices
- Training institutes
- Hotels & clubs

About BIOTECH

BIOTECH, Kolkata, delivers end to end biometric (fingerprint, face, RFID) and smart business software solutions: attendance, HR, canteen, visitor, asset and workspace management, with installation, training and local support.

Your data, your server

Client and payment data stays on your premises.

Ready in a day

Installation, masters setup and staff training.

Made to fit

Customisation to your pricing and process on request.

BIOTECH
Kolkata, West Bengal

Book a free live demo of BioSpace

See your own cabins and rooms on the board in one session. We also offer:

Biometric Attendance · Face / RFID Devices · Mobile App Attendance · BioNex HR · Bio Canteen · QR Canteen · Visitor Management · BioStock IMS · WhatsApp Integration · SPINE HRMS Partner

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