

Meeting Types for Scheduling

As some institutions return to in-person learning, implement a hybrid model, or continue virtual classrooms, we have prioritized adding Meeting Types to the Student Scheduling workflow. We want to ensure there is an option for students to indicate their preferred modality to meet with staff.

A Two Phase Feature Release

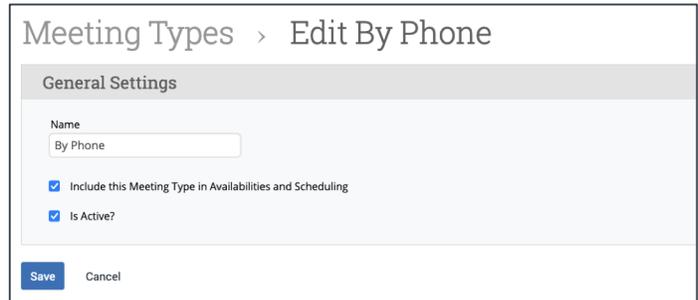
In planning for the Fall 2021 term, we plan to release Meeting Types in two phases; configuration of Meeting Types and the ability to use Meeting Types within the Student Scheduler. Both releases will be behind a feature toggle and can be enabled after the release to your training and production sites.

Phase 1: Configurations

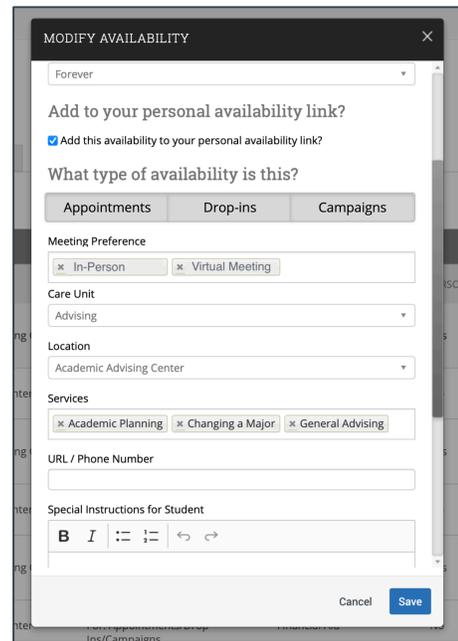
- Added Meeting Type configuration: "Include this Meeting Type in Availabilities and Scheduling"
- Added the ability to search on Meeting Types within Availability Report
- Added Meeting Types column within Availability Report
- Added Add / Remove Meeting Type action within the individual Availabilities and Availabilities Report

Phase 2: Meeting Types within Student Scheduler

- No change to Student Scheduling Care Unit and Services selection page
- Added an appointment filter within student scheduler that allows students to choose Meeting Types on the Available Times page



Permission for Meeting Types to be used in Availabilities and Student Scheduling



Ability for staff to add Meeting Types to their Availabilities

Meeting Types Phase 1 and Phase 2 will be behind feature toggles. Once the release is available in your training or production site, please contact NavigateTechSupport@eab.com to enable the Meeting Types within New Student Scheduling. Meeting Types functionality will require V3 Student Scheduling to be enabled.

The screenshot displays the 'New Appointment' page in the NAVIGATE system. On the left, there are navigation icons and a sidebar with 'All Filters'. The main area includes a date picker for June 2021, a 'Staff' dropdown menu, and a 'How would you like to meet?' dropdown menu. The 'Staff' dropdown shows 'Search by name' and a search icon. The 'How would you like to meet?' dropdown shows 'By Phone' and 'Search by name'. The available times are listed for several dates: Wed, Jun 9th; Mon, Jun 14th; Wed, Jun 16th; and Mon, Jun 21st. Each date has a grid of time slots ranging from 8:00 - 8:30 AM to 12:00 - 12:30 PM.

Added an appointment filter within student scheduler that allows students to choose Meeting Types on the Available Times page

For more information join us at upcoming Office Hours



June 23rd, 2-3pm ET: [Register Here](#)

During this session, we will cover a **high-level overview** of what Meeting Types will look like in Navigate and its timeline for release. There will be an opportunity to ask questions.



July 7th, 2-3pm ET: [Register Here](#)

During this session, we'll **demo** meeting types in a Navigate site in preparation for its release to your Training and Production sites. There will be an opportunity to ask questions.

Both segments will be recorded and posted in The Community