HKB2B Limited Print On: 15-Apr-14 Room utilisation report Prepared By: beauty

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Period: 7-Apr-2014 To 7-Apr-2014 WC Shop:

Peak Hour: Mon - Fri : 06:00 pm - 10:00 pm

10:00 am - 10:00 pm 10:00 am - 10:00 pm Sun:

## Peak Hour

Shop	Room	Used	Occupied	TimeOut	AvailHrs	Net AvailHrs	UsedUtil%	OccupiedUtil%	Event M	aintenance
WC	Room 1	2.5	2.5	0	4	4	62.50%	62.50%	0	0
WC	Room 2	4	3.75	0	4	4	100.00%	93.75%	0	0
WC	Room 3	1.75	1.75	1	4	3	58.33%	58.33%	0	1
Peak Hour Total		8.25	8	1	12	11	75.00%	72.73%	0	1

## Non-Peak Hour

Shop	Room	Used	Occupied	TimeOut	AvailHrs	Net AvailHrs	UsedUtil%	OccupiedUtil%	Event M	Iaintenance
WC	Room 1	2	2	2	8	6	33.33%	33.33%	0	2
WC	Room 2	1.5	1.5	3	8	5	30.00%	30.00%	3	0
WC	Room 3	5.75	5.5	0	8	8	71.88%	68.75%	0	0
Non-Peak Hour Total		9.25	9	5	24	19	48.68%	47.37%	3	2

## All Zones

Shop	Room	Used	Occupied	TimeOut	AvailHrs	Net AvailHrs	UsedUtil%	OccupiedUtil%	Event	Maintenance
WC	Room 1	4.5	4.5	2	12	10	45.00%	45.00%	0	2
WC	Room 2	5.5	5.25	3	12	9	61.11%	58.33%	3	0
WC	Room 3	7.5	7.25	1	12	11	68.18%	65.91%	0	1
All Zones Total		17.5	17	6	36	30	58.33%	56.67%	3	3

## Room utilisation report

- Shop opening hours can be divided into peak hour and non-peak hour in order to analyze the room utilisation efficiency in different periods.
- Used: Total number of hours that room is being used. If there is overlap of booking, overlapped hours will be counted separately.
- Occupied: Time range that room is being occupied. If there is overlap of booking, overlapped hours will be counted once only and maybe different from used hours.
- Time out: Total period of time that room is not available for booking.
- Available hours: Shop opening hours in different time periods.
- Net available hours: Available hours minus time out.
- Used utilisation %: Used hours divided by net available hours.
- Occupied utilisation %: Occupied hours divided by net available hours.
- Time out reasons and the corresponding time out hours are displayed in the report.