

Create

Wake-Up Call module can be accessed by clicking "SimplyWake" on the left hand menu of links. Then select "Create"

Select Date:

10/11/2019

1

Today

Tomorrow

Select the Hour

1

2

3

4

5

6

7

8

9

10

11

12

2

Select the Minute

00

05

10

15

20

25

30

35

40

45

50

55

3

A.M.

P.M.

4

Wakeup Method

Manual

Automated

5

Repeat Wake-up Daily ☐

6

Room List select the rooms you want to set the wake up call for

7

7100

7101

7102

7103

7104

7105

7106

7107

7108

7109

7110

7111

7112

7113

1. **Select Date:** Click on this field to select the date the wake-up call should be triggered
2. **Select Hour:** Click on the corresponding box to select the hour to trigger the wake-up call
3. **Select the Minute:** Select the minute (displayed in 5 min increments) for the wake-up call to be triggered.
4. **AM or PM:** Choose whether the wake-up call should trigger in the AM or the PM
5. **Wake-up Method:** Choose whether the wake-up call will be triggered using the automated system (default) or if the hotel staff will manually call.
6. **Repeat Wake-up Daily:** Allows the same wake-up call to be scheduled for consecutive days
7. **Room List:** Choose the room the wake-up call system will call/trigger for.

Revision #2

Created 10 February 2021 20:21:50 by Alex

Updated 20 July 2022 20:15:28