

Building Management Module

The **Building Management** module allows you to manage your building's suites. On the left menu, select the dropdown arrow, select Suite Management, then select Suites. From the **Suite Management** page, you can **view** a suite by **selecting** one from the list, and **add** a suite by selecting **Add Suite**.

Cybersuite

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Suite Management Main

+ Add Suite

Show 10 entries

Floor	Suite	Occupancy	Occupants
1	PM Office	Occupied	4
8	808	Occupied	24

Showing 1 to 2 of 2 entries

< 1 >

Building Management Module

When adding a suite, enter the **Floor**, then the **Suite Number**. Once done, select **Save**.

TAG Group / Suite Management / Add Suite

Add Suite

Floor

Select Floor

▼

Suite

Enter suite

Cancel

Save

A hand cursor icon with a black outline, pointing its index finger towards the blue 'Save' button.

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