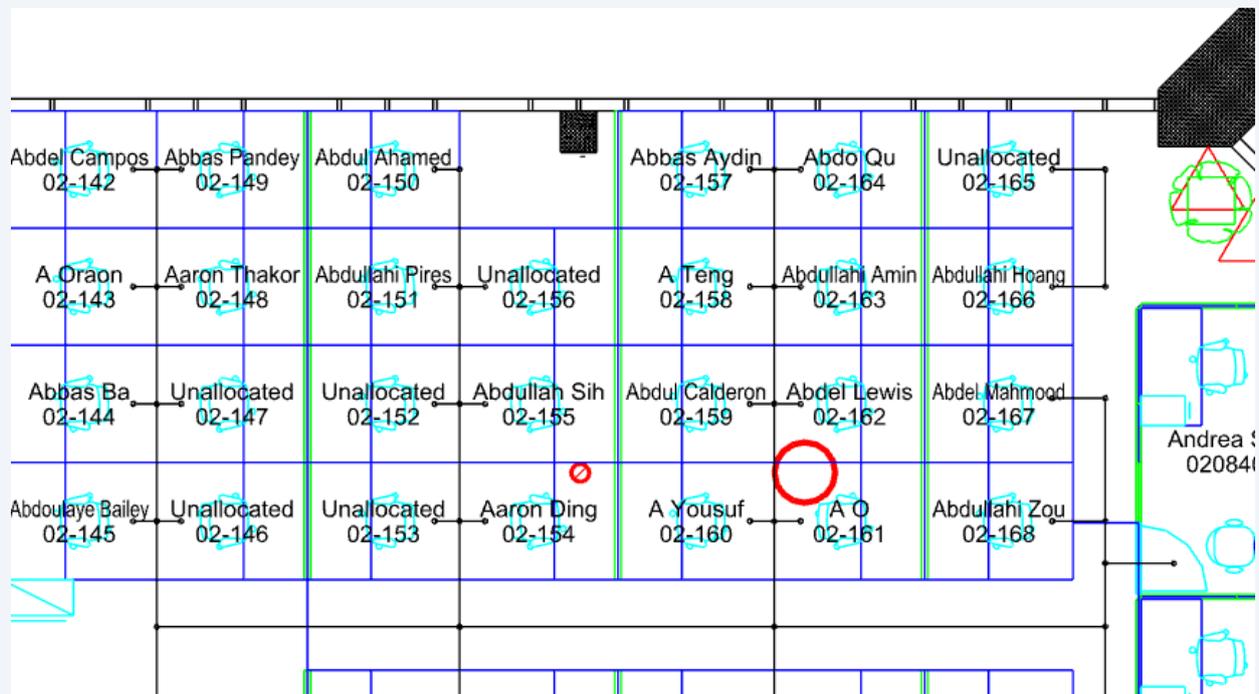
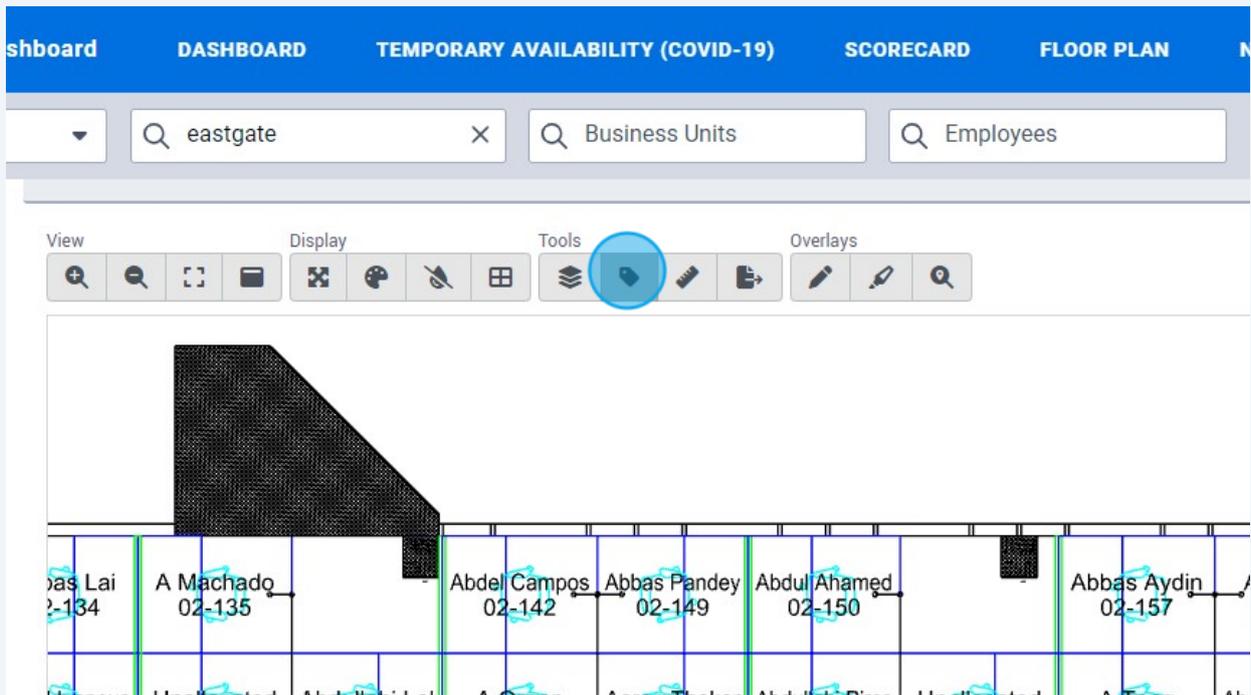


How To Apply Floor Plan Labels

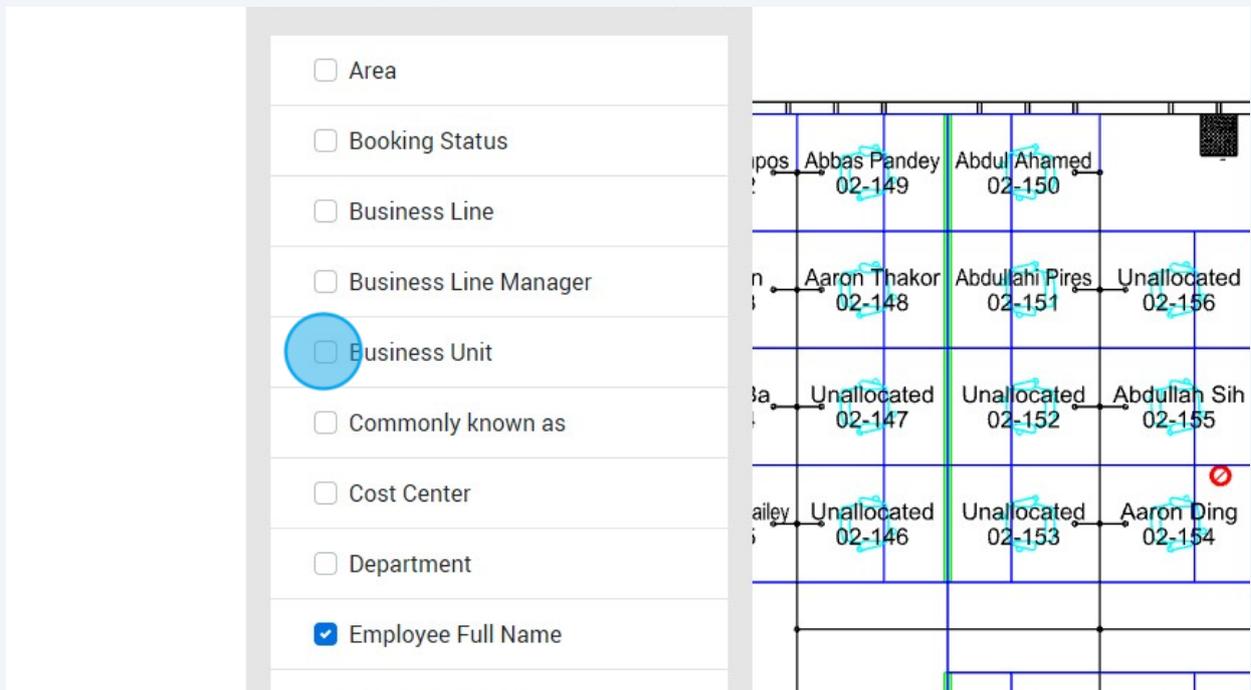
1 By default, floor plans in Space Dashboard have a few labels selected



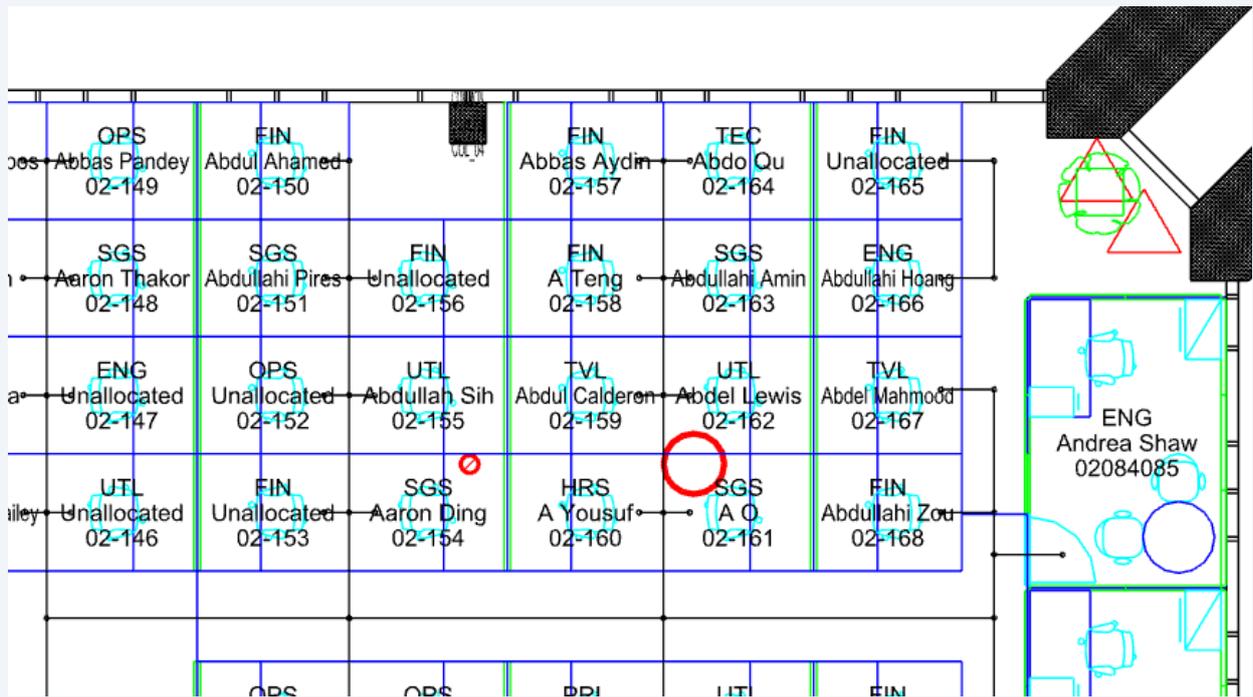
2 To change the labels, click "Labels"



3 Select the labels you wish to apply



4 The floor plan will now have the additional label applied



5 You can change the default labels by making your selection and clicking "Save Labels". This will automatically apply the selected labels to all drawings in future.

Current

View: [Icons for zoom and pan]
 Display: [Icons for display options]
 Tools: [Icons for drawing tools]
 Overlays: [Icons for overlay management]

Labels

- Area
- Booking Status
- Business Line
- Business Line Manager

6 You can reset your selection to your saved default by clicking "Reset Labels"

The screenshot shows a software interface with a search bar at the top containing 'eastgate', 'Business Units', and 'Employees'. Below the search bar is a toolbar with sections for 'View', 'Display', 'Tools', and 'Overlays'. A 'Labels' panel is open, featuring a 'Reset Labels' button (a circular arrow icon) which is highlighted with a blue circle. The panel also has checkboxes for 'Area', 'Booking Status', 'Business Line', and 'Business Line Manager'. In the background, a grid displays employee information:

Abbas Pandey	OPS 02-149	Abdul Ahamed	FIN 02-150	
Aaron Thakor	SGS 02-148	Abdullahi Pires	SGS 02-151	Unallocated 02-156