

## SCENARIO 5

### 1ST ACCEPT, 1ST BOOK WITH FIXED HOURS

#### Scenario Introduction and Description

The Department Coordinator wants to create a booking for FOUR Demonstrators with a Payrate of £13.81 (hourly rate), on Friday from 13.00 - 18.00.

The Department Coordinator has a number of PhD students registered as workers on Dashboard who they want to advertise the role to. They don't mind who accepts the role and are happy for the first FOUR workers to accept it to take the booking.

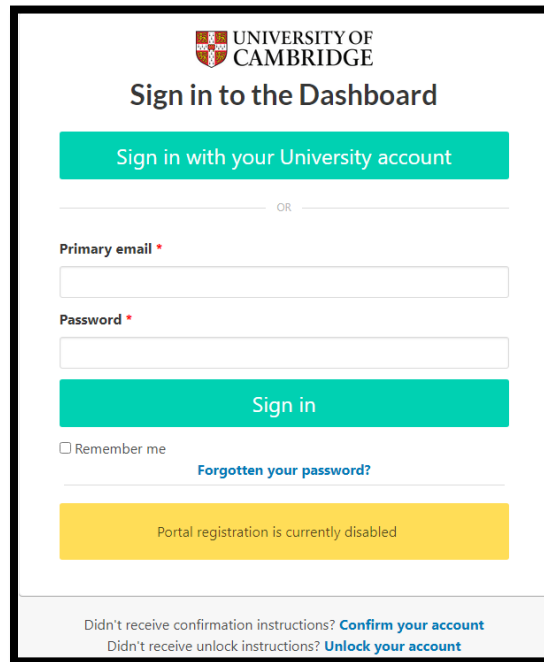
The **1st Accept, 1<sup>st</sup> Book with Fixed Hours** type of booking is used when the following criteria exists:

1. You require either one worker or multiple workers for the same job, and you need to fill the positions quickly. You will send your job request out to a specific number of workers from your pool of workers. The first workers who accept the job and register their interest will be booked to do the job.
2. The worker booking is for a fixed number of hours, starting at a specific time on a specific day.

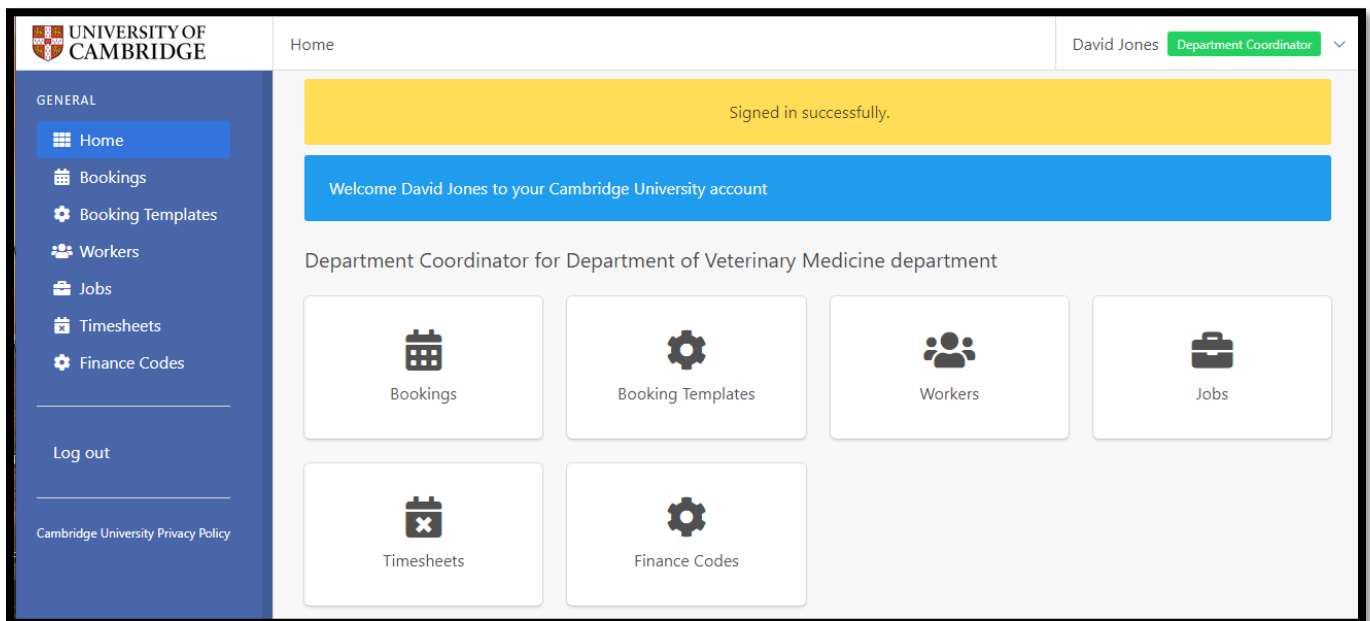
## Step 1

Sign into the UAT Dashboard using your Department Coordinator account.

<https://cambridgetest.demodashboardtechnology.co.uk>



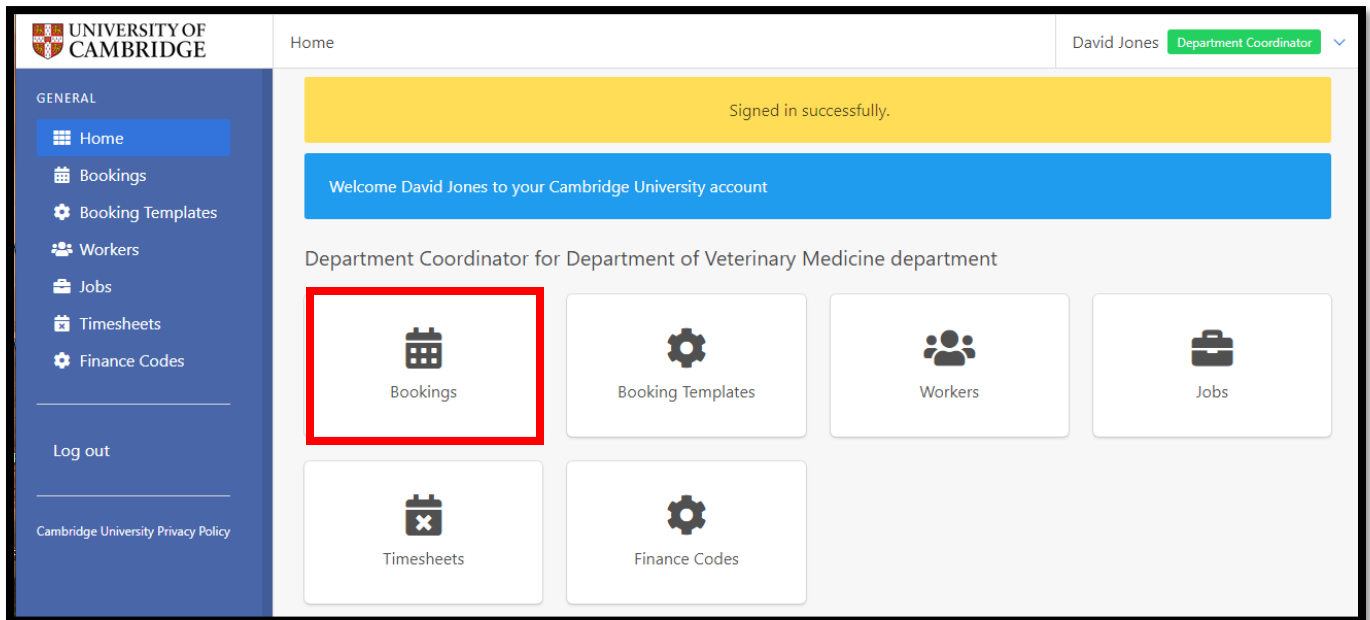
The image shows a sign-in form for the University of Cambridge dashboard. At the top is the University of Cambridge logo and the text "Sign in to the Dashboard". Below this is a green button labeled "Sign in with your University account". Underneath is a horizontal line with "OR" in the center. The form then has two input fields: "Primary email" and "Password", both with red asterisks indicating they are required. Below the password field is a green "Sign in" button. There is a checkbox for "Remember me" and a link for "Forgotten your password?". At the bottom of the form is a yellow box with the text "Portal registration is currently disabled". At the very bottom, there are two links: "Didn't receive confirmation instructions? Confirm your account" and "Didn't receive unlock instructions? Unlock your account".



The image shows a screenshot of the dashboard after a successful sign-in. The top left corner features the University of Cambridge logo. The top right corner shows the user's name "David Jones" and their role "Department Coordinator" with a dropdown arrow. The main content area has a yellow banner that says "Signed in successfully." followed by a blue banner that says "Welcome David Jones to your Cambridge University account". Below these banners, the user's role is displayed: "Department Coordinator for Department of Veterinary Medicine department". There are six tiles representing different dashboard sections: "Bookings", "Booking Templates", "Workers", "Jobs", "Timesheets", and "Finance Codes". Each tile has a corresponding icon. On the left side, there is a dark blue sidebar with a "GENERAL" section containing links for "Home", "Bookings", "Booking Templates", "Workers", "Jobs", "Timesheets", and "Finance Codes". At the bottom of the sidebar are "Log out" and "Cambridge University Privacy Policy" links.

## Step 2

Select the **Bookings** button.

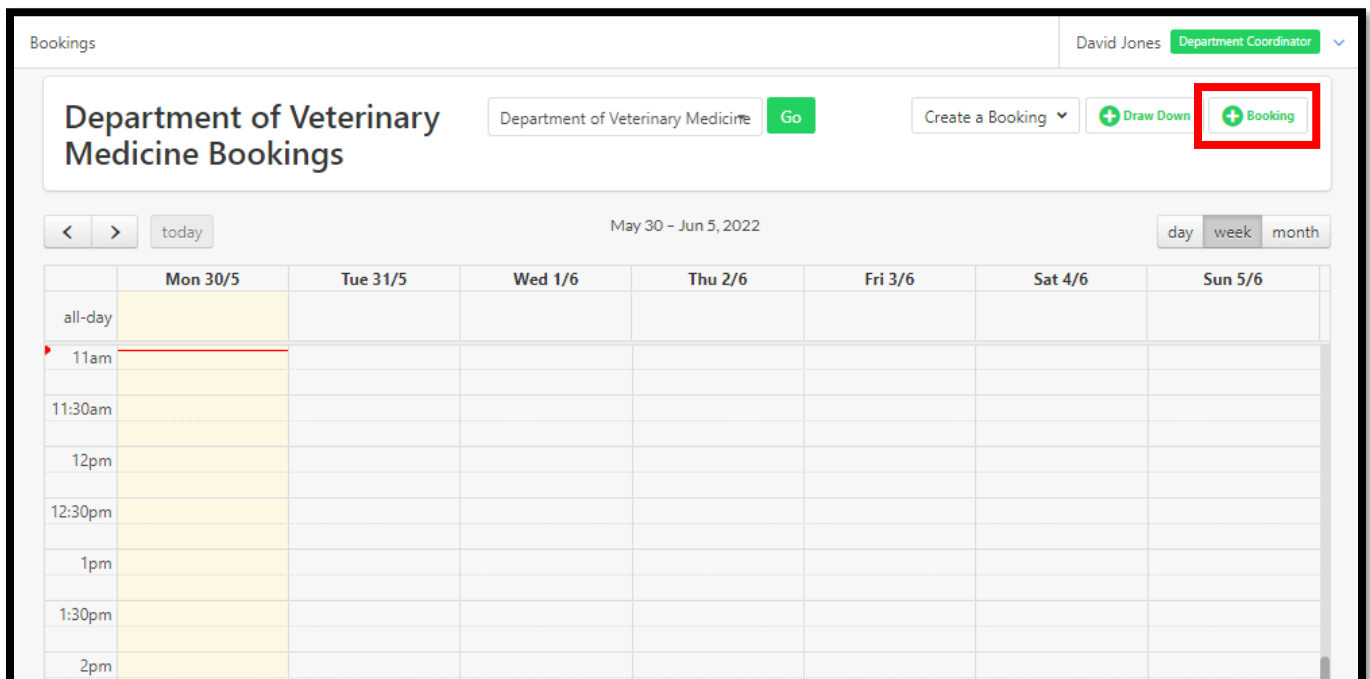


The screenshot shows the University of Cambridge Bookings dashboard. On the left is a blue sidebar menu with options: Home, Bookings, Booking Templates, Workers, Jobs, Timesheets, Finance Codes, Log out, and Cambridge University Privacy Policy. The main content area has a yellow banner saying "Signed in successfully." and a blue banner saying "Welcome David Jones to your Cambridge University account". Below this, it says "Department Coordinator for Department of Veterinary Medicine department". There are six buttons: Bookings (highlighted with a red box), Booking Templates, Workers, Jobs, Timesheets, and Finance Codes.

## Step 3

Our first step is to create the Booking itself. Once we have done this, it will be advertised to our pool of workers. The workers will receive an email, and the first ones to accept the job booking will be booked.

On the **Bookings** page select the green **+Booking** button.



The screenshot shows the "Department of Veterinary Medicine Bookings" page. At the top, there's a header with "Department of Veterinary Medicine" and a "Go" button. To the right, there are buttons for "Create a Booking", "Draw Down", and "+ Booking" (highlighted with a red box). Below the header is a calendar view for "May 30 - Jun 5, 2022". The calendar has columns for days (Mon 30/5, Tue 31/5, Wed 1/6, Thu 2/6, Fri 3/6, Sat 4/6, Sun 5/6) and rows for time slots (all-day, 11am, 11:30am, 12pm, 12:30pm, 1pm, 1:30pm, 2pm). The 11am slot on Monday is highlighted with a red horizontal line.

## Step 4

On the **Create new Booking** page, choose **First-accept, First-book** from the **Booking Type** drop down menu.

Bookings / Create Booking David Jones Department Coordinator ▾

### Create new Booking: Department of Veterinary Medicine

To use a previous booking as a template, choose from below

Please Select ▾ Use Template

<p><b>Title</b> * ?</p> <input type="text"/>	<p><b>Booking Type</b> * ?</p> <div style="border: 2px solid red; padding: 2px;">First-accept, First-book ▾</div>
<p><b>Booking Date</b> * ?</p> <input type="text" value="30/05/2022"/>	<p><b>Quantity</b> * ?</p> <input type="text" value="1"/> x
<p><b>Start Time</b> * ?</p> <input type="text" value="14:00"/>	<p><b>Job</b> * ?</p> <input type="text" value="Please Select"/>
<p><b>End Time</b> * ?</p> <input type="text" value="15:00"/>	<p><b>Event</b> ?</p> <input type="text" value="None"/>
<p><b>Expiry Date</b> * ?</p> <input type="text" value="30/05/2022"/> <input type="text" value="13:00"/>	<p><b>Unpaid Breaks</b> * ?</p> <input type="text" value="0"/>
<p><b>Contact</b> ?</p> <input type="text" value="None"/>	<p><b>Instructions for Workers</b> * ?</p> <p><small>If applicable, you can also provide here terms and conditions attached to this job</small></p> <div style="border: 1px solid #ccc; padding: 5px;"><p>Normal ▾ <span style="margin-left: 5px;">A</span> <span style="margin-left: 5px;">B</span> <span style="margin-left: 5px;">I</span> <span style="margin-left: 5px;">U</span> <span style="margin-left: 5px;">S</span> <span style="margin-left: 5px;">"</span> <span style="margin-left: 5px;">&lt;/&gt;</span> <span style="margin-left: 5px;">≡</span> <span style="margin-left: 5px;">≡</span> <span style="margin-left: 5px;">≡</span> <span style="margin-left: 5px;">≡</span></p><div style="height: 100px;"></div></div>
<p><b>Cost Code</b> * ?</p> <p>Please Select ▾ % <input type="text" value="100"/></p> <p><span>Delete</span></p> <p><span>Add Cost Code</span></p>	
<p><b>Expenses Require Different Cost Code</b> * ?</p> <input type="text" value="Please select"/>	

Would you like to repeat this booking, starting this week?

Save this booking as a template? ?

Create Find Workers

## Step 5

Complete the other fields as necessary, see screenshot plus field help tips below.

Bookings / Create Booking David Jones Department Coordinator ▾

### Create new Booking: Department of Veterinary Medicine

To use a previous booking as a template, choose from below

Please Select ▾ Use Template

**Title** \* ?  
Demonstrator Booking

**Booking Date** \* ?  
10/06/2022

**Start Time** \* ?  
13:00

**End Time** \* ?  
18:00

**Expiry Date** \* ?  
03/06/2022 13:00

**Contact** ?  
None ▾

**Cost Code** \* ?  
PNAG/685.01.G107217 - - % 100  
Delete  
Add Cost Code

**Expenses Require Different Cost Code** \* ?  
No ▾

Would you like to repeat this booking, starting this week?  
 Save this booking as a template? ?

Create Find Workers

**Booking Type** \* ?  
First-accept, First-book ▾

**Quantity** \* ? **Job** \* ?  
4 x Demonstrator (SP33) ▾

**Pay Rates (per hour)**  
18 to 20 £13.81    under 18 £13.81    23 and over £13.81    21 to 22 £13.81

**Event** ?  
None ▾

**Unpaid Breaks** \* ?  
1

**Instructions for Workers** \* ?  
If applicable, you can also provide here terms and conditions attached to this job  
Normal ⌵ ⌴ ⌵ ⌴ **B** *I* U ⊞ ” “ ⌵ ⌴ ⌵ ⌴ ⌵ ⌴

### Title

Enter a title for your booking. Include enough information so you and other staff members using the system will understand it. Do not make it too short or too long.

### Booking Date

This is the date of the booking, in other words, the date the worker will come and do their work for you.

## Start Time

This is the start time of the booking, in other words, the time the worker will start their work for you.

## End Time

This is the end time of the booking, in other words, the time the worker will finish their work for you.

## Expiry Date

This is the cutoff date and time you choose to fill the booking with workers. If the worker or workers, you have chosen have not responded by this date and time then you need to find other workers to fulfil the booking.

## Contact

If you have a member of staff responsible for this booking, or possibly in charge of running the event and they can act as a contact for the worker then they can be entered here.

## Cost Code

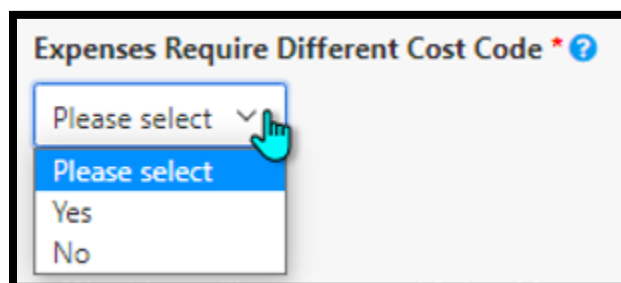
Enter the appropriate cost code and percentage for this booking. In other words, how is it being paid for or who is paying for the work.

**Note!** It is possible to split a booking into multiple cost codes (up to five different codes) adding the percentage each cost code will pay. The total must add up to 100%.

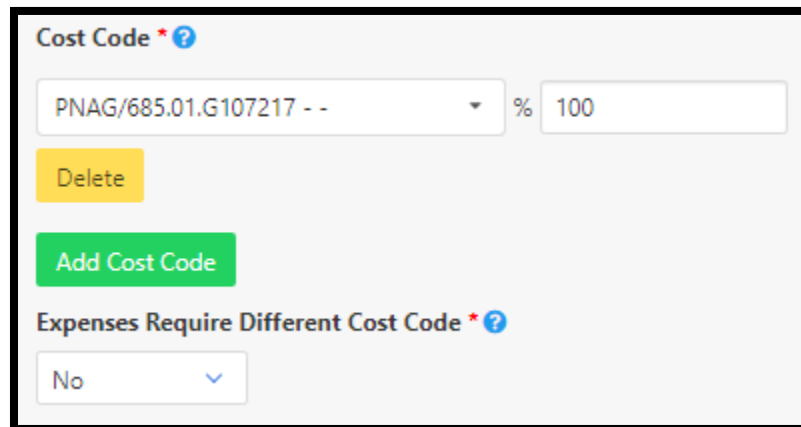
If you wish to do this enter the first cost code and percentage and then select the green **Add Cost Code** button.

## Expenses Require Different Cost Code

From this drop-down field, **Yes** or **No** can be selected.



If **No** is chosen, then any expenses claimed by the worker will be paid for using the Cost Code from above.



Cost Code \* ?

PNAG/685.01.G107217 - - % 100

Delete

Add Cost Code

Expenses Require Different Cost Code \* ?

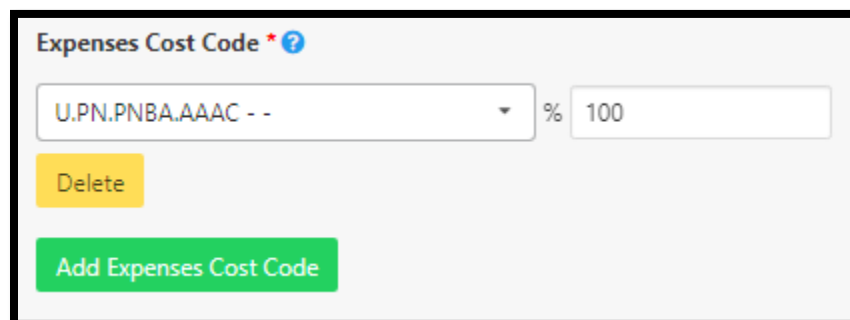
No

If **Yes** is chosen, an extra panel will appear with an additional drop down and percentage fields for the Expense Cost Code.

**Note!** It is possible to split an Expense into multiple cost codes (up to five different codes) adding the percentage each cost code will pay. The total must add up to 100%.

If you wish to do this enter the first cost code and percentage and then select the green **Add Expenses Cost Code** button.

Hover over the blue help tip icon for more information.



Expenses Cost Code \* ?

U.PN.PNBA.AAAC - - % 100

Delete

Add Expenses Cost Code

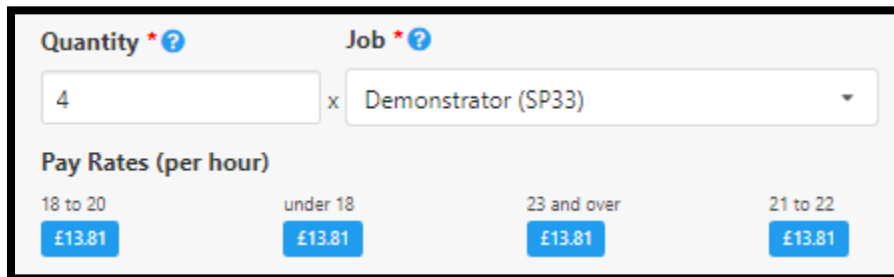
### Quantity

This field is for you to enter the number of workers you require. In this scenario we need 4 workers.

## Job

Select the appropriate job from this drop-down menu. Doing so will then populate the hourly rate shown in the blue boxes.

**Note!** If the Job Title and associated pay rate you need does not appear, you will need to contact [casual.workers@admin.cam.ac.uk](mailto:casual.workers@admin.cam.ac.uk) and ask them to add the new role details.



The screenshot shows a form with two main sections. The top section has a 'Quantity' field with the value '4' and a 'Job' dropdown menu with 'Demonstrator (SP33)' selected. Below this is a 'Pay Rates (per hour)' section with four categories: '18 to 20', 'under 18', '23 and over', and '21 to 22'. Each category has a corresponding blue button with the value '£13.81'.

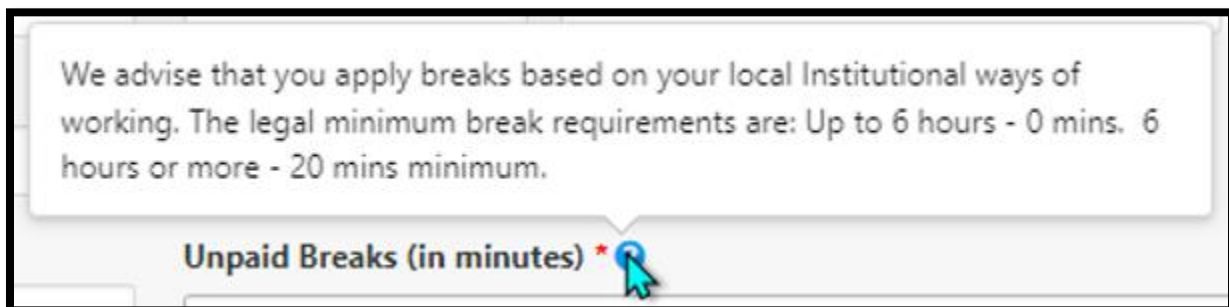
## Event

If your job booking is for a specific event which had been created in the system, you can select it from here. Otherwise choose **None**.

## Unpaid Breaks

A worker is allowed a 20-minute (minimum) break after 6 hours of work. Our workers will be working for 5 hours therefore 0 (the number of minutes) is entered in this field.

For more information, hover over the help tip icon.



The screenshot shows a help tip box with the text: 'We advise that you apply breaks based on your local Institutional ways of working. The legal minimum break requirements are: Up to 6 hours - 0 mins. 6 hours or more - 20 mins minimum.' Below the text is a label 'Unpaid Breaks (in minutes) \*' with a blue help tip icon (a question mark in a circle) next to it.

## Instructions for Worker

Enter any further instructions for your worker in here. These instructions will be emailed to the worker so include information such as a specific location where the work will take place, contact, or phone number.




## Repeat Booking

It is possible to set up a repeat booking by checking this tick box. An example of this would be if you require Bar Staff for three days a week for 4 weeks.

Would you like to repeat this booking, starting this week?

## Saving a booking as a template

If this type of booking is going to be a regular occurrence, then it's worth saving this as a template by checking this tick box.

Save this booking as a template? 

## Creating the booking

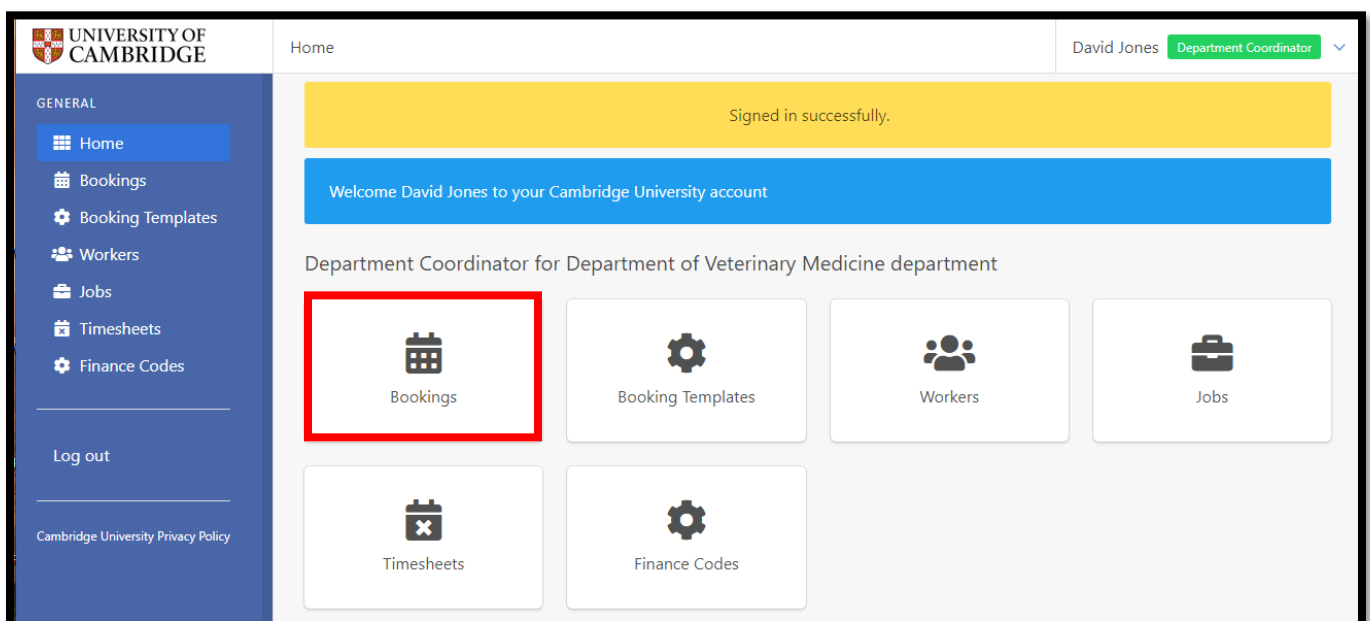
Lastly press the green **Create** button.

Create

## Step 6

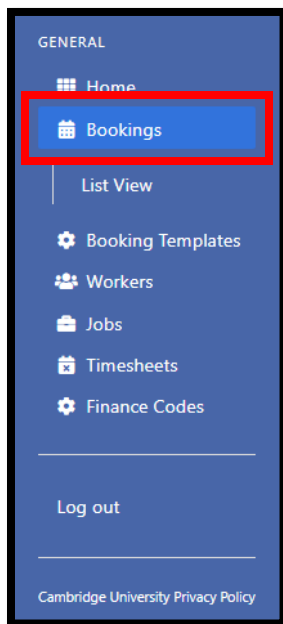
Finding your workers.

Select the Bookings page either by selecting the **Bookings** button from the **Home** screen,



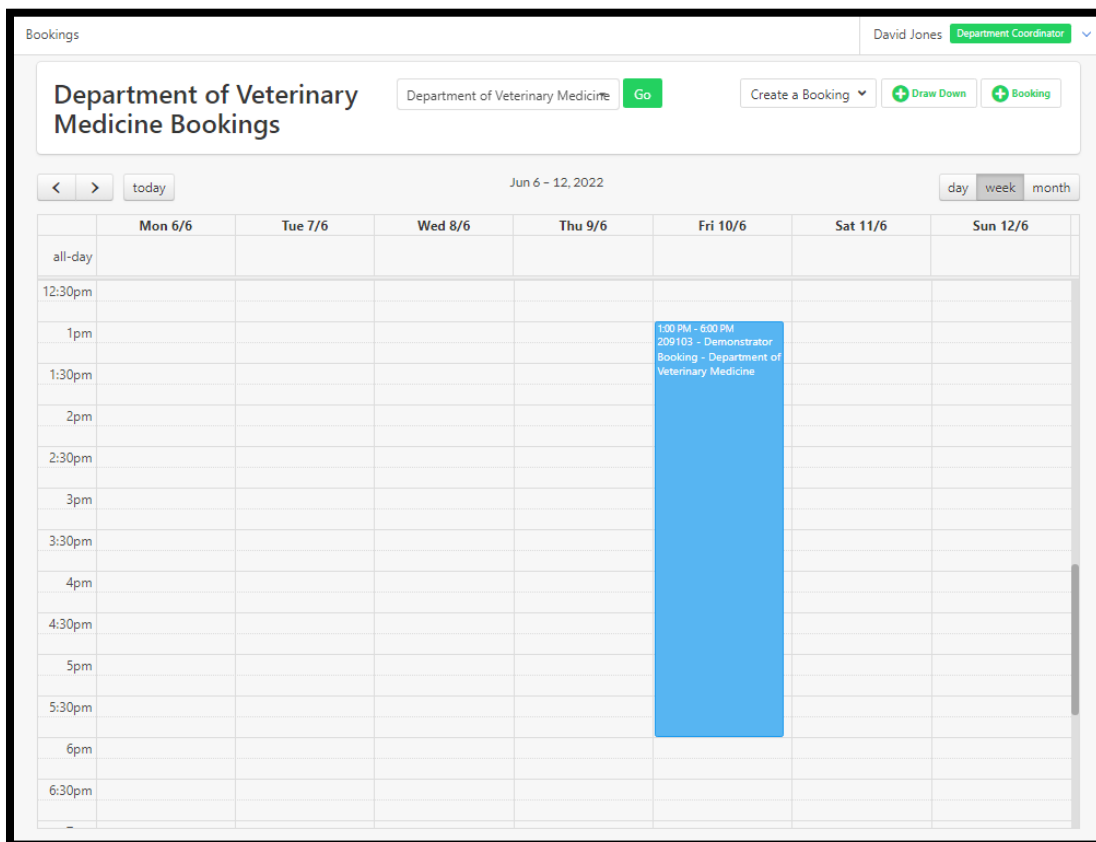
The screenshot shows the University of Cambridge Bookings system interface. On the left is a navigation menu with options: Home, Bookings, Booking Templates, Workers, Jobs, Timesheets, and Finance Codes. The main content area displays a welcome message for David Jones, Department Coordinator for the Department of Veterinary Medicine. Below the message are six dashboard tiles: Bookings (highlighted with a red box), Booking Templates, Workers, Jobs, Timesheets, and Finance Codes. The top right corner shows the user's name and role, and the top left corner shows the University of Cambridge logo.

or by selecting the Bookings page from the left hand menu.



## Step 7

Locate your booking in the calendar.



It will be coloured blue, indicating that workers have yet to be assigned to the booking.

Click on the booking to open it.

At the bottom of the page select the **Find Workers** button.

The screenshot shows a web interface for configuring a booking. The title is "Configure Booking: Department of Veterinary Medicine". The user is identified as "David Jones" with the role "Department Coordinator".

Key fields and values include:

- Booking Ref: 209103
- Title: Demonstrator Booking
- Booking Date: 10/06/2022
- Start Time: 13:00
- End Time: 18:00
- Expiry Date: 03/06/2022 (with a 13:00 sub-field)
- Contact: None
- Cost Code: PNAG/685.01.G107217 -- % 100.0
- Expenses Require Different Cost Code: No
- Booking Type: First-accept, First-book
- Quantity: 4
- Job: Demonstrator (SP33)
- Pay Rates (per hour): 18 to 20 (£13.81), under 18 (£13.81), 23 and over (£13.81), 21 to 22 (£13.81)
- Event: None
- Unpaid Breaks: 0
- Instructions for Workers: We need 4 Demonstrators on Friday from 13.00 - 18.00.

At the bottom, there are three buttons: "Update", "Find Workers" (highlighted with a red box), and "Cancel Booking".

## Step 8

On the **Find Workers** page select the **Filter** button at the top of the right-hand panel.

The screenshot shows the 'Bookings / Find Workers' interface. At the top right, the user is identified as 'David Jones' with the role 'Department Coordinator'. The main header displays 'Booking Ref: 209103' and 'Date: 10/06/2022 13:00 - 18:00'. A blue instruction bar reads: 'Please set your search filters and click "Filter" to find workers.' Below this are two buttons: 'Cancel Booking' (yellow) and 'Edit Booking' (green). The right-hand panel contains a 'Filter' button (green) which is highlighted with a red rectangular box. Below the 'Filter' button are various search criteria: 'Sort by' (select), 'Asc' (dropdown), 'Availability' (checkbox), 'Preferences' (checkbox), 'First Name' (text input), 'Last Name' (text input), 'Valid DBS?' (None dropdown), 'Exclude Rejected?' (checkbox), '48hrs opt out?' (checkbox), 'Year of Study' (None Selected dropdown), 'My department pool only' (checked checkbox), 'Student Type' (None Selected dropdown), 'Language' (None Selected dropdown), 'Distance (in miles):' (text input), 'Department Name' (text input), 'Qualification Name OR Course Title' (text input), 'Employment' (text input), and 'Previously booked for same job title?' (checkbox).

**Note!** Although the Filter panel allows you to filter workers on various criteria, you can simply press the **Filter** button to list all workers available in your department.

## Step 9

Your workers will now be listed. Tick the box to the left of the name of the workers you wish to advertise the job to. Then press the green **Book Workers** button.

Bookings / Find Workers David Jones Department Coordinator ▾

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Booking Ref: 209103 Date: 10/06/2022 13:00 - 18:00

You may select up to 500 workers for this booking.

Select All On Page	Full Name	View	Course Title	Hours Worked (this week)	Hours Remaining (this week)	Pay Rate	Previously Cancelled
<input checked="" type="checkbox"/>	Michael Davido Dave	<a href="#">Profile</a> <a href="#">Availability</a>		00:00	48:00	£13.81	No
<input checked="" type="checkbox"/>	Olawale Mustafa Olawale	<a href="#">Profile</a> <a href="#">Availability</a>		00:00	48:00	£13.81	No
<input checked="" type="checkbox"/>	Fred Francis Francis	<a href="#">Profile</a> <a href="#">Availability</a>		00:00	18:00	£13.81	No
<input checked="" type="checkbox"/>	Julius Mandate Dan	<a href="#">Profile</a> <a href="#">Availability</a>		00:00	18:00	£13.81	No
<input checked="" type="checkbox"/>	Justina Berbar	<a href="#">Profile</a> <a href="#">Availability</a>		00:00	48:00	£13.81	No
<input checked="" type="checkbox"/>	David Morgan	<a href="#">Profile</a> <a href="#">Availability</a>		00:00	48:00	£13.81	No
<input checked="" type="checkbox"/>	William Quinn	<a href="#">Profile</a> <a href="#">Availability</a>		00:00	48:00	£13.81	No
<input checked="" type="checkbox"/>	Walter Strike	<a href="#">Profile</a> <a href="#">Availability</a>		10:00	38:00	£13.81	No
<input checked="" type="checkbox"/>	Wilma May	<a href="#">Profile</a> <a href="#">Availability</a>		00:00	48:00	£13.81	No
<input checked="" type="checkbox"/>	Wilf Bevan	<a href="#">Profile</a> <a href="#">Availability</a>		00:00	48:00	£13.81	No

Displaying 10 items

**Filter**

Sort by  ▾  
Asc ▾

Availability

Preferences

First Name

Last Name

Valid DBS?  ▾

Exclude Rejected?

48hrs opt out?

Year of Study  ▾

My department pool only

Student Type  ▾

Language  ▾

Distance (in miles):

Department Name

Qualification Name OR Course Title

Employment

Previously booked for same job title?

A yellow message will be displayed at the top, stating an email has been sent to the workers. The calendar booking will now be orange, indicating that the job has been offered.

Bookings David Jones Department Coordinator ▾

Workers have been sent an email

## Department of Veterinary Medicine Bookings

Department of Veterinary Medicine GoCreate a Booking ▾+ Draw Down+ Booking

< > todayJun 6 - 12, 2022day week month

	Mon 6/6	Tue 7/6	Wed 8/6	Thu 9/6	Fri 10/6	Sat 11/6	Sun 12/6
all-day							
12:30pm							
1pm					1:00 PM - 6:00 PM 209103 - Demonstrator Booking - Department of Veterinary Medicine		
1:30pm							
2pm							
2:30pm							
3pm							
3:30pm							
4pm							
4:30pm							
5pm							
5:30pm							
6pm							
6:30pm							

You can also view your bookings in **List View** by selecting **List View** from the left-hand menu. Note the Status is yellow indicating the job has been offered.

The screenshot displays the 'Bookings List' interface for the University of Cambridge. The left-hand menu includes options like Home, Bookings, List View (highlighted), Booking Templates, Workers, Jobs, Timesheets, and Finance Codes. The main area shows search filters for 'All Department of Veterinary Medicine Bookings' and a table of bookings. The first row of the table is highlighted with a red box, showing a 'Demonstrator Booking' with a status of 'Offered full'.

Booking Title	Ref	Booking Mode	Booking Type	Booking Date	Start Time	End Time	Contact	Department	Status	Creator	Last Modified
Demonstrator Booking	209103	Standard	First-accept. First-book	10/06/2022	13:00	18:00		Department of Veterinary Medicine	Offered full	David Jones	30/05/2022 11:50:01
Lecturer_seminar	209045	Standard	Direct booking	23/05/2022	13:45	10:45		Department of Veterinary Medicine	Draft	Michelle Reeves	23/05/2022 14:45:15
Examiner Booking	209039	Draw Down	Direct Booking	25/07/2022	DD	10 hours		Department of Veterinary Medicine	Accepted full	David Jones	20/05/2022 14:21:38
Examiner Booking	209038	Draw Down	Direct Booking	18/07/2022	DD	10 hours		Department of Veterinary Medicine	Accepted full	David Jones	20/05/2022 14:21:38

## Step 10

As soon as 4 workers have accepted your job booking, the calendar booking will turn green, indicating that the job has been filled.

The screenshot shows a web-based booking interface. At the top, it says "Bookings" and "David Jones Department Coordinator". The main heading is "Department of Veterinary Medicine Bookings". There are search filters for "Department of Veterinary Medicine" and a "Go" button. Action buttons include "Create a Booking", "Draw Down", and "Booking". The calendar view is for "Jun 6 - 12, 2022" and is set to "day" view. The calendar grid shows days from Monday to Sunday. A green booking is visible on Friday, June 10th, from 1:00 PM to 6:00 PM. The booking details are: "1:00 PM - 6:00 PM", "209103 - Demonstrator", and "Booking - Department of Veterinary Medicine".

	Mon 6/6	Tue 7/6	Wed 8/6	Thu 9/6	Fri 10/6	Sat 11/6	Sun 12/6
all-day							
12:30pm							
1pm					1:00 PM - 6:00 PM 209103 - Demonstrator Booking - Department of Veterinary Medicine		
1:30pm							
2pm							
2:30pm							
3pm							
3:30pm							
4pm							
4:30pm							
5pm							
5:30pm							
6pm							
6:30pm							



Click on the booking to open it.

From here you can select the **View Confirmed Workers** button or **View Unconfirmed Workers** button to view the workers who have and have not accepted the job.

Bookings / Configure Booking David Jones Department Coordinator

### Configure Booking: Department of Veterinary Medicine

Booking Ref: 209103 Booking created by: David Jones

**Title** \* ⓘ  
Demonstrator Booking

**Booking Date** \* ⓘ  
10/06/2022

**Start Time** \* ⓘ  
13:00

**End Time** \* ⓘ  
18:00

**Expiry Date** \* ⓘ  
03/06/2022 13:00

**Contact** ⓘ  
None

**Cost Code** \* ⓘ  
PNAG/685.01.G107217 -- % 100.0  
Delete  
Add Cost Code

**Expenses Require Different Cost Code** \* ⓘ  
No

**Booking Type** \* ⓘ  
First-accept, First-book

**Quantity** \* ⓘ **Job** \* ⓘ  
4 x Demonstrator (SP33)

**Pay Rates (per hour)**  
18 to 20 £13.81    under 18 £13.81    23 and over £13.81    21 to 22 £13.81

**Event** ⓘ  
None

**Unpaid Breaks** \* ⓘ  
1

**Instructions for Workers** \* ⓘ  
If applicable, you can also provide here terms and conditions attached to this job

Normal ⌵ A 🖌 **B** *I* U 🔗 🔗 🔗 🔗 🔗 🔗 🔗 🔗

We need 4 Demonstrators on Friday from 13.00 - 18.00.

Update Cancel Booking View Confirmed Workers View Unconfirmed Workers

## Confirmed Workers:

Bookings / View Confirmed Workers David Jones Department Coordinator ▾

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**Booking Ref:** 209103 **Date:** 10/06/2022 13:00 - 18:00

You may select up to 500 workers for this booking.

**First Name** **Last Name**

Search Clear Search

Full Name ↕	Profile	Hours Worked (this week)	Hours Remaining (this week)	Pay Rate (per hour)
William Quinn	<span style="border: 1px solid #ccc; padding: 2px;">Profile</span>	4:59	43:01	£13.81
Walter Strike	<span style="border: 1px solid #ccc; padding: 2px;">Profile</span>	14:59	33:01	£13.81
Wilma May	<span style="border: 1px solid #ccc; padding: 2px;">Profile</span>	4:59	43:01	£13.81
Wilf Bevan	<span style="border: 1px solid #ccc; padding: 2px;">Profile</span>	4:59	43:01	£13.81

Displaying all 4 workers

Cancel Booking Edit Booking

## Unconfirmed Workers:

Bookings / View Unconfirmed Workers David Jones Department Coordinator ▾

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**Booking Ref:** 209103 **Date:** 10/06/2022 13:00 - 18:00

You may select up to 500 workers for this booking.

**First Name** **Last Name**

Search Clear Search

Full Name ↕	Profile	Hours Worked (this week)	Hours Remaining (this week)	Pay Rate (per hour)
Michael Davido	<span style="border: 1px solid #ccc; padding: 2px;">Profile</span>	0	48	£13.81
Olawale Mustafa	<span style="border: 1px solid #ccc; padding: 2px;">Profile</span>	0	48	£13.81
Fred Francis	<span style="border: 1px solid #ccc; padding: 2px;">Profile</span>	0	18	£13.81
Julius Mandate	<span style="border: 1px solid #ccc; padding: 2px;">Profile</span>	0	18	£13.81
Justina Berbar	<span style="border: 1px solid #ccc; padding: 2px;">Profile</span>	0	48	£13.81
David Morgan	<span style="border: 1px solid #ccc; padding: 2px;">Profile</span>	0	48	£13.81

Displaying all 6 unconfirmed workers

Cancel Booking Edit Booking

This can also be seen in the list view by hovering over the green **Accepted Full** button in the **Status** column at the right-hand end of the booking. This will show the names of the workers now assigned to the Job Booking.

Booking Title	Ref	Booking Mode	Booking Type	Booking Date	Start Time	End Time	Contact	Department	Status	Creator	Last Modified
Demonstrator Booking	209103	Standard	First-accept. First-book	10/06/2022	13:00	18:00		Department of Veterinary Medicine	Accepted Full	David Jones	30/05/2022 12:03:52
Lecturer_Seminar	209045	Standard	Direct Booking	23/05/2022	15:45	16:45		Department of Veterinary Medicine			23/05/2022 14:45:15
Examiner Booking	209039	Draw Down	Direct Booking	25/07/2022	DD	10 hours		Department of Veterinary Medicine			20/05/2022 14:21:38
Examiner Booking	209038	Draw Down	Direct Booking	18/07/2022	DD	10 hours		Department of Veterinary Medicine			20/05/2022 14:21:38

Finish