The EMS Web App allows users to Browse for Events for specified dates or locations.

To Browse:

- In the Web App, click on “Events” under the Browse menu on the left.

You will see a Filters menu at the top of page.

- Select date and click “Add Filter > Locations” and select a building.

You will be shown a listing of all the events on the date you selected for that location. You can also click Weekly List or Monthly List to view more than one date at a time.
### Browse for One Room/One Month View

**Filters**
- **Date:** Sun 09/01/2019
- **Locations:** Princeton Neuroscience Institute
- **Room:** neuro130

**Step 1:** Click on Events
**Step 2:** Add Building
**Step 3:** Add Filter/Room
**Step 4:** Add Room Code
**Step 5:** View by Day/Week/Month
**Step 6:** Save Filters

**Monthly View**

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**Links**
- Overview & Accessing EWS (PDF)
- Requesting a Room (PDF)
- Save Favorite Rooms (PDF)
- EMS Training Videos

**Compact View**
- Event Name
- Event Type

**Weekly View**

**Monthly View**

**Daily View**

**Note:**
- Click on events to see details.
- Use filters to narrow down the events based on date, location, and room.
- Save filters for future use.

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**Add Filter**
- Group Name
- Event Name
- Event Type

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