VENUE BOOKING SYSTEM (VBS)

Tip 2: Admin Dashboard

(Super Admins)
(Building Admins)
(Room Admins)

QUICK TIPS

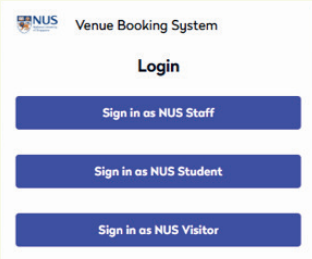
1 Log in to the System

Step 1:

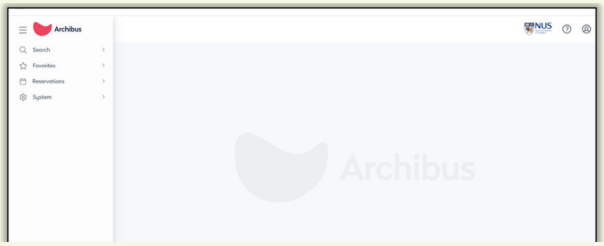
CLICK HERE
Access VBS (website link)

VBS Link:
https://nus.iwmsapp.com/archibus

Step 2: Select the appropriate login option.



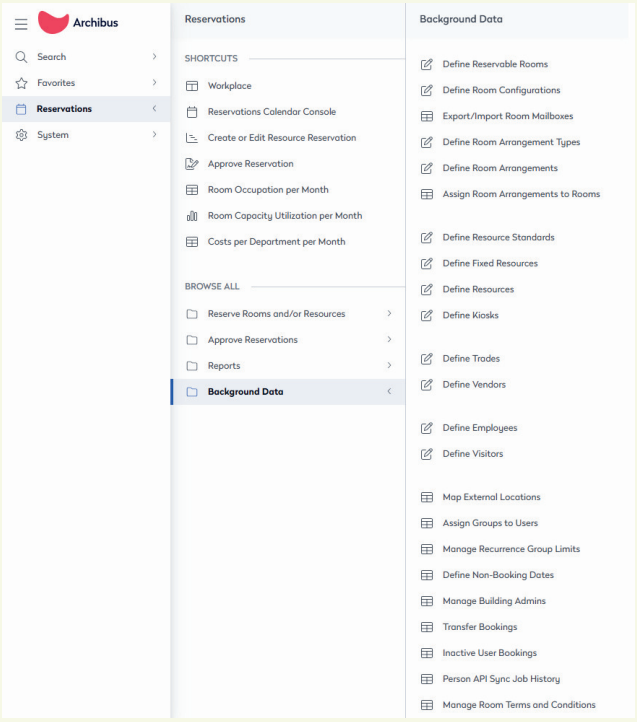
Step 3: Welcome to the VBS Dashboard!



2 ARCHIBUS Navigation Menu

Super Admin

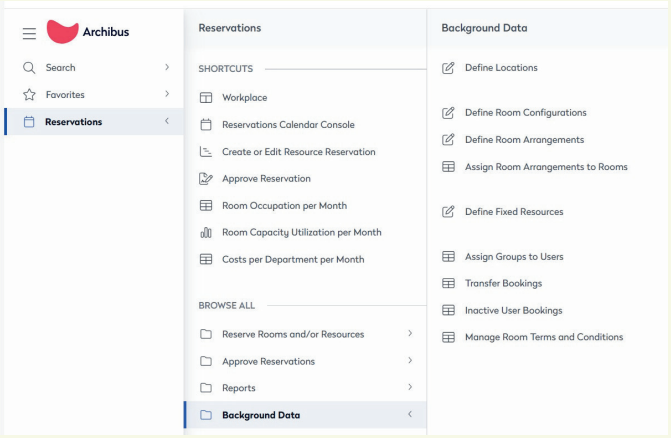
- Full access to menu items, all buildings and rooms in the system.



3 ARCHIBUS Navigation Menu

Building Admin

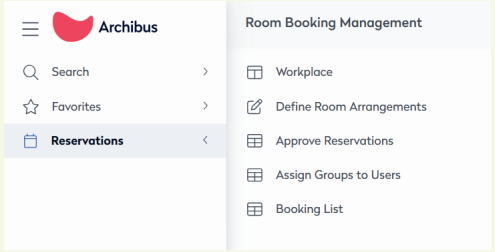
- No access to System Settings.
- Limited access to Background Data menu items.



4 ARCHIBUS Navigation Menu

Room Admin

- No access to System Settings.
- Limited access to Reservations menu items.



Need Help?

Scan the QR code to send us a message.