Reserve patient parking from your desktop:

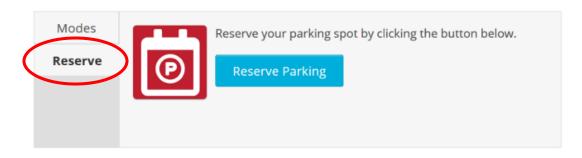
• Log in to your <u>MyCommute</u> account with your OHSU credentials. There is a shortcut to MyCommute from the O2 homepage.



- If you do not already have a vehicle registered in MyCommute, navigate to the Parking tab on the left hand menu and enter your vehicle information. If you have your vehicle registered already, proceed to the next step.
- Select Commute Calendar from the menu on the left side.



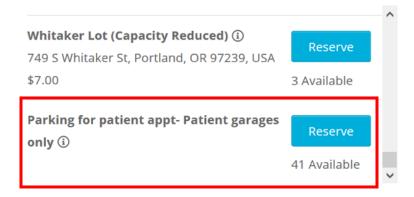
• Underneath the calendar, select the Reserve tab and click the blue "Reserve Parking" button.



Select the day you need patient parking (up to 8 days in advance) and your vehicle license plate.



Scroll down to the bottom of the list of parking facilities and select "Employee parking for patient appt
– Patient garages only."



Reserve patient parking in your Luum app:

Scroll down to the Parking Reservations section and select "Reserve Parking"

- Select the date you would like to reserve patient parking.
- Scroll down to select "Employee parking for patient appt – Patient garages only."

