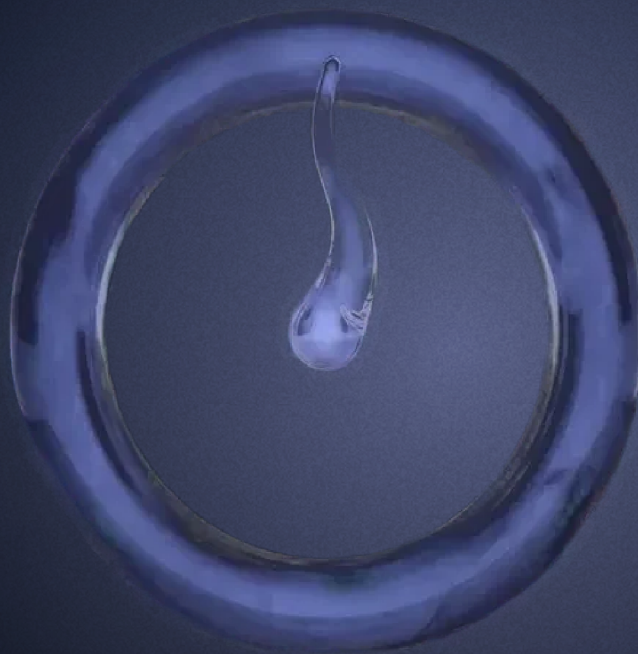




Cadra

App guide

**Your booking page,
linked to your calendar.**

Contents

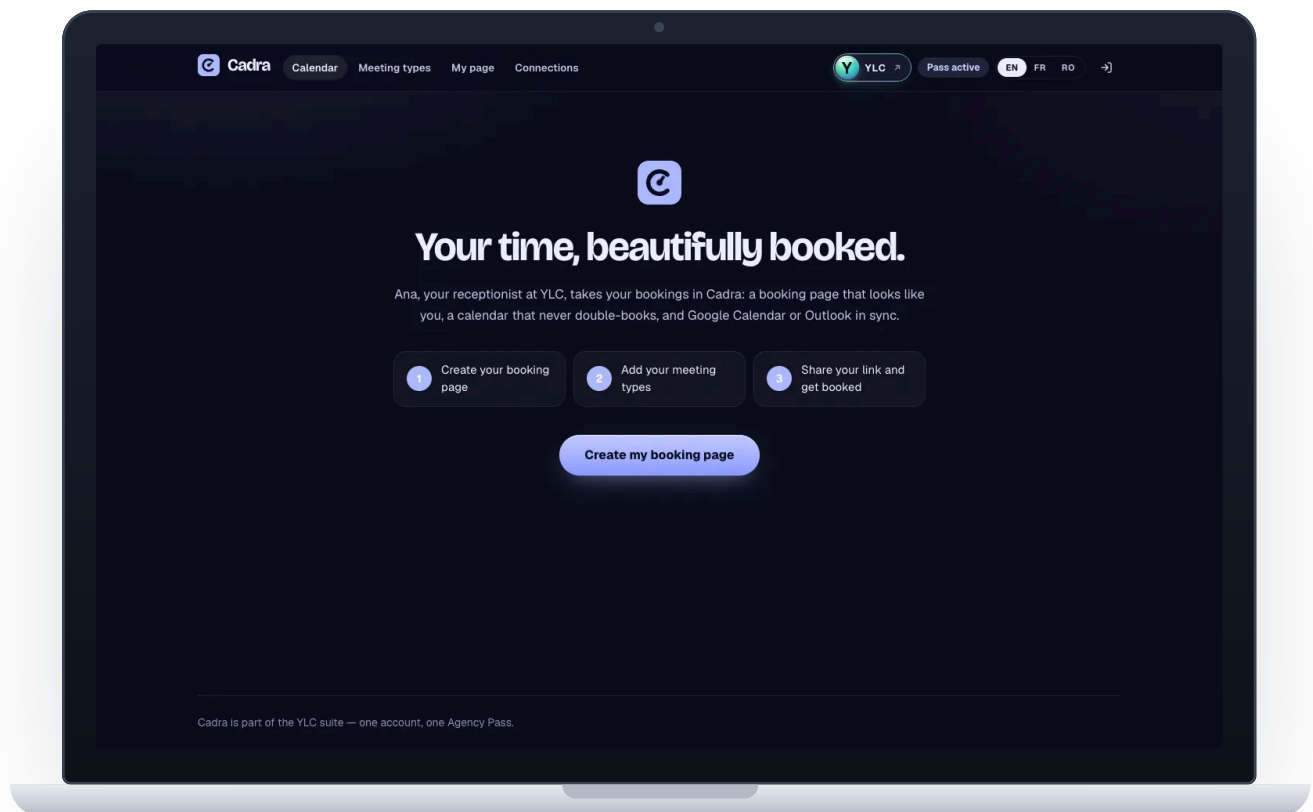
01	In short	3
02	What you can do	4
03	Your AI team	4
04	Step by step	5
05	What it costs	5
06	Go further	6

IN SHORT

Cadra gives you a booking page that looks like you. People pick a time, Cadra writes it into your calendar and sends confirmations and reminders. Ana, your AI receptionist, handles it with you.

01 In short

Cadra gives you a booking page that looks like you. People pick a time, Cadra writes it into your calendar and sends confirmations and reminders. Ana, your AI receptionist, handles it with you.



Cadra, on screen

02 What you can do



For your business

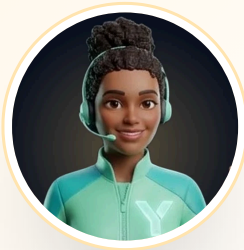
- ◆ A page where your clients pick a free slot.
- ◆ Bookings land in Google Calendar or Outlook, never twice at the same time.
- ◆ Reminders sent on their own, 24 h and 1 h before.



For your agency and your clients

- ◆ Your own page to book a discovery call with you.
- ◆ A booking page for each client who takes appointments.
- ◆ Appointment types prepared by Ana, as a draft.

03 Your AI team

**Ana**

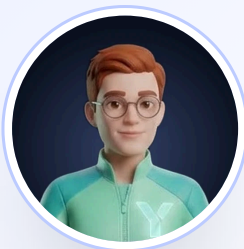
Receptionist

Ana sets up your booking page with 1 to 3 appointment types, publishes it when you say so, and tells you who booked.

ASK IN YOUR OFFICE

"Set up my booking page"

"Who booked this week?"

**Eli**

Assistant

Eli adds appointment types to your page and finds your free slots in Google Calendar or Outlook.

ASK IN YOUR OFFICE

"Add a 30-minute call to my page"

"When am I free on Thursday?"

04 Step by step

Create your page in 5 steps

- 1** In your YLC account, tap **My apps** (the grid icon in the bar), then **Cadra**. You can also go to cadra.ylcnetwork.com.
- 2** Click **Create my booking page**. The editor has three steps: **Layout**, **Profile**, **Calendars**. Move between them with **Continue**.
- 3** In **Profile**, fill in your **Name**, **One line about you**, **Your page address** (click **Check** to see if it is free) and **Your time zone**.
- 4** In **Calendars**, click **Connect** next to Google Calendar or Microsoft 365 / Outlook. You connect it once, in your YLC account, and it works for every app. Then click **Publish my page**.
- 5** Open **Meeting types**, click **New meeting type**, set the **Length**, **Location** and **Weekly hours**, turn on **On your page**, then click **Save**.

GOOD TO KNOW

To share your page, use **Copy link** or **View my page**.

05 What it costs

CREDITS

No credits: Cadra is included in your Pass, and booking is free for your visitors.

The exact price is always shown before you confirm. If a creation fails, your credits come back.



Ready to start?

Everything is included in your YLC Pass. Your AI team is waiting in your office.



Open the app

cadra.ylcnetwork.com



Help center

ylcnetwork.com/aide



Write to us

support@ylcnetwork.com

06 Go further

Cadra: the full article

ylcnetwork.com/aide/app-cadra

Relka · App guide

ylcnetwork.com/aide/guides/relka

How many credits each action costs

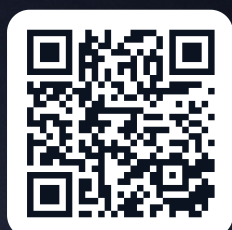
ylcnetwork.com/aide/credit-costs

Open the apps

ylcnetwork.com/aide/open-the-apps

My office and your AI team

ylcnetwork.com/aide/your-office



Scan to open this guide online

ylcnetwork.com/aide/guides/cadra

