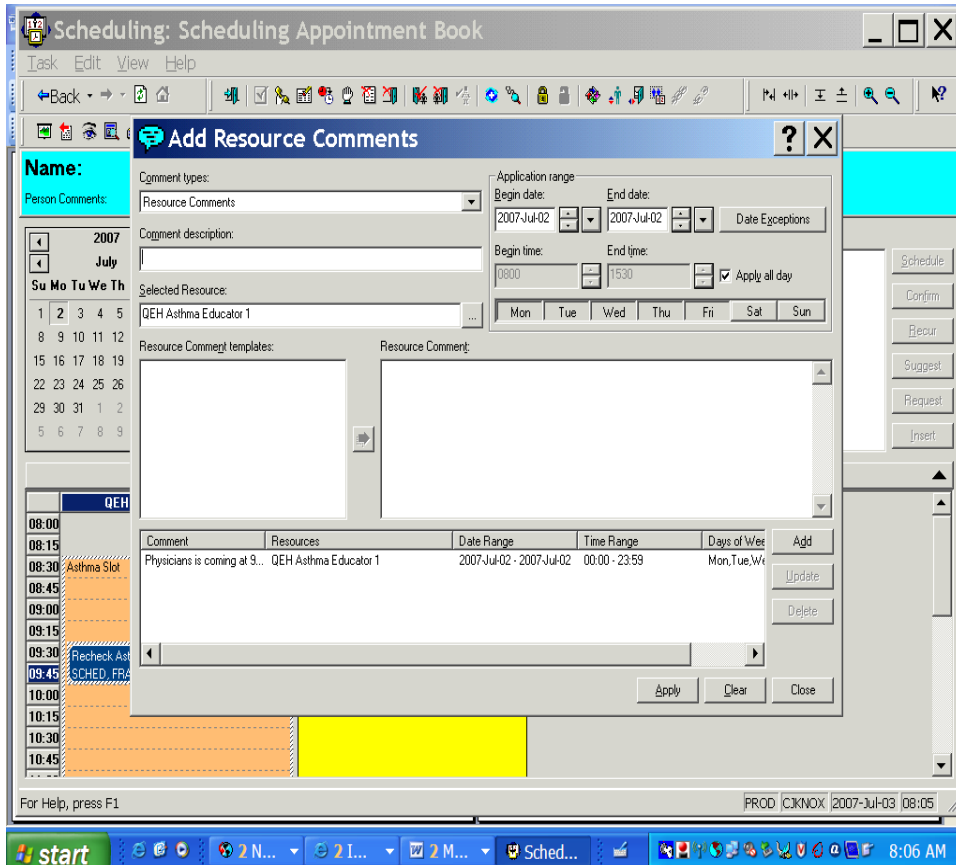# Adding Comments
Resource Comments

Click on the resource in the appointment book or R click resource and highlight resource and click "Add Resource Comment , In the comment box put in the information in the description (what I do after I enter the info in the description field I just copy and paste in the resource comments box) Click add and Click apply and then close. Putting in the information concerning that resource the icon (blue bubble) will appear on the resource in the appointment book.

To check on the resource comment that was made, just click on the icon and the information box will populate with comment. Or you can R click go to Resource and view resource comments and comments will populate.