You can look at the regular instrument calendars in iLab for the availability of the instruments under the Schedule Equipment tab. Each instrument has its own schedule.
If you need to book a staff member, you can find staff availability under the Reservations tab. The screenshot below shows all the calendars but you can reduce the number of calendars by selecting which resources are displayed using the check boxes down the right side.

In this view you can find times when both the instrument you wish to use and our staff are available.
You can either click on the instrument name from the Reservations tab or go back to the Schedule Equipment tab to make the actual appointment request. There is no need to click on staff members’ names or book in their schedules.

When you click on Linked Calendar in the appointment request you will see a list of staff who can operate that instrument and whether they are available, with a green checkmark. This availability is only for the time you selected for the instrument. Linking a staff member, with a blue checkmark, gives you a greater chance of getting the time you want approved.