Connect with Next Gen Meeting Spaces

Unlock team potential and create an outstanding employee experience, where the space they are in, at any time, prioritizes their performance, wellbeing and ability to connect

Introduction

NTT

The importance of teamwork

Moving from 'me' to 'us', from traditional hierarchy to teams. Teams are becoming ubiquitous in the workplace with the arrival of Agile practises and the need for cross functional skills. The people who make up your team can be unique – bringing new perspectives, attributes and subject matter expertise to shape how the team reaches it's objective and purpose.

45 minutes per week is saved by firstline workers collaborating with colleagues

Team purpose ?

Working together collaboratively is all about sharing actionable ideas on how to make 'it' happen, make it efficient, and make it deliberate. Creating an outcome-oriented process that will drive shared goals.

There should be a clear purpose and articulation of what is collectively being driven towards. When a team's purpose is clear, each teammate will have a sense of autonomy to make decisions and act on their own, knowing that the team as a whole will be aligned. This helps a team remain focused, higher-performing, and happier.

63% of C-Suite believe that the driving force behind workplace transformation is "bettering employee collaboration" (Futurum-Technology insights for business leaders)
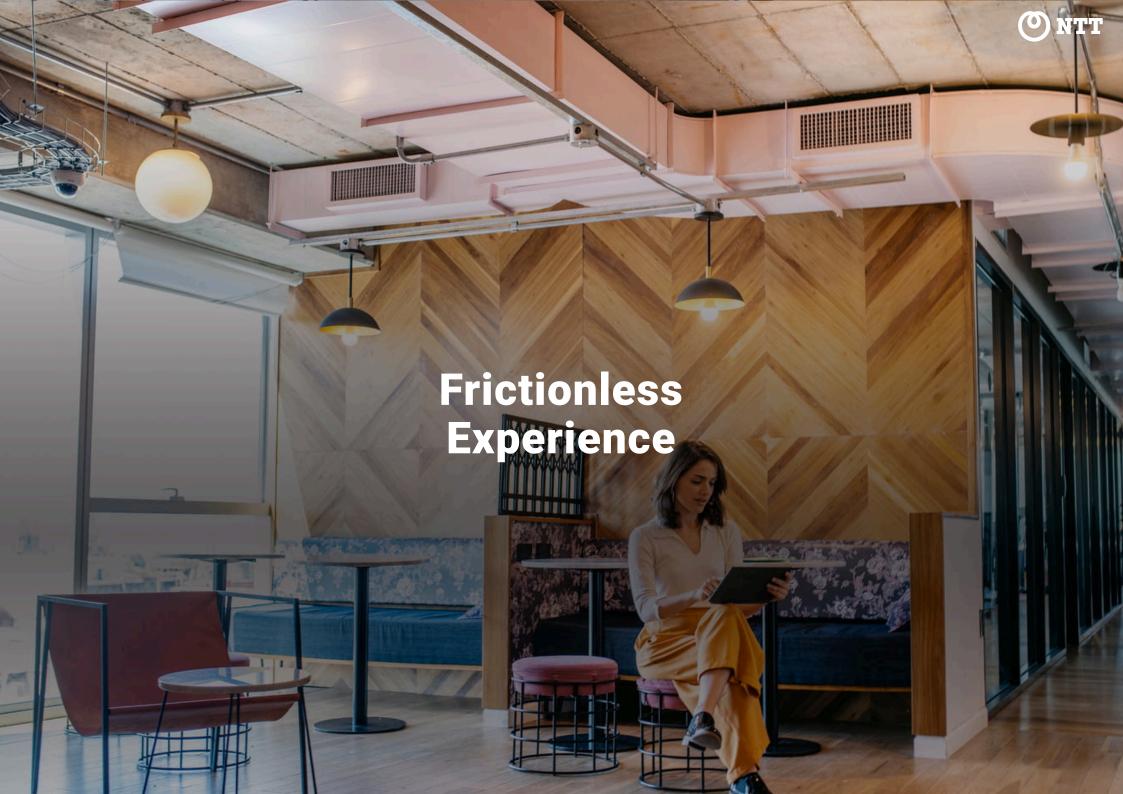
Introduction

Awareness and inclusion ?

An understanding of self and others that enables teams to navigate interpersonal dynamics and foster inclusion. All voices are heard in the team regardless of language and all differences are harnessed. Key team dynamics – such as purpose, collective identity, awareness, inclusion – and trust – are nurtured. This promotes constructive tension and aids in the achieving of goals. Innovation is the result of diverse perspectives - Thinking differently, not differing opinions.

87% of leaders believe a culture that encourages creativity is a top 5 investment.

Frictionless Experience

In the world, today, every company's most coveted asset is its people. So, honing in on workplace experience and making the office an enjoyable and productive space is a top priority for most organizations.

Employees can be overwhelmed with multiple and constantly changing workplace technologies that can negatively impact employee engagement and productivity. With the right approach to Engagement and Collaboration, the adoption of next gen meeting spaces can reduce the technology burden on workers and unlock a frictionless employee experience

84% of people believe new technology will help them be more creative.

Reimagine Employee Journeys

Availability
Find available spaces prior to or when required

Scheduling
Reserve an ad hoc space or schedule for a future time

Locate
Assistance to locate the space or your colleague

Collaborate
Drive ease of use to enable collaboration

Insight
Understand space utilisation and maximise investment

Traditional Employee Experience

Touchpoints

1
Book a room
You call reception, hoping they have a room available. They say they will call you back. Later that day you're informed one is available and you send a manual invite with the details.

2
Find a free desk
On the day of the meeting you look for a free desk to use. Most are busy. You sit on an apparently free desk only for the rightful owner to arrive after 30 minutes. You end up sitting in the kitchen.

3
Find the meeting room
You're not familiar with the campus, so you ask people where the 'Apple Pie' room is. Turns out it's in the building across the street.

4
Get to the room
You had booked your meeting for 10am. It's 10.05 and the previous occupiers are still in it and there's no screen showing the room calendar. You politely tell them to leave. Also, you have 8 people attending – in a room made for 6 people. It's going to be cosy!

5
Start the video bridge
The screen is black and nothing works. Cables are dangling disconnected. You call IT from your mobile. It's now 10.15am.

6
The meeting starts
The remote participants can't hear what's being said in the room, while the room is transforming into a sauna.

7
Better to go home
As the meeting finishes you remember you haven't got a desk to work from, and instead of going back to the kitchen, you go back home and work from there. It's quieter anyway.

Feelings

'I really feel like I'm bothering them. And they never give me the type of room I need.'

'Great, sore back it is today, after spending hours on those stools!'

'Surely there must be a better way?!'

'Right… assertive BUT polite, I can do it… Actually let's wait another couple of minutes looking through the door forlornly.'

'WHY do people have to disconnect and mess with the room every single time?!'

'This is so hot. Hope it ends soon!'

'That's it. I'm done with this place.'

Before the meeting | **During the meeting** | **Leaving**

Modern Employee Experience

Touchpoints

1

Book the meeting
Your connected employee app allows you to find a suitable room with the required facilities in a couple of clicks. When you book it, an invite is sent to all attendees and external guests receive visitor invites.

2

Find a free desk
With another couple of clicks you find a nice desk near the kitchen on the 9th floor, so you book it for the rest of the day. The app navigates you to the desk and you're checking your email in no time.

3

Find the meeting room
The app gives you a reminder when the meeting is about to start, and gives you directions across floors so you get to the room easily.

4

Get to the room
As the previous guests know the room is booked after their meeting, they vacate it on time and you can settle in quickly. You see there's enough room for all your 8 attendees and the VC system you required.

5

Start the video bridge
The room system noticed you came into the room and woke up. With a single click on the touch panel you start your meeting, and your remote guests are already connected, so you can get going!

6

The meeting starts
Thanks to full HD video and good microphones everybody can hear and see, both local and remote.
The room is getting quite hot, but that's not an issue, as your connected employee app allows you to tweak the temperature in your room, like magic.

7

Another successful meeting in the bag
After your meeting you go back to your desk, and focus on some presentations for the rest of the day. It's a good life in a modern workplace.

Feelings

'This was so quick and painless. Let's see how it goes!'

'First time I managed to get a desk easily at work, I could get used to this and come in more often!'

'It's like having a satnav for the office. Love this.'

'Bliss! The right sized room with what I need for my meeting. My guests will think I'm a pro!'

'I definitely don't miss the old days – this is how VC should work! It's like everybody's in the room with me!'

'Ok, the VC experience is great, but the thermostat on my phone is like science fiction!'

'Stress level: 0%!'

Before the meeting | **During the meeting** | **Leaving**

Traditional Visitor Experience

Touchpoints

1 Meeting Invite
The host creates a meeting invite which automatically triggers a visit. You receive an email containing all details, a photo of the host, a map with the address, directions and a QR code that will be your pass, as well as an NDA you can pre-sign.

2 Drive to the campus
You scan the QR code on the parking barrier and you gain access to the car park. Your invite also contained which visitor parking bay you've been assigned! Reception has been notified that you're on campus.

3 Find your parking spot
Your meeting invite contained directions to the visitor car park, so you find the spot in seconds, and it's free because it was reserved for you.

4 You *fly* through reception
As you approach the large virtual reception screens, you scan your QR code, and you're invited to make your way upstairs, which you do by once again scanning the QR code on the gates. Your host has been notified in their Teams app that you're coming up.

5 Your host (and coffee) arrives
As you get out of the lift, your host welcomes you and offers you your favourite coffee without even having to ask: you specified your drink preferences when you received the invite! And we're ready to work.

6 You need the bathroom
While the bathroom is outside a secure door, that's no problem for you. Because you've got the power of your handy QR code letting you out and back into the office.

7 It's lunchtime
By now you guessed it. Scan your way out and back into the building in search for that perfect high protein vegan burger you're craving.

8 Time to go home
As you scan for the last time your QR code, the building security knows you've safely signed out and that you're off site once you exit the car park. And you look forward to the next meeting!

Feelings

1. 'Ok this is confusing… I'll just check Google Maps'

2. 'How am I going to get in?!'

3. 'I'm going to be late to the meeting by this rate!'

4. 'Could this get anymore tedious?'

5. 'Finally in. Let's get on with it.'

6. 'Seriously?!'

7. 'This is really frustrating!'

8. 'Finally free. Not looking forward to come back here anytime soon.'

Preparation → Getting on site → On Site → Leaving

Modern Visitor Experience

Touchpoints

(1) Meeting Invite
The host creates a meeting invite which automatically triggers a visit. You receive an email containing all details, a photo of the host, a map with the address, directions and a QR code that will be your pass, as well as an NDA you can pre-sign.

(2) Drive to the campus
You scan the QR code on the parking barrier and you gain access to the car park. Your invite also contained which visitor parking bay you've been assigned! Reception has been notified that you're on campus.

(3) Find your parking spot
Your meeting invite contained directions to the visitor car park, so you find the spot in seconds, and it's free because it was reserved for you.

(4) You *fly* through reception
As you approach the large virtual reception screens, you scan your QR code, and you're invited to make your way upstairs, which you do by once again scanning the QR code on the gates. Your host has been notified in their Teams app that you're coming up.

(5) Your host (and coffee) arrives
As you get out of the lift, your host welcomes you and offers you your favourite coffee without even having to ask: you specified your drink preferences when you received the invite! And we're ready to work.

(6) You need the bathroom
While the bathroom is outside a secure door, that's no problem for you. Because you've got the power of your handy QR code letting you out and back into the office.

(7) It's lunchtime
By now you guessed it. Scan your way out and back into the building in search for that perfect high protein vegan burger you're craving.

(8) Time to go home
As you scan for the last time your QR code, the building security knows you've safely signed out and that you're off site once you exit the car park. And you look forward to the next meeting!

Feelings

'Wow, I know exactly how to get there, what to do and who is my host!'

'This is like magic!'

'So nice to have my spot reserved, like the invite said.'

'Never whizzed past reception so quickly! Nothing to watch/sign or waiting around. I love this!'

'Ok, this is next level. Never had my fav coffee ready when getting to a meeting. I'd be lucky to get a glass of water usually.'

'This system is amazing. Being able to go to the bathroom without having to ask my host to escort me is quite liberating!'
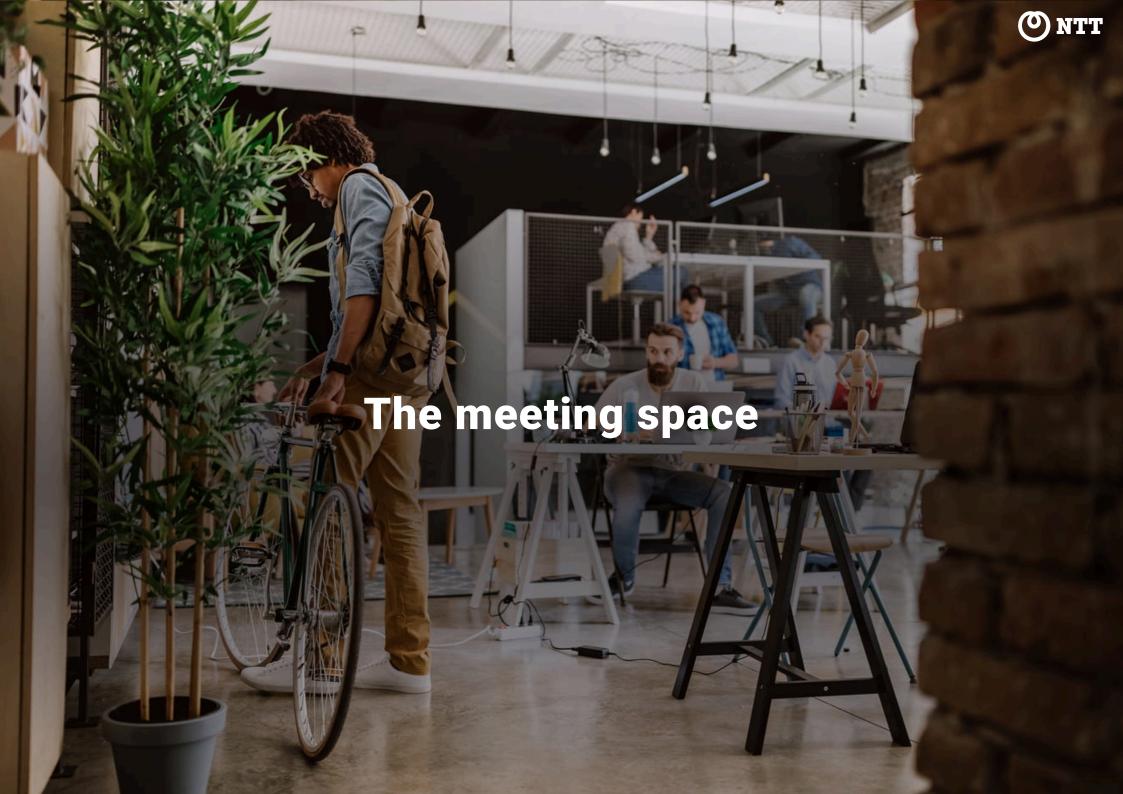
'Seriously, why don't all companies adopt proper visitor management? Everything is so easy.'

'What a refreshing change. Can't wait to have more meetings here!'

Preparation → **Getting on site** → **On Site** → **Leaving**

The meeting space

Make any space work for you

More than ever, enterprises need to build flexible and resilient work environments that enable employees to remain effectively engaged when responding to changing conditions – whether it be budget, travel, coalitions and teamwork across boundaries, or world events.

150 trips – average number of overnight trips replaced with online meetings by Year 3

Culture has traditionally been one of the biggest hurdles to the widespread adoption of intelligent workplace solutions.

When the world switched from live to virtual interactions and events in 2020, a collective light bulb went off about the real potential of collaboration technology for the work environment and the different spaces that employees use to meet.

8 – 10 users are frustrated with their current meeting space technology

Now is the time to think big and broad about how your employees meet and the spaces that they use to do it. Create a bold technology vision that

enhances collaboration and fosters connection – improving access to people and resources while minimizing interruptions and wasted time.

88% of survey respondents feel "having all of our solutions in one place saves time

To achieve the next Gen meeting space experience, we offer three package tiers across 5 space profiles made up of the following capabilities.

Personal AV Devices
A range of Individual devices including headsets, speakerphones, webcams and personal video devices targeted at Information Workers, Digital Nomads and Executives

Modern AV Room Systems
Transform meeting spaces ranging from small huddle areas to large conference rooms with a rich, collaborative experience that's simple to use, deploy, and manage.

Unplanned meetings have become the norm. Now, imagine that you have a complete overview of all the spaces in your environment. In-depth information on every available space at a glance in the palm of your hand.

Visitor Management
Make the everyday working lives of reception teams easier with the most intuitive and intelligent visitor management system. Control every aspect of the visitor management process

with one simple solution.

Office Analytics
Keep track of all the meeting spaces in your smart office with real-time occupancy data and heatmaps. You can monitor usage statistics of all spaces and generate reports that helps maximize efficiency and cut cost.

Video Interoperability
Provide accessibility to multiple platforms from a single device, creating an improved employee experience.

Space Control
Easily control the different environmental elements of your meeting space through control panels or mobile devices. Provide an integrated employee experience when using room capabilities.

Network Infrastructure & Services
To compliment the meeting space and to provide

The financial return that can be achieved by investing in people through high performance real estate: The data represents a 3% increase in productivity, 5% increase in retention, and 30% reduction in absenteeism across all sectors
source: https://stok.com/financial-case-for-high...

the best employee experience it is key to have the right connectivity in place and provide additional value through services such as indoor location services and guest Wifi.

Meeting Space Services
As a global system integrator, we global offer a full range of services from Advisory, Site Survey, Design and Deployment to support and manage services.

Productivity can be viewed from the increases enabled from thermal comfort, ventilation, cumulative design (Activity-Based Working).

Meeting space profiles

Go beyond space design

Activity-Based-Working (ABW) and Technology has untethered work from a desk, freeing people to choose the best place to do their work.

Investment in space prioritizes human performance, focused on supporting user functionality, concentration, wellbeing and connection.

Brand is integral, connecting users to organization's mission and purpose through visual and practical elements.

Services and space should be a flexible amenity, providing employees and teams the support needed to make the most of their time at work.

Meeting Space Profiles

Focus

Type: Sit, Stand, Studio

Size: 1 to 2 people

Huddle / Collaboration

Type: Sit, Stand, Studio

Size: 3 to 6 people

Medium / Large

Type: Sit

Size: 7 to 18 people

Custom | MPR | Executive
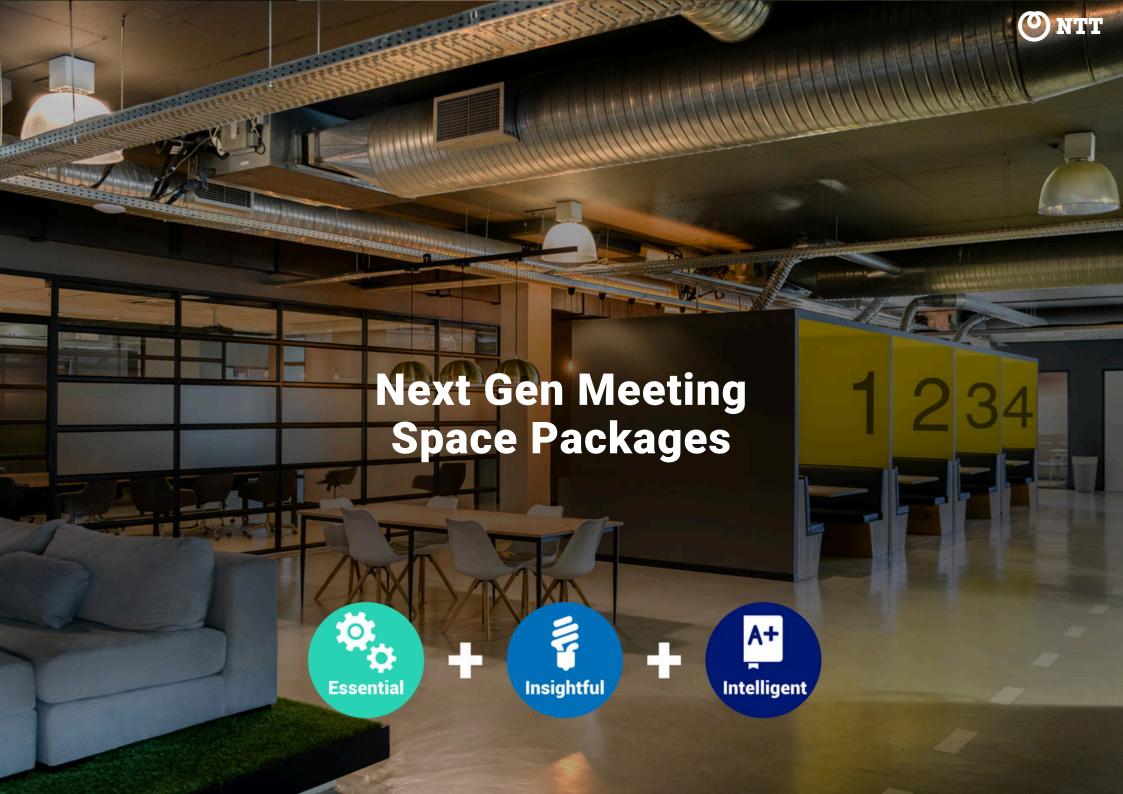
Type: Sit
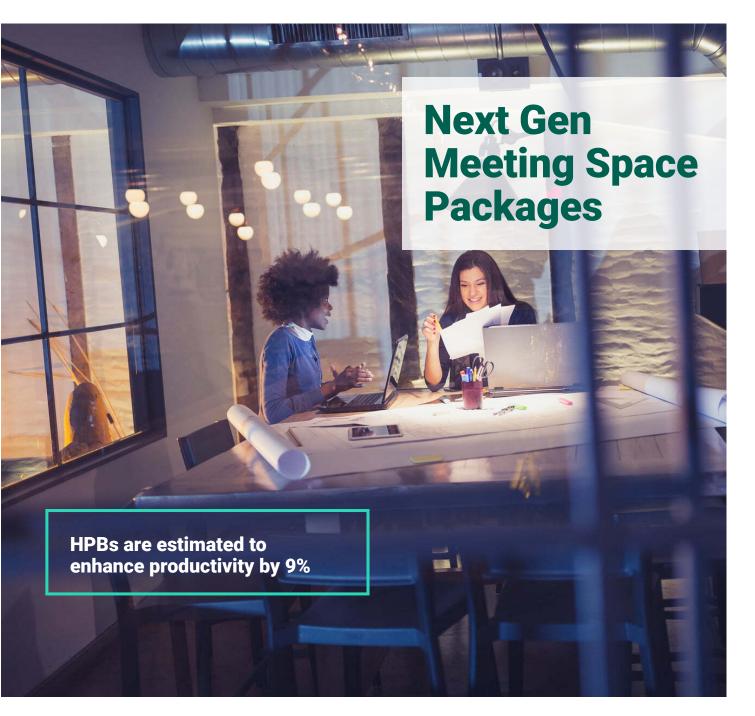
Size: 19+ people

Home office

Type: Any

Size: Any

Next Gen Meeting Space Packages

Essential + Insightful + Intelligent

Next Gen Meeting Space Packages

HPBs are estimated to enhance productivity by 9%

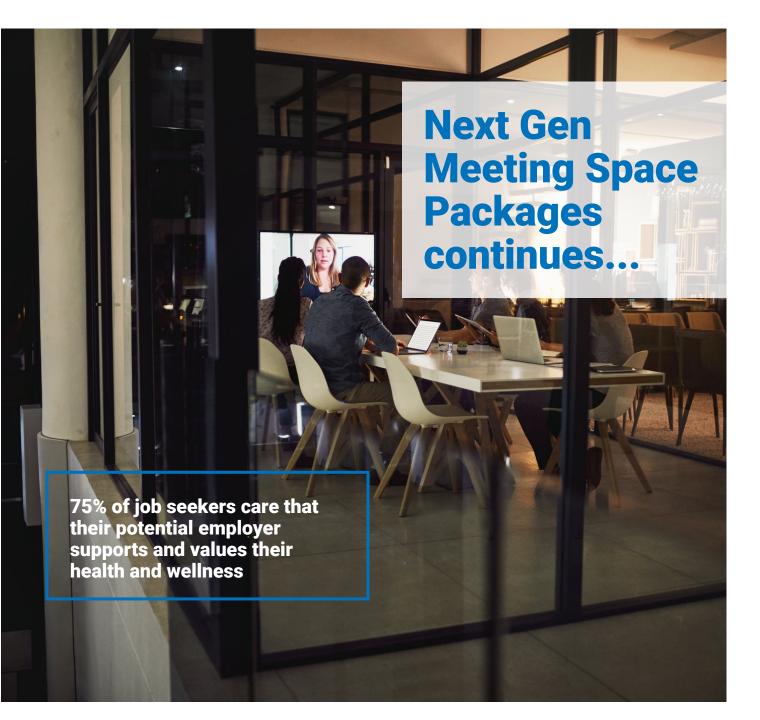**A simplified Next-Gen meeting space, with packages that meet customer needs and are easy to buy**

Essential

Frictionless meeting spaces

- *Effortless connectivity.* Join meetings from multiple vendors in one click.
- *Increased efficiency.* Find and book meeting rooms easily, from Outlook or right on the spot.
- *Seamless management* pro-active monitoring across applications to reduce operational complexity and costs.

Essential contains:

- Meeting room device
- Room scheduling screen
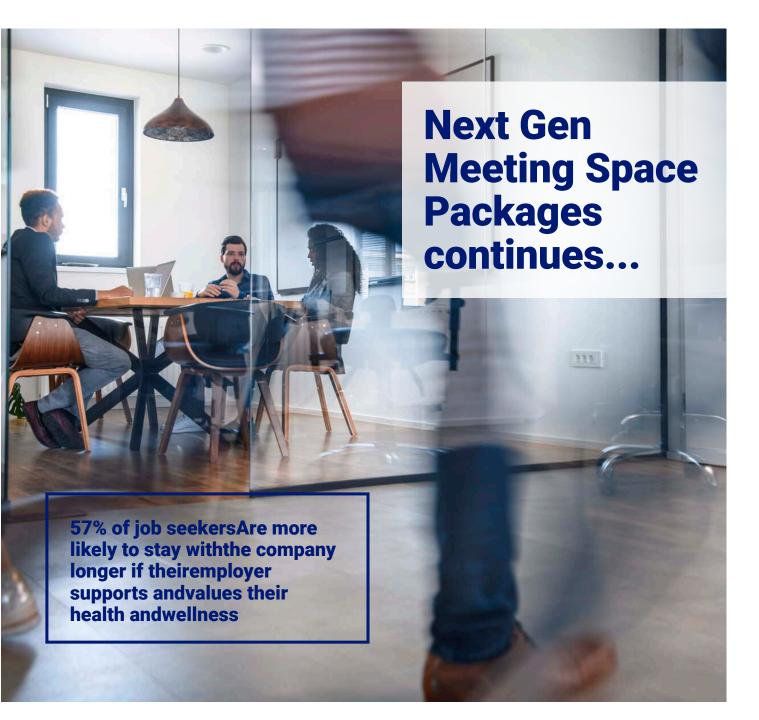- Professional Services
- Managed Services (Optional)

Next Gen Meeting Space Packages continues...

75% of job seekers care that their potential employer supports and values their health and wellness

Insightful

Gather insights, save money and improve the experience

- *Ease of use.* Intuitive booking for rooms and spaces via mobile, tablet and desktop devices.
- *Cost reductions.* AI enabled insights to improve space utilization by up to 30%.
- *Increase flexibility* with access to time-limited ad-hoc meeting areas.
- *Easily find your way* to your required location.

Essentials +

- Room / Desk booking
- Connected employee experience
- Occupancy sensors and Space Analytics

Next Gen Meeting Space Packages continues...

57% of job seekersAre more likely to stay withthe company longer if theiremployer supports andvalues their health andwellness
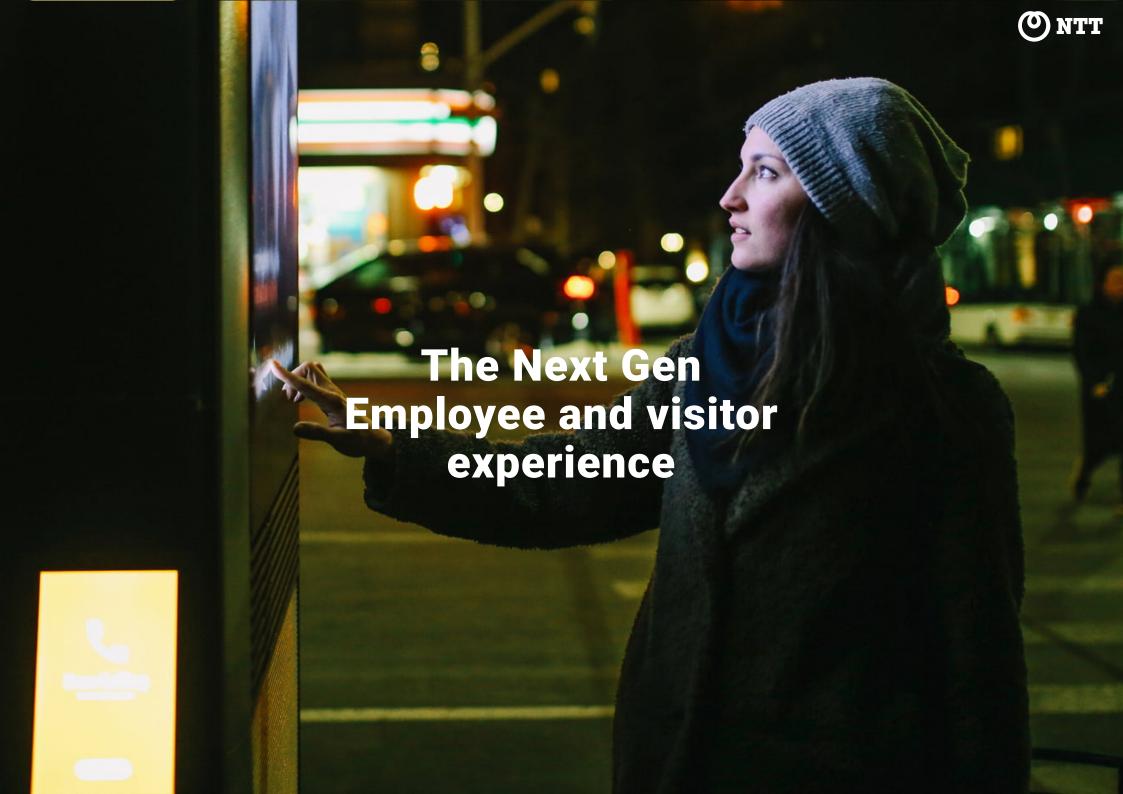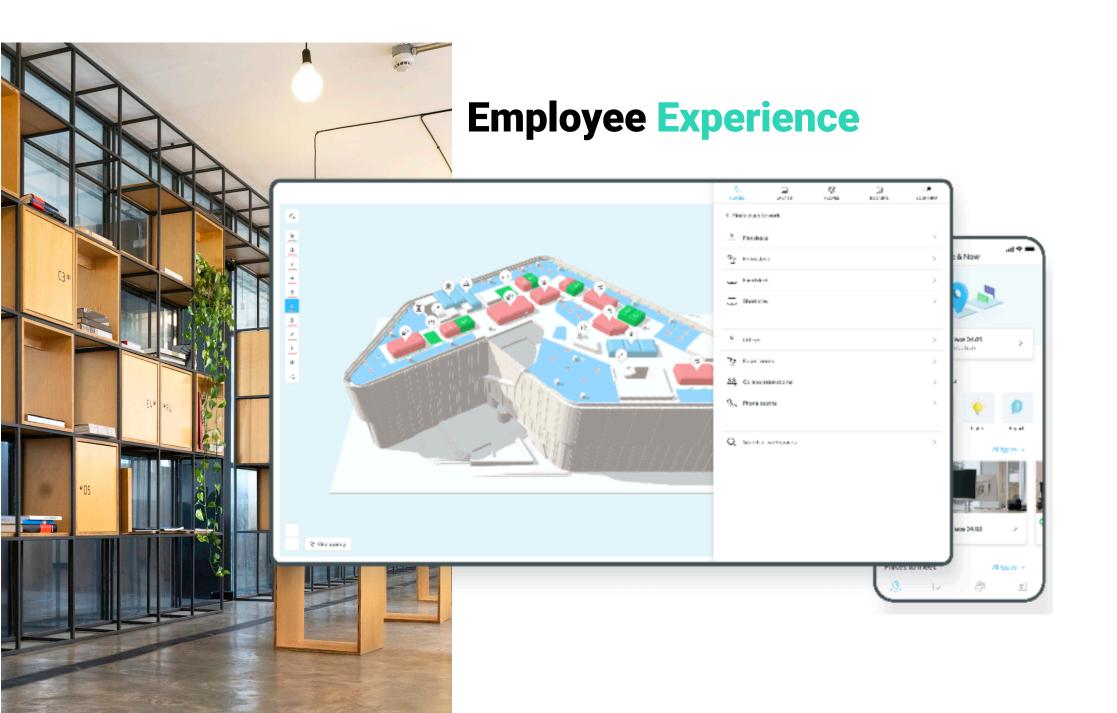
Intelligent

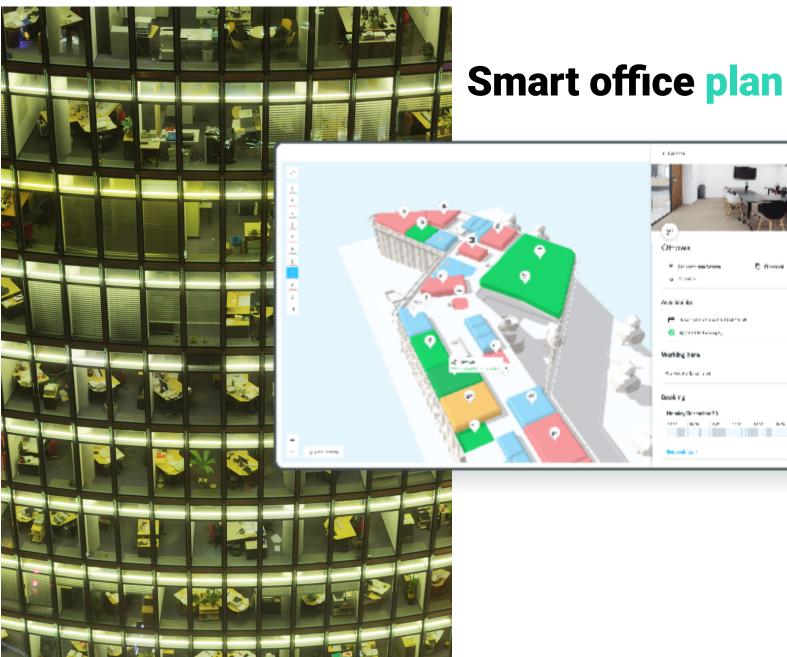**Improve employee well-being and retain talent**

- ***Employee at the center.*** In room lighting and heating control from your fingertips.
- ***Ease of management*** Escalate room or device issues in real-time to support groups.
- ***Improve employee experience.*** Monitor and improve indoor air quality.
- ***Promote well-being*** Inform employees of their environment and well-being.

Insightful +

- Environmental / Air Quality monitors
- Environmental Analytics for meeting room
- Smart meeting room control (Temperature, light, etc.)

The Next Gen
Employee and visitor
experience

NTT

Employee Experience

Smart office plan

The interactive 3D model of your building provides an overview of everything that is going on in the office. This smart office platform enables you to easily find facilities, available desks, colleagues and meeting rooms.

- The web interface is available on any device such as laptops, PC, tablets, smartphones and kiosk/signage screens.
- The mobile app allows you to book or find facilities on the go.
- The room booking screens give you at-a-glance view into a room's booking status for ad-hoc meetings.

Analytics

The analytics dashboard gives you an overview of all office analytics. Here you get the deep-dive and can discover how employees really use the office.??**A sneak-peek of the available insights:**

- Occupancy per floor
- Most popular workplaces
- Average percentage of occupied workplaces over time
- Most popular meeting rooms including busiest days per week
- Average percentage of occupied meeting rooms over time

Deploy with Meeting Space Factory

Expert Services

- Workplace Advisory / Consulting Service
- Adoption & Change Management
- Pro-AV Advisory Environs
- Project/Program Management (IPO/PMO)
- Sourcing / Logistics
- Deployment / Installation
- Maintenance / Support / Manage Services
- Network Readiness Assessment

Conclusion

Research findings comparison: Productivity enhancement

fdsfdsafdsafdsafdsafdsaf

Thank you for reading

Next Gen meeting spaces

Test 1
test 2
sdsd
sdsd
sdsd
sdsd
sasas
asas
asas
asas
asas
asas
asas
asas
asas