



RETURNING TO THE OFFICE? HAVE YOU THOUGHT ABOUT YOUR CONFERENCE ROOMS?

We will be back in the office. Maybe not tomorrow, but soon. How do you plan to optimize the conference room experience and minimize the risk?

Maybe it's not as hard as you think to design conference rooms that maximize your experience and minimize the risk. Consider this.

THE BOARDROOM IS THE NEW HUDDLE ROOM.

Make the most of your conference room real estate to ensure people are productive and comfortable. Use your larger conference rooms for smaller groups so people can spread out. Trust that you will hear and be heard clearly while maintaining physical distance.

HEAR AND BE HEARD WHILE SEATED FURTHER APART.

A conference phone with premium microphone and speaker technology will deliver the volume necessary to hear in the far corners of a room as well as pick up voices seated further away from the microphones. Poly Trio C60 and 8800 conference phones have exceptional microphone pick up at distances of up to 20/6.1m. Consider daisy-chaining conference phones or adding optional expansion microphones and you can more than double this distance without compromising audio quality.

KEEP IT CLEAN.

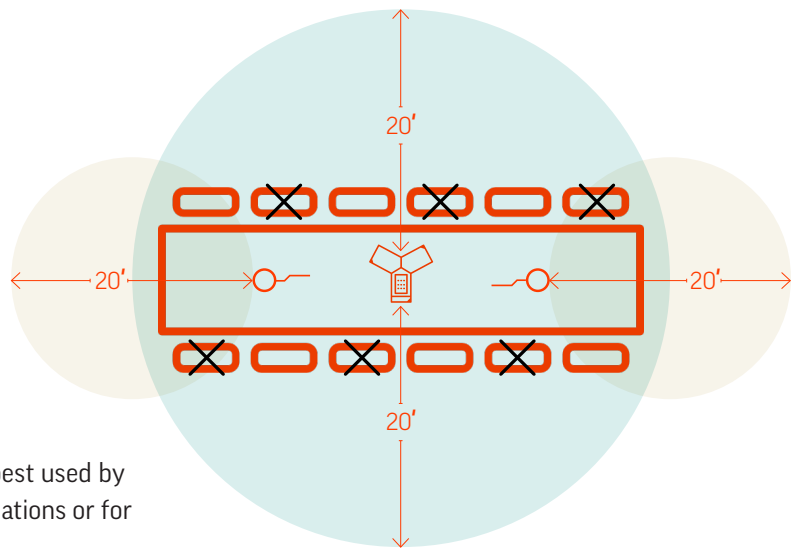
A conference phone that is designed thoughtfully requires little physical interaction and can be cleaned without damage. The poly Trio Conference phones offer multiple ways to minimize physical interaction to conduct your meetings. Features such as Bluetooth connectivity allow you to start a call from your mobile device. Mute and volume controls on each leg of the phone give people seated around the table individual control.

BYOD.

Use your platform of choice from your favorite mobile device. Connect to Trio conference phones using Bluetooth or USB and take advantage of the mic pick up and room filling sound of Trio while controlling the meeting from your device. Follow the guidelines your organization has set forth for sanitizing after using a meeting room. Follow these [cleaning and disinfecting guidelines](#) to keep your conference phones clean.

HERE ARE SOME GUIDELINES THAT MAY BE USEFUL AS YOU PLAN FOR GETTING BACK TO THE OFFICE.

Think about the inventory of conference rooms available. How will they best be utilized at half capacity?



HUDDLE ROOMS

What has been ideal for small groups of 2-4 people may be best used by individuals who require a private space for sensitive conversations or for simply not disturbing others.

You may be tempted to use a mobile phone or your laptops integrated mic and speakers – but there is a better way. Connect your device to a Trio conference phone using Bluetooth or a USB cable. Send and receive crystal clear audio for important conversations. The experience is better than your mobile or laptop speakers and mic.

MEDIUM AND LARGE ROOMS

It may be a good idea to limit the capacity of these rooms for a while. A room that normally accommodates twelve people may be limited to six. There are creative ways for allowing people to work in the same space while keeping physical distance. With people working from home, it's more important than ever to keep everyone connected. A premium audio experience is critical to hear the inflection and emphasis and keep people engaged. Straining to hear leads to fatigue and frustration and hinders productivity. There are enough stressors in today's world – struggling to hear participants in a meeting shouldn't be one of them.



HERE'S AN IDEA. Do you have conference rooms with room dividers? Divide up the room, keep people separated, daisy-chain the conference phones and you're all acting as if in one room. Mute, unmute, volume control, participant roster... Participating as one cohesive site may feel more natural than call in separately and will require less licenses necessary to connect.

YOU DON'T ALWAYS NEED TO SHARE

Touch only the mute button closest to you to control the mics. Illuminated mute and on each leg (except the Trio 8300) give users around the table the ability to control the mute without sharing buttons.

HERE'S AN IDEA. Expansion microphones also have a mute button giving users 5 individual buttons to control the meeting from around the table.

WHAT ABOUT THE PEOPLE STILL WORKING FROM HOME?

Its true, people are more dispersed these days. Have your home office workers adopted video? Stay in touch face to face by adding video to your conference rooms. The Trio conferencing series was designed to be a smart conference phone. Use it to control video meetings eliminating the need for additional controllers on the table.

The Poly Trio Conferencing Series was thoughtfully designed to be a media hub in the center of your conference room. We have options for rooms of all sizes, features to handle dedicated audio conferencing or supporting bringing your own device and we and work well with others so pick your platform and trust we will be there for you.

Bring home the legendary audio quality of Trio with the Poly Sync 20 personal USB/Bluetooth smart speakerphone.

Contact your Poly representative today for more information or visit us at www.poly.com/trio