WORKSPACE DESIGN SERVICE

May 2020

DIFFERENT TYPES OF WORKSPACES

PERSONAL

Home

Office

Road

GROUP

Small (2-4)
(a.k.a., Huddle/Focus Room)

Medium (5-8)

Large (8-16)

SPECIALIZED

Collaborative (6-12)

Immersive (6-20)

Multi-purpose (20+)

poly

"

THE CONVERSATION MOVING FORWARD NEEDS TO EMPHASIZE THE REAL VALUE THAT THE WORKPLACE PROVIDES FOR AN ORGANIZATION.**"**

WorkDesign Magazine, 2019 Workplace Trend Predictions
https://www.workdesign.com/2019/01/2019-workplace-trend-predictions/

SEAMLESS USER EXPERIENCE IS AT THE HEART OF EVERY SUCCESSFUL UC DEPLOYMENT

You need the right technology in the right-sized conference room

Looking for a consistent experience?

Organizations are seeking uniformity and consistency in the user experience

Employees want a reliable, user-friendly experience

Looking for new technology solutions to modernize your conference rooms?

Poly has the technology to fit your workplace environments

Time to refresh your huddle rooms?

We can lead you through the appropriate space planning decisions so you can make ideal use of your office environment

Have a custom design in mind?

2D floor plans and 3D renderings help evaluate feasibility and bring the design to life

poly

WHY POLY

Long-term involvement

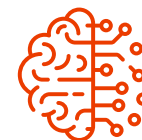with Professional Services for workspace design

Security Management ISO 27001

prevents security incidents and detects vulnerabilities, using Security by Design and Privacy by Design

Successful combination of UC consultants and space planners

with broad industry experience

Industry experience and expertise

providing best practices around user experience, and creative and professional interior design ideas

Global presence

with experts in every region

poly

REASONS FOR WORKSPACE DESIGN

Five reasons why you could need this service

- Create a seamless user experience, providing uniformity and consistency

- Integrate the right technology for the space you are considering

- Envision space planning, technology integration and user experience for one or more Poly endpoints in simulated office environments

- Make the ideal use of your office space

- Create a blueprint for conference room deployments

BENEFITS OF WORKSPACE DESIGN

Key benefits of the Service include

- Provides recommendations for the ideal technology for a given workspace

- Documents the user experience when interactive with the chosen Poly devices

- Provides a blueprint for conference room deployment

- Creates a design for modern, elegant workspaces

- Designs to provide the optimal experience for meeting participants

- Ensures system consistency

- Users realize ease of use of UC solutions

poly

WORKSPACE DESIGN SERVICE–FOR ENDPOINTS

Provides guidelines for the successful implementation of UC endpoints

Makes recommendations

and manages the space planning and interior design activities

Captures and documents

expected video or voice enabled workflows

Designs and documents

the user experience when interacting with Poly-branded devices that will be installed in the workspace

Provides a reference guide

for implementing UC technology that simplifies the user experience and operation of Poly products

poly

WORKSPACE DESIGN SERVICE–FOR ENDPOINTS ACTIVITIES AND DELIVERABLES

Provides guidelines for the successful implementation of UC endpoints

DISCOVERY WORKSHOP (ONSITE OR REMOTE)

- Understand the current voice or video-enabled workflows

- Understand the current endpoint users' experience

- Document the current collaboration solution and products used

- Propose audio or video endpoint options to meet future endpoint users' expectations

- Propose product options and room configurations to support the future workspace design

WORKSPACE DESIGN ANALYSIS

- Analyze and document a configuration of proposed workspace and Poly voice/video endpoints

- Document a workspace design to meet the objectives expressed in the Discovery Workshop

EXECUTIVE SUMMARY PRESENTATION (REMOTE)

- Present the proposed recommendations for the workspace design

- Cover technology, workflow and space planning

WORKSPACE DESIGN DOCUMENT

- Section A covers the technology integration and user experience

  - Integrating Poly products into the UC environment

  - How a user will integrate with the endpoint

- Section B covers space planning

  - Recommendations for colors, lighting and furniture options to integrate the technology into the physical space

WORKSPACE DESIGN SERVICE– PLACEMENT PLAN

Provides expertise to produce one placement plan to support the successful implementation of one Immersive Telepresence unit

- Provides guidelines for the successful implementation of UC products: Polycom Immersive Telepresence Studio, Polycom RealPresence Medialign, other Poly endpoints

- Evaluates one room for the business communications integration

WORKSPACE DESIGN SERVICE–PLACEMENT PLAN ACTIVITIES AND DELIVERABLES

Provides expertise to produce one placement plan to support the successful implementation of one Immersive Telepresence unit

- **Pre-order onsite visual inspection visit:** Poly designated Sales Representative takes initial photographs and measurements of the designated workspace

Room Placement Plan includes:

- Reference to the proposed location, room number and dimensions of the workspace

- Recommendations on how the Poly products will be installed, including

  - Dimension details of the recommended Poly products

  - Two-dimensional stencil of the Poly products to be installed

  - Details on quantity of products required, recommended placement and other relevant information

WORKSPACE DESIGN SERVICE–ROOM REMEDIATION PLAN

Analyzes the workspace data and designs the room remediation plan

- Provides guidelines for the successful implementation of UC products: Immersive Telepresence Studio, Polycom RealPresence Medialign, other Poly video endpoints

- Evaluates one site for the business communications integration

- Provides one remediation plan for a single location

WORKSPACE DESIGN SERVICE–ROOM REMEDIATION PLAN ACTIVITIES AND DELIVERABLES

Analyzes the workspace data and designs the room remediation plan

- **Pre-order onsite visual inspection visit:** Poly designated Sales Representative takes initial photographs and measurements of the designated workspace

- **Post-order onsite visual inspection visit** (Onsite service option)

  - Poly designated Solution Architect will conduct a post-order site survey to capture measurements and images of the space

  - Review of the equipment delivery route from the unloading location to the installation location

Room Remediation Plan includes:

- Dimensions of the workspace for products installation

- CAD drawing of the placement plan, including dimensions of recommended products, quantity and location of microphones and speakers, other required information

- Additional CAD drawings specific to

  - Construction, demolition and seismic considerations

  - Electrical outlets, data ports, and lighting considerations

  - Recommendations for carpeting, painting and door placement

  - Applicable additional considerations for moving or reconfiguring existing elements in the workspace: heating, ventilation, air conditioning systems, sprinklers, and floor boxes

DISCOVERY QUESTIONS AND WHICH SERVICES CAN HELP

Challenges you are facing	Workspace Design for Endpoints	Workspace Design Services–Placement Plan	Workspace Design Service–Room Remediation Plan
You are facing technology transition	●		●
You have directives to redesign/modernize your conference rooms	●	●	●
You are moving office location	●	●	
You are not sure which UC solution will meet your end users needs and fit in the space you have			
You are looking to deliver a consistent user experience across all your UC endpoints	●		
You're not sure how best to implement UC solution for different sized meeting rooms	●	●	
It's time to refresh your collaboration spaces	●	●	●
You have a vision for your workspace of the future and you want to create it now	●	●	
Your company has implemented facilities strategy changes	●	●	

poly

THANK YOU

APPENDIX

PART NUMBERS

Part Number	Description
6867-07805-060	Workspace Design for Endpoints, Custom
6867-07805-061	Remote Workspace Design for Endpoints, Personal – single user workspace
6867-07805-062	Onsite Workspace Design for Endpoints, Small Group – workspace for up to four people
6867-07805-063	Onsite Workspace Design for Endpoints, Medium Group – workspace for up to eight people
6867-07805-064	Onsite Workspace Design for Endpoints, Large Group – workspace for up to 16 people
6867-07805-050	Workspace Design, Room Remediation Plan, Remote
6867-07805-051	Workspace Design, Room Remediation Plan, Onsite
6867-07805-040	Workplace Design, Placement Plan Service