



COLLABORATION SOLUTIONS
that connect People, Place + Technology in a

HYBRID WORKPLACE

HYBRID IS HERE - AND IT DOES NOT HAVE TO BE HARD!

As offices undergo a transformation to become more than a place to do work and to become a destination that balances both employer and employee needs, many organizations are choosing to adopt a hybrid workplace model where few if any employees will be in the office 100% of their time.

To create a successful hybrid work model, key strategies include:

- Offer more choice and more control for where and how to work. This includes creating high performing ancillary spaces like social hubs and hybrid collaboration spaces in the office in addition to refining work from home policies.
- Focus on presence equity and give everyone the same access during meetings to each other, audio, video, content and whiteboard notes.
- Create more flexible and agile environments that can easily be changed and adapted by people using them.





We can simplify collaboration between remote team members and co-create engaging spaces to bring out the best in your people.

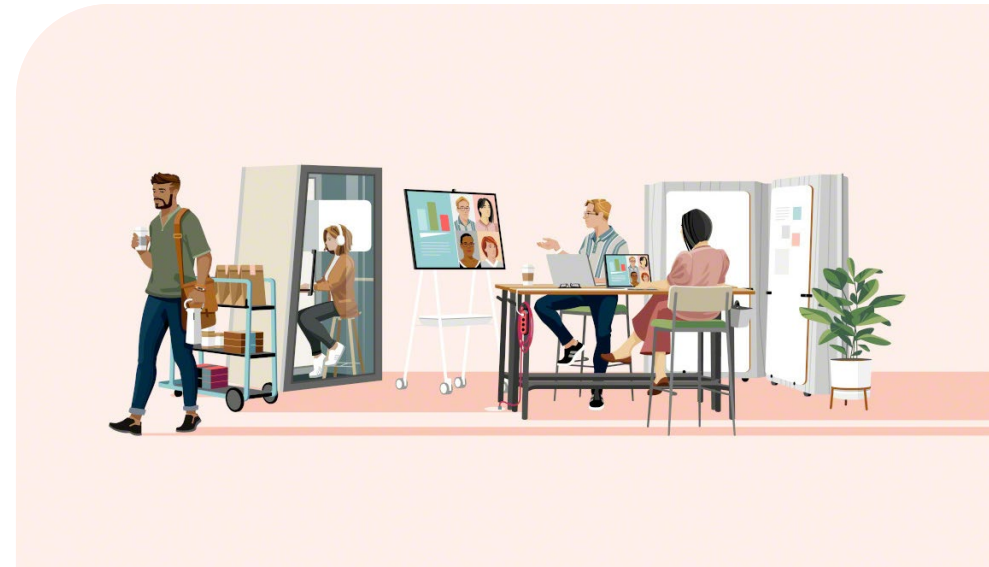
This guide offers solutions for a better hybrid work experience, including:

- 3 Key Concepts
- 7 Technology Considerations
- 5 Collaboration Spaces

Three Key Concepts for Better Hybrid Collaboration

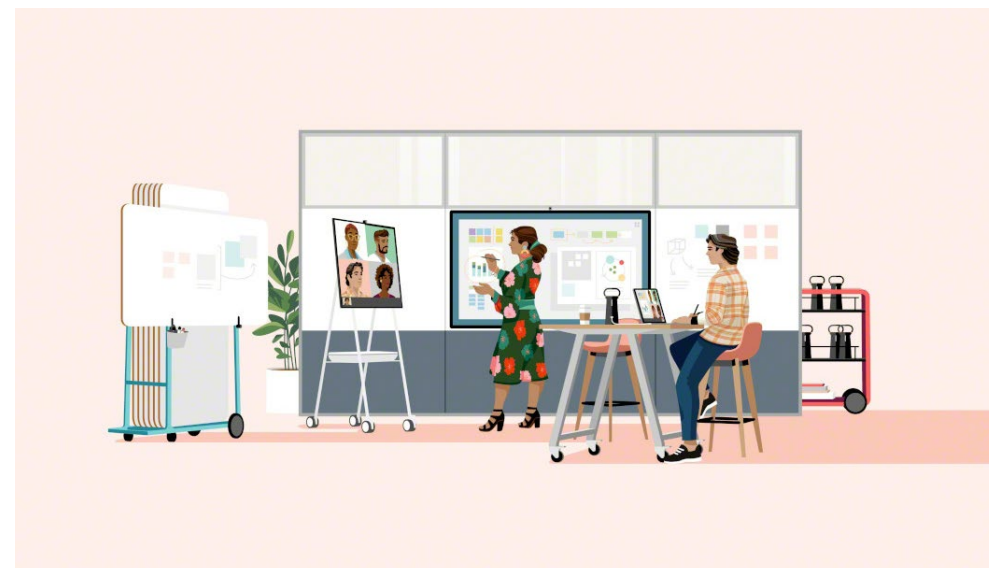
Steelcase researchers have identified three key concepts that apply to high-performing hybrid collaboration spaces whether you need to connect one-to-one or many-to-many.

Learn More 



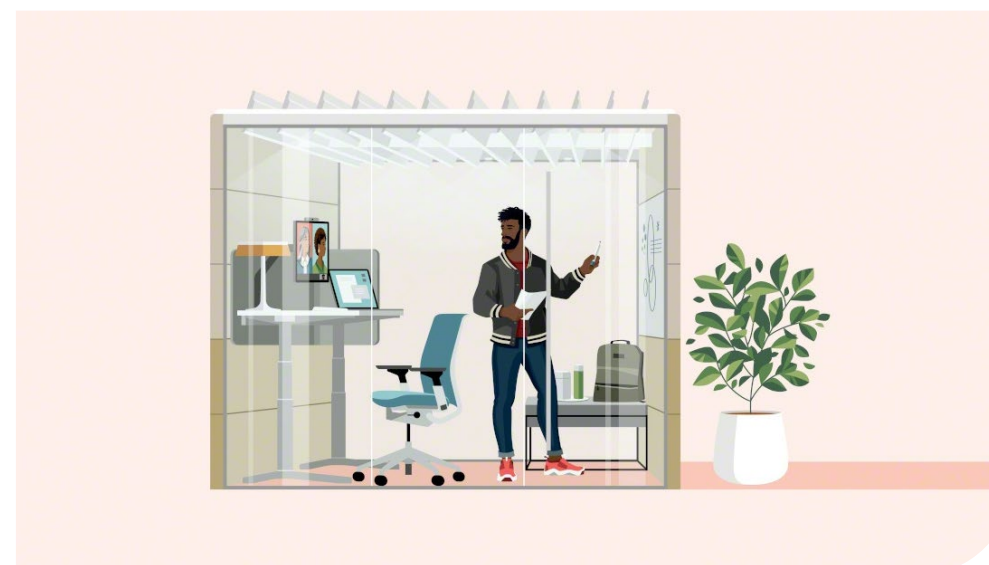
EQUITY

Strive for equity and inclusion despite location. Design to eliminate the gap of not being co-located.



ENGAGEMENT

Design experiences that are human and engaging across a range of settings.



EASE

Design a variety of intuitive virtual and physical experiences that are easy to navigate.

Seven Technology Considerations

For a better hybrid collaboration experience, think like a director — lights, camera, audio and content. Our team of Workplace Technology experts can provide design services to ensure that audiovisual considerations and the latest technology solutions are incorporated into your collaboration space.

These seven audio and video elements should be considered in all hybrid workspaces and will be referenced throughout this guide.



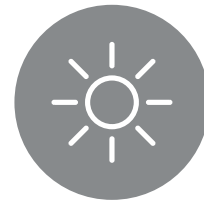
DISPLAY

Consider how teams will be collaborating when selecting the right display. Creative, generative sessions will benefit from more interactive tools.



CAMERA

To keep people engaged, make sure they can see and be seen, whether they are in the office or remote. This means choosing the right camera or cameras for the type of collaboration being supported.



LIGHTING

Task, ambient and accent lighting are different from lighting used to design a great video experience. The future workplace needs to consider all of the ways lighting contributes to hybrid collaboration.



MICROPHONE

Power, placement and pickup of sound are all key elements to consider when choosing the right microphone or microphone array for a space.



SPEAKER

The right speakers can amplify and spotlight sound, and integrate with other technology in the space to avoid echos and reverb.



ACOUSTICS

In order to hear and be heard without distractions, pay attention to elements that impact how sound moves through technology and around a space.



CONTENT

Engage more people in more places by using a variety of shared content creation tools, both analog and digital.

Five setting ideas that support and encourage productivity and collaboration in hybrid work models.



CONFERENCE ROOMS

Formal meeting rooms with HD videoconferencing connect both presenters and remote users equally.



HUDDLE ROOMS | MEETING

Small collaboration spaces for team working sessions and focused work.



HUDDLE ROOMS | LOUNGE

Informal spaces for collaboration, focused work or private conversations.



FLEXIBLE COLLABORATION

Informal spaces that support individual work and collaboration in an open environment.



MULTI-PURPOSE ROOM

Flexible rooms that provide multiple layouts for a variety of uses and participants.

Conference Rooms

Formal meeting rooms with HD videoconferencing connect both presenters and remote users equally. These spaces are meant for large group collaboration.



DISPLAY

The room size and type of content to be shared will dictate the display size and number of monitors. Dual displays support multiple users sharing different content and video telepresence.



CAMERA

Placing the camera at eye level is critical for a positive telepresence experience. Camera features and functionality can vary based on room use.



LIGHTING

Lighting is important for a good telepresence experience. Ensure all participants look good and can view display content with ease.



MICROPHONE

Microphones need to be strategically placed on the ceiling to provide ideal audio for remote participants.



SPEAKER

Audio should be integrated throughout the space with ceiling speakers. External speakers could be added to the tables.



ACOUSTICS

To prevent reverberation it is important to consider finishes and sound absorbing materials.

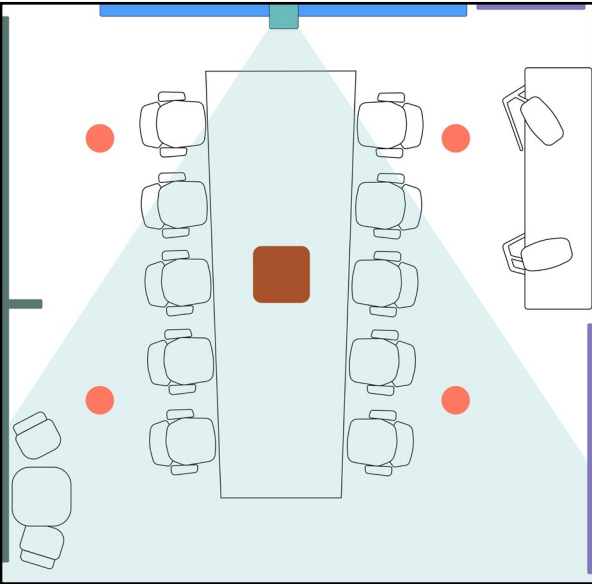


CONTENT

To ensure equity, both analog and digital content needs to be viewed and shared easily by all participants whether in person or remote.

Conference Rooms

Conference rooms provide a more formal setting for moderate sized meetings for presentation, and audio or video conferencing. Accommodating 10+ people, these settings are larger than huddle rooms and generally are equipped for multi-purpose gatherings. This meeting space promotes the sharing and capturing of ideas.



EXPERIENCE THIS SPACE VIRTUALLY



Huddle Rooms | Meeting

Small collaboration spaces for team working sessions and focused work.



DISPLAY

The room size and type of content to be shared will dictate using single or dual displays. Dual displays support multiple users sharing different content and video telepresence more easily.



CAMERA

Having an integrated camera with a sound bar can quickly video enable any huddle room.



LIGHTING

Lighting is important for a good video conference experience. Ensure all participants look good and can view display content with ease.



MICROPHONE

Using an integrated sound bar allows the table to remain unobstructed with microphones.



SPEAKER

Having an integrated sound bar provides a more natural audio experience for all participants.



ACOUSTICS

To prevent reverberation it is important to consider finishes and sound absorbing materials.

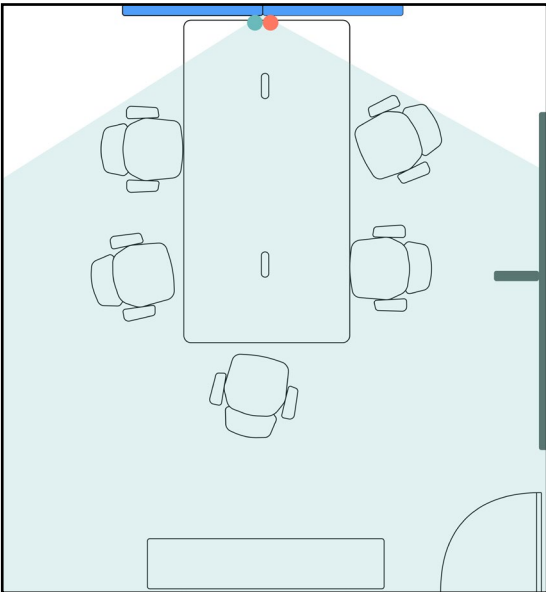


CONTENT

To ensure equity, both analog and digital content needs to be viewed and shared easily by all participants whether in person or remote.

Huddle Rooms | Meeting

A high performance alternative to a traditional conference room, this reservable meeting space is used by teams to share, develop, and evaluate ideas. Meetings that require active participation benefit from a space designed for multiple modes, using connective technologies for local and virtual collaboration.



EXPERIENCE THIS SPACE VIRTUALLY



Huddle Rooms | Lounge

Informal spaces for collaboration, focused work or private conversations.



DISPLAY

An appropriately sized display can support content sharing and video conferencing to support collaboration.



CAMERA

Having an integrated camera with a sound bar placed at seated eye level can quickly video enable any lounge huddle room.



LIGHTING

Lighting is important for a good telepresence experience. Ensure all participants look good and can view display content with ease.



MICROPHONE

Using an integrated sound bar allows the room to remain unobstructed with microphones.



SPEAKER

Having an integrated sound bar provides a more natural audio experience for all participants.



ACOUSTICS

To prevent reverberation it is important to consider finishes and sound absorbing materials.

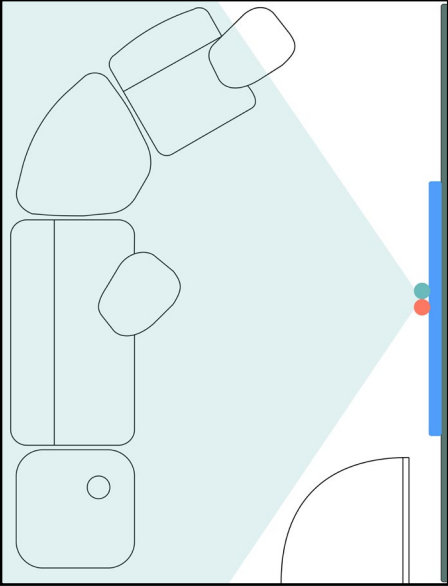


CONTENT

Wireless content sharing can create a touchless environment and facilitate collaboration.

Huddle Rooms | Lounge

Huddle rooms are intended for small groups to concentrate on a specific project without distractions that can occur in an open office environment. Informal lounge settings support casual meetings to share and evaluate ideas and content via both digital and analog displays.



**EXPERIENCE THIS
SPACE VIRTUALLY**



Flexible Collaboration

Informal spaces that support individual work and collaboration in an open environment.



DISPLAY

A mobile display on a cart solution can easily transform any space into a flexible collaboration space.



CAMERA

Having an integrated camera or separate camera attachment to the mobile display enables inclusion of all video participants.



LIGHTING

Lighting is important for a good telepresence experience. Ensure all participants look good and can view display content with ease.



MICROPHONE

A mic array is embedded within a mobile display.



SPEAKER

Speakers are embedded within a mobile display.



ACOUSTICS

To prevent reverberation it is important to consider finishes and sound absorbing materials.

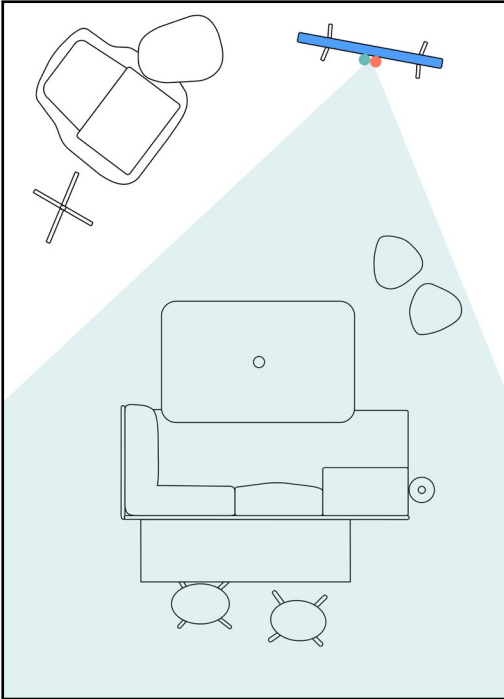


CONTENT

Wireless content sharing is critical in an open environment.

Flexible Collaboration

Focused on comfort, open collaboration areas provide a place to participate in peer to peer learning, mentoring, and informal gatherings. This space supports quick transitions between focused and collaborative work. This space can support 4-6 individuals.



[EXPERIENCE THIS SPACE VIRTUALLY](#)



Multi-Purpose Rooms

Flexible rooms that provide multiple layouts for a variety of uses and participants.



DISPLAY

Dual displays can be embedded into demountable wall partitions for future proofing room use.



CAMERA

A camera with tracking capabilities can follow a speaker as they move throughout the space.



LIGHTING

Lighting is important for a good telepresence experience. Ensure all participants look good and can view display content with ease.



MICROPHONE

Multiple ceiling mounted mic arrays need to be strategically placed to provide ideal audio for remote participants.



SPEAKER

Ceiling mounted speakers integrate audio throughout the space.



ACOUSTICS

To prevent reverberation it is important to consider finishes and sound absorbing materials.

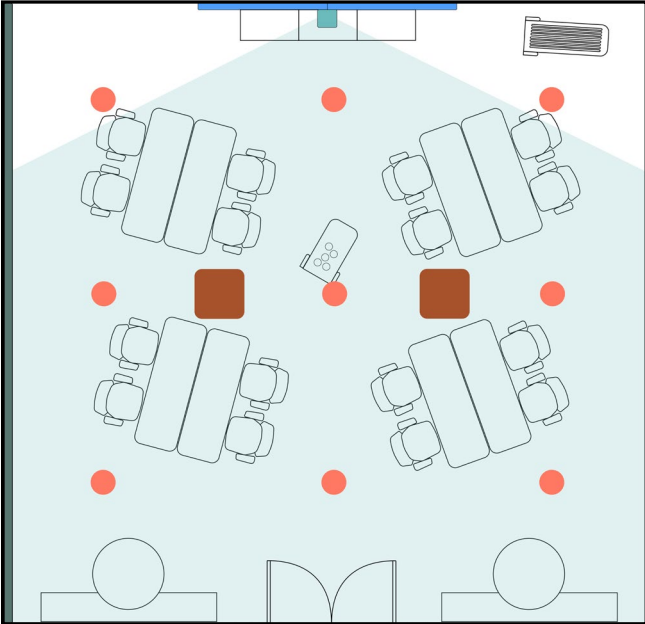


CONTENT

To ensure equity, digital content needs to be viewed and shared easily by all participants whether in person or remote.

Multi-Purpose Rooms

An interactive and multi-functional meeting space allows users to shift easily between content sharing and brainstorming. Highly flexible spaces support a range of learning activities.



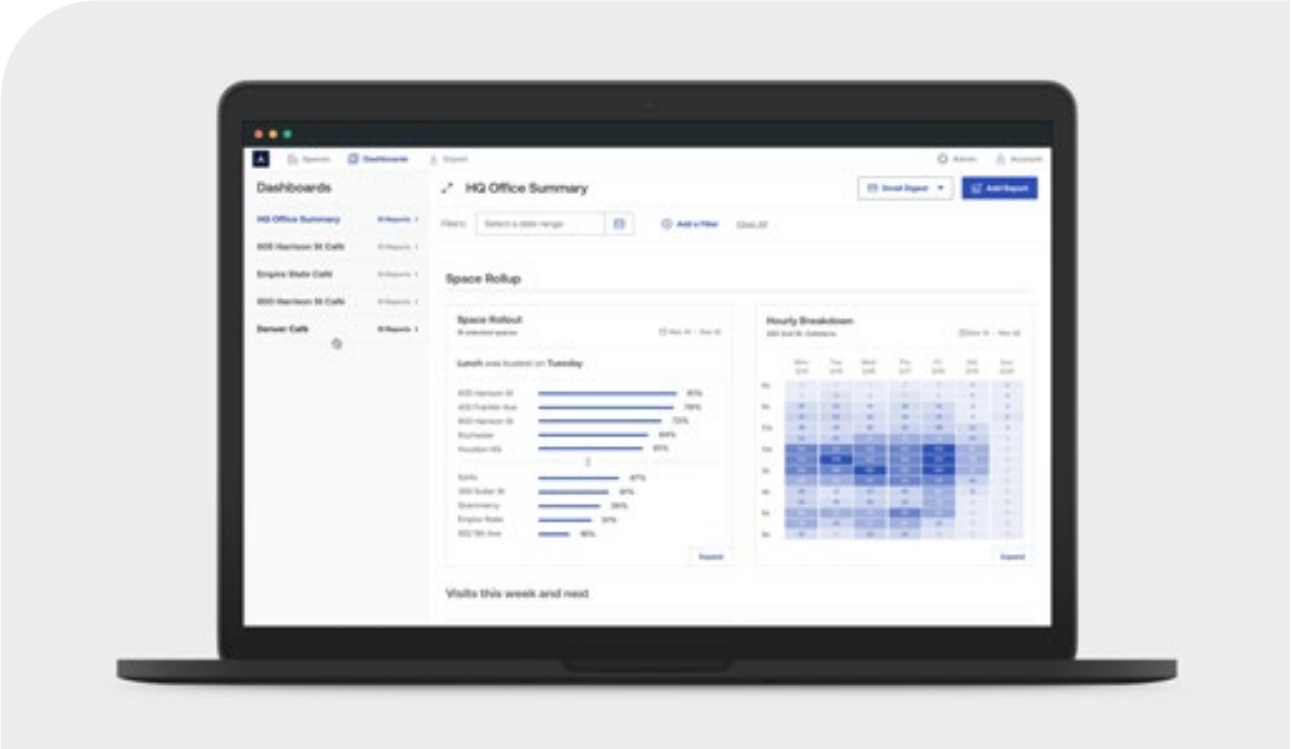
[EXPERIENCE THIS SPACE VIRTUALLY](#)

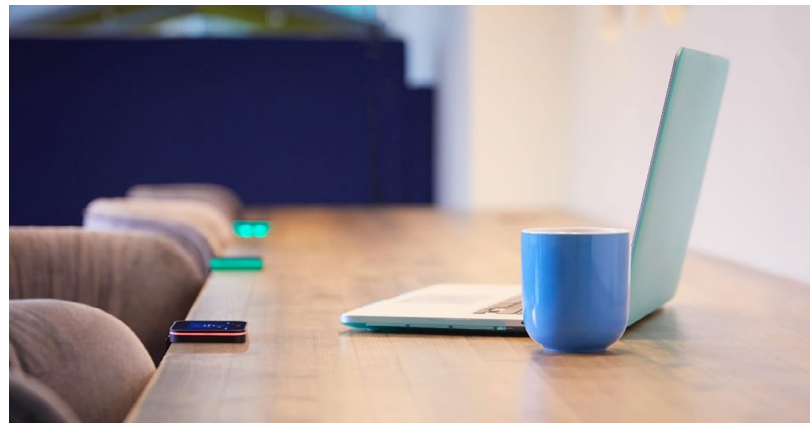


Ensuring Your Hybrid Work Experience Works!

It is critical organizations can measure and understand the effectiveness of their work environments.

That's why we've partnered with Density, a real-time occupancy and space analytics platform solution that uses cutting-edge 3D depth sensors for enclosed spaces along with radar-enabled sensors to measure occupancy in open areas. By gathering actionable utilization and occupancy data, we're able to collaborate on intelligent space planning to deliver integrated solutions to support our clients and their real estate strategy.





dancker

We love collaborating closely with our clients, their project team, and our manufacturer partners to co-create spaces where people want to work, learn and heal.

Ready to Talk?

We welcome the opportunity to provide you an hour consultation with our Workplace Technology and Hybrid Workplace Specialist to ensure you're providing the best hybrid work experience for your people.

Follow us [@dancker1829](#)



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