

WORK SPACES

# conference and **MEETING ROOMS**

For teams that engage in  
**COLLABORATION** and **LEARNING**

# create a hub for active **ENGAGEMENT**

The modern conference room remains a vital part of today's workplace. This type of huddle space provides an oasis to discuss confidential topics, accommodate formal gatherings, and engage in creative thinking. When designing your team's meeting areas, it's important to consider not only the employees and clients that will be using the space, but also the purpose of it. Every office and team is different, and the goals for a meeting can vary. When tackling design, take into account privacy, presentation, and technology needs.



**PRODUCTS SHOWN**

Global Kadin, Global Luray, and  
Global Corby



**PRODUCTS SHOWN**

Safco Mirella, Safco Flaunt,  
and Magnuson Group CONEE





## PRODUCTS SHOWN

KFI Studios Midtown, KFI Studios Zoso,  
and Claridge Glassboard

# MAXIMIZE YOUR SPACE (but don't overdo it)

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Any conference room should be designed and furnished to accommodate the number of people who will actually need to use it simultaneously. Filling a meeting space up beyond its intended capacity is a sure way to deflate productivity. If your team members are spending time figuring out how to sit comfortably without bumping elbows with the people sitting next to them, they won't be able to devote their full attention to the meeting.



**PRODUCTS SHOWN**

Global Bungee SL, Global Spritz,  
Ghent Hex, and i3TOUCH E-Series  
Interactive Display



# GOT TECH? CHECK!

*It's important to understand how a meeting room will be used and identify key requirements. For example, consider not just size, but usage.*

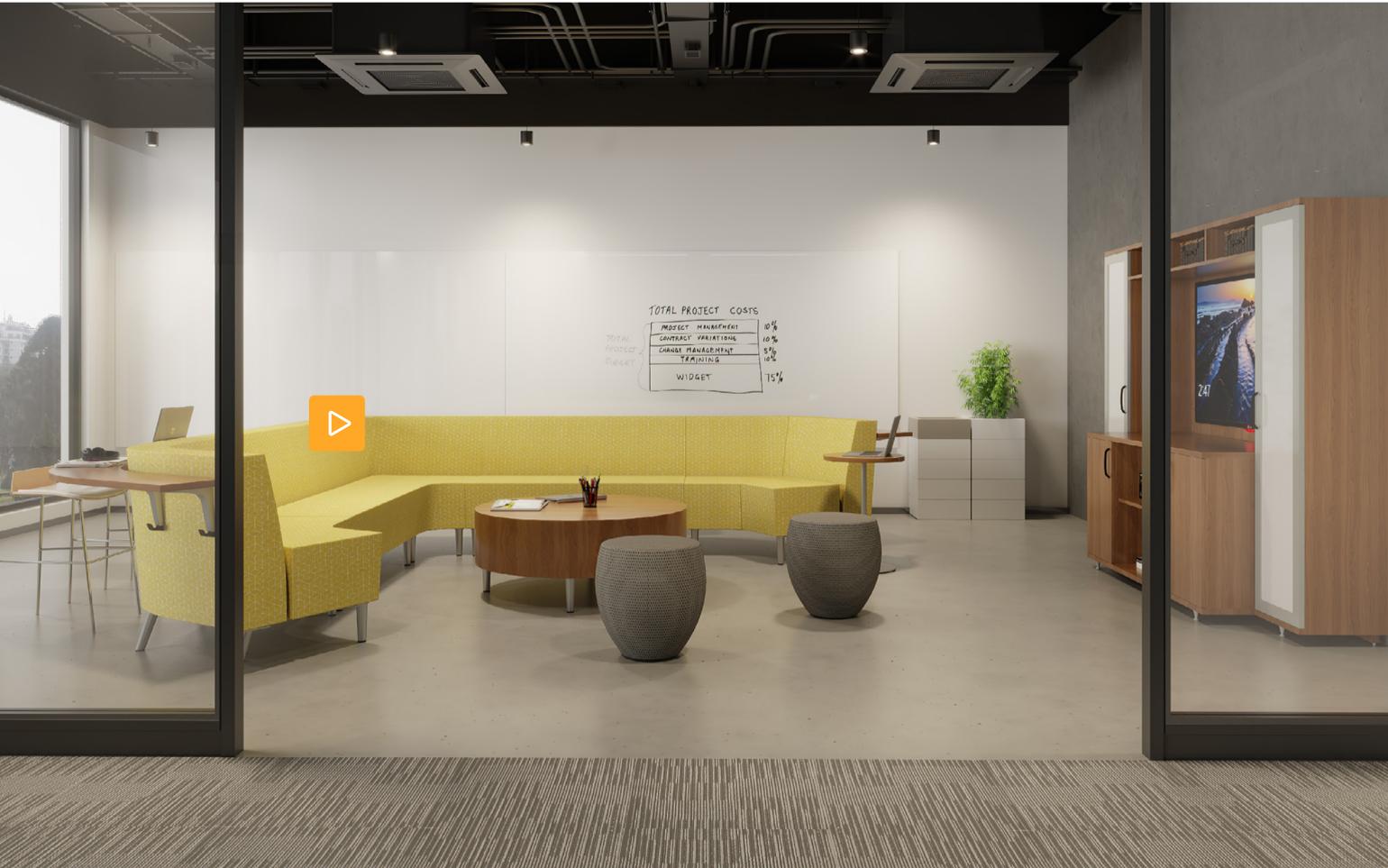
An ideal meeting room design should reflect the values and requirements of the company creating it. Most importantly, it needs to meet the physical and technological needs of the team members who will actually be using it—this includes equipping your room with the right video conferencing system and giving your employees the tools they need to successfully collaborate.



**PRODUCTS SHOWN**

Global Kadin, Global Luray, Ghent Harmony,  
and Magnuson Group CIRKEL





**PRODUCTS SHOWN**

Global River+, Global Sas, Global Zira, Claridge  
Marker Wall, and Magnuson Group STILO

# TURN THE TABLES

## with lounge seating

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A less formal and friendlier breakout space is perfect for a quick sync or client conversation. Equipped with sofas, soft chairs, and a coffee table or two, these spaces are a great way to put everyone at ease and foster collaboration and connection.

Ideally, breakout areas are a good distance away from your company's central workstation area so that there's a sense of space and privacy that comes with the meeting.



**PRODUCTS SHOWN**  
 FUNC. Kaya Bridge Screen, Montisa Harrison,  
 Montisa Armstrong, Magnuson Group RESPIT,  
 and Magnuson Group RIVISTA





# tear down the **WALLS**

*Open communication can happen in open spaces that are designed for that purpose.*

When a few people need to gather, a small booth or freestanding enclave, furnished with seating, creates a nice space and allows meeting rooms to remain open for larger groups.

Utilizing small open meeting spaces gives people the opportunity to make the most of impromptu bursts of brainstorming and creativity.

## **PRODUCTS SHOWN**

Indiana Furniture Square One, Indiana Furniture Spirit, Indiana Furniture Natta, KFI Studios Umage Lighting Asteria, and Magnuson Group KASKAD





**PRODUCTS SHOWN**

Indiana Furniture One10, Indiana Furniture Joy, and Claridge Glassboard

# GREAT DESIGN is always in style

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At the end of the day, conference room design and decor should align with the company as a whole and should be based on the primary use of the room. No two businesses will have exactly the same criteria for what constitutes an ideal space. That's where our team can help!

Looking to refresh your current conference room or interested in designing new, efficient meeting areas? Contact us and get started designing the perfect spaces for your team.



**PRODUCTS SHOWN**

Special-T Aim XL, Eurotech Elevate, and  
Magnuson Group GREENCLOUD



# ACCESSORIZE

## ART & STORAGE

Enhance the space and bring added functionality.



### PRODUCTS SHOWN

Indiana Furniture Tri-One with Strut  
Legs, Clutch, and Isla; Magnuson Group  
GREENCLOUD; and Ghent Harmony



## VISUAL BOARDS

For ease of capturing ideas.



**PRODUCTS SHOWN**

FireKing Storage Cabinets, Special-T  
Atlantis, Eurotech Hawk, and KFI  
Studios Umage Lighting Cuna



# other bright **IDEAS**

Complete the space with thoughtful design details and environmental improvements like sound-masking and air purification to further enhance productivity and well-being.



## Contact us for more information about our:

- *Return-to-work resources*
- *Art and biophilic design programs*
- *Sound-masking installation*
- *Air purification systems*



Full-service art consultation is available, as well as custom and branded art.



Green walls and plants increase human connectivity with the natural world.



Professional-grade air purifiers eliminate the spread of germs and viruses.

