



What to Consider When Adding Audio and Video Tech to Meeting Spaces



Hybrid work is here to stay, and organizations are looking for smart ways to support it over the long term. According to research from PwC, **57% of US executives plan to invest in a conference room setup with enhanced virtual connectivity.**¹



When done right, conferencing can boost productivity. Successfully picking and installing a new conferencing solution for a meeting space requires advanced planning.

Here are 7 tips to help IT managers design and implement ideal conference rooms.

7 Conference Room Setup Tips

1.

Identify your employees' collaboration needs. Different teams likely have different collaboration requirements. Understand their needs so you can design a conference room setup to match.

2.

Take a fresh look at your space. According to research from Microsoft, 66% of business decision makers are considering redesigning spaces to better accommodate hybrid work environments.²

3.

Consider remote workers' needs. According to Microsoft, 1 in 10 employees don't have an adequate internet connection. Provide recommendations to support remote workers.

4.

Evaluate other offices' requirements. If you'll be conferencing with a regional or satellite office, make sure you understand their collaboration requirements.

5.

Include sound-control. Even with a state-of-the-art conference room setup, background noise is distracting. Sound control, such as soundproofing and sound masking, makes it easier for people to hear for an effective meeting.

6.

Enable integrated conferencing. Choose a conferencing system that seamlessly integrates with unified communications platforms such as Microsoft Teams, Zoom, and Google Meet.

7.

Consider a conference room booking solution. In the same PwC research, 50% of US executives plan to invest in hoteling applications (or room scheduling solutions) that let employees book the spaces and resources they need in advance. This solution can also prevent double bookings.¹

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