

## DESK BOOKING SOFTWARE

A flexible workspace solution for  
a mobile workforce



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Condeco Desk Booking Software is a user-friendly application that enables you to book desks, manage bookings and find colleagues.

The software helps you to understand desk usage, facilitate desk sharing schemes and develop new ways of working to accommodate an increasingly mobile workforce. With Condeco Desk Booking Software, complemented by Condeco Desk Screens and Condeco Kiosk, you can create a more flexible, cost-effective and energy efficient workplace.





## REDUCE YOUR REAL ESTATE COSTS

With office space accounting for the second highest operational cost after salaries, the potential for savings by maximising underused workspace is substantial. Condeco Desk Booking Software allows you to deploy flexible and activity-based workspaces throughout your organisation, enabling users to reserve a workspace as and when you need it to suit your work-life needs.

Bookings can be completed through MS Outlook, cloud-based software, using touch screen kiosks, on desk screen signage, or by using the Condeco Mobile Desk Booking app. A comprehensive reporting feature helps you understand your workspace better by highlighting user behaviour and areas of low usage. This also enables you to be more agile in workspace planning by changing desks and creating project teams.

## A COMPREHENSIVE SOLUTION

Condeco Desk Booking can be used with Condeco Sense for deeper insight into desk usage. While Condeco Mobile app (on the go), kiosk (on arrival) and desk screens (at their chosen desk) can provide greater booking control for your staff.

# KEY BENEFITS

## MANAGE YOUR WORKSPACE BETTER

The comprehensive reporting feature means Condeco Desk Booking Software provides data on how often desks are booked and if the desk were actually used. Once you have identified areas of low usage, you can introduce desk sharing schemes and identify working groups to optimise available space and create a more collaborative work environment.

## REDUCE YOUR CARBON FOOTPRINT

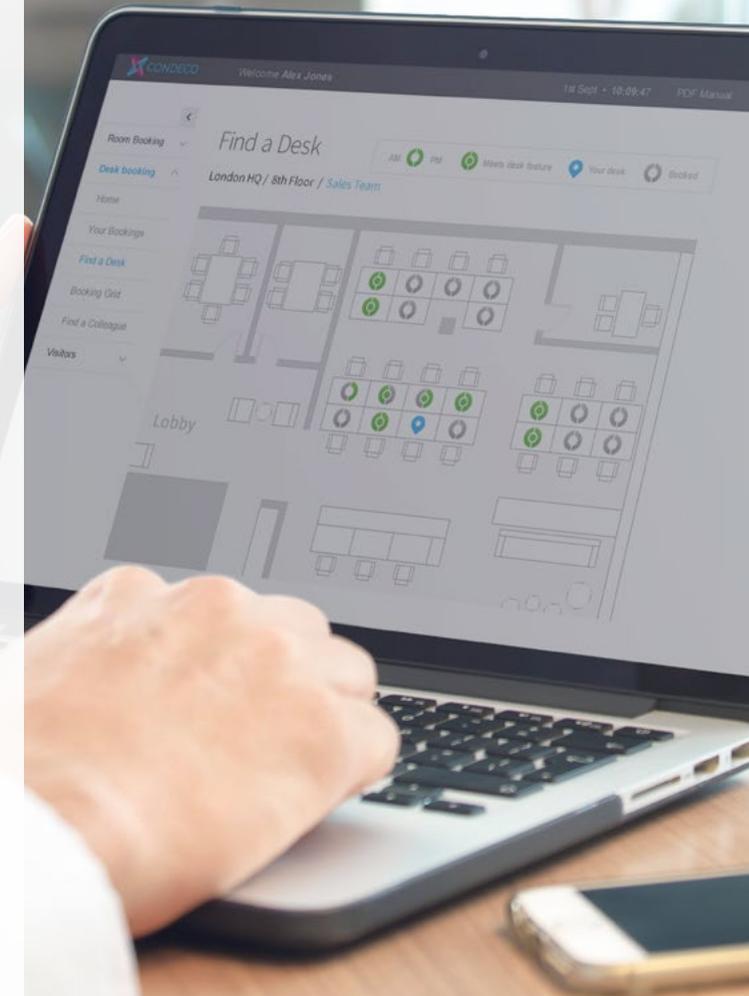
By raising the usage of your workspace, our desk booking solution can help to reduce your company's energy bill, translating into significant ROI. The reduction in energy usage can also support your corporate responsibility programme.

## BOOK A DESK ANYWHERE, ANYTIME

Condeco Mobile Desk Booking is our mobile desk booking app for IOS and Android smartphones. The app makes it easy for you to book and manage your desk booking on the move. This creates greater flexibility for an increasingly mobile workforce.

## DEVELOP FLEXIBLE WAYS OF WORKING

Condeco Desk Booking lets you set up desk groups like - hot desks, fixed desks or flexible desks based on usage data from Condeco Desk Booking and Condeco Sense. As well as offering traditional hot desk or shared desk bookings, Condeco fixed desk has a feature that allows staff to release their fixed desk for others to use when on holiday or out of the office.





## KEY FEATURES

### INTERACTIVE FLOOR PLANS

Bookings can be made on interactive floor plans that display the available and booked spaces.

### MS OUTLOOK INTEGRATION

Condeco Desk Booking seamlessly integrates with MS Outlook offering you all the features of a world-class desk booking system directly from your calendar.

### FIND A COLLEAGUE

A search function allows you to easily find colleagues working in the same group and book a desk nearby. This fosters a more collaborative working environment.

### SET UP GROUPS AND DESK ATTRIBUTES

Easily create groups and desk attributes that help users quickly identify desks for their specific needs, both via the desk search and floor plan.

### FLEXIBLE DESK BOOKING

An easy to use desk search lets you book for the same day or up to two weeks in advance.

### WEB-BASED SOFTWARE

Condeco Desk Booking Software runs on a single server and is available to everyone throughout your organisation. A web-based solution has limited impact on your IT network and can be centrally accessed, globally.

### COMPREHENSIVE REPORTING

The feature provides you with clear and accurate data of desk usage, bookings and user behaviour. Reporting helps you manage your resources more effectively and optimise the use of your workspace.

### A COMPLETE DESK BOOKING SOLUTION

Condeco Desk Booking integrates seamlessly with Condeco Desk Booking Touch Screens and Condeco Desk Booking Kiosk. Our desk screens help you find and book an available desk on the floor, whilst our interactive kiosk provides wayfinding and desk booking.

## CONDECO DESK SCREENS

Meet Condeco Desk Screen - an elegant and affordable addition to your flexible workplace. The compact screen comes packed with smart features, and can be fixed in multiple easy ways to desks and touch down spaces. Vibrant LED status lights and colour displays make it easy to find available desks and users can book the space instantly via the touch screen.

The screen works in tandem with Condeco Desk Booking Software to enable you to manage a flexible workspace, support Activity Based Working and create a dynamic and collaborative environment while creating a simple user experience.



### SMART TECHNOLOGY, SIMPLE TO USE

This sleek and compact design complements your workspace. Vibrant LED status lights are colour coded green for free, red for busy – making it easy to find and book available workspaces.

### GAIN INSIGHT INTO HOW YOUR OFFICE IS USED

The solution encompasses detailed reports to monitor how much space is being used to help you better understand the needs of the business and plan for the future.

### MAXIMISE SPACE USAGE

If people don't turn up to their desk to check in, you can cancel the booking after a set amount of time to free up the space for someone else to use.

### A CONNECTED WORKSPACE MANAGEMENT SOLUTION

Desk screens work seamlessly with Condeco Desk Booking Software and our Desk Booking App. Additionally, the Condeco Kiosk displays detailed floorplans for users to see what's free on arrival and book a space near a colleague or a working group.



## KEY FEATURES

### HIGH-QUALITY TOUCH SCREEN

A high-quality colour touch screen provides excellent visibility from a wide viewing angle, showing the desk number and the name of the booker.

### VERSATILE MOUNTING OPTIONS

Desk edge, wall or desk divider: the screen can be mounted in three ways for many different workspaces – not just desks, but also breakout spaces, offices, phone booths or many other spaces.

### BEACON ON BOARD

The screen is equipped with a Bluetooth Beacon for future mobile search and check-in functionality.

### RFID CARD ENABLED

To start a booking or make a new one, simply touch the device with your RFID enabled access card. Most card types are supported.

### NO LEARNING CURVE

There is virtually no learning curve when using the desk screen. Simply touch in and out with your RFID card and the device will automatically make or end the booking.

### CLEAR STATUS LIGHTS

The highly visible yet unobtrusive LED light bar helps people easily find free spaces. Booked spaces display red, making it easy to see which spaces are available and which ones are occupied even from a distance.

### EASY INSTALL

Each screen is powered by using a USB cable (supplied) and is set to connect to a WiFi network using a mobile app.



Learn more about the full range of Condeco meeting room and desk booking solutions at [www.condecosoftware.co.uk](http://www.condecosoftware.co.uk)

## ABOUT CONDECO

For businesses today, growth at scale depends on total management of the workplace environment. We are the leading provider of integrated workspace technology solutions. Condeco provides the insight and technology you need to adapt quickly, and the products to transform workplaces and work-life capabilities, so you can engage effortlessly across global locations, and make the most of tomorrow.

### United Kingdom

8th Floor Exchange Tower  
2 Harbour Exchange Square  
London E14 9GE  
UK

T +44 (0)20 7001 2020

**Our Global Reach** London | Frankfurt | Munich | Paris | Stockholm | Zurich | Dubai | New York | San Jose | Singapore | Sydney | Hong Kong | Gurgaon