

CREATION NETWORKS



DESIGN GUIDE

Creation Networks Audiovisual Room Design Guide

Multipurpose Spaces

- Learning Workshop
- Multipurpose Room
- Café Break Room
- Tech Café
- Work Café

Huddle Spaces

- Huddle Room – 4 Person
- Huddle Room – 8 Person
- Team Studio

Team Spaces

- Executive Meeting Space
- Multimedia Suite
- Boardroom



MEETING SPACES

Today, collaboration needs to foster innovation, engagement, and productivity in the workplace.

The traditional meeting room has changed significantly over recent years, now facilitating group collaboration work as well as bringing remote workers into the meeting environment in an inclusive way, ensuring meeting equity. Modern meeting spaces need to feature intuitive solutions that are easily accessible and deliver return on investment. Great audio and video should be a key factor when choosing your meeting room technology as well as interactive display technology to support hybrid working environments.

Creation Networks continues to update our definitive **Audiovisual Room Design Guide**, in collaboration with Leading Manufacturers we bring you the latest updated guide.

This guide Includes:

- best practices
- guidelines for developing safe collaboration spaces
- develop capacity requirements for meeting rooms
- provide technology budgetary guidelines
- timeframes that will help you plan your spaces

There's a lot to consider when designing collaboration spaces –

Lighting, acoustics, sightlines, privacy, management, and ease of sharing to name a few. This guide is meant to help you take the first step. Once you are ready to proceed, our technology and design consultants are poised to partner with you to tailor a solution that fits your specific needs, budget, space configuration and timeline.



avocor



logitech

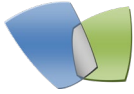
Introduction



▲ Often outdated technology is a struggle to use, delaying meetings and causing frustration. Meeting rooms are often geared towards presentations rather than democratic sharing of information.

▼ Today's meeting rooms allow for wireless connectivity that makes it easy to share screens and video conference with remote teams seamlessly.





MEETING SPACES

Considerations

There's a lot to consider when planning collaboration spaces. Here are a few key questions:

SITE PREPARATION

What kind of infrastructure do you have to work with?
Will the room(s) require cabling upgrades or renovation?

SIZE

What footprint does each type of meeting space require and how can you maximize your real estate? Can you offer a variety of meeting spaces, small rooms to larger meeting rooms, within the floorplan?

TYPES OF COLLABORATION

Do you have the right technology to support different types of collaboration such as generative (brainstorming), evaluative (reviewing/sharing) and informative (coordinating/planning)?

FURNITURE HEIGHT

Should the furniture to be sitting or standing height? Or would select spaces work well as a lounge application?

ACCESSIBILITY

Will the technology be wireless, or do you want participants to plug in. How can you make it easy to use?

SECURITY

Is security important? Should participants access the technology through HDMI or Wireless connections to enhance security?

ACOUSTICS

What kind of sound reinforcement or mitigation is necessary and what kind of microphones and speakers are needed to ensure all participants are heard?

LIGHTING

How can you create a comfortable environment while also making participants look great in a video call?

SIGHT LINES

Can the camera be positioned to ensure that everyone is visible, and will the camera be able to track active participants?

PRIVACY

Does the room require acoustical or visual privacy?

FAR END EXPERIENCE

Is the far end of a remote meeting equipped with the same level of tools to maintain a high-level user experience?

SCHEDULING

How will the room be managed? Will it be bookable or available on a first come first serve basis?

UTILIZATION

Would it be helpful to monitor utilization of the meeting room spaces?

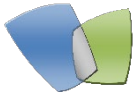
SERVICE & MANAGEMENT

How can you keep the technology optimized and functioning properly?



MULTIPURPOSE SPACES

- *Learning Workshop*
- *Multipurpose Room*
- *Café Break Room*
- *Tech Café*
- *Work Café*



LEARNING WORKSHOP

Footprint:

30' x 28' | 840 SF

Seats:

24

Budget Range:

Technology: \$45,000 - \$65,000

Furniture: \$45,000 - \$50,000

** Please note: All pricing is conceptual and is based upon the wide range of product choices available. In addition, each space has unique considerations; acoustics, buildout, labor costs, infrastructure etc.... For a tailored quote, please contact our AV team.*

Concept

The Learning Workshop is a collaborative learning environment based on four key principles;

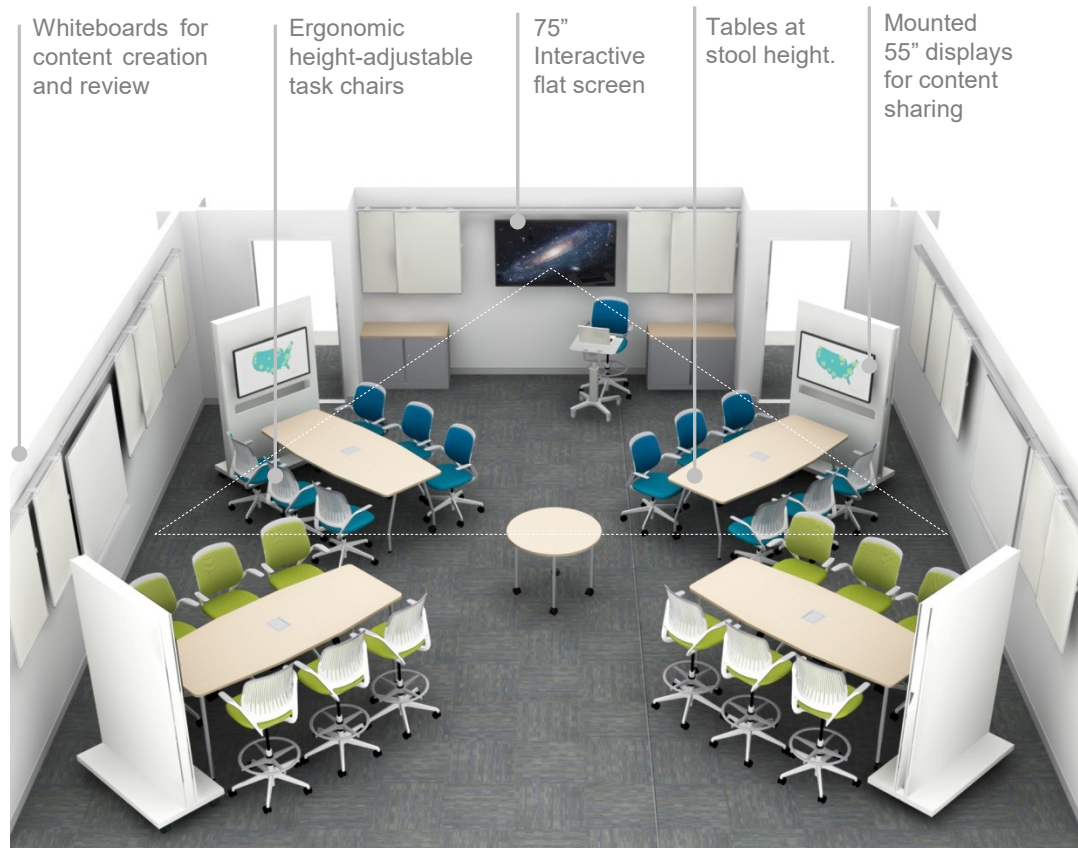
- Triangulation display
- Vertical surfaces
- Seamless transitions
- Square room design

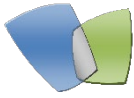
In the workplace, the workshop concept can be utilized for training rooms, large teaming situations and as an innovation center.

Four mobile 55" displays support up to 6 laptop connections each for content sharing during group work. Each participant connects and selects their laptop for display using "show me" cables which have a blue light to indicate which source is active. Cables are accessible at the recessed cable management system in the table.

Using the 10" touch panel, the facilitator can select their computer, a streaming player, a document camera or the active source from any of the four displays to share onto the wall-mounted 70-75" flat screen display. Conversely, the facilitator can push her/his content to all 4 displays.

The program audio associated with the main display source is distributed through the ceiling speakers.





LEARNING WORKSHOP

Specs



▲ Plan View



▼ Power & data cable management in the worksurface.



TIMELINE



TECHNOLOGY PRODUCTS

Display:

- (1) 75" Avacor Interactive Display
- (4) 55" Flat Screen Displays

Input Sources:

- Laptops (*Owner Furnished Equipment*)
- Barco Wireless Collaboration
- Aver Document Camera

Video Processing:

- Crestron Digital Media Switcher

Sound System:

- Ceiling Speakers

Control System:

- Crestron 10" Touch Panel
- Crestron Control System
- Pop up Cable Selection

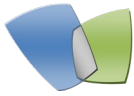
FURNITURE PRODUCTS

Tables | Desks| Seating:

- Training Tables
- Task Seating

Whiteboards:

- Medium Boards



MULTIPURPOSE ROOM

Footprint:

30' x 30' | 900 sq. ft.

Seats:

32-60

Budget Range:

Technology: \$65,000 - \$85,000

Furniture: \$35,000 - \$45,000

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Dual 60-65" displays on stands as reference monitors.

White boards support content creation

80" flat screen displays

Audience camera for far end viewing

Ergonomic height-adjustable swivel chairs

Mobile flip-folding tables for easy storage.

Camera for far end viewing

Training Layout

Concept

This space provides ultimate flexibility for companywide meetings, presentations, seminars, and training.

Multiple furniture and technology applications allow for a wide array of uses and configurations. Layouts include formal presentation, conference discussion and team collaboration.

An assistive listening system provides audio support for the hearing-impaired.

Formal

For company-wide meetings, formal presentations or training, the layout provides optimal sightlines using dual 80" flat screens for near end and far end viewing of content. Technology includes microphones for speech reinforcement, pan/tilt/zoom camera(s), integrated codec, and digital sound processing.

Interactive

Mobile tables and chairs can be reconfigured from presentation to group work. Four groups have access to the 80" dual displays and the two 60" flat screens on stands.

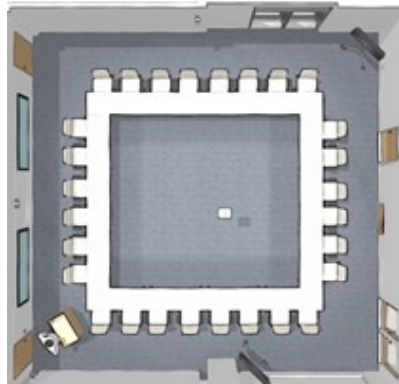


MULTIPURPOSE ROOM

Specs



▲ Team Collaboration



▲ Conference Discussion



▲ Formal Presentation



▲ Training

TIMELINE

3

4

4

2

■ Design ■ Procurement ■ Production ■ Installation

TECHNOLOGY PRODUCTS

Display:

(2) 80" Flat Screens
(2) 60-65" Flat Screens on stands

Input Sources:

Laptops (*Owner Furnished Equipment*)
Barco Wireless Collaboration

Video Processing:

Crestron Digital Media Switcher

Video Conferencing:

Logitech RoomMate and (2)
Pan/Tilt/Zoom Cameras

Sound System:

DSP Sound Processing
Ceiling Array Microphone
Ceiling Speakers
Assisted Listening

Control System:

Crestron 10" Touch Panel Control
Crestron Control System

Other:

Room Reservation

FURNITURE PRODUCTS

Tables | Desks| Seating:

Task Seating
Flip-top Mobile Table

Whiteboards:

Medium Boards



CAFE BREAK ROOM

Concept

Footprint:

60' x 109' | 6,540 SF

Seats:

300+

Budget Range:

Technology: \$110,000 - 150,000

Furniture: \$125,000 - \$175,000

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The Café Break Room is designed for organizations that need a large-scale multi-purpose space for a large employee group. Dining, socializing, meetings and presentations are accommodated with a variety of settings like café tables, booths, and group tables with various seating postures.





CAFE BREAK ROOM

Concept



▲ Plan View



▲ Far wall: Seating Booths with auto/on 24" displays for laptop/table connection



▲ View of projection screen and video wall.

In this expansive group setting, the nine 55" display video wall (3x3) is the centralized hub for visual content, supported by two sets of dual 55" displays on both sides of each column, as well as a single 98" display.

During large formal presentations, the projector and 180" diagonal motorized screen will provide additional visual reference in the center of the space.

Distributed content can include 3 Cable tuners, a digital signage source and a laptop computer. A wall-mounted touch panel or iPad can select any source to be viewed on one or more displays. There are five seating booths, each with a dedicated 32" display to connect a personal device to share content.

Cable audio will be heard at low volume through the display's built-in speakers. Voice reinforcement and computer audio are distributed through recessed ceiling speakers. An assistive listening system provides audio support for the hearing-impaired.



CAFÉ BREAK ROOM



◀ *Informal collaboration; lounge to stool height postures*



◀ *Group Work is facilitated by large tables and rolling whiteboards*

TIMELINE



■ Design ■ Procurement ■ Production ■ Installation

Specs

TECHNOLOGY PRODUCTS

Display:

(9) 55" Flat Screen Video Wall

(1) 98" Flat Screen Display

(4) 55" Flat Screen Displays

(4) 32" Flat Screen Displays

LCD Projection System and Projection Screen

Input Sources:

Laptops (*Owner Furnished Equipment*)

iPad and Tuners (*Owner Furnished Equipment*)

Video Processing:

Crestron Digital Media Switcher

Video System:

(2) Logitech Rally Pan/Tilt/Zoom Cameras

Sound System:

DSP Sound Processing

Wireless Microphones and Ceiling Speakers

Assisted Listening

Control System:

Crestron Wall Mount 10" Touch Panel

Crestron Control System

FURNITURE PRODUCTS

Seating:

Guest Seating

Benches

High Top Seating

Stools

Lounge Seating

Tables | Desks:

High Bench Table

Café Tables

Mobile Tables



TECH CAFÉ

Footprint:

56' x 50' | 2,800 SF

Seats:

100+

Budget Range:

Technology: \$40,000 - \$60,000

Furniture: \$55,000 - \$95,000

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Concept

The Tech Café allows employees to use technology in a comfortable setting while having a “genius bar” for troubleshooting with an IT specialist.

Casual settings include stool height tech bar, standing height group table, booths, and lounge seating. The Audiovisual system will consist of a 65” touch display flanked by two 65” displays.

The center display will run off a dedicated computer for general messaging and music will be distributed through ceiling speakers. Laptops can connect to the 65” displays to view content and troubleshooting during their consulting or training session. In the four booths, laptops or tablets will connect easily to 32” flat screen displays



TECH CAFÉ

Specs



▲ Plan View



▲ Lounge Area and Tech Bar



◀ View of Lounge Area

TIMELINE



■ Design ■ Procurement ■ Production ■ Installation

TECHNOLOGY PRODUCTS

Display:

- (1) 65" Avocor Interactive Display
- (2) 65" Flat Screen Displays
- (4) 32" Flat Screen Displays

Input Sources:

Laptops (*Owner Furnished Equipment*)
Barco Wireless Collaboration

Video Processing:

Crestron Digital Media Switcher

Sound System:

Ceiling Speakers

Control System:

Crestron Wall Mount 10" Touch Panel
Crestron Control System

Other:

Cable Cubbies

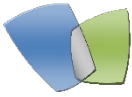
FURNITURE PRODUCTS

Seating:

Lounge Seating
Bench Seating
High Top Task Seating

Tables | Desks:

High Top Large Table
Café Tables
Mobile Tables



WORK CAFÉ

Footprint:

40' x 40' | 160 SF

Seats:

54

Budget Range:

Technology: \$30,000 - \$50,000

Furniture: \$170,000 - \$186,000

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Concept

The Work Café is a mid-size multipurpose space designed to be an engaging destination for employees to socialize, dine, work independently or in groups. The space can also be easily reconfigured for larger events or company wide meetings.

Throughout the day, digital signage communicates company or industry news, interesting information or entertaining content on the 85" Interactive screen. Music can be used to add a relaxing vibe to the space. The content is pre-scheduled but with the ability to select other local sources for display using the wall mount/wireless touch panel. The system also controls volume, lighting and shades.

During events or large meetings, the presenter can use the stylus to select content, applications and annotate at the interactive display or bring in a remote participant using the integrated Skype for Business videoconferencing.

85 Avacor
Touch Screen

Lounge seating is easy to
reconfigure for events

Café tables

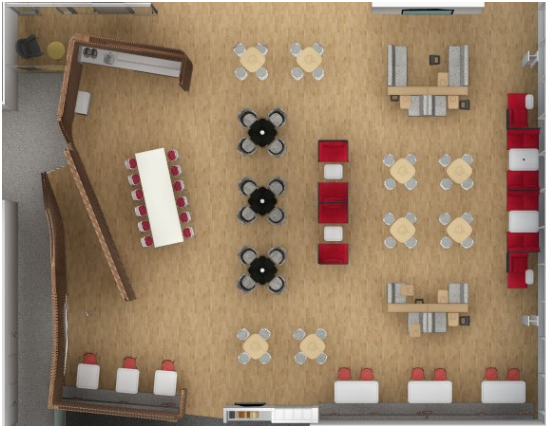
Small group
booth lounge





WORK CAFÉ

Specs



◀ Plan view of variety of seating postures

Hospitality kitchen for serving snacks and beverages ▼



TIMELINE

2 3 4 2

■ Design ■ Procurement ■ Production ■ Installation

TECHNOLOGY PRODUCTS

Display:

85" Avocor Interactive Screen

Input Sources:

Laptops (*Owner Furnished Equipment*)

iPad and Tuners (*Owner Furnished Equipment*)

Barco Wireless Collaboration

Video Processing:

BrightSign Digital Signage System

Sound System: Ceiling Speakers

Control System:

Wall Mount and Wireless 10" Touch Panel

Lighting and Shade Controller

Crestron Control System

FURNITURE PRODUCTS

Seating:

Lounge Bench

Lounge Seating

High Top Seating

Tables | Desks:

High Bench Table

Café Tables



HUDDLE SPACES

- *4 Person Huddle*
- *8 Person Collaboration*
- *Team Studio*



Huddle Room – 4 PERSON

Footprint:

12' x 12' | 144 SF

Seats:

3-4

Budget Range:

Technology: \$4,700 - \$6,200

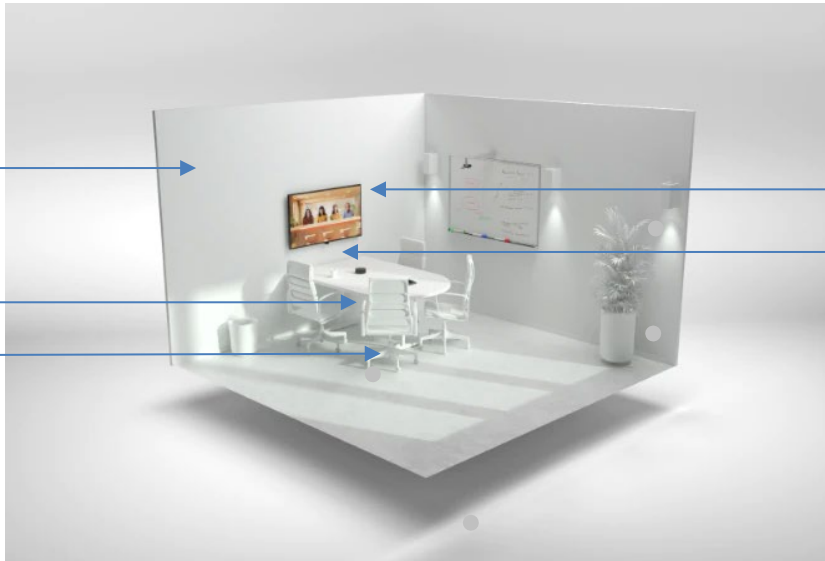
Furniture: \$5,800 - \$9,400

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Acoustic wall partition
(Privacy Glass)

Video Conferencing
Table

Ergonomic and height
adjustable
swivel chairs



50-55" Flat
Screen

All-in-
one Video
Bar

Concept

Small huddle rooms are key to supporting the day-to-day collaboration between individuals. This room is enclosed for privacy and has dual collaboration and video conferencing capabilities.

The 55" monitor is wall mounted with a all-in-one video bar, including speaker bar and microphone. Specialized lighting for optimal facial illumination is installed in the ceiling. The all-in-one camera connects to the primary laptop via a USB connection. The remote laptop will utilize a cloud-based desktop videoconferencing platform.

When designing small huddle spaces here are several key guidelines;

- Room should be sized at least 20-25 sq. ft. per person.
- Display height should be 48" from the floor.
- Display size should be between 4 and 8 times the length from the furthest seat at the table.



HUDDLE ROOM – 4 PERSON

Specs



◀ Power & data cable management in the workspace

TIMELINE



■ Design ■ Procurement ■ Production ■ Installation

TECHNOLOGY PRODUCTS

Display:

55" Flat Screen Display

Input Sources:

Laptops (*Owner Furnished Equipment*)

Laptop / Internet based video conferencing

Video Conferencing:

Logitech All-in-one video bar

LogitechScribe Whiteboard Camera

Video Lighting

Sound System:

Logitech All-in-one video bar

Control System:

Room Scheduling System

FURNITURE PRODUCTS

Tables | Desks | Seating

Videoconference Table

Task Seating

Acoustic Wall:

Acoustic Panel System



COLLABORATION ROOM –8 PERSON

Footprint:

12' x 15' | 180 SF

Seats:

8-9

Budget Range:

Technology: \$8,000 - \$12,000

Lighting | Acoustics \$3,000 - \$4,000

Furniture: \$15,000 - \$25,000

Privacy Glass \$15,000 - \$20,000

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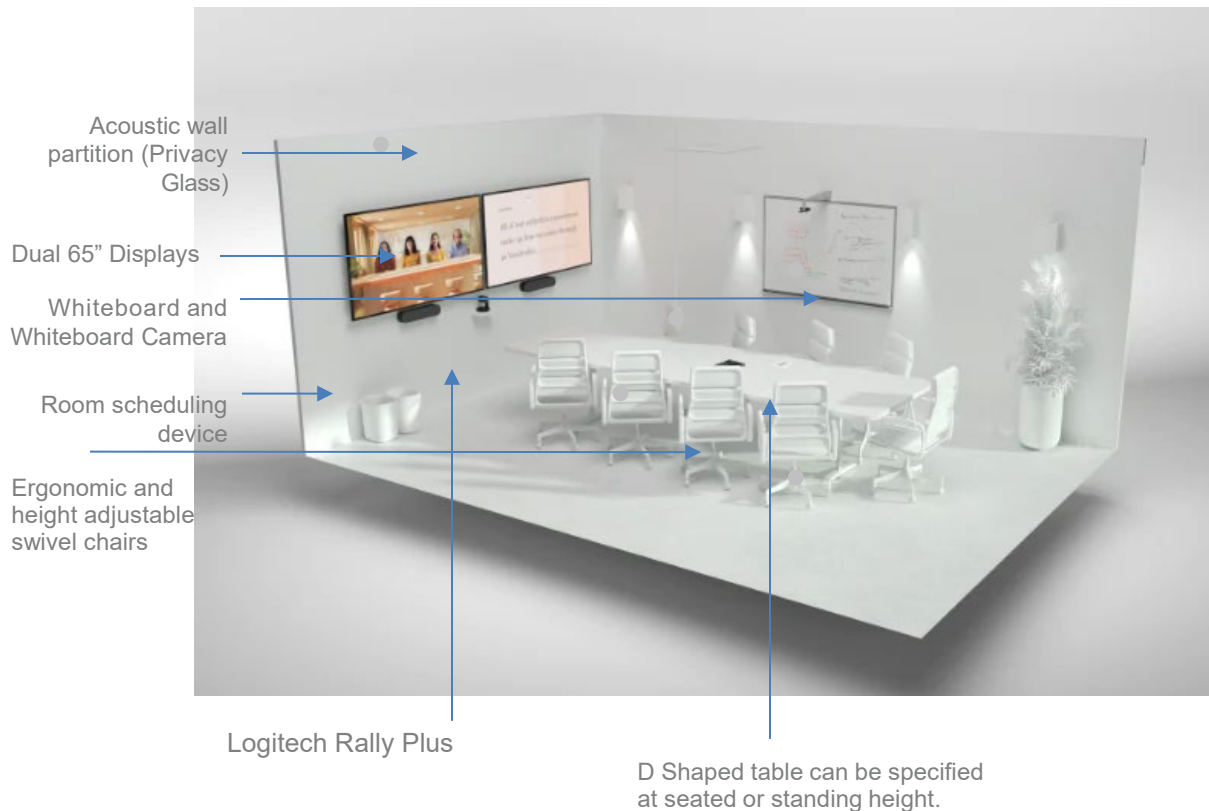
Concept

An enclosed collaboration room is optimal for team meetings and brainstorming. This highly versatile space can accommodate technology-based collaboration, video conferencing and analog work using the marker boards. The demountable wall system creates a self-contained space with visual and acoustical privacy, perfect within an open office environment.

The dual 65" flat screens support presentations and video conferencing. System includes a camera, audioconferencing phone and multiple-input switcher. Lighting will be optimized for video conferencing to enhance far end viewing of local room participants.

Eight task chairs on casters reside around a D-shaped table for ideal sight lines and democratic sharing of content. The demountable wall is easily reconfigurable, providing flexibility for the future.

A room scheduling system allows for space reservations.





COLLABORATION ROOM – 8 PERSON

Specs



TECHNOLOGY PRODUCTS

Display:

(2) 65" Flat Screen Displays

Laptops (*Owner Furnished Equipment*)

Video Conferencing:

Logitech Rally Plus PTZ Video Camera

Logitech Scribe Whiteboard Camera

Sound System:

Logitech Speakers & Table Microphones

Control System:

Room Scheduling System

FURNITURE PRODUCTS

Table | Desks | Seating:

Task Seating

D shaped Table

Whiteboards:

Large Board with Logitech Scribe

ARCHITECTURAL PRODUCTS

Acoustic Wall:

Acoustic Panel System

TIMELINE

2 2 2 1

■ Design ■ Procurement ■ Production ■ Installation



TEAM STUDIO

Footprint:

18.5' x 24' | 444 SF

Seats:

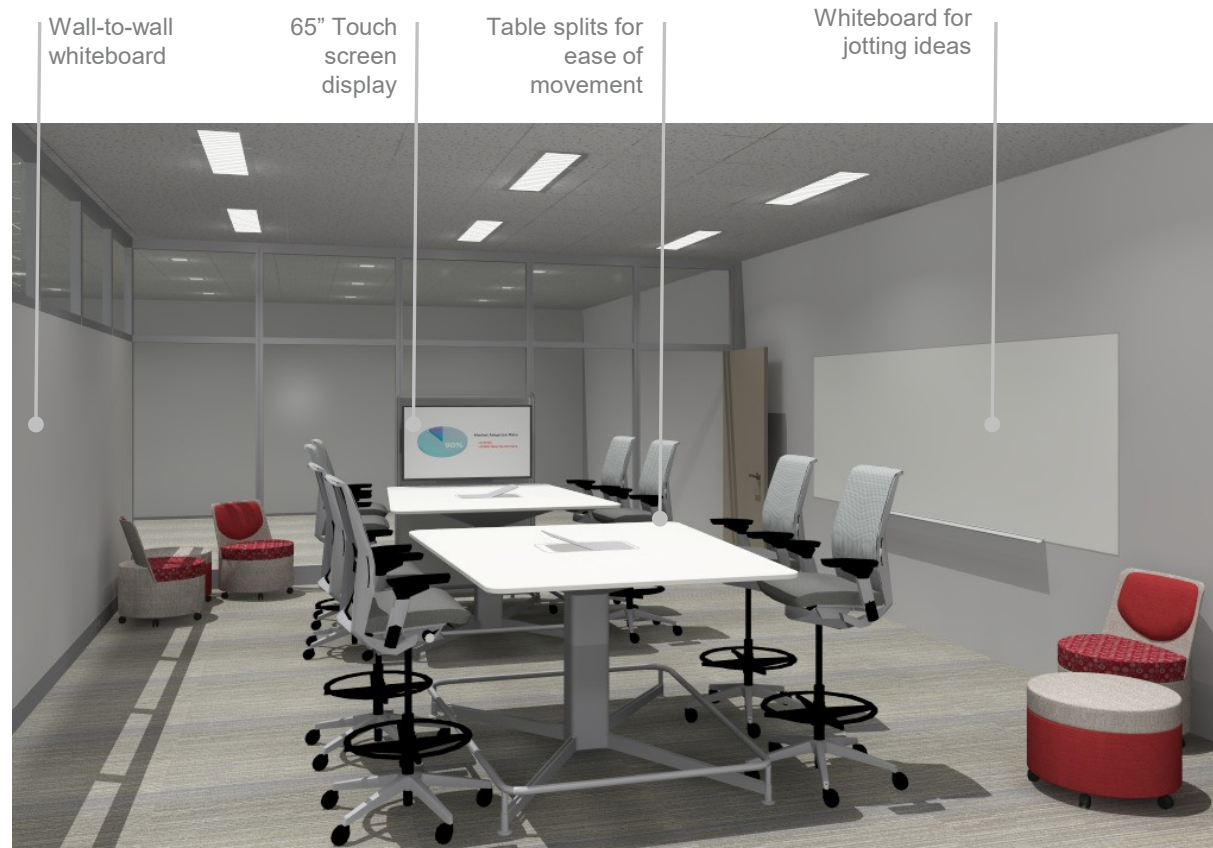
8-16

Budget Range:

Technology: \$30,000 - \$50,000

Furniture: \$25,000 - \$45,000

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Concept

The Team Studio is designed for generative collaboration, ideal when teams are working together for extended periods of time, not only reviewing, and sharing content, but brainstorming and generating ideas.

The wall mounted dual 65" displays at one end are ideal for video conferencing while sharing content. Flanked by a 65" touch screen, the space provides multiple destinations to share content and the wall-to-wall whiteboard gives participants a way to engage, interact and edit/augment ideas on the fly. The split table is designed to allow people to easily transition from the table to the whiteboard areas.

The stool height seating also supports standing, perching and moving from various locations within the space and there is HD videoconferencing integrated for remote team collaboration as well.

Cable management is delivered into the furniture through the base which prevents any unsightly wires along the floor and minimizes trip hazards.

The room scheduling system allows scheduling of the studio in advance or on the fly.



TEAM STUDIO

Specs



TECHNOLOGY PRODUCTS

Display:

- (2) 65" Flat Screen Displays
- (1) 65" Avocor Interactive Display

Input Sources:

- Laptops (*Owner Furnished Equipment*)
- Barco Wireless Collaboration

Video Processing:

- Crestron Digital Media Switcher

Video Conferencing:

- Logitech Rally Bar with PTZ Camera

Control System:

- Wireless 9" Touch Panel
- Room Scheduling System

FURNITURE PRODUCTS

Tables | Desks | Seating:

- High Top Task Seating
- Lounge Seating

Whiteboards:

- Large Boards

ARCHITECTURAL PRODUCTS

Acoustic Wall:

- Privacy Glass

▲ Plan View

65" flat screen

Dual 75" wall
mounted
flat screen

TIMELINE

2

3

2

2

■ Design ■ Procurement ■ Production ■ Installation



TEAM SPACES

- *Executive Meeting Space*
- *Multimedia Suite*
- *Board Room*



EXECUTIVE MEETING SPACE

Footprint:

14' x 19' | 266 SF

Seats:

6-10

Budget Range:

Technology:

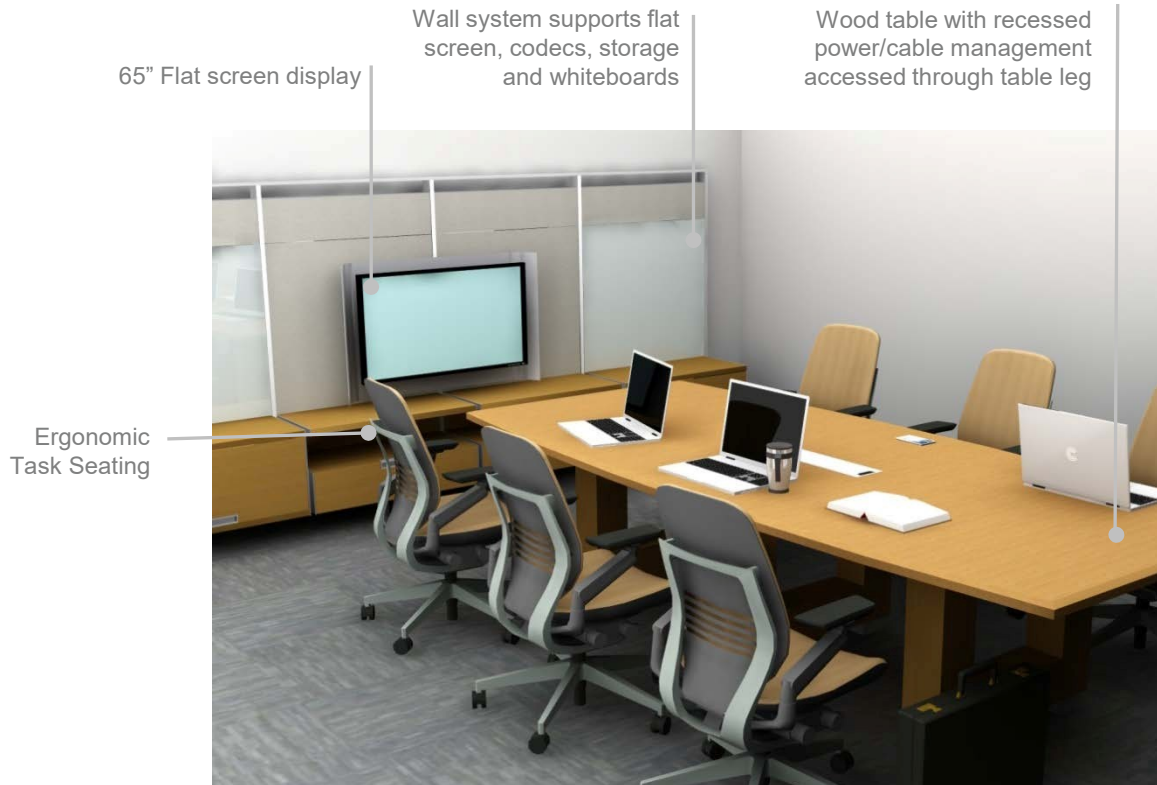
Audio Conf Phone \$14,000 - \$18,000

Integrated Audio Conf \$22,000 - \$28,000

Integrated Audio and Video Conferencing \$45,000 - \$55,000

Furniture: \$27,000 - \$33,000

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**Not Shown; wireless touch panel, ceiling speakers, ceiling mount microphones and optional videoconferencing*

Concept

The small meeting room is intended for more formal presentations and audio conferencing. Laptops connect at the table to share content on a 65" flat screen mounted on the wall system. A tabletop audio conferencing system with built in speaker/ microphone is utilized for remote dialing.

The conferencing table has a recessed cable management system and access for power/data within the table leg. Computer audio and far end audio will be distributed through ceiling speakers. System power, source selection, audio dialing and volume control are all controlled by a 7" touch panel. The seating, table and wall system create a high quality, technology optimized space.

Option:

Integrated Audio Conferencing: A Ceiling Array Microphone is installed flush in the ceiling for audio conferencing.

Option:

Integrated Audio and Video Conferencing: The Ceiling Array Microphone can be integrated into the technology system. A camera/codec would reside under the flat screen in the wall system. The touch panel design accommodates videoconferencing dialing, camera control and source selection.



EXECUTIVE MEETING SPACE

Specs



▲ Plan View

TIMELINE

2 2 2 1

■ Design ■ Procurement ■ Production ■ Installation

TECHNOLOGY PRODUCTS

Display:

65" Flat Screen

Input Sources:

Laptops (*Owner Furnished Equipment*)

Sound System:

Ceiling Array Microphone
DSP Sound Processing with VoIP
Ceiling Speakers

Control System:

7" Touch Panel
Crestron Control System

Optional

Video Conferencing:

Logitech Rally Bar with 4K Camera

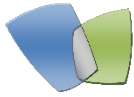
FURNITURE PRODUCTS

Tables | Desks | Seating:

Conference table
Ergonomic Task Seating

Acoustic Wall:

Acoustic Panel System



MULTIMEDIA SUITE

Footprint:

14' x 22' | 308 SF

Seats:

12+

Budget Range:

Technology:

(6) 55" Video Wall \$65,000 - \$85,000

(1) 98" Flat Screen \$40,000 - \$65,000

Furniture: \$31,000 - \$35,000

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Video Wall
(6) 55" displays



Concept

Today's teams, especially marketing and communication teams, need a space to view content feeds, such as social media, simultaneously on a multi-media wall for immersive and collaborative decision making.

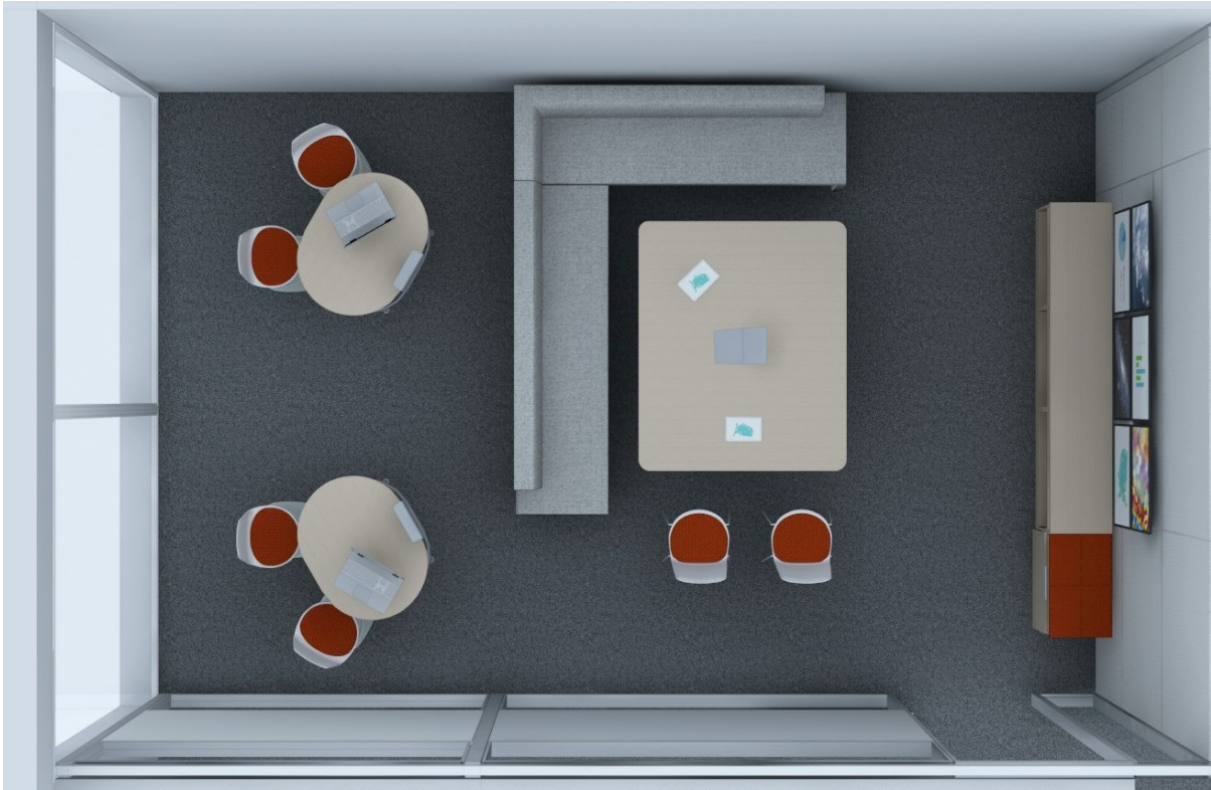
This media engagement suite monitors live social media traffic. Teams will utilize video conferencing, view various social media sites as well as news feeds and Cable TV. Alternately, this room could be specified with one 98" flat screen for use as a more informal presentation room.

A cloud-based internet video conferencing solution allows remote teams to view content and engage in real time. The environment has a casual and comfortable feel, with a soft lounge bench and high-top tables and stools.



MULTIMEDIA SUITE

Specs



▲ Plan View

TIMELINE

2

3

2

2

■ Design ■ Procurement ■ Production ■ Installation

TECHNOLOGY PRODUCTS

Display:

(6) 55" Flat Screens or (1) 98" Flat Screen

Input Sources:

Laptops (*Owner Furnished Equipment*)

iPad and Tuners (*Owner Furnished Equipment*)

Barco Wireless Presentation

Video Processing:

Crestron Digital Media Switcher

Control System:

10" Touch Panel

Crestron Control System

Sound System:

Ceiling Speakers

Ceiling Array Microphone

Video Conferencing:

Logitech Rally Video Conferencing

FURNITURE PRODUCTS

Tables | Desks | Seating:

Conference Tables High Top Tables

Lounge Benches

Swivel Seating

High Top Stools

Acoustic Wall:

Acoustic Panel System

Other:

Low Storage



BOARD ROOM

Footprint:

20' x 30' | 600 SF

Seats:

25-30

Budget Range:

Technology: \$75,000 - \$9,000

Furniture: \$70,000 - \$146,000

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65" Acacor
Touch Screen

98" Flat Screen

Cable management
integrated into table



Concept

The modern boardroom.

The 65" Avocor mounted on an articulating mount is the focal point of interactive presentations and discussions. A presenter can seamlessly present content, annotate at the display, stream internet content, and invite remote participation using integrated Hangout for Business videoconferencing. In addition, all content shown on the Avocor can simultaneously be shown on the 98" flat screen for far end viewing. Input sources include laptop computers, Cable and wireless.

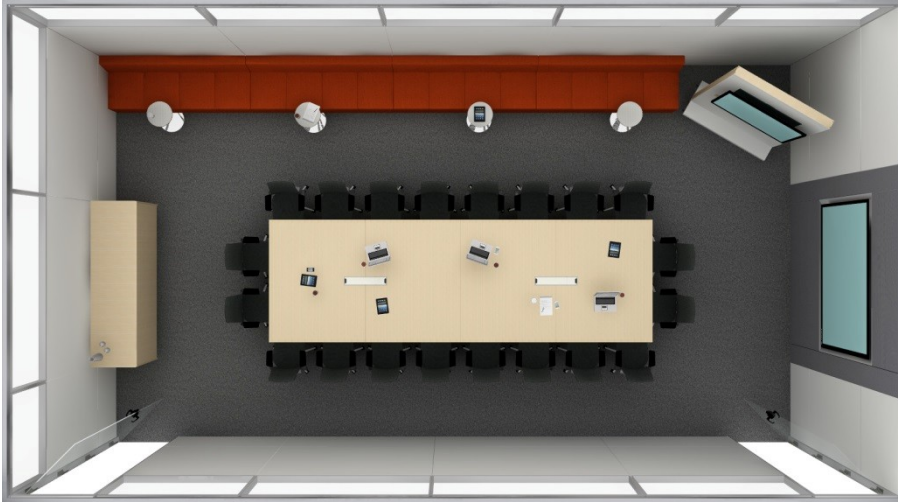
Cable management cubbies are integrated into the conference room table. Tabletop boundary microphones, integrated at the conference room table, and ceiling microphones located over the benches provide optimal speech reinforcement for the far end during audio calls.

A 10" wall and wireless touch panel provides system control as well as lighting and shade control.



BOARD ROOM

Specs



TIMELINE

2

3

2

2

TECHNOLOGY PRODUCTS

Display:

65" Acacor Interactive Display

98" Flat Screen

Input Sources:

Laptops (*Owner Furnished Equipment*)

Cable Tuners (*Owner Furnished Equipment*)

Barco Wireless Collaboration

Video Processing:

Crestron Digital Media Switcher

Control System:

Wall Mount and Wireless 10" Touch Panel

Crestron Control System

Sound System:

Ceiling Speakers

Audio DSP Sound Processing

Ceiling Array Microphones

FURNITURE PRODUCTS

Tables | Desks | Seating:

Conference Table Laptop Tables

Executive, Ergonomic Seating

Lounge Bench

Acoustic Wall:

Acoustic Panel System

Other:

Rack and Credenza