

# **Desk Management Solution**

Our feature-rich and user-friendly platform streamlines desk booking, with a modular design, customizable features, and robust reporting capabilities. These elements combine to meet your current and future needs with minimal disruption.

The solution can be deployed in the cloud or on-premises. It seamlessly integrates with Microsoft Office 365, Microsoft Exchange, and G-Suite. It also offers compatibility with Windows, macOS, Android, and iOS devices.

# **Tailored Configuration**

Our highly scalable solution is adaptable to your specific requirements. You have the flexibility to configure non-bookable desks, bookable desks, and permanently assigned desks. It seamlessly supports both individual desk configurations and shared collaboration workbenches.

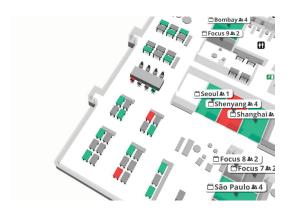
### With Flowscape's Desk Management Solution you can easily:

- Reserve desks upon arrival or in advance.
- Book desks on behalf of others.
- Create zones and neighborhoods for efficient organization.
- Implement advanced booking rules tailored to your preferences.
- Customize desk types to meet diverse user requirements.
- Search for available desks based on equipment and availability.
- Check seat availability instantly.
- Utilize the Colleague Finder to locate team members.
- Monitor team members' office presence.
- Report equipment malfunctions.
- Generate comprehensive utilization reports.



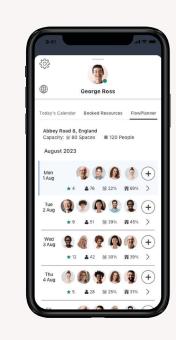
### The FlowMap

Our interactive 3D map, known as Flowmap, simplifies desk booking. It displays office resources and points of interest via a PC's browser, native iOS and Android apps, or kiosk screens. Desks can be reserved with ease, whether in advance or upon arrival.

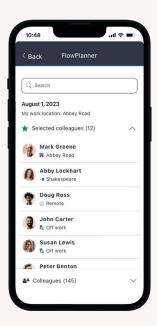


#### The FlowPlanner

FlowPlanner empowers employees to plan their office attendance efficiently. It allows staff to tag specific colleagues and coordinate office space for collaborative projects. You can create a 'colleague list' to track selected colleagues' attendance and book desks or workspaces effortlessly.







# **Streamlined Booking**

#### **Booking Rules**

Efficiently manage desk reservations with Flowscape's configurable booking rules. Limit desk bookings within specific zones, floors, or departments. Tailor rules to control the number of bookings allowed within designated timeframes.

#### **Fixed Desk Environment**

Reserve desks permanently for specific employees, indicated in red on the Flowmap. This option is ideal for employees with specialized equipment or desk setups.

#### **Ad-Hoc Seating**

Monitor and release desks if unoccupied. Use our USB Presence sensor for automatic desk check-in, reflecting real-time desk availability. Drop-Down Desks Presence sensors detect desk usage and display it as red on the map.

#### **Booking Desks for Others**

Our solution enables you to reserve desks on behalf of colleagues, ideal for team collaboration sessions, guests, or administrative staff assisting senior management. Configure booking rules to suit your needs via the Flowscape admin portal.

#### **Busy Lights**

With its intuitive system, the Busy Light seamlessly syncs with your calendar or scheduling app, displaying a vibrant green light when a space is free and ready for use, and switching to a bold red light when occupied. This efficient solution not only enhances workplace productivity but also fosters a more streamlined and interruption-free environment.

#### **Easy Fault Reporting**

Instantly create support requests using the fault reporting feature. The report is automatically routed to your chosen destination and a visual reminder will be displayed on the map to alert other users about the issue until it is resolved.

# Desk Management for the Modern Office

In the ever-evolving workplace, flexibility is key. Flowscape's Desk Management Solution is your ideal companion, whether you need desks on-demand or prefer to plan ahead. Designed for both hybrid and traditional offices, it seamlessly caters to employees who embrace office life, work remotely, or travel frequently.



### Contact us!

To find out more about Flowscape's solution or to request a demo, please email sales@flowscapesolutions.com

