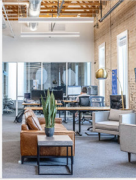


Welcome to our company 13:30

How to manage a future proof workplace with desk booking

The office environment has changed a lot in recent years and terms such as open space working, activity based working and hot desking are heavily heard terms. However, the way of working is not a one-size-fits-all concept.



Today's weather forecast
18°
Mostly sunny with a slight chance of rain in the afternoon.

News

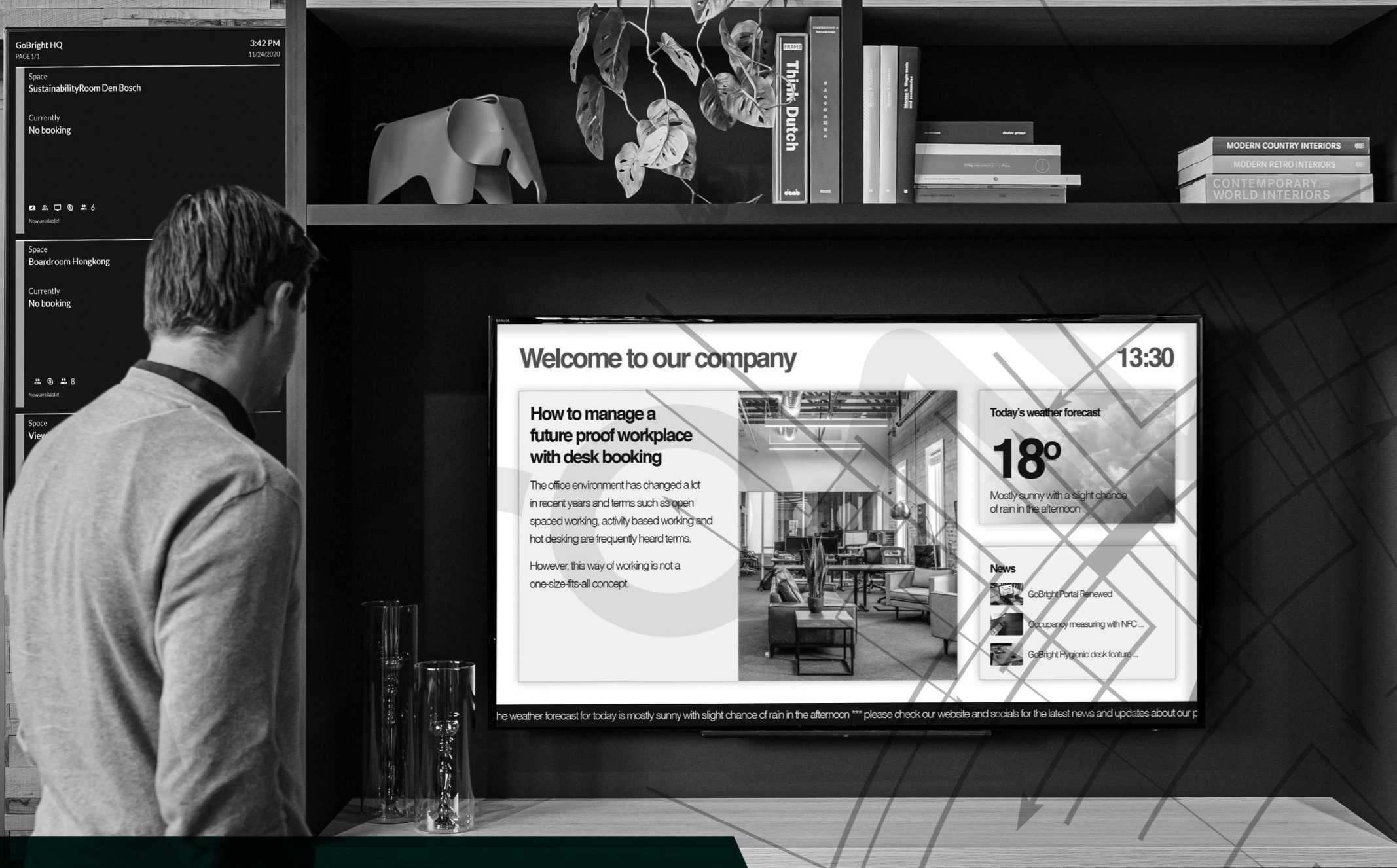
- Salzburg Festival
- Occupancy measuring with BIMC...
- Salzburg hygiene desk future...

The weather forecast for today is mostly sunny with slight chances of rain in the afternoon. Please check our website and social for the latest news and updates about our...



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The #1 user-friendly, cloud-based platform for Room, Desk & Visitor Management and Digital Signage solutions

Introduction

Organisations and their employees are adapting to the changing role of offices. Offices need to be flexible, creative, productive, easily accessible, and enjoyable. Hybrid working is becoming the norm, and this also has impact on the way meeting rooms are being used.

The fact that we are going to work hybrid automatically also means that distance is created between colleagues who work at the office, at home or elsewhere. You must consciously think about how to get everyone involved in meetings, or brainstorming sessions. Some colleagues will join via Teams, others will be physically present, and you may want to invite someone from outside the company as well. Reserving the right meeting room, for example with video conferencing tools, is therefore very important.

Room Booking gives you the opportunity to define different types of rooms and give your employees what they need to work most efficiently. With Room Sensors, Wayfinding and Mapping your room booking software transforms the office to a smart hub even more. Providing a smart environment where opportunities and options are endless is important to move towards a future proof office. Together with our smart solutions for desk booking, visitor registration and digital signage your office is ready for Hybrid Working.



Relaxed and worry free meetings



GoBright Meet Additions

GoBright Mobile App

Searching for a room, unnecessary empty rooms, interruptions during a meeting and dual bookings often occur in everyday practice. GoBright Room Booking effectively helps you to solve these challenges and ensures optimal use of all your meeting rooms.

Features & benefits:

- > Outlook plugin - Searching and booking rooms, arranging catering & services and send visitor pre-registration via the easy-to-use GoBright Outlook plugin.
- > Clear analytics - 100% reliable data analysis of your room occupancy. Manage your rooms efficiently and empower facility managers to make the right interpretations of the use of assets.
- > Various integrations - Exchange, Outlook, Office 365, Google, Active Directory and FMIS-systems integration possible.
- > Full cloud solution - One platform for all GoBright solutions.
- > Modular approach - Room Booking is available as a software only solution with no hardware to install. Alternatively, complete the room booking experience with additional software and hardware solutions such as Room Panel, Room Control, Room Detection, Wayfinding, Catering & Services, and Mobile app.

With the GoBright Mobile App users can find and book rooms anytime and anywhere from their mobile phone, using the GoBright room booking app. Better still, the app also lets users know when the time booked for the room is due to finish, so they can extend the booking if they need more time for their meeting.

Features & benefits:

- > Overview of the available desks and rooms on the interactive map.
- > Book your workplace at any time, from anywhere.
- > Check the amenities/details of each workplace.
- > Find a colleague and book a workplace nearby.
- > Find and claim a locker together with your desk/room booking.
- > Overview of all your bookings.
- > See what your workplace looks like with viewable photos.
- > Use the App to check in/out at the desk Connect or via NFC sticker.
- > Data is secured safely and GDPR proof (ISO 9001 & ISO 27001 certified).





GoBright Meet Additions Catering & Services Manager License

Book a meeting room, invite guests and immediately book your Catering & Services wishes (such as a second presentation screen or a wireless audio set) via the Outlook Plugin, the GoBright Portal or Mobile App.

Features & benefits:

- > Create your own service catalogue with groups (e.g. Foods, drinks, AV services) and create sub items within each group.
- > It is a complete order handling system for service providers. When you schedule a meeting a notification of the requested item(s), amounts, space and delivery time will be sent to the service provider.
- > No chance of miscommunication and mistakes. When the date or time of a meeting changes, booked Catering & Services change along accordingly.
- > Realtime overview of approved, open, cancelled or completed applications. This is accessible for both the organizer and the relevant departments.

GoBright Meet Additions Wayfinder License

GoBright Wayfinding shows the actual occupation of all rooms in one overview. It also visualises in which direction the meeting rooms are located, and which upcoming meetings are planned. So, customers, guests and visitors quickly find their way throughout the building.

Features & benefits:

- > It visualizes in which direction the meeting rooms are located and which upcoming meetings are planned.
- > Place Wayfinding in the reception area or at the entrance of each floor, so colleagues, customers or other visitors easily find their way through the building.
- > The Wayfinder can be used on different screen sizes and in portrait, or landscape mode. It can even be used on the impressive LG 86" Ultra Stretch screen.
- > Define what information should be shown on the Wayfinder. For example: room capacity, room options, current bookings, upcoming bookings, name of the host of the meeting etc.
- > Integrate Wayfinding with GoBright View – digital signage and get the maximum result with this powerful combination. Always the right information, on the right time, to the right target group.





GoBright Meet Additions Room Control License

Thanks to Room Control you can manage the facilities in the room such as lighting, sound, screens etc, just the way you like it. Is something missing, or do you have problems with the equipment? Simply report it. Spontaneously in the need for a meeting room? Just make an ad hoc booking via the Room Panel outside the room or the Mapviewer screen on your department.

Features & benefits:

- > When your meeting starts you can control the basic functions of your AV equipment. Turn on the tv screen, select different input sources and adjust the sound volume of your speakers.
- > Is something missing in the room, or do you have problems with the equipment? Then simply report the malfunction via the Control screen and the facility manager or ICT manager will automatically receive a message that something is wrong. Depending on the problem he can help you immediately or fix the problem once the room is freed up again.
- > The screen shows how long your meeting lasts. This will prevent you from running out of time. And suppose you need more time, simply check if a meeting is scheduled after yours. If not, just extend your meeting in a few clicks.
- > The Control screen* in the meeting room is connected to the Room Panel on the outside of the meeting room. And both are connected to the cloud-based portal, the app, mapping etc. So, every change and every booking you make is visible everywhere.

*Choose from a range of Interactive touchscreens available from the following certified hardware partners: Philips, ProDVX, IAdesa, and LG.

GoBright Meet Additions Room Occupancy Sensor



With Room sensors* you get 100% accurate occupancy data, making it even more transparent how many rooms are used and how they are used.

Were they all booked in advance or are there also workplaces occupied without users having them booked. How many no-shows are detected? Sensors also ensure that certain actions are carried out automatically. For example, when you leave your room and forget to check out using the Connect or Room Panel, the sensor automatically makes it available again when no movement takes place after a certain amount of time.

Features & benefits:

- > The sensor registers every room occupation and makes it visible in the portal, the app, mapping, and Outlook. Even if the room is being used without a book, the room is then occupied anonymously.
- > When you leave the room, the sensor will detect that no movement is taking place for a certain amount of time and will automatically change the occupation status back to "available". This means that rooms are freed up again when a meeting ends earlier.
- > In case of a no-show, the room will automatically be freed up again.
- > Room sensors measure the occupancy rate with 100% accuracy. The sensors collect data and give an accurate overview of how much rooms are used and for how long.
- > As soon as the sensor measures movement, the lighting of the room can also switch on automatically.

*Requires Desk Connect, Gateway & Antenna Kit





GoBright Work - Desk Booking
Taking flexible working to the next level



GoBright Work
Desk Booking Software

GoBright Work Additions Mapping



Check the occupation status of workplaces and book your desk within seconds. Use the smart app or online portal to make a reservation in the desk booking system. Anytime, anywhere, anyplace. Check in / out at your desk and pre-set your personal preferences.

Features & benefits:

- > Online desk selection - book a desk online, or via app, so you're sure of having a place to work. No more endless searching for a desk.
- > Visible occupation - check the status of a desk as you enter the office with Mapping, Connect and Glow.
- > Stimulating hot desking - thanks to the advanced desk sharing tool, a desk can be occupied by several colleagues in one day.
- > Clear analytics - manage your office space efficiently and empower facility managers to make the right interpretations of the use of assets.
- > Locker integration - When you book a desk, you also need a dynamic locker at the same time, to store your belongings. Of course, you want that locker to be near your workplace and suit your personal needs. With GoBright's desk sharing tool, locker integration is possible.
- > Modular approach - Desk Booking is available as a software only solution with no hardware to install. Alternatively complete the desk booking experience with additional options such as Connect, NFC Stickers, Desk Sensor, Locker integration and Mapping.

Access GoBright Mapping via a touch screen* at the office floor, GoBright Portal or Mobile App. Mapping gives employees a visual display of the entire office. Check the availability of meeting rooms and desks on each floor or find an available workplace closest to you that suits your needs. It is an interactive map that provides up-to-date information based on desk/room bookings, check-ins and desk/room detection. You can also add points of interest to the Map, such as toilets, elevators, emergency exits etc.

Features & benefits:

- > Make instant bookings via Mapping.
- > Check out where your colleague is located and book a workplace nearby.
- > Use 'Find my desk' to see where your booked desk is located at the office floor.
- > Book your locker via Mapping.
- > Create and adjust your own floor maps in the Portal.

*Certified integrated touch displays available from the following partners: Philips, ProDVX, and IAdea.





Desk Booking Additions GoBright Connect

The GoBright Connect is a unique - patented - piece of hardware developed by GoBright to be used at any desk. With the Connect, you control your desk and create your own personal space. The Connect has a glass top with LED lighting and is water-resistant. The Connect is a must-have in flexible office environments where hybrid working, activity-based working or hot desking are the norm.

Features & benefits:

- > Check in/out - by scanning the Connect with NFC/RFID card or GoBright App
- > LED ring - shows the status of a desk (available, occupied, do not disturb and needs cleaning)
- > "Find my desk" - use it in the App and the Connect starts flashing to indicate which desk is yours
- > Personal settings - pre-set your personal sitting / standing height of your desk. One click on the Connect makes your desk change its height automatically
- > Desk occupation data - this is collected and can be used to set up the office as efficiently as possible

Required accessories:

- > Desk manager license (per desk), Multi gateway Mesh to GoBright platform, Connection cable Linak or USB powered

Optional Connect accessories:

- > Glow – LED light for extra visibility on partition walls and monitors.
- > Desk Caddy – place the Connect on top of a desk, instead of building it in
- > Desk Sensor - For reliable data analysis to realise most efficient use of all desks

Desk Booking Additions NFC Sticker

If you want to experience the full possibilities of GoBright desk booking, we advise you to use the Connect in combination with a desk sensor. But, if you're looking for a fast and affordable solution for checking in/out at a desk and occupancy measuring, the NFC sticker is the way to go.

NFC Sticker features

- > Easy implementation
- > Low cost – low effort
- > No need to drill a hole in the desk
- > Check in with the app
- > Occupation status visible on 'Mapping'
- > Compatible with iPhone 7 or later, or NFC enabled Android mobile phone

What you miss compared to Connect / Sensor

- > Status of the desks is not visible on the desk itself (green / red / blue / purple);
- > The Connect flashes to indicate which desk is yours
- > The Connect has a 'do not disturb' mode
- > With the built-in Connect you can also automate the height adjustability of your desk
- > The sensor provides automatic check in/out, without NFC scanning.





Using desk sensors* has many advantages and enhances the desk booking software. This sensor is placed under the desk and will measure the occupancy rate and no-show detection when someone sits or stands in front of the desk. It detects movement and thermal measurement.

In an office environment, this sensor can be placed at any location occupied by a person including desks, team tables, reception area, etc.

Features & benefits:

- > The sensor registers every desk occupation and makes it visible in the portal, the app and mapping. Even if the desk is being used without a booking. The desk is then occupied anonymously.
- > Check-out is not necessary. When you leave your desk, the sensor will detect that no movement is taking place – for a certain amount of time – and will automatically change the occupation status back to "available". This means that employees can no longer occupy a desk while they themselves are located elsewhere.
- > In case of a no-show the desk will automatically be freed up again for another user.
- > Desk sensors measure the occupancy rate with 100% accuracy. The sensors collect data and give an accurate overview of how much desks are actually used and for how long.
- > The desk sensor detects the slightest movement and body heat.

*Desk Sensor is available in both wired and wireless models as illustrated.

Desk Booking Additions

Hygienic Desk

COVID-19 completely changed the view on hygiene, cleaning policies and health. We've all realised how important it is to ensure good hygiene, ESPECIALLY at the office. That's why GoBright have added the colour purple to the GoBright colour scheme to the desk booking system.

Purple indicates that a desk needs to be cleaned before another colleague uses it. If you check out at a desk, both the Connect & Glow will turn purple, as well as the desk itself on Mapping. Other colleagues know they can't use the desk at this moment.

How does it work?

- > Facility Management see which desks need to be cleaned via the desk booking software.
- > Only authorized persons are allowed to reset the table – after cleaning – to green (by using NFC or RFID card).
- > You can book a Purple desk in the App. By the time you arrive at the office, the desk may already be cleaned.



GoBright Room & Desk Management

Full access and control

GoBright Portal & App

Full access and control

The cloud-based Portal is your management tools for all Meet, Work and Visit licenses. All customer-specific settings and configurations are managed and stored here. Specify your personal settings in the portal. The portal integrates with Microsoft Exchange, Outlook, Office 365, Google G Suite, Active Directory and various FMIS systems. For example, add interactive maps of each floor to the portal and add photos of the meeting rooms and workplaces, specify which desks are height adjustable etc. The Mobile app gives you flexibility.

Advantages

- > Book your workplace in the portal/app. Anytime, anywhere.
- > Personal dashboard
- > 'Find my colleague' and 'Find my desk' option
- > Use the App to check in/out at the desk Connect or NFC sticker
- > Data is secured safely and GDPR proof
- > Room booking from Office 365 Calendar
- > GoBright Portal & App are always included in both Room and Desk Booking Software licenses





GoBright Visit - Digital Reception

A professional and warm welcome for all your visitors

GoBright Visit

Digital Reception Software

GoBright Visit is a digital visitor registration and check in solution that allows pre-registrations as well as visitor self-registrations. Use one or more Visit screens in your reception area, depending on the number of visitors you welcome each day. Whether you have a busy reception area, or an unmanned lobby, with GoBright Visit your guests are welcomed immediately.

Advantages

- > A total reception solution allows pre-registrations as well as visitor self-registrations
- > Accessible for everyone thanks to its simple and intuitive nature
- > Accelerate the flow of people at the counter, getting people where they need to be, quicker
- > Create a technology-driven reception experience, with data collection, for an even safer working environment
- > Reduce waiting times and make waiting more enjoyable with Digital Signage solutions
- > No more registration lists lying around. Data is stored securely and GDPR proof
- > Real-time visitor overview at any time of the day
- > Customizable to your corporate branding
- > Scan and sign in via QR code on your mobile
- > SMS text alerts for visitor arrivals





Badge printing is an optional product that helps you increase the visibility of your visitors within the building. Print badges with your own design, logo, colours, the name of your visitor and a QR code. It's even possible to personalise the badge with a photo.

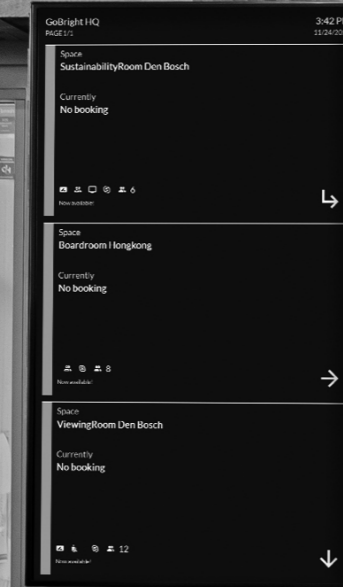
After the meeting, a simple badge scan allows the visitor to check out of the building. One-time visitors return their badge at the reception desk. Returning visitors can keep their badge and use it again on their next visit. This speeds up the check-in process even more, which is ideal for suppliers, for example. proAV can advise you which badge printers from Brother and Fargo work flawlessly with the GoBright digital reception software.

GoBright View - Digital Signage

Amazing features to take your digital signage to the next level



Digital Reception Addition
Badge Printing



GoBright View

Digital Signage Software

GoBright View is the #1 user friendly Digital Signage solution and can lift your internal communication to a higher level. Create great content within seconds for the different departments. Provide your employees with the information they need and motivate them by showing the successes of your company. Use standard or custom widgets, create playlists, and manage the display locations. Show work schedules, KPI's, videos, images, weather, traffic information and much more.

Advantages

Unique possibilities

- > Data from Meet, Work and Visit modules can be shown directly on displays.

User friendly

- > Work within the same GoBright web portal as for Meet, Work and Visit.

Custom made design

- > Create slides in your own corporate identity for recognisability and professionalism.

Standard widgets

- > All kinds of widgets with fixed or dynamic content are included in the software.

Functional links

- > Automatic links with the most diverse external data sources can be realised.



www.proav.com
uc@proav.com

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