

The Modern Office Guide with Neat and Microsoft

neat.



Microsoft

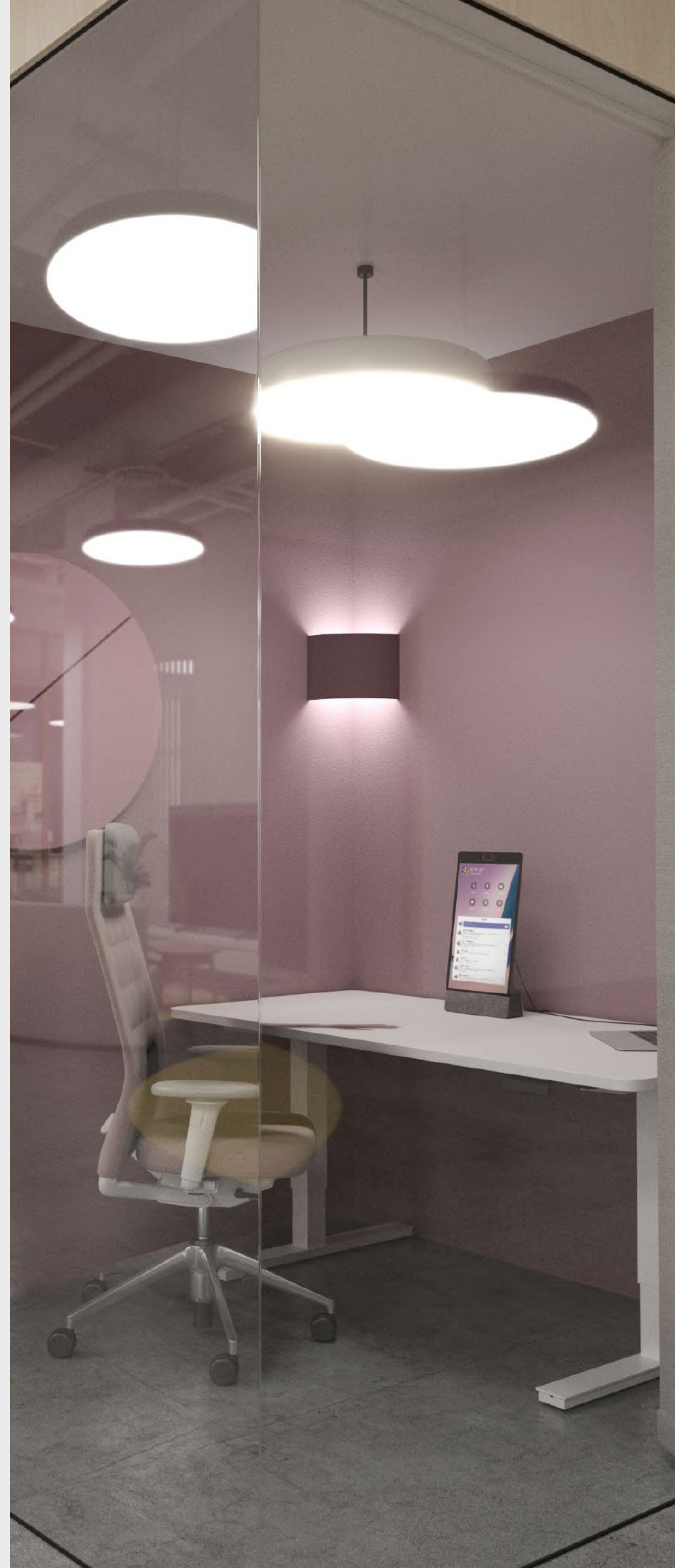
Tomorrow's workspace

Offices are in a state of flux; they require cutting-edge technology to cater efficiently to an ever-evolving workforce. With workers now collaborating remotely and beyond, office tech must be upscaled and flexible enough for dynamic working styles.

By having Neat devices paired with Microsoft Teams in your workspaces, you will be able to facilitate an inclusive and productive meeting experience for every one of your users. Neat devices are certified for Microsoft Teams, in addition to delivering simplicity, ease of use in an elegant form factor that fosters collaboration, equity, and flexibility.

Neat and Microsoft solutions for the entire office:

- Lobby
- Hallway
- Hot desking
- Focus room
- Huddle space
- Medium space
- Large meeting space
- Video centric
- Common area
- Open office
- Training room
- Creative workshop
- Personal office



Lobby

Allow visitors and employees to connect face-to-face with a helpful remote assistant with a Virtual front desk. The small footprint of the Neat Frame allows for easy placement on your lobby counter. Empower admins with a safer and more affordable way to manage visitors.

Devices:



Neat Frame





Hallway

Finding a room to take a spontaneous meeting can be like going on a scavenger hunt sometimes. Adding a certified Microsoft Teams panel, like Neat Pad, helps display room availability with LED indicators making it easier to discover a room to meet. Book that space or reserve another room on the spot.

Devices:



Neat Pad

Hotdesking

With hotdesking on Microsoft Teams display, you can save time finding space to work. Hot desking allows you to quickly locate and reserve flexible workspaces in shared locations like open areas, huddle rooms, and phone booths and pick up right where you left off with access to your Teams experience. Ideally, you'll want to have phone calls and meetings on a device that provides crystal clear audio and video and has a range of other cutting-edge capabilities that allow for maximum collaboration and productivity with seamless compatibility with your laptop.

Devices:



Neat Frame





Focus room

Make small rooms reservable via hotdesking and offer a private and secluded space for a Teams meeting or phone call great for ad hoc use. But limited desk space requires an equally small footprint device. What you need in a focus room is sharp audio and video, maximum efficiency, and a seamless wireless companion for your laptop.

Devices:



Neat Frame

Huddle space

Collaborate and brainstorm in smaller meeting spaces ideal for small groups of 3-5 people. Take a quick huddle with devices built to easily enable a hybrid work session. Instantly start a meeting or share content with HD audio video optimized for the room. You can also take a phone call or dial into a conference bridge with a Teams Phone calling plan.

Flexible and dynamic small huddle rooms for informal in-person and remote engagement encourage impromptu meetings and brainstorming sessions, working on documents or whiteboards, where one person or multiple people are sitting, standing or moving around.

Devices:



Neat Board



Neat Bar



Neat Pad





Medium meeting space

A versatile meeting room for in-person or hybrid interaction, planned discussions and the sharing of documents should allow round-table dialogue that includes remote participants. Turn any room into an easy-to-use inclusive meeting space with devices purpose-built for Teams meetings.

Devices:



Neat Board



Neat Bar



Neat Pad

Large meeting space

Large rooms enable the gathering of bigger groups comprising both in-room and remote participants. Typically, they accommodate planned meetings with discussions and presentations and all-inclusive round-table dialogue. The furniture is arranged to give everyone in the room a front-row seat, and the carpet, wall panels and curtains provide acoustic dampening. Teams Rooms can scale up to larger rooms, but it doesn't have to be complicated as Neat devices keep the hardware requirements simple.

Devices:



Neat Bar Pro



Neat Pad





Video-centered

Video-centered rooms optimized for meetings focused on content and remote participants should allow all in-room participants an unobstructed view of the screen. In addition, natural daylight plus ceiling lights should ensure ideal lighting conditions, with carpet, wall panels and curtains providing acoustic dampening.

Devices:



Neat Bar



Neat Bar Pro



Neat Pad

Social / common area

Connecting with people at the office when working from home is vital for fostering a healthy company culture and maintaining well-being. Chance encounters like catching up with a colleague while they grab a coffee or quickly exchanging ideas over lunch help everyone feel included.

Devices:



Neat Board
(with floor stand)





Open office

Open offices provide employees with work and social areas, inspiring spontaneous meetups, collaborative sessions and agile team exercises. They also prompt personal workspaces reservable via hot desking for ad-hoc syncs with remote colleagues at your desk.

Devices:



Neat Board
(with floor stand)



Neat Frame

Training / classroom

Rooms for education, seminars, and training for physical and remote participants should include clear audio and video to empower you to easily hear the teacher or instructional material, whether you're physically there in the room or not. When in-room and remote participants can easily see and hear each other, it creates a heightened sense of community through collaboration and interaction. The ideal space facilitates discussion and Microsoft Teams makes it easy for everyone to see and review shared content.

Devices:



Neat Bar Pro



Neat Pad



Neat Board
(with floor stand)





Creative workshop

Creative rooms for brainstorming sessions and group work with in-room and remote participants often means the flexible use of furniture and office layout to adapt to changing activities. Ideate easily on a large canvas using Microsoft Whiteboard leveraging Neat Board's interactive touch display.

Devices:



Neat Board
(with floor stand)



Neat Pad

Personal office

For personal workspaces in the office or at home, fewer cables and economical use of space are paramount. Ideally, you'll want to have a Teams meeting or phone call on a dedicated device that provides crystal clear audio and video and has a range of other cutting-edge collaboration capabilities that pairs with your laptop for maximum productivity with Microsoft Teams. View your OneDrive files, then instantly open them on your desktop for speedy editing.

Devices:



Neat Frame



Front and center

Neat Center is a companion device that frames people in the meeting room face-on, ensuring remote participants remain at the center of the conversation by clearly seeing and hearing everyone for complete meeting equity. It's simple to set up, can be positioned anywhere for optimal viewing and audio, and extends the power of your Neat devices and Symmetry for a closer-than-ever hybrid experience.

Coming Fall 2023



Management & support

Neat Pulse is a full-service offering that gives you technical support, an extended warranty, cloud management and monitoring for complete control of your Neat devices. Complementing Microsoft Teams admin center (TAC) by empowering you with unique, Neat-specific features, Neat Pulse enables you to configure, maintain and update your devices from anywhere, individually, in groups or all at once. Plus, if any issues arise, you can rest assured that you'll get priority help from our support specialists and fast device replacement.

Coming Spring 2023



Make your workspace Neat

Modernize and simplify your workplace with Neat and Microsoft to enjoy elevated meeting equity, flexibility and control.

Learn more about Microsoft licensing requirements to power teamwork across all your workspaces by clicking [here](#).

To order or schedule a demo, contact your reseller.

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