RoomWizard scheduling system
Between impromptu meetings and scheduled brainstorms, today’s employees are collaborating more frequently throughout the workday. As collaboration continues to grow, it’s becoming more difficult for employees to find and reserve spaces that meet their needs, resulting in wasted time and underutilised real estate.

Facilitates Collaboration

47% of the time, workers said they are working with others.

Steelcase Workplace Surveys
Reservation Difficulties

When it comes to finding and reserving collaborative spaces, traditional processes can be confusing, frustrating and ineffective—decreasing productivity and real estate usage.

RoomWizard brings visibility to available workspaces throughout the office. This web-based room scheduling system offers a touch screen display providing real-time meeting information, right outside meeting rooms.

70%

of the work day, meeting rooms around the world are not being used.

The Future of Corporate Real Estate and the Workplace, May 2012

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Reserve Your Space

To make finding and scheduling collaborative spaces easy, RoomWizard quickly connects workers to available meeting spaces through common enterprise calendaring systems. Designed to work with both open and closed collaborative spaces, employees can reserve a space on the spot with the touch of a finger or ahead of time from a laptop or computer.

40%

of worker waste up to 30 minutes a day searching for space to collaborate.

Steelcase Workplace Survey
Enhanced Space Reservation

RoomWizard provides a simple user interface for collaborative space reservations. RoomWizard syncs with a variety of calendar systems including Google Calendar, MS Exchange, MS Office 365 and IBM Notes, giving users access to meeting details from any laptop or computer.

Using the RoomWizard Analytics Console, organisations can collect and record meaningful utilisation trends, allowing organisations to optimise real estate.

Designed for the enterprise, RoomWizard systems around the globe can be efficiently deployed, monitored and updated from one central location with the RoomWizard Administrative Console.

50%

of all meetings occur with just one or two occupants in the space.

The Future of Corporate Real Estate and the Workplace, May 2012

RED LIGHT. GREEN LIGHT.

The subtle, but easy to spot LED lights signify availability. Green indicates vacancy, while red indicates occupancy.
**DETAILED BUTTON**
Provides room and meeting specifications.

**BUILT-IN WEB SERVER**
Users can find and reserve a space ahead of time from any laptop or computer.

**STATUS LIGHTS**
Red or green status lights indicate space availability.

**DETAILS BUTTON**
Provides room and meeting specifications.

**ABOUT BUTTON**
Provides system overview specifications.

**USE NOW BUTTON**
Allows room to be reserved instantly.

**MEETING INFORMATION**
RoomWizard displays room names, host, name of meeting and availability.

**ADJUST BUTTON**
Allows to extend or shorten an on-going reservation.

**START BUTTON**
Prevents "ghost" meetings. If "Start" button is not pressed, the reservation is abandoned and the room becomes available for others to use.

**END BUTTON**
Ends a current reservation.

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**TECHNICAL SPECIFICATIONS AND FEATURES**

- **Color Touchscreen**: 7" (178 mm), Capacitive Touch, 16M Colors
- **Screen Resolution**: 800 x 430
- **Antimicrobial Corning® Gorilla® Glass**: Durable antimicrobial touch screen
- **Weight**: 450 g / 1.25 lbs
- **Power**: PoE (Power over Ethernet)
- **Ethernet**: 10BaseT / 100BaseTX, DHCP, IEEE - 802.3U and 802.3af compliant
- **Self-contained device**: Yes
- **Modes of Operation**: Synchronized, Classic (standalone)
- **Customisation / Branding**: Customisable logo, buttons on user interface can be disabled
- **User Interface Languages**: Chinese (Simplified), English, French, German, Portuguese, Spanish, Japanese
- **Lockable**: Kensington security slot
- **Warranty**: 3-year standard warranty, additional 2-year warranty available
- **Synchronisation with scheduling systems**: Microsoft Exchange, Microsoft Office 365, Google Calendar, IBM Notes (Lotus Notes) and other advanced scheduling systems

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**DIMENSIONS**

- Front: 206 mm x 124 mm
- Side: 57 mm
- Back: 206 mm x 124 mm

**MOUNTING OPTIONS**

RoomWizard may be mounted on drywall, glass walls or doorframes with a universal mount, as well as at the entrance of closed meeting rooms or within collaborative spaces.

**SUSTAINABILITY**

By rethinking our business systems and designing our products to avoid negative impacts on humans and the environment, we contribute to a sustainable future for the planet and its people. We commit to advance our practices through continuous learning and building partnerships with our customers, business partners and environmental thought leaders to optimise our performance and contribute to the science and practice of sustainability.

TO FIND OUT MORE, VISIT [WWW.STEELCASE.COM/SUSTAINABILITY](http://WWW.STEELCASE.COM/SUSTAINABILITY)