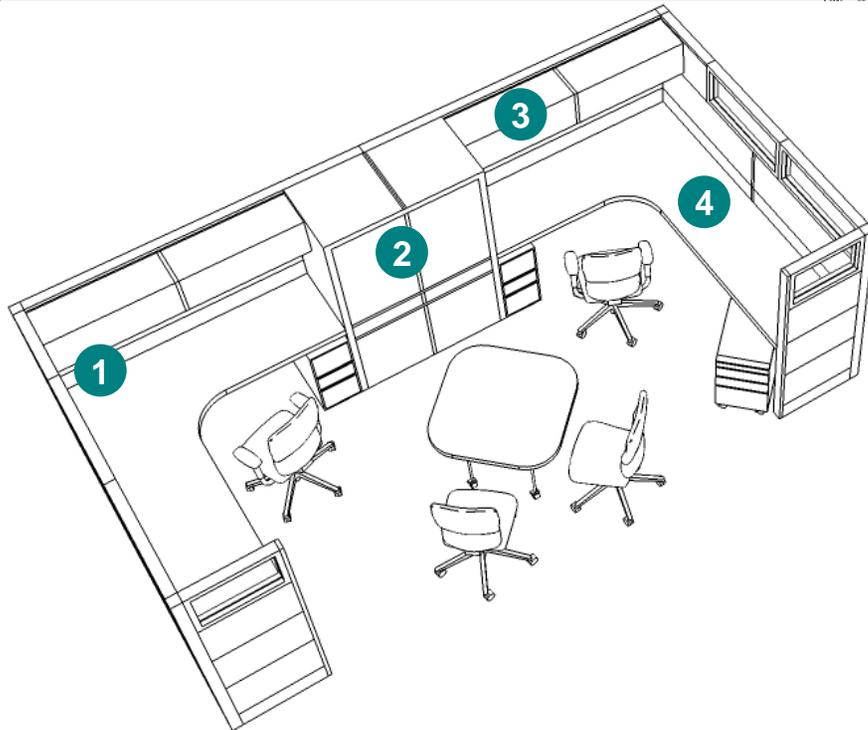


Workstation configuration for internally-mobile, interactive



- Do not place storage in front of glass panels.
- Light weight temporary screens are preferable to panels.
- Rarely are panels taller than 42" needed adjacent to gypsum walls and never in front of windows.
- Provide shared or group storage along circulation to improve access and provide a visual (and physical) buffer to quieter areas.
- Avoid opening team spaces to major circulation routes
- Encourage standing visibility to group spaces such as focus/team rooms.
- Pay attention to leg placement, particularly when using multiple free-standing components.

1 Concentration Corner

Even though these individuals spend more of their day interacting with their colleagues, each workstation should include an area that limits visual disruption. See *Concentrative configurations* for additional information.

2 Personal Storage

Storage, even without casters, should be mobile (with facilities help) to avoid multiple inventories and to facilitate staff with right or left hand preferences. Mobile storage can be used for temporary guest seating. Three drawer storage (in files or kiosks) can be specified with a counter top to be used for standing height collaboration.

3 Additional screening

Consider stacking components in areas of increased activity or circulation, similarly lower panels when facing team areas. Additional mobile screen components can be added to facilitate small meetings with whiteboard or tack-able surfaces.

4 Work Surface Layout

Anticipating visitors (formal and ad hoc), work surfaces should be able to accommodate face-to-face and side-by-side interaction. Mobile components that slide under other work surfaces are ideal. They can also be easily reconfigured to support group work. Shared work surfaces between neighboring work stations also work very well.

Building Services

Because this work pattern is mobile, outlets will be accessed more frequently (for laptops and PDAs). Locate electrical and data connections above the work surface with a grommet or reveal to allow wire management if a CPU is located below. Ambient and day lighting should be complemented with appropriate task lighting, and work surfaces should be placed to avoid glare.