

# COLLABORATIVE WORK ZONE

## Visual Portfolio

### Function and Concept:

Like the concentrative work zone, the collaborative work zone is a blend of rooms and areas. It supports a mobile population (both internally and externally) producing primarily team work.

### Typical Floor Area:

Varies depending on population it serves.

### Technology and Furnishing:

Most of the technology and furnishing requirements are listed in the individual settings introduced earlier. Some areas are combinations of other settings used in particular ratios and adjacencies. Layout and “pin up” areas are particularly important. Mobile and wall mounted whiteboards are essential. Technology to encourage distributed work and collaboration is usually prevalent and includes videoconferencing, large flat screen monitors and multiple projectors. In general, data and power connections should be above desk height. Wireless access is a good idea.

### Adjacency and Access:

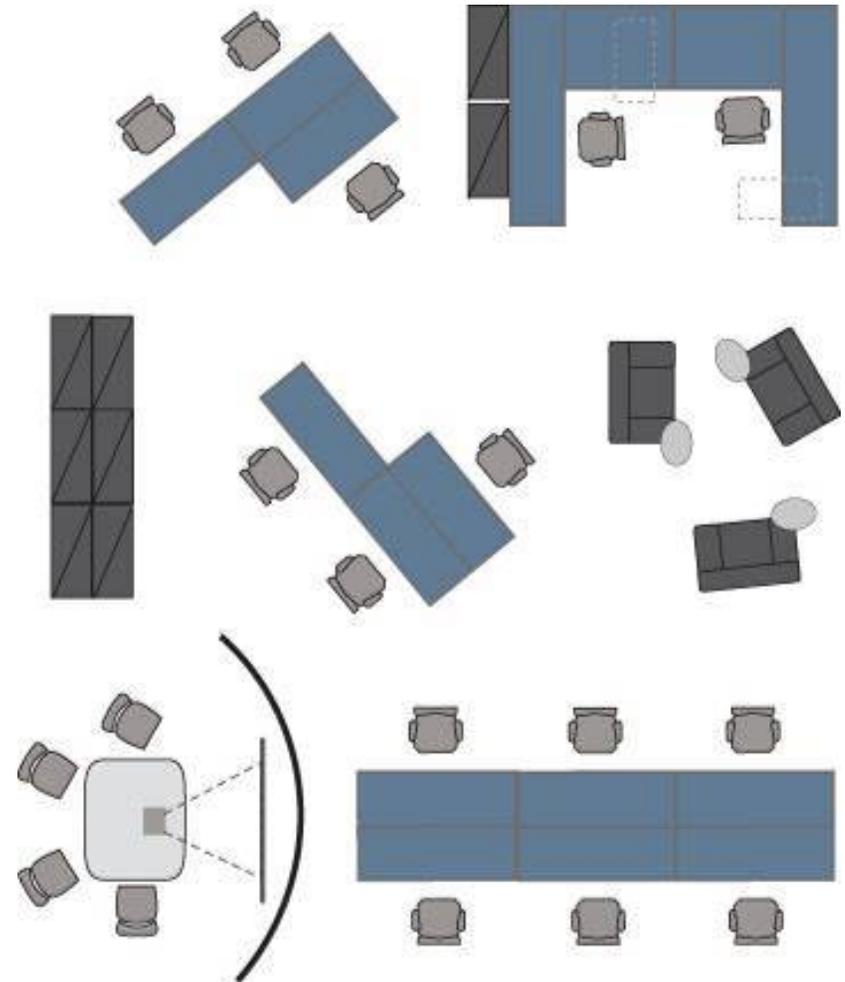
Shared by multiple teams, departments or populations, the collaborative work zone should be centrally located and easily viewed from major circulation, lobbies or other highly trafficked areas. These areas are highly energetic, creating a “buzz” that is attractive to visitors. Many of the settings may require full height walls to contain activities and disruption from neighboring groups. These spaces are often combined with group spaces such as printer areas, group filing or conference centers.

### General:

Be particularly attentive to clear exit patterns and fire code requirements. Use glazed partitions (which can serve as white boards) as much as possible.

### Design Suggestions:

Collaborative zones provide opportunities to incorporate branding for teams or departments. These areas may use accent lighting, more colorful carpets, hard flooring, or wall paints or textures.



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