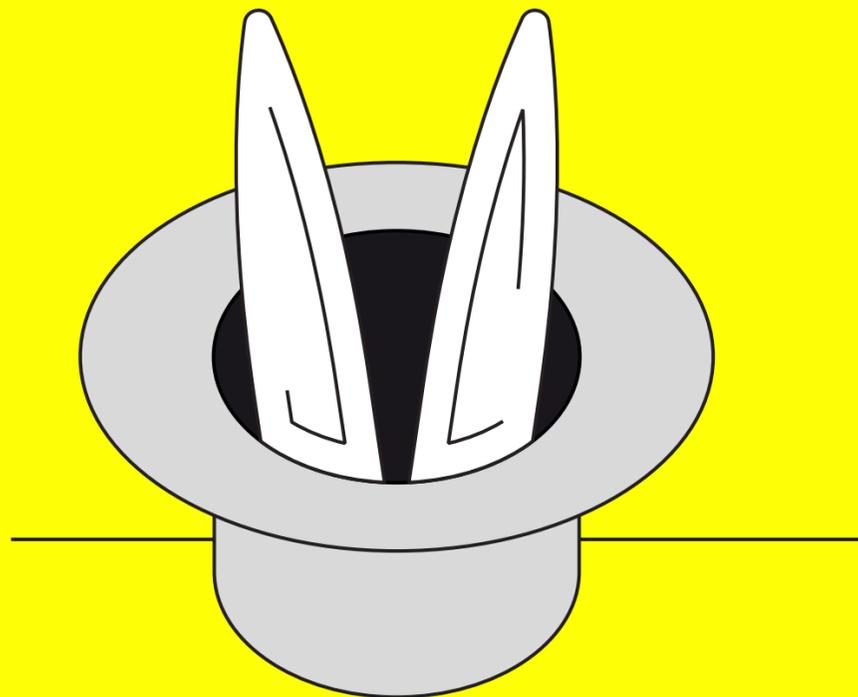


Smart Office

Read our guidelines and
protect your workforce.

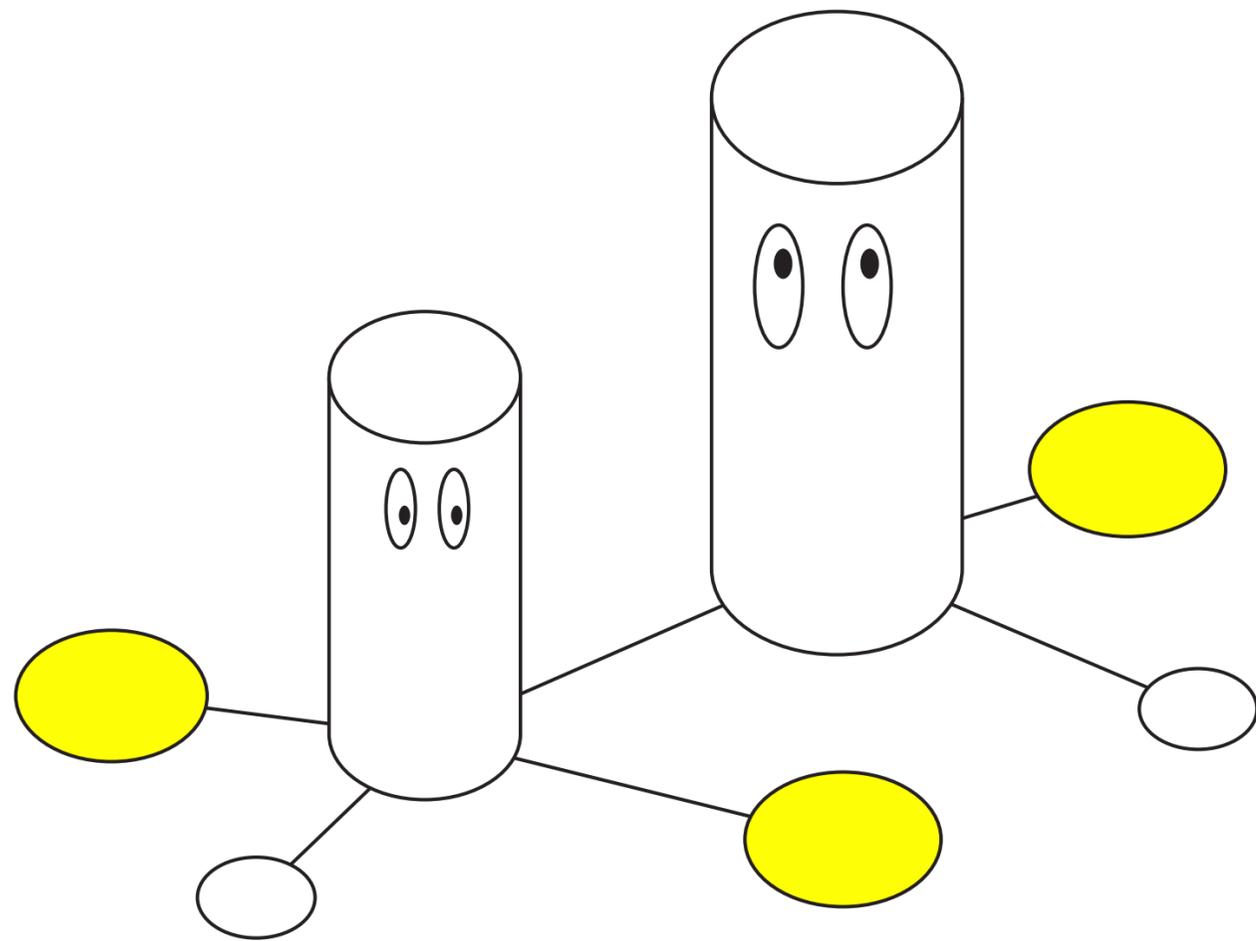


A few insights



- Smart offices are offices that use technology to make people work better, faster, and smarter.
- Smart offices are enabling more and more, as they improve user satisfaction and productivity with the help of sensors and support systems. With newer technology, offices are becoming better, more personalized, and mobile.
- Smart offices influence everyday tasks, facilitate communication, and create an environment that is more productive. This is more and more important for acquiring and retaining talent.
- For companies, investing in smart technology is also very profitable. The cost of technology is getting lower, and its use contributes to happier employees, improved productivity, and greater attractiveness to current and future employees.

What are smart offices?



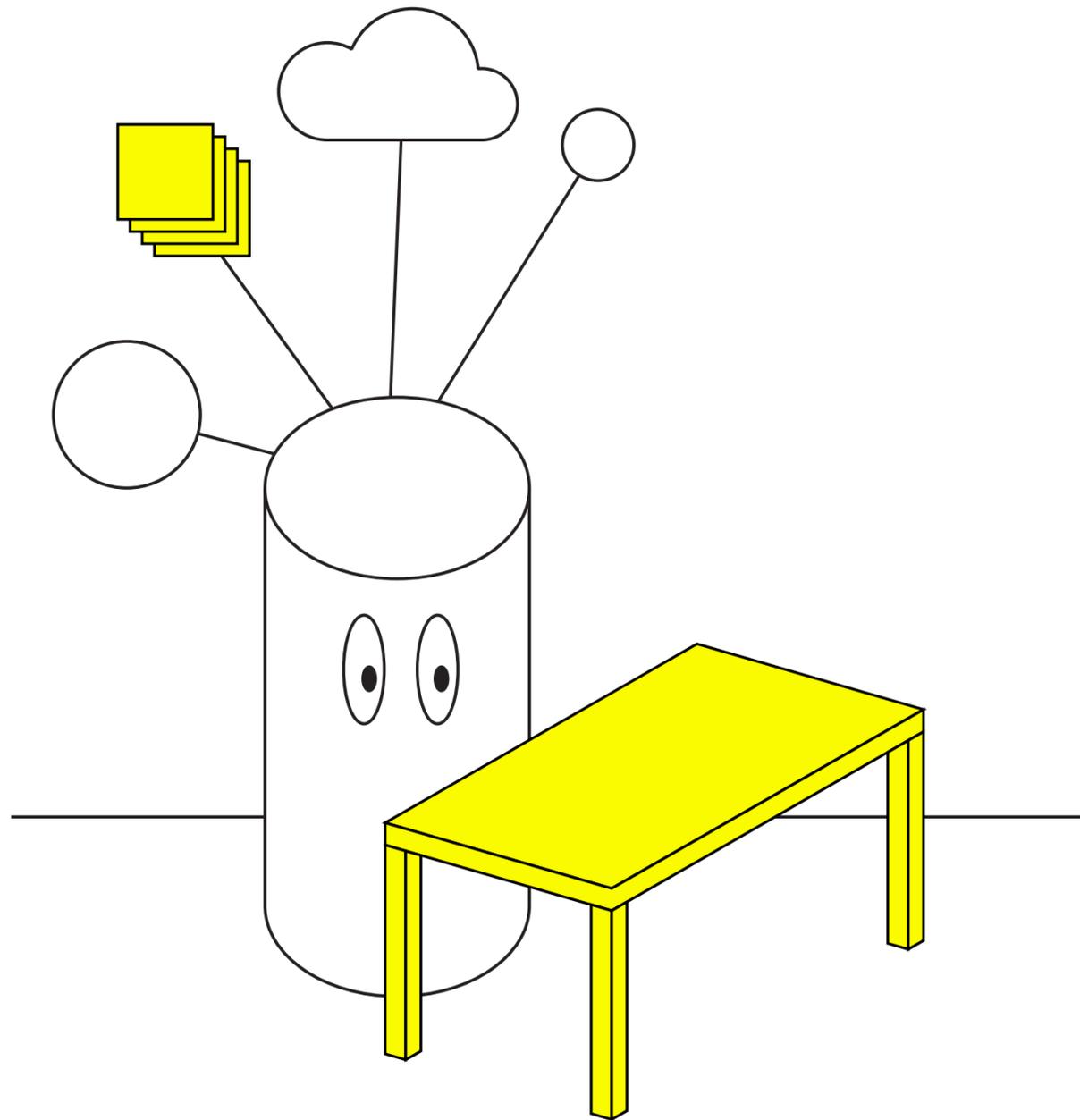
Smart offices are offices that use technology to enable people to work better, faster, and smarter. Aspects of smart construction, such as contactless technology, communication tools and data, give investors and tenants greater certainty in their decision-making, while providing a competitive advantage².

Smart technology that makes people's lives easier, has been introduced in our homes for some time. More and more households are using technology to help control temperature, lighting, and safety. We are increasingly more accustomed to the comfort that technology can offer us. Therefore, more and more people are expecting such comfort and convenience in their workplace as well¹.

Unreliable digital connectivity can seriously affect productivity and create unnecessary stress among employees, which can also lead to employees considering changing jobs to somewhere they will have the latest technology and optimal growth potential².

1. JLL (2019). How the smart home is influencing the smart office. <https://www.us.jll.com/en/trends-and-insights/workplace/how-the-smart-home-is-influencing-the-smart-office>
2. JLL (2021). New smart building standard sets the bar for digital workplaces. <https://www.us.jll.com/en/trends-and-insights/investor/new-smart-building-standard-sets-the-bar-for-digital-workplaces>

Aspects of smart office



In the past, offices have placed emphasis on managing operations such as air conditioning, lighting, and fire safety. Today, smart offices enable more, by using sensors and support systems to increase user satisfaction and productivity³. With newer technology, offices are becoming more personalized and mobile.

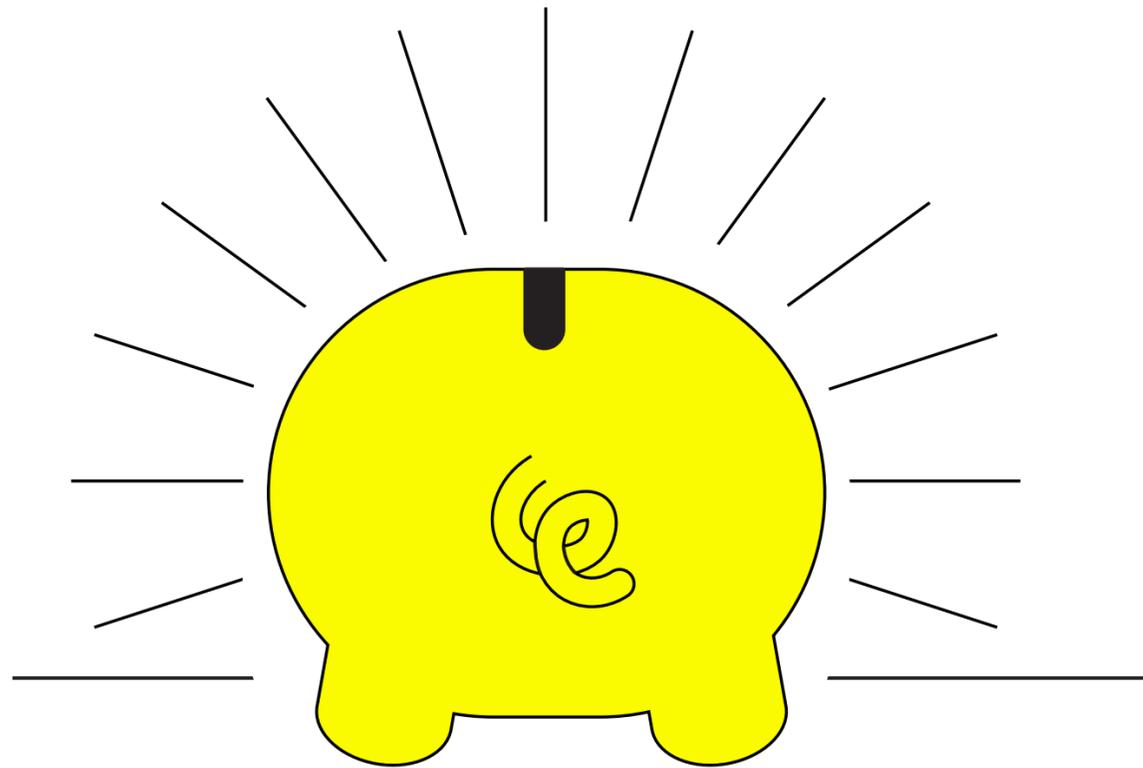
Smart offices respond immediately to changes in the system, through the automatic switching off lights in empty rooms, reduction of the temperature on the thermostat when it is warmer outside and the diagnosis of faults in the system and the ongoing elimination of detected problems³.

3. JLL. The benefits of working in smart buildings. <https://www.us.jll.com/en/views/the-benefits-of-working-in-smart-buildings>

Smart lighting and heating

Smart systems that provide occupancy-based heating are a smart investment for companies. Namely, they enable energy savings, which consequently mean lower costs, and with the development of technology, such systems are becoming cheaper and cheaper¹.

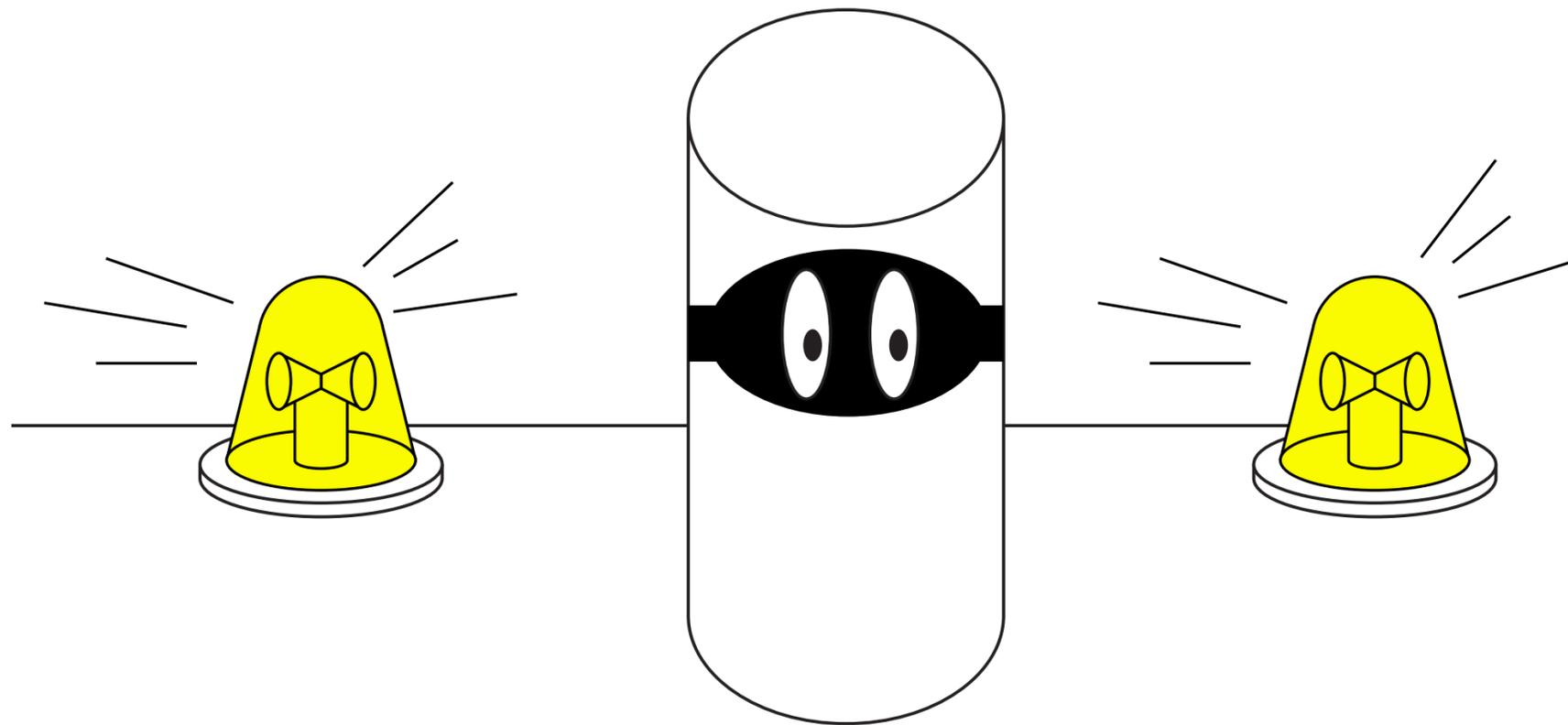
More and more companies are also introducing motion sensors to workplaces that turn off lights in empty spaces. This investment is also getting cheaper for companies, and it also saves money, as the lights do not stay on unnecessarily¹. Allowing room tenants to self-regulate lighting and temperature through applications can help to directly increase productivity by as much as 5%³.



Smart security

Office security systems are run professionally, with strong technology support. Companies invest a lot in the security of themselves and their employees, which is why remote monitoring, video surveillance, motion sensors, card entry or biometric lock are already present in most offices¹.

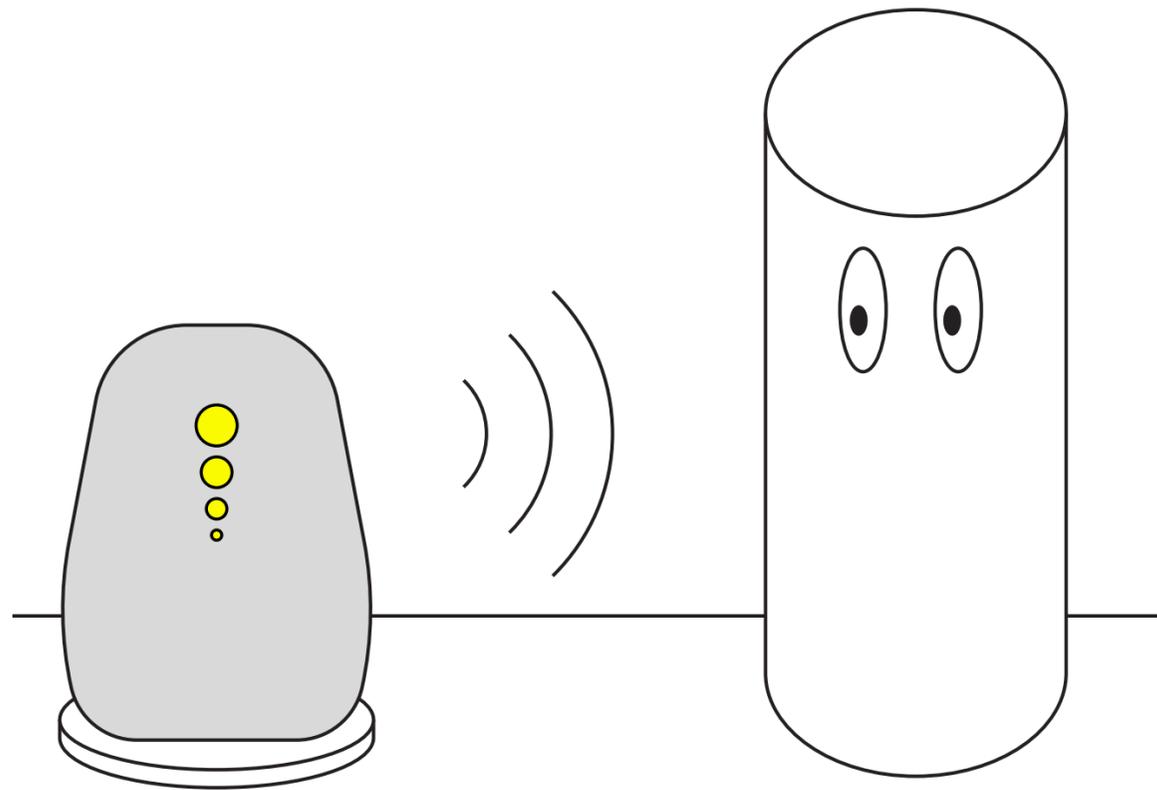
More and more companies are exploring the possibility of introducing new face recognition technology, which provides additional security and easier access for employees¹. Face recognition has long been the subject of debate, as people have privacy concerns. However, face recognition for unlocking is increasingly more present in our daily lives when, for example, we unlock smartphones with it.



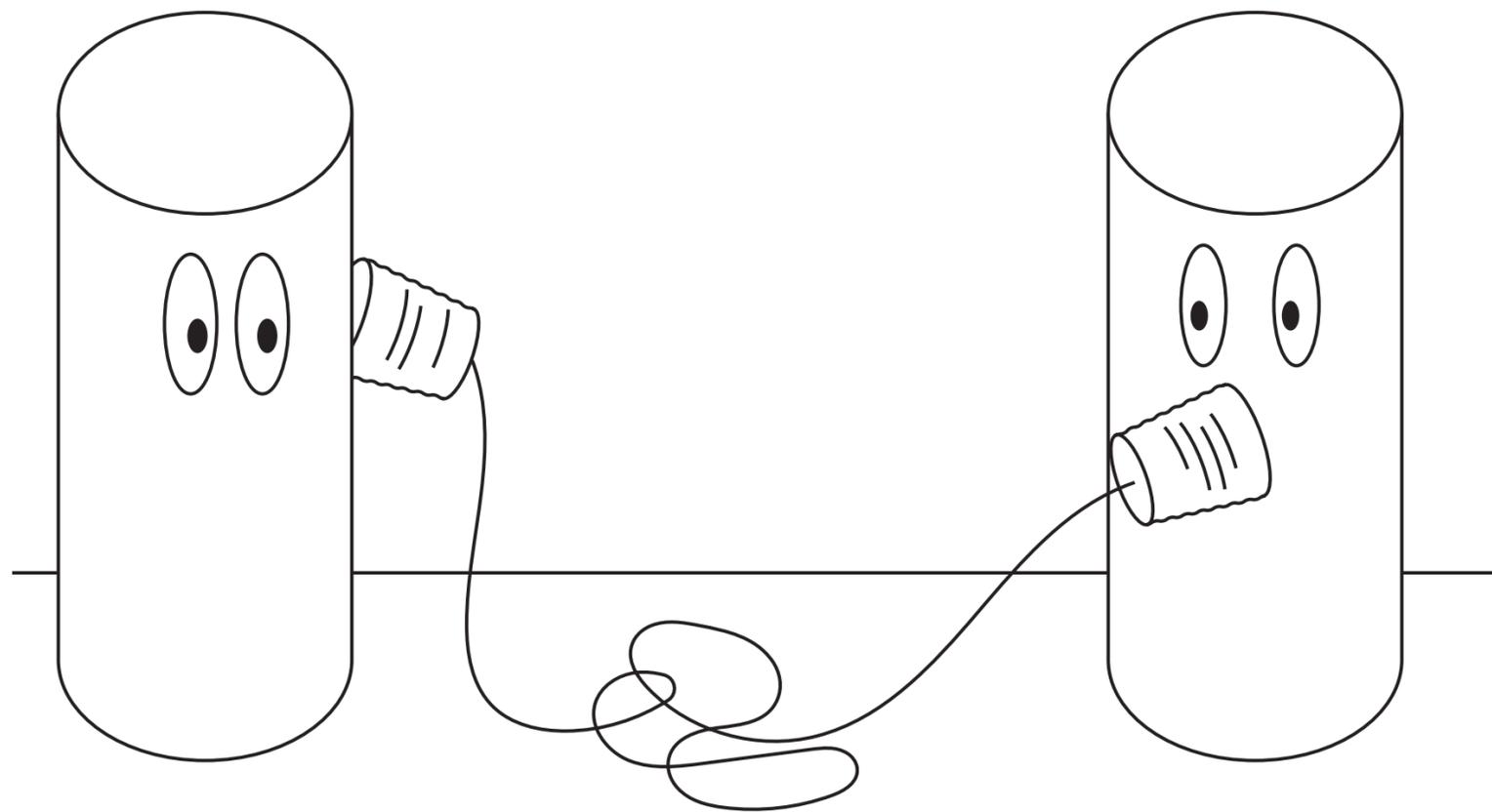
Voice Assistant and Smart Apps

Among the most popular technologies for homes are voice assistants, which can play music and turn the lights associated with it on and off. They are not yet very present in offices and the work environment, but there are many possibilities for them. For example, future generations of assistants could book meeting rooms in offices or interact with other applications available to provide best user experience¹.

On the other hand, smart applications are already widely used, with their help employees can book workspace, meeting rooms... without intermediaries, which increases productivity and helps to make better use of the space available to the company³.



The benefits of smart offices for businesses



Smart offices reduce mundane tasks, facilitate communication, and create more productive environment. All this is possible using data and technology in the premises.

It is important to invest in new technologies that can have a positive impact on the company's brand and culture. This is increasingly important for gaining and retaining talent. A strategic advantage for companies is if they can enable connectivity, engagement, and productivity of their employees. Especially for the younger generations entering the labour market, the key is to use technology to make work easier and better. Additionally, retaining talent is also very important for companies in terms of costs. The company loses about a fifth of a worker's salary to replace them. This includes severance pay, overtime for other workers, probation for a new employee and reduced productivity³.

For companies, investing in smart technology is also very profitable. The cost of technology is getting lower, and its use contributes to happier employees, improved productivity, and greater attractiveness for current and future employees³.

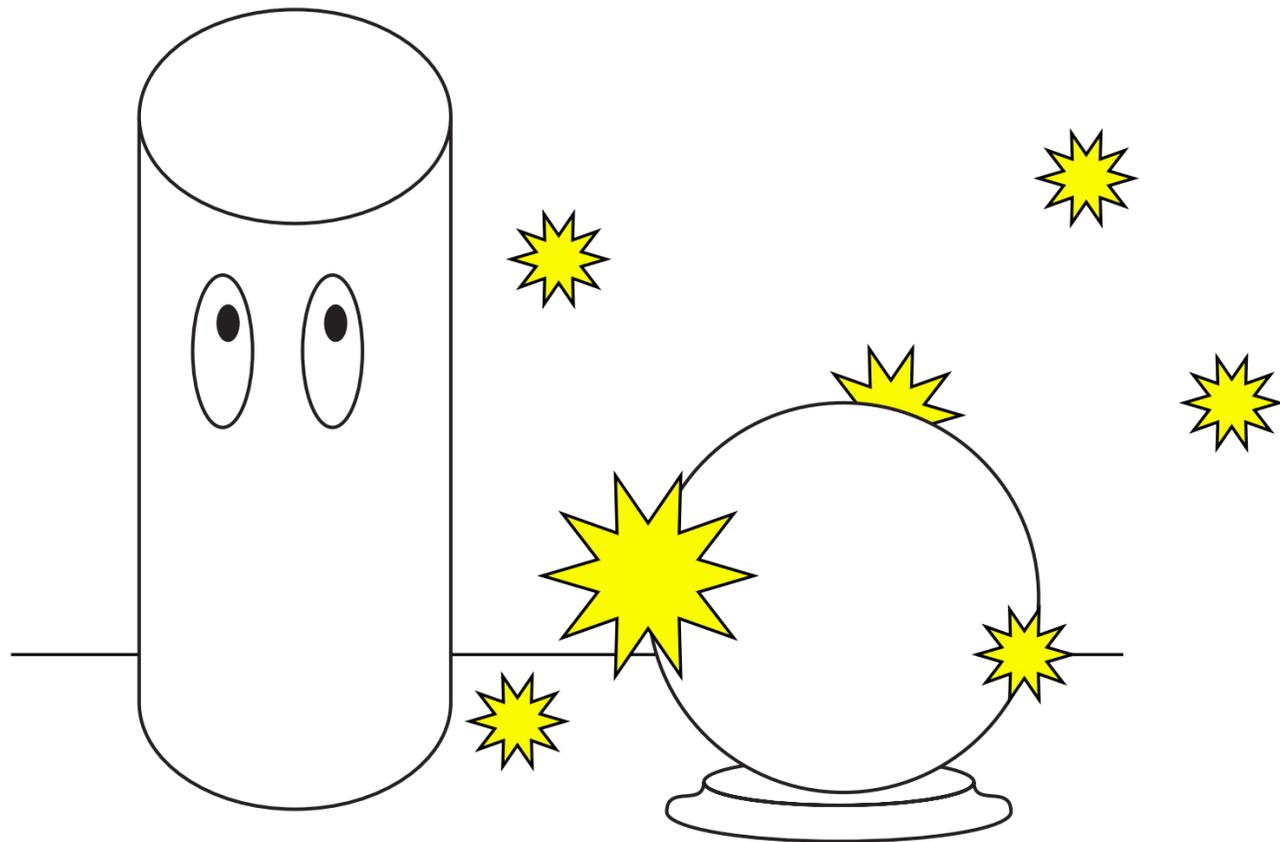
What can we expect in the next decade?

In today's digital age, people, spaces, and technology are much more connected than ever before. It is becoming increasingly more important to adapt jobs to rapid change and people's needs.

The proportion of people in the USA. who do most of their work outside of traditional offices has grown by 79% since 2004. The biggest change in the workplace that allows for such agility is technology. Also, in the next decade, the workforce will consist of the most generations so far, in addition to Millennials and Generation X, the workforce will already be largely joined by Generation Z, while many positions will still be occupied by the baby boom generation as

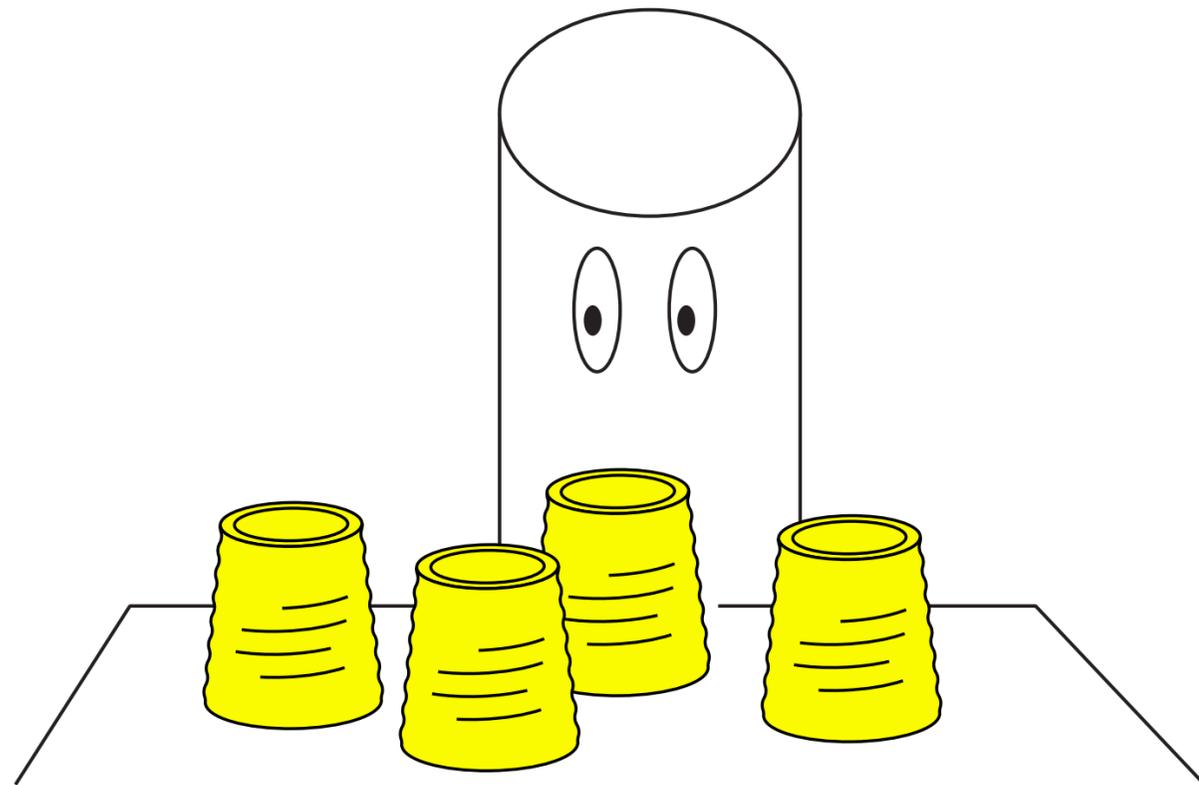
people retire later as has been the custom in the past. This will pose new challenges for companies, as it will be necessary to reconcile the expectations and needs of generations accustomed to very different working conditions⁴.

In reconciling different needs and rapidly changing offices, companies can help themselves with a new employee in management who will coordinate finances, staffing, legal and business aspects. This will give them a better insight into the company's needs and opportunities for improvement⁴. In all of this, technology and the company's investment in smart technology, which can improve and facilitate the work, will play a key role.



4. CBRE. Explore the 10 ways real estate will be transformed in the next decade. <https://www.cbre.com/2030>

How to assess which technology is most suitable?



When simplified, four easy steps can be used³

- ① **Review business needs**
- ② **Assessment of gaps**
- ③ **Choosing the right tools**
- ④ **Application and customization**

However, this is a very simplified model. Every company is different, has its own culture, its own needs and desires. This requires a tailored, individualized approach to finding the best solution. We can help you with that.



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