



# Better Together

Surface Hub + Teams Rooms + Apex



# Index

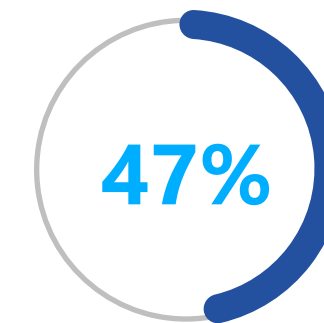
- 01 | The hybrid workplace trends and how can companies prepare for this new world
- 02 | How Microsoft Teams Rooms enables people to connect across hybrid workplaces
- 03 | How Surface Hub expands Microsoft Teams Rooms' capabilities
- 04 | Guidelines to planning your meeting room upgrade
- 05 | How Apex Digital can support you in your transformation journey



The research has confirmed.

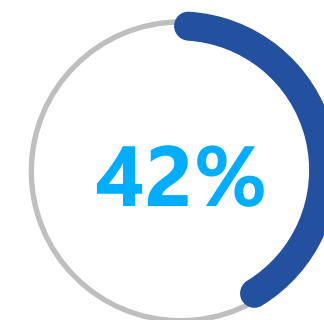
# Hybrid work is here to stay.

In survey after survey, we can see the great paradox playing out. While the respondents are reporting that they want flexible remote work options, they are also reporting that they want MORE in-person collaboration with their teams post-pandemic.



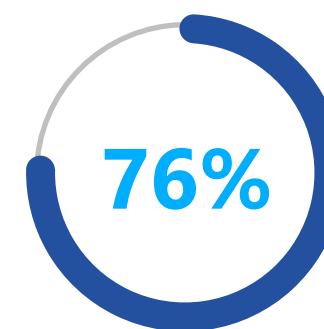
## Hybrid work is inevitable

**47%** of employees say they are likely to consider shifting to hybrid or remote work in the year ahead<sup>1</sup>



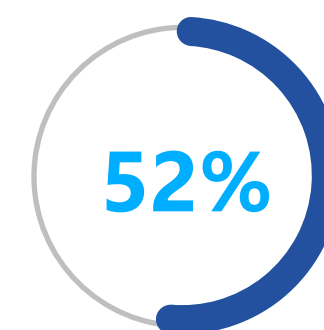
## Collaboration is harder in remote work

**42%** of people report lower connection to colleagues is a key barrier of remote work



## Companies are facilitating connection

**76%** of leaders say they are interested in technological advancements to facilitate better connection



## Collaboration is evolving

**52%** of employees are open to using digital immersive spaces in the metaverse for meetings or team gatherings in the next year<sup>1</sup>

*Source: Microsoft Work Trends Index*





There's no going back to the pre-pandemic world. Whether we like it or not, hybrid is going to rewire the operating models of most businesses. The question is simply, will we just let that play out or will we take an active role in shaping the future. ”

- Jared Spataro, Corporate Vice President of Microsoft 365

For companies to prepare  
for this new world, they  
need to tap into

# the human senses



## See & Be Seen

Ensure all meeting participants have a clear, inclusive view of each other. Make it possible for them to read the room and be aware of non-verbal communication, gesture, and expression



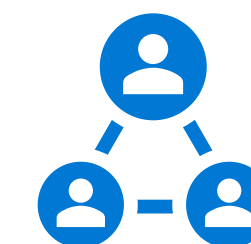
## Hear & Be Heard

Ensure that audio is clear and enhances everyone's visual experience. Also, supply non-audio channels for people to communicate within the meetings such as chat.



## Immersive & Inclusive

All three experiences combined create immersive and inclusive meetings



## Enable Collaboration

Provide ways to create and share content, both during and after the meeting. Make it easy for remote participants to take part in in-person collaboration activities.



If an office is the 'glue', and processes and systems don't adapt for a remote workforce, remote team members will not feel included and will face constant communication barriers. This will make it harder for them to perform at the same level as their in-office peers ”

- Hybrid Remote Work Offers the Worst of Both Worlds, Wired, July 2020

Now people have started to take a longer view and

# | ask questions

## Employees are asking

How do I feel like I'm in the room, when I am not?

## Leaders are asking

How can I easily administer technology use and provide the best experience to people, wherever they are working from?

How can we ensure security and compliance?

Can you recommend ways to consolidate costs?

## Managers are asking

How do I make everyone feel like they can contribute?

How do I ensure that the flow of work isn't disrupted by time or place?

## IT teams are asking

What does an inclusive meeting and collaboration look like in the hybrid world?

How do I enable a safe return to the office?

We need to standardize, simplify, and centralize meeting solutions. How can you help?



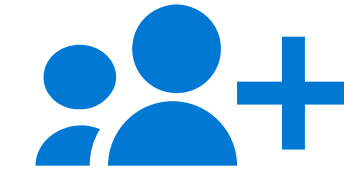
A woman with long dark hair is displayed on a large video screen in a meeting room. The screen is mounted on a wall, and a camera is visible above it. In the foreground, two men are seated at a table, looking towards the screen. One man is wearing a blue shirt and the other a red shirt. The room has large windows in the background.

**Teams Rooms is  
designed to connect  
people across the hybrid  
workplace**



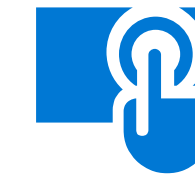
# Teams Rooms bridges the gap

between people working remotely and  
those in-the-office



## Inclusive

Foster inclusive, collaborative meetings, bridging the gap between workspaces, so everyone has a place at the same virtual table, no matter where they join from



## Easy to use for all

Deliver consistent and intuitive Teams experiences that allow people to easily schedule, join and participate in meetings quickly.



## Flexible

Turn any space into a Teams Room with a wide selection of devices to flexibly scale to fit every need and space.



## Secured & Managed

Keep devices secured, reliable, and up to date through rich management capabilities, powerful analytics, and managed services

How does Teams Rooms

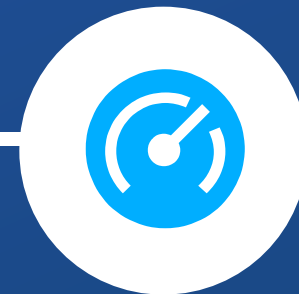
# drive inclusion and boost productivity?



Employee Experience

**Build strong team culture with inclusivity for all**

- Full visibility across people and content, even with multi-display
- Split gallery highlights those on video
- Inclusive video layouts (Front row)
- Auto live caption



Save on Automation & Process Improvements

**Quick Meeting Startup times help keep meetings efficient**

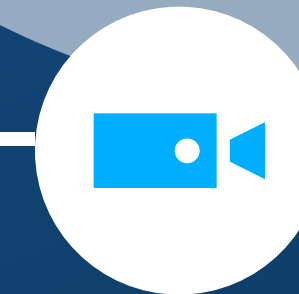
- High quality
- One-Touch Join
- Proximity join
- Wireless content sharing
- Familiar Teams UI
- Direct Guest Join 9 join Zoom and WebEx meetings)
- Voice-based controls



Save on Automation & Process Improvements

**High participant engagement maintains members' attention**

- Meeting does not rely on a PC so your device is not locked in
- Collaborative whiteboarding
- Intelligent content capture
- Raise hand
- Reactions and emojis



Employee Experience

**Retain a personal presence across the digital and physical meeting**

- Intelligent speakers (attributed transcription)
- Intelligent cameras ( support multi-stream cameras and voice recognition tech)
- Companion devices



**Surface Hub  
expands Teams  
Rooms' capabilities  
and dissolves even  
physical boundaries**





# Turn any space

into a Teamwork space



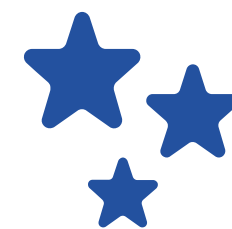
## Surface Hub 2S is thin and lightweight

At just 61.6 lbs. (28 kg), it's 40% lighter than before. So, you can move collaboration anywhere



## It can become cordless

It can move with you with the Steelcase Roam™ Mobile Stand and APC™ Charge Mobile Battery, which lasts for more than 2 hours



## Best of class design

Enhances any workspace with a sleek, modern design and thinnest edge and smallest bezels of any device in its class.





# Bring remote teams together and **run remote meetings seamlessly**



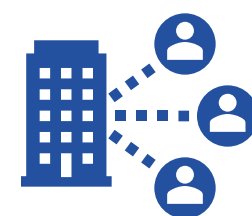
## State-of-the-art camera and audio

AI-powered camera with auto adjust based on number of participants and activity, along with far-field mics, and crystal-clear speakers



## Crisp video

Videos look clear and crisp on a brilliant, 4K+ screen with the highest resolution and best graphics performance in its class.



## Seamless connection

Native Microsoft Teams and Skype for Business experience to deliver the best possible communication and collaboration capabilities



# Drive fluid team collaboration with **natural interactions**



## Responsive digital inking

Natural interaction with Surface Hub 2 Pen and touch, along with shared whiteboarding to brainstorm quickly and sketch out ideas together











## Compatible with the apps you love

Native integration with Office 365, Edge, and leading third party apps with identity-controlled access to enable you to take collaboration to the next level



# Options for different meeting spaces

Top recommendations of Surface Hub and Teams configurations by space and key usage patterns

	Large office	Focus room	Huddle/Open space	Small conference room	Medium conference room	Large conference room	Extra large meeting space
	1 + 3-4 people	3 to 5 people	3 to 5 people	5 to 7 people	11 people	18 people	18+ people
	Within 2.3 meter radius	3 by 3 meters	Within 2.3 meter radius	3 by 4.5 meters	4.5 by 6 meters	4.5 by 8.5 meters	8.5+ meters
Meet and present							
	Microsoft Teams Collaboration Bar	Microsoft Teams Collaboration Bar	Surface Hub 2S	Microsoft Teams Room	Microsoft Teams Room	Microsoft Teams Room	Microsoft Teams Room
Meet and co-create				 		 Coordinated Join* 	
	Surface Hub 2S Windows Pro/Enterprise	Surface Hub 2S 50"	Surface Hub 2S	Surface Hub 2S 85" with A/V accessories	Microsoft Teams Room	Microsoft Teams Room	Microsoft Teams Room

# Planning your meeting room upgrade?

## You need a plan

Technology upgrades are just means to an end. Start with your key requirements and select the right technology and hardware depending on your budgets and other requirements.

### 1 Get A Baseline On Current Usage

What meeting spaces are in place now? How often are they used? Who are the key stakeholders for this room? Are the seats filled? What technologies are heavily used? What kinds of meetings are being held? Are there remote participants? etc.

### 2 Define Existing Commitments

Which devices have you already invested in? What is their lifecycle? What is their level of interoperability with the new solution?

### 3 Profile Meeting Room Size and Conditions

What is the size and purpose of the room – is it a huddle space, large conference room, or an executive office? What should be the dimensions and positioning of the screen? How much natural and artificial lightning is already there?

### 4 Determine How Meeting Rooms Are and Will Be Used

How would remote employees participate in the meeting? Is audio sufficient or would they need a full video and audio experience? Would they have to use screen sharing? Do you require a mobile experience or not? Simultaneously consider not just your current requirements but also your future ones.

### 5 Evaluate Cost and ROI

Define your budgetary outlay. Also, estimate how much maintenance these systems would require in addition to initial cost, product life cycles and if you have the proper admin staff for smooth operations.



# Apex can help, wherever you are in your transformation journey

## Kickstart your transformation

Get started with our Hybrid Work with Microsoft Teams Room Workshop

Get a rapid introduction of Microsoft Teams Rooms in your environment, along with a plan to drive seamless adoption.

### What we cover:

- Analysis of your current meeting room environment, including space, usage policies, devices, etc
- Showcase of the 'art-of-the-possible' with Teams Rooms on how you can deliver better meeting experiences
- Personalized adoption plan

## Accelerate your transformation

Leverage our Ignite offer for Microsoft Teams Room

Get a thorough demonstration of Teams Rooms in your environment, along with a plan to drive organization-wide implementation.

### What we cover:

- Custom pilot plan based on assessment of your room acoustics, layout considerations and audio and video device considerations
- Configuration of your Teams Rooms System devices, and deployment and testing of rooms system
- Training to a group of champions representing different teams and locations

## Achieve maximum returns on your Microsoft investments

Leverage our Empower services for Microsoft 365

Solve poor user experience with conference room technology with our premium managed services.

### What we cover:

- Admin support: Tier 2 support for your IT team to quickly troubleshoot and resolve issues
- Device monitoring and management: Monthly Windows update management for all Teams Rooms consoles and proactive device monitoring.
- Enhance reporting: insights and best practice guidance to ensure long-term success and an improved collaboration experience

# About Apex

The purpose at Apex Digital Solutions is to “Empower people to make a positive difference in the lives of others.” One of the many ways we achieve this is by enabling our customer through transformational experiences and solutions to become more secure, productive, and engaged. Our Ready, Ignite, and Empower solution offerings are designed around the customer journey from assessment and planning, to deployment and adoption, to support and long-term management. Together, these offerings propel customers forward to realize long-term benefits from their Microsoft technology investment.

**Contact us to learn more:**

Steve Thompson, [sthompson@apexdigital.com](mailto:sthompson@apexdigital.com)



# 99%

Customer Satisfaction Rating



Cloud Platform  
Cloud Productivity  
Collaboration and Content  
Project and Portfolio Management  
Enterprise Mobility Management



## Advanced Specialization

Adoption and Change Management | Calling for Microsoft  
Teams | Meeting Rooms

