RICOH Spaces

RICOH
imagine. change.

datasharp

Bringing together people, places & experiences
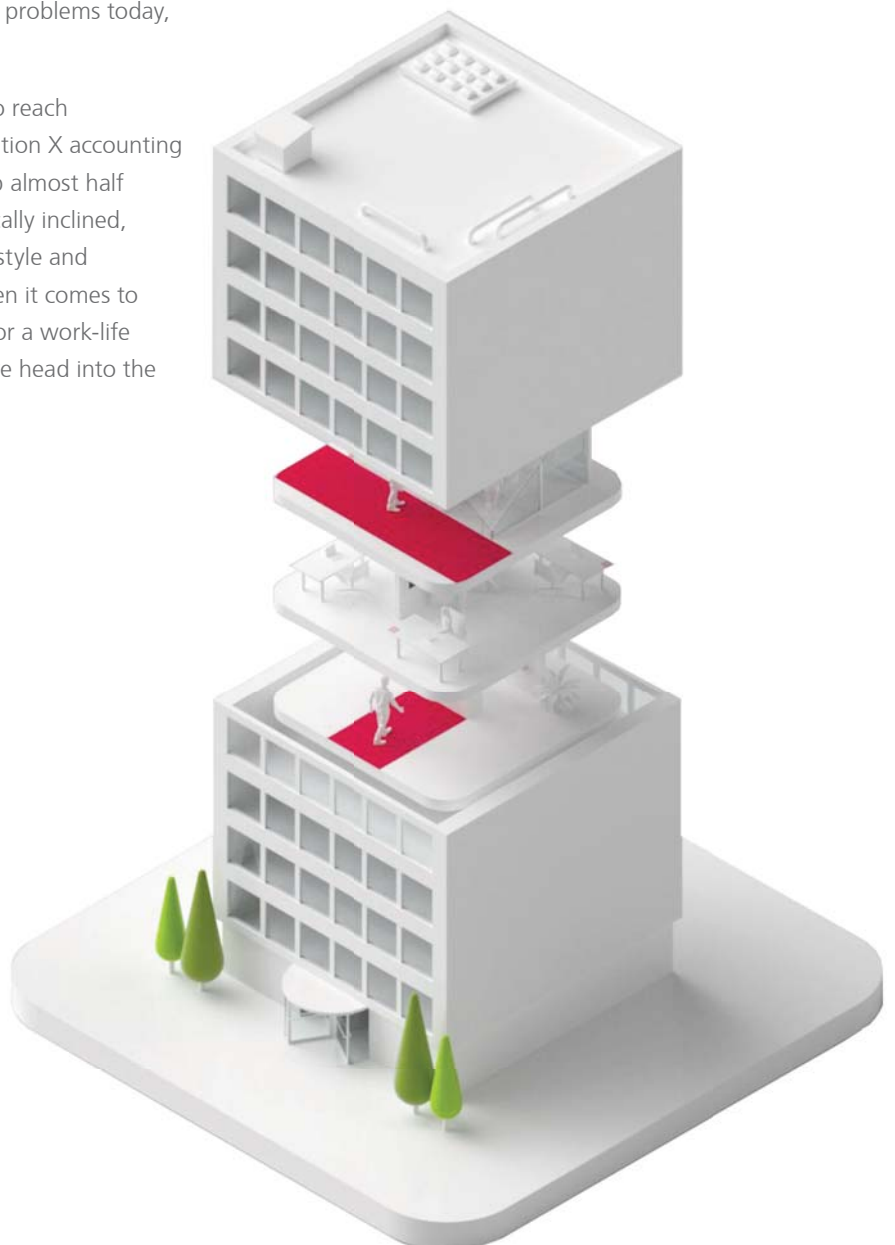
RICOH Spaces

RICOH Spaces Platform

Today's office workplace is a digital workplace, where businesses and individuals are empowered to work smarter through utilising innovative technology. Smart buildings are no longer the future – they are expected today.

Ricoh offers solutions that enable businesses to tackle the key challenges facing them today, and in the future, bringing about a digital transformation at the pace they desire. Among Ricoh's digital technologies is RICOH Spaces, a modular platform that is designed to drive efficiencies in your business by creating a truly connected, smart workplace, solving your problems today, whilst anticipating the needs of tomorrow.

By 2025, the global labour force is estimated to reach approximately 3.69 billion people, with Generation X accounting for over one-quarter and millennials making up almost half of the workforce. Both cohorts are technologically inclined, globally focused, and highly educated. The lifestyle and experience gained may be valued over pay when it comes to talent retention in the future. The preference for a work-life balance will become king in organisations as we head into the new digital age.

With RICOH Spaces, Ricoh is bringing together people, places and experiences with innovative technology and user-centric design. Being modular, RICOH Spaces is also scalable and can evolve as your business needs do.

RICOH Spaces

Your Workplace

Smart Office Solution

If the needs of your business and employees are changing faster than your workplace can keep up with, you're not alone.

RICOH Spaces is a cloud-hosted workplace enhancement platform designed to optimise your business with areas such as desk bookings, space bookings, IoT, wayfinding, workplace insights and more, taking you on a cost-effective and flexible journey towards a truly connected workplace.

Easy to implement

Getting started couldn't be easier. Every module in our RICOH Spaces suite comes with a clear deployment plan, and access to our experts to help you along the way. We've also got lots of great training material for you to read at your own leisure, and to help with your user adoption. We want to take the pain out of the mundane for your employees, allowing them to spend time on the tasks that matter, and ensuring they have the right environment to succeed.

Meeting rooms are empty

50%
of the time

89%
of employees state that the office environment could make the biggest improvement to productivity in the workplace, followed by their workstation

74%
of executives are pleased with the positive returns on their workplace investments in the last 2 years

82%
plan to invest in office improvements in the next two years

Your employees are your greatest asset

Design your workspaces to maximise your employees' productivity towards business outcomes, empowering them to become your greatest asset for achieving measurable, strategic growth.

The future workforce

Children today are growing up with technology readily available around their homes, so it comes as no surprise that as they enter the workforce, the new generation will expect the same experience around the office. A smarter, connected office delivers a better experience to employees and facilitates a great culture for everyone.

Creating the best working environment, with the right balance of people, places and technology, makes it easier to retain existing employees, while attracting the right talent to your business.

Taking the pain out of the mundane

We know that everyday tasks such as booking meetings, arranging for the arrival of a visitor, logging issues about your equipment or even finding out where you are going, can be frustrating, and prevent employees from focusing on the areas where they feel truly productive.

RICOH Spaces focuses on doing all the hard work for you, whether that's our interactive floor plans taking the pain out of finding and booking your desk or meeting room, our IoT informing you of real-time space availability, or our visitor management allowing you to pre-book in advance for quick QR code scan check-in on the day.

These everyday tasks should be effortless, leading to an agile working lifestyle which will benefit and boost employee productivity and happiness.

Connect and empower your employees

RICOH Spaces is available via browser, desktop application and mobile application, serving your employees when they need it most.

Our mobile application supports agile working, putting the workplace in your pocket. Employees shouldn't feel tied to their desks; empower them to reserve a meeting room on the way to the office, easily view their upcoming meetings for the day on the train, or receive notification when a visitor has arrived for them whilst away from their desk.

Truly RICOH Spaces

A traditional office environment can be detrimental for growing businesses if the physical space is an unmovable beast. RICOH Spaces helps you to achieve flexible workspaces that will evolve with your needs over time.

A better understanding of your space

Without an understanding of your office, and how it is currently utilised, it is impossible to know if you are making the right decisions and receiving the expected ROI.
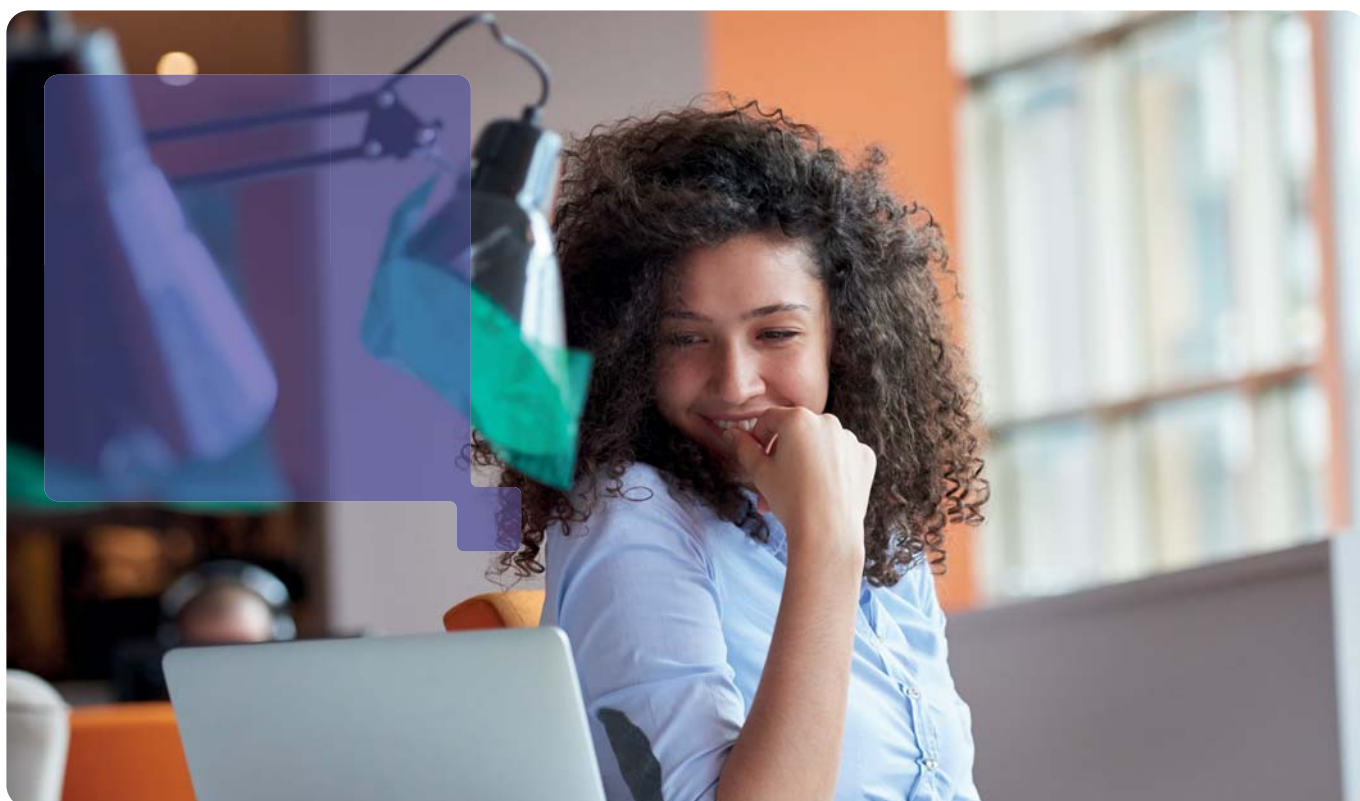
RICOH Spaces provides clear insights on your space usage, showing you which areas are utilised well, and which are not being used to their potential, so that you can be armed with the data before making any changes.

Make cost-saving decisions

With clear utilisation data available, and insights into how your space is being used, you can be empowered to make cost-saving decisions such as freeing up under-utilised space for new occupants, thereby reducing operational costs.

With hindsight, insight and foresight, you can see what happened over the last few months, what is happening right now, and start to predict what will happen in the future. This will allow you to make decisions such as shutting down extra floors during times where occupancy is forecast to be low (such as the summer school holidays), reducing your utility and maintenance costs for this time period.

By adopting RICOH Spaces as a strategic tool, you can unlock the specific patterns that drive productivity in your business, creating intelligence that optimises your commercial real estate.

RICOH Smart Integration

Connecting all your data together is key in providing you with clear insights across your entire business.

Our Open Platform

RICOH Spaces is an open platform, so if you've already started to invest in workplace technologies, we can provide you with options for integration, maximising your existing investments and enhancing that data.
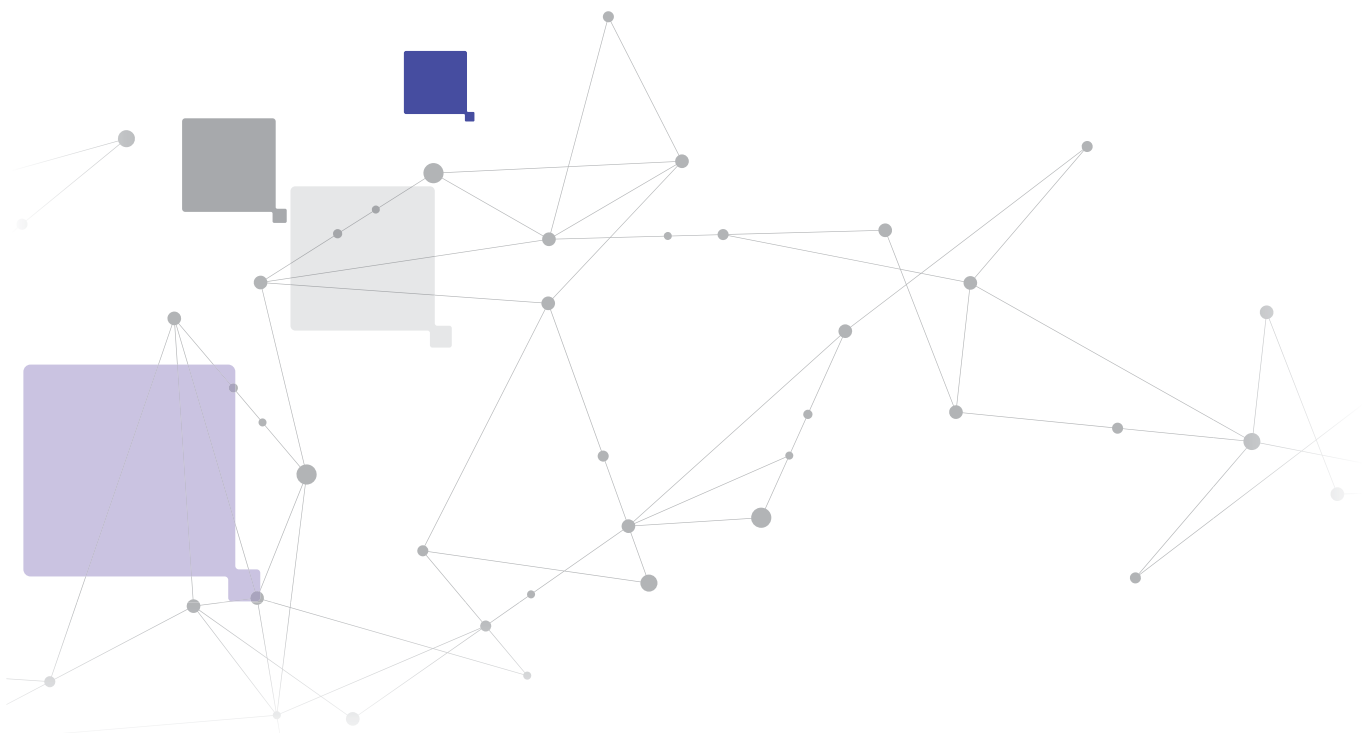
Workplace Insights

Our Workplace Insights provides you with hindsight, insight and foresight into your business. Constantly streaming data from all the modules available, you receive clear insights about your business, empowering you to achieve that targeted ROI from the platform.

Managed Service

We'll take care of it all. Ricoh are well placed to manage all of your workplace needs so you don't have to. We have experts in our Workplace Services team on hand to help you understand how to maximise your space. We can provide resources to assist with a brand new office re-fit, procure new hardware such as HD screens or tablets for you, and help you invest in the best IoT (Internet of Things) sensors available.

We're here to help. Starting your digital transformation journey couldn't be easier with Ricoh.

Using the RICOH Spaces Platform

RICOH Spaces creates efficiencies by connecting multiple business touchpoints through our available modules. It integrates directly with your Office 365 calendar, utilising your existing AD and allowing for secure Microsoft login.

RICOH Spaces Modules include

Visual Floor Plans

Bring your workplace to life with interactive digital floor plans enabling highly visual, seamless booking and management of desks, rooms and spaces. Display on any screen to put your visitors at ease and give them a frictionless journey through your office, ensuring that they leave with a positive experience of your brand. Integrate with IoT to provide real-time availability at a glance.

- Fully customisable

- Interactive desk, room and space booking

- Enhanced with IoT

- Display on any screen with digital signage

Desk Booking

Simple yet powerful desk booking, policies & assignment, providing you with a greater level of control of your workplace with the flexibility to adapt as the needs of your business change. Whether you hot desk, fixed desk or a combination of both, RICOH Spaces can provide clear actionable insights and drive efficiencies for your desk space.

- Desk assignment

- Visual floor plan booking

- Book on web & mobile

- Visitor desk booking

- Track & Trace analytics

Room & Space Booking

Effortless booking wherever you are with full web schedule view, interactive floor plan, mobile application and room panel options. With seamless integrations to the wider RICOH Spaces platform, managing your meeting becomes simple and wasted time is reduced. It's not just meeting rooms that benefit, other spaces such as public spaces or collaboration areas can also be managed and integrated into the platform.

- Integrates with O365 for calendar sync

- Full Room Schedule View and Mobile booking

- Room Panel Options

- Pre-book visitors in advance

- Request services

Analytics

Feel empowered to make data-driven decisions with our world of workplace insights. Data across all the different modules are streamed here all the time, providing you with powerful insights across your business. View utilisation statistics on your desks, rooms and spaces to understand how your workplace is being utilised and gain key insights into meeting room efficiency.

- A suite of reporting available

- Desk Utilisation and trends

- Room and Space Utilisation and trends

- Enhanced with IoT for real-time data

Internet of Things

Add the latest IoT sensor technology to your business to gain detailed, real-time data about your spaces. The data is integrated directly into your workplace reporting providing insights such as comparisons of booked vs actual trends and trends over time. There is a huge range of possibilities and we can tailor them to your needs.

- Real-time visibility of your workplace

- Integrates with floor plans for people count and live availability of spaces

- Compare booked vs actual data for true insights

- IoT driven policies such as auto-cancel unoccupied meetings

Service Requests

Flexible service requests to streamline your business processes. Create and manage service requests, decide what information you capture and which options are available when requested. Automated notifications to service request managers reduce wasted time and enables effortless management through to completion directly in the platform. Request lunch, travel, drinks, cleaning and more.

- Unlimited custom-built service requests

- Assign and restrict services to particular spaces

- Complete requests on phone & web

- Integration options with third party ticket management systems such as ServiceNow

Workplace Automation

Create real efficiency in your business with workplace automation. Choose from a range of triggers such as "number of people in a space" and actions such as "send email" to automatically detect, manage and inform your business. With a range of integrations available and an ever-evolving roadmap, the possibilities are endless.

- Build your own automation

- Enhance location policies and service requests

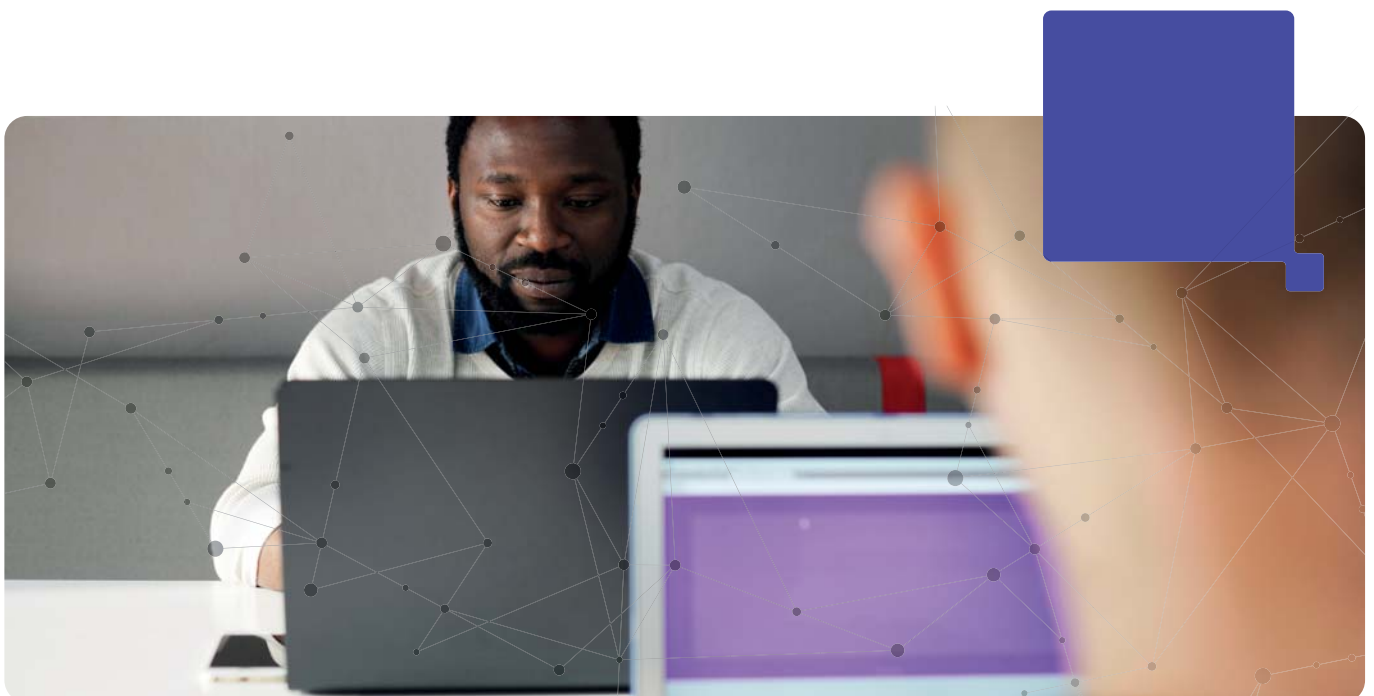- Detect, manage and inform your business

Digital Signage

Cloud-based digital signage solution that lets you deliver meaningful messaging from your RICOH Spaces and internal communications, to your digital screens. Ensuring you can send the right message, at the right time, to your employees and offices everywhere.

- Any screen, anywhere

- Over 60+ apps to use

- Schedule content dynamically

- Utilise almost any media player

Visit Management

Make a great first impression, increase security and improve your employees' productivity with RICOH Spaces Visitor Management. With the freedom to customise your sign in experience, you can control who enters your building, what data you collect from them and the experience they receive. Say goodbye to manual processes and the hassle of maintaining paper-based logs with our easy to use interface, pre-book and instant host notification features.

- Automated host notification

- Configure your own sign-in display

- Emergency management with a downloadable offline list

- Pre-book visitors for touchless sign-in

"Ricoh's comprehensive offering and expertise in managed workplace services, which includes RICOH Spaces, has been recognised as industry-leading, gaining Ricoh a position in Gartner's Magic Quadrant for Managed Workplace Services."*

Why RICOH Spaces

- Purchase single or multiple components

- Global availability

- Infinitely scalable

- Multilingual

- Installed in Ricoh offices across EMEA

- Workplace consultancy from Ricoh experts

- Multiple support options

- Remove complexities and let Ricoh manage vendors

Approach

Ricoh's strength in the market is the ability to take a holistic approach to deliver end to end workspace solutions for business transformation in an ever-changing digital world

Capability

Ricoh has a broad range of skills across all aspects of datacentre, networking, security, devices, deployment, communication services, business processes, and Cloud solutions.

Innovative

Ricoh has an in-house team of software engineers, developers, designers and consultants building best of breed solutions for our customers
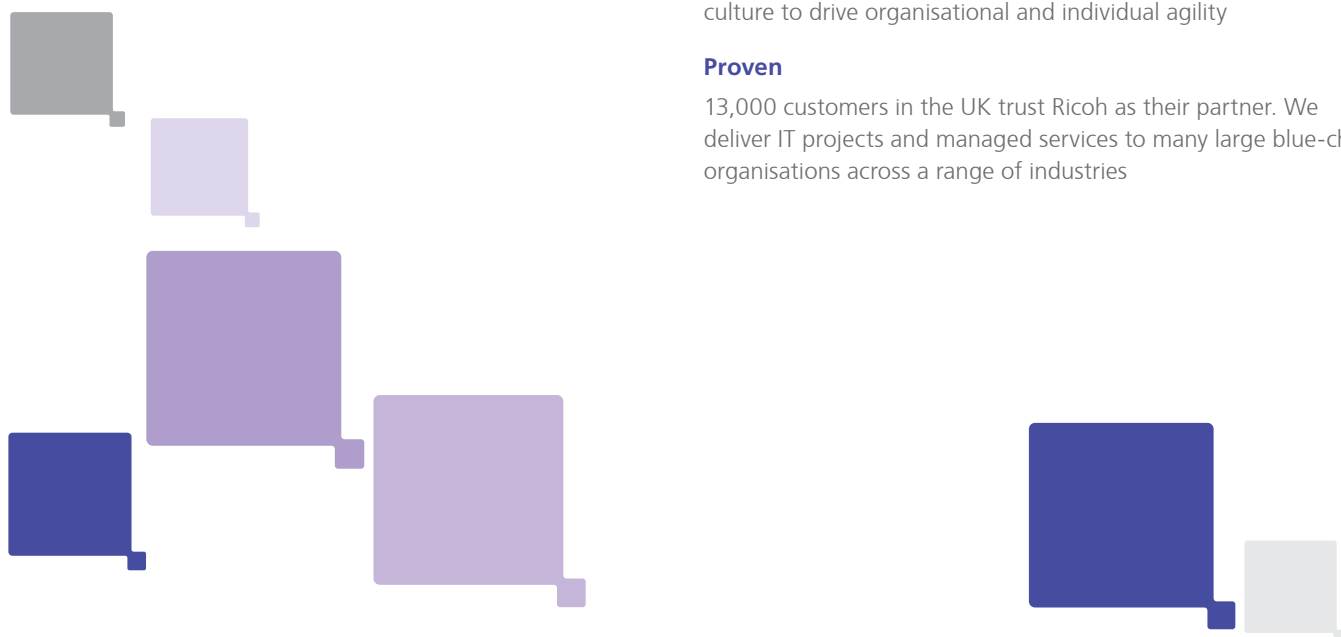
Experienced

Consultants bring with them their knowledge and experience from previous projects across a variety of different types of organisation.

Supported

Ricoh have world leading, Gartner recognised, managed workplace services, supporting changes in customers working culture to drive organisational and individual agility

Proven

13,000 customers in the UK trust Ricoh as their partner. We deliver IT projects and managed services to many large blue-chip organisations across a range of industries

Something missing?

We're listening! Check out our RICOH Spaces roadmap, vote for features, and suggest new ideas here:

Find out more at get.ricohspaces.com

datasharp

References from:

Centre for Economics and Business Research [2016] Face- to-face meetings boost London's economy by £54bn a year [online] City A.M. [Viewed 28 August 2018] Available from: http://www.cityam.com/251370/face-face-meetings-boost- londons-economy-54bn-year

https://insights.ricoh.co.uk/optimal-office

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