



# Space Management

TRACK & MANAGE YOUR SPACE

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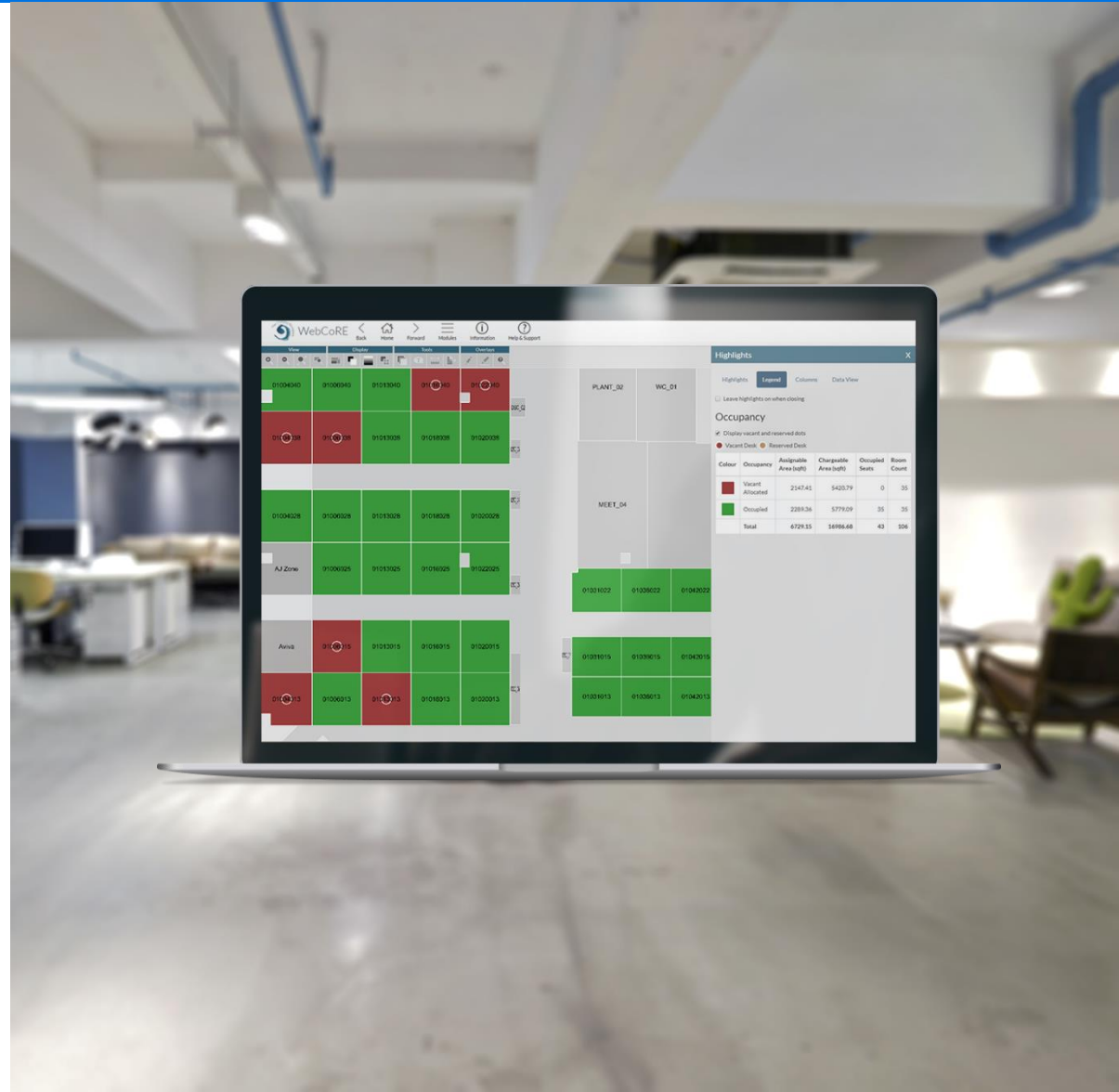


# Space Management

Space Management is an online data center that aggregates the fundamental information on your property portfolio, assets, employees and how all three interact

In order to maintain the usefulness and accuracy required for effective space management, Space Management has several backend, automated and user-specific components to understand and analyze:

- Building information
- Floor viewer
- Reporting



Highlights					
Leave highlights on when closing					
Occupancy					
Display vacant and reserved dots					
Vacant Desk Reserved Desk					
Colour	Occupancy	Assignable Area (sqft)	Chargeable Area (sqft)	Occupied Seats	Room Count
Vacant	Assigned	2147.41	5423.79	0	35
Occupied		2289.38	5779.09	35	35
Total		4436.79	11202.88	35	70



# What Space Management does

Space Management gives visibility and insight into your whole CRE portfolio and enables accurate tracking and evaluation of space

By combining digital technologies, visualization methods and all your data points, space is able to provide portfolio insight from high level to a granular level

Did you know **45%**  
of your space portfolio is **vacant** at  
any point in time?



# Benefits

- Manage all aspects of your property from one easy-to-use tool
- Identify under-utilized space & maximize estate efficiency
- Integrates with your internal feeds for greater data management
- All relevant data is centrally located - do more with fewer resources
- Align workplace initiatives with business goals
- Reduce operating costs through the better understanding and use of space
- Reduce your carbon footprint

## Space Management Averages

PER CLIENT



Clients report **saving up to \$30m** in the first year after implementing Space Management

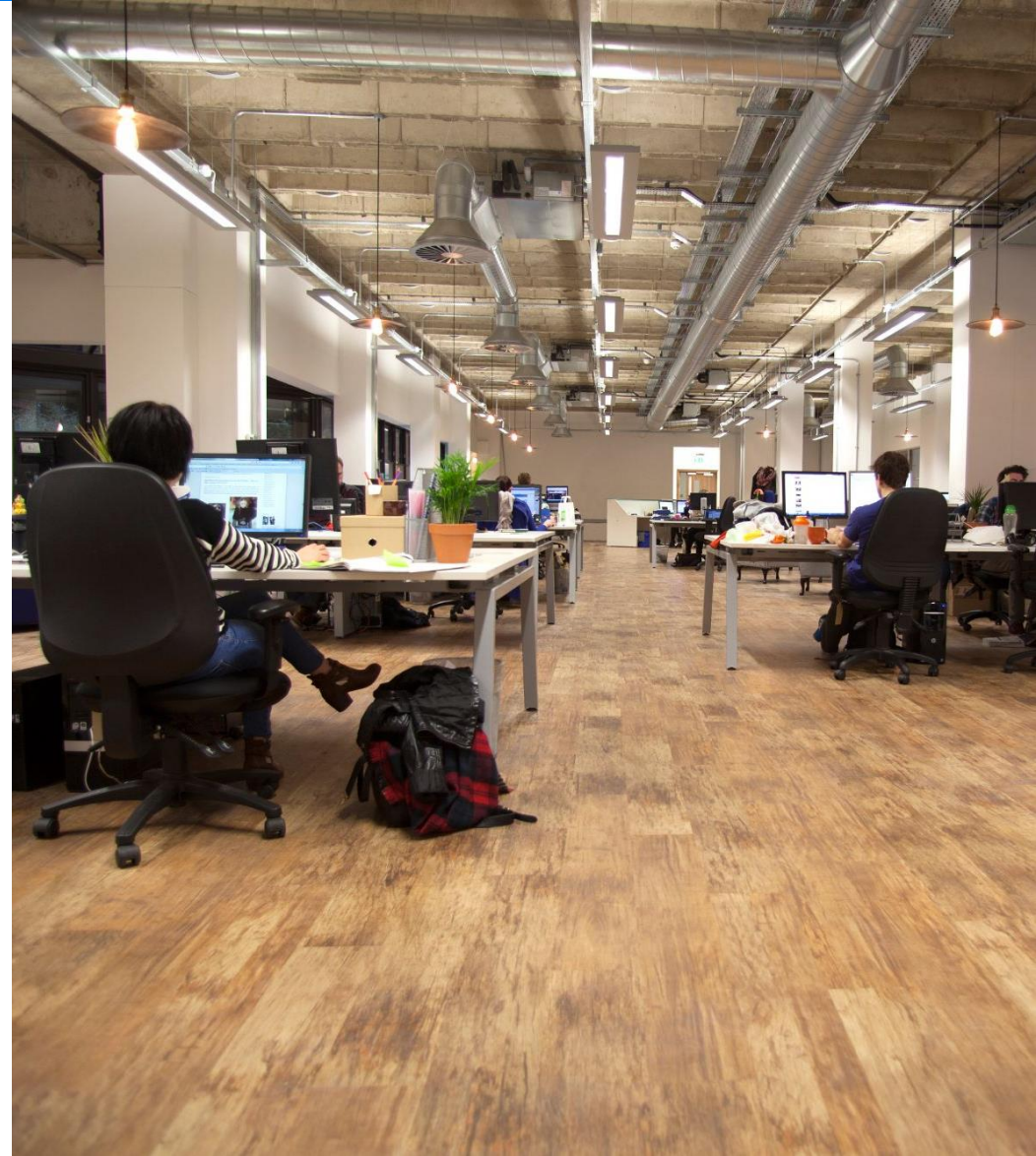
# Features

- Control permissions ensuring that changes to space data are accurate, trackable and necessary
- A database of all properties in your portfolio set against information such as addresses, key contacts for properties, etc...
- Lightweight floor plan rendering using WebGL- faster and lighter load/ refresh
- Floor plan viewer incorporates a highlighter and redline tool for further analysis and requesting



# Features

- Comprehensive standardized and configurable reporting formats
- As you drill into data the view dynamically updates displaying exactly the information you want to see
- Drill down from a map-based global portfolio view all the way down to a single floor plan view
  - Spatial data within a drawing can be highlighted to illustrate the location of a specific department or division
  - Space segmentation views - viewing whether space is common, occupied or vacant
- Enables the transparent allocation of costs to a building and across pro-rated spaces and to business groups

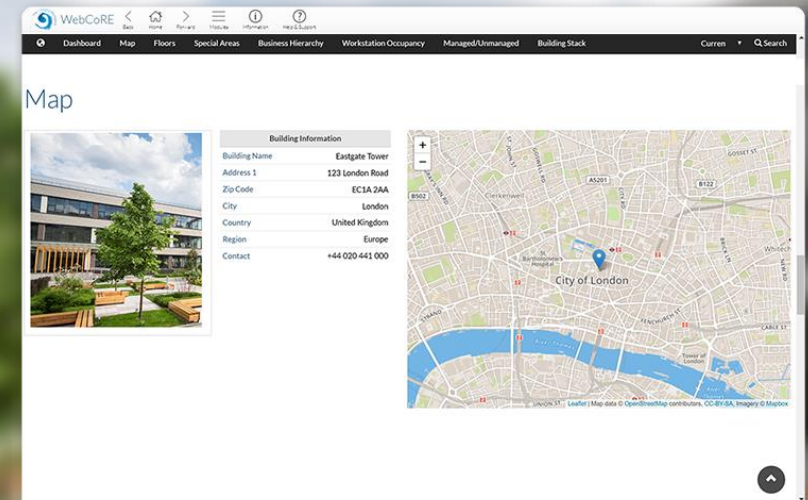




# Building Information

The building information component is a centralized record of all your buildings and holds key information such as:

- Building images and addresses
- Key contacts including information about accessing facilities
- Information such as health and safety, transport options or lease information
- The search capability gives you the exact information you need immediately with integrated communication tools
- Link additional data feeds to automatically draw in broader information

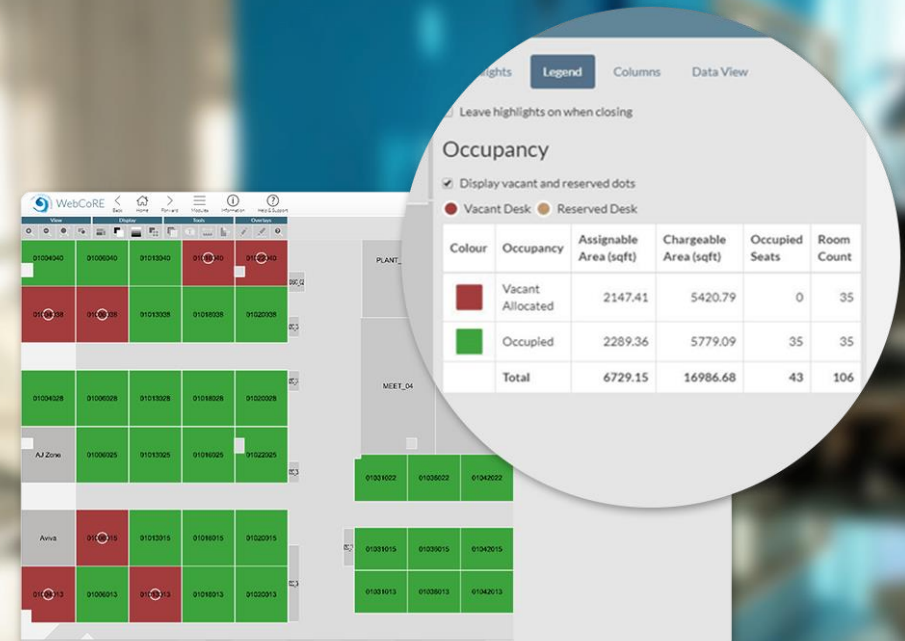




# Floor Plan Viewer

The floor plan viewer visually represents how space has been allocated including by organization unit, occupant type and vacancy

- Adjust the level of detail on a floor plan by turning layers such as assets, infrastructure, etc... on and off
- Run and highlight specific search queries broadly covering occupancy, room category, room standards, business hierarchy and reporting columns
- Annotate floor plans using the Redliner tool – a useful communication tool when sharing proposals or requesting changes
- Export floor plans with your edits made in Redliner
- Access floor plans in a variety of formats you need to complete your task on- and off-line



# Reports

## Space Reports

A dashboard view outlines key space metrics at any point across your Location and Business Hierarchy

- Standard report columns include area, usable space, number of seats and vacancy rates
- Drill into space reports quickly navigating to specific locations:
  - Location search: by region, building or floor to navigate to a specific location
  - Department search: filter all locations with space assigned to that department
  - Employee search: highlight employees' location on a floor plan
- Multiple navigation methods
- Save regularly used search filters for greater ease-of-use and faster report generation

Dashboards and BI reports enable you to monitor **space utilization** to inform any changes needed

The screenshot displays the WebCoRE dashboard with two main report sections. The top section, 'Business Hierarchy', shows a table with columns for Global Business Function, Total Workstations, Employee Count, Workspace Vacancy Rate, Occupied Workstations, Vacant Allocated Workstations, Vacant Unallocated Workstations, Other Workstations, Assignable Area (SQFT), Chargeable Area (SQFT), and Total Yearly Cost (\$MM). The bottom section, 'Workstation Occupancy', shows a similar table with columns for Workstation Type, Total Workstations, Employee Count, Assignable Area (SQFT), Chargeable Area (SQFT), and Total Yearly Cost (\$MM).

Global Business Function	Total Workstations	Employee Count	Workspace Vacancy Rate	Occupied Workstations	Vacant Allocated Workstations	Vacant Unallocated Workstations	Other Workstations	Assignable Area (SQFT)	Chargeable Area (SQFT)	Total Yearly Cost (\$MM)
Engineering	34	0	0%	0	34	0	0	2,494	8,837	\$66,347
Finance	491	848	33.4%	424	57	0	249	22,949	\$1,803	\$108,412
Human Resources	0	1	0%	0	0	0	0	0	0	0
Operations	0	2	0%	0	0	0	0	0	0	0
Public Relations	6,799	5,849	22.34%	5,202	1,559	0	5,835	299,139	651,629	\$1,545,874
Recd	407	0	0%	407	0	0	407	4,043,134	0	0
Self Storage	1	0	0%	1	0	0	1	37	88	\$249
Sales	139	240	54.87%	139	20	0	89	4,229	14,555	\$1,015,049
Technologies	4,244	5,247	37.11%	3,783	781	0	4,391	177,147	408,728	\$8,993,483
Unknown	43	0	0%	0	43	0	43	3,042	4,764	\$88,781
TOTALS	74,240	89,473		59,211	14,332	711	83,342	6,993,136	6,993,947	\$49,387,376

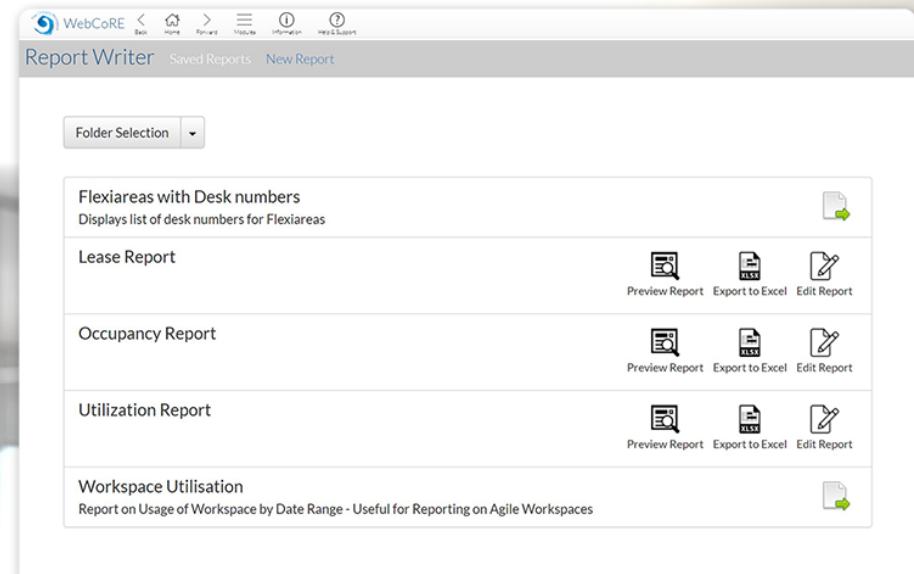
Workstation Type	Total Workstations	Employee Count	Assignable Area (SQFT)	Chargeable Area (SQFT)	Total Yearly Cost (\$MM)
Executive	305	0	9,451	22,043	\$,743,754
Executive	20,739	20,131	889,633	\$,493,176	\$12,939,391
Self	0	11,854	0	0	0
Nonresidential	0	11,613	4,438,479	\$24,407	\$7,428,141
General	46,451	46,879	1,422,046	\$,233,473	\$6,779,237
Executive	0	174	174	347	\$4,807
Executive	407	0	12,927	0	0
Unallocated	34,982	0	464,243	\$,124,146	\$3,233,695
Unallocated	233	0	7,130	23,879	\$142,191
TOTALS	74,240	89,473	6,993,136	6,993,947	\$49,387,376

# Reports

## Report Writer

Report Writer enables users to create, edit, run and share reports using a larger selection of space and employee related data points

- Report Writer features a report creation wizard where users can select the required data sources, filters and columns to create new reports
- Reports are visible through Space and can be shared on- and offline
- Users with the advanced permissions can create pre-defined reports
- Pre-defined reports are available to all Space users





# About The Changing Workplace

The Changing Workplace was founded in 2000 after developing our portfolio management platform, WebCoRE

WebCoRE's tools are used to capture and blend metrics outlining how facilities are being used compared to how they were planned

Data visibility and platform capabilities enable users to take affirmative action creating and enabling strategies aligning with expectations from users and governance

WebCoRE is used to manage over 200 million square feet with over 20k active users across 140 countries

Offices in America, Europe and partnerships in several strategic locations globally



**£7.8<sub>b</sub>**

of unused space consolidated  
over 20 years



**200<sub>m</sub>**

Sq ft managed



**140**

Countries with WebCoRE  
presence



**23.3 %**

Turnover reinvested in R&D  
annually



**20<sub>k</sub>**

Active WebCoRE  
users



Let us show you how easy accuracy is

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