

OnBoard® Workplace Management System

Permanent Seat Management

Tracking Utilization With Permanently-Assigned Seating

Finding reliable seat-assignment information can be difficult for many organizations. Even companies that have invested in computer-assisted facilities management (CAFM) or integrated workplace management (IWMS) systems might not have the answers they need.

AgilQuest offers the tools and knowledge to help you more accurately measure and monitor the usage of your organization's permanent desk space. This in turn can help you to add, adjust or reorganize people and departments with ease.

Three Types of Space Management Utilization

To accurately measure workspace occupancy, you first must understand the three types of space management utilization.

Allocated Utilization

Space that is distributed to various business units, internally accounted for by "charge backs".

Assigned Utilization

The number of seats assigned to employees. A typical organization permanently assigns about 75% of its workspace.

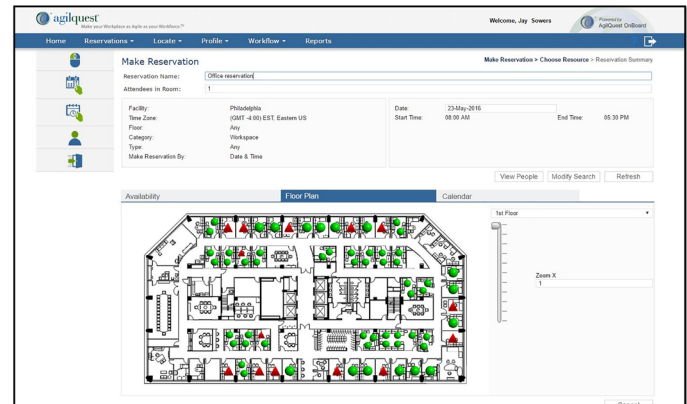
Actual Utilization

The number of seats in use on any given day. A typical office has an actual utilization of just 30% to 40% due to vacation/personal days, travel, work at client offices, vacation days, work from home and other forms of mobility.

How Permanent Seat Management Helps

Using actual utilization data as its foundation, AgilQuest's Permanent Seat Management solution consistently, continuously and systematically measures assigned and actual utilization. It leverages technologies your organization already uses, so there is no need to deploy sensors, cameras, chips or other "Big Brother"-type technologies that can make employees uncomfortable.

Once you know your permanent space use with certainty, you can easily locate employees, support and manage visitors to your facilities; better understand your space utilization; and accurately assess your capacity for growth. You also can evaluate whether a hoteling solution may be an option for your organization.



To learn more about OnBoard and AgilQuest or to schedule a demo, contact sales@agilquest.com, or call 877 740-3981.