

**Furniture for Support Spaces**  
CATEGORY 6  
Thoughtstarters  
E60PQ-140003/053/PQ

revised Oct-2017

# COLLABORATION Insights

## How can the workplace be designed to truly enhance collaboration?

Collaboration fosters innovation. In today’s business climate, collaborative work is both face-to-face and virtual. The tools and spaces people require have changed and will continue to evolve. The collaborative spaces we design should include a palette of place, posture and presence that support these evolving group activities.

## Understanding the types of collaboration.

Collaboration takes different forms based on the work at hand. Steelcase WorkSpace Futures studied collaboration and identified three distinct types of meetings: **Informative**, **Evaluative**, and **Generative**.

### Informative Collaboration



Low complexity

- VOICE: phone or teleconference
- FACE: one or more participants
- INFORMATION: digital or analog

### Evaluative Collaboration



Medium complexity

- VOICE: phone or teleconference
- FACE: one or more participants
- INFORMATION: digital or analog
- CAPTURE: text, pictures, whiteboards

### Generative Collaboration



High complexity

- VOICE: phone or teleconference
- FACE: one or more participants
- INFORMATION: digital or analog
- CAPTURE: text, pictures, whiteboards
- CO-CREATE: shared annotation

# COLLABORATION Design Considerations

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## Guidelines

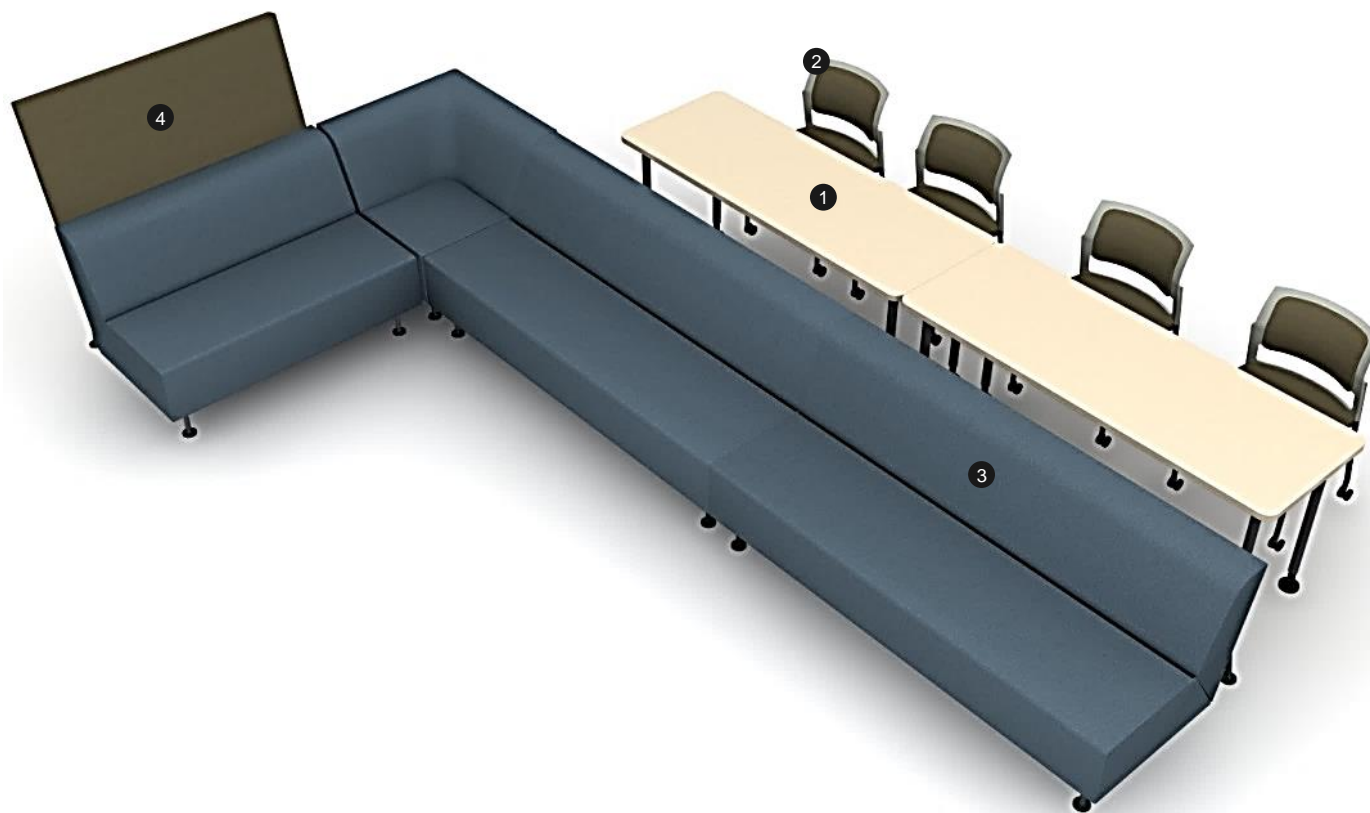
- Support **Informative**, **Evaluative**, and **Generative** processes. What user activities need to be supported?
- Provide a Palette of Place. Settings should range from:
  - open to closed
  - analog to digital
  - small to large
  - short to long duration
- Provide a Palette of Posture. Include lounge, desk, and standing height settings.
- Provide a Palette of Presence. Offer spaces for physical and virtual collaboration.
- Provide circulation space to encourage participate and movement.
  - allow 42" between a table and a wall
  - allow 60: between a table and a whiteboard
- Give each participant equal and intuitive access to both digital and analog information.
- Design spaces to promote eye contact, both digital and face-to-face.
- Plan for unplanned interactions; create spaces to support impromptu meetings.
- Provide spaces where users can see and be seen. Transparency builds trust and trust is the heart of collaboration.

## Collaborative Settings



# Two-Tier Presentation Space

COLLABORATION TYPE: [Informative](#)  
PROVIDES: lounge and seated postures



## PRODUCT NAMES

- ① Groupwork table
- ② Move collaborative seating
- ③ Campfire lounge seating
- ④ Campfire lounge seating with screen

## FOOTPRINT OF DEPICTED SETTING

161 sq ft

# Intimate Discussion Area

COLLABORATION TYPE: **Evaluative**  
PROVIDES: lounge and seated postures



## PRODUCT NAMES

- ① Groupwork table
- ② Move collaborative seating
- ③ Bix straight sectional
- ④ Bix straight sectional with screen

## FOOTPRINT OF DEPICTED SETTING

85 sq ft

# Comfortable Discussion Area

COLLABORATION TYPE: **Evaluative**  
PROVIDES: lounge postures



## PRODUCT NAMES

- ① Sidewalk armless chair
- ② Alight ottoman
- ③ Groupwork coffee-height table
- ④ Bix straight sectional

## FOOTPRINT OF DEPICTED SETTING

127 sq ft

# Shielded Discussion Area

COLLABORATION TYPE: **Evaluative**  
PROVIDES: lounge postures



## PRODUCT NAMES

- ① Sidewalk lounge with arms
- ② Groupwork coffee-height table
- ③ Bix straight sectional with screen

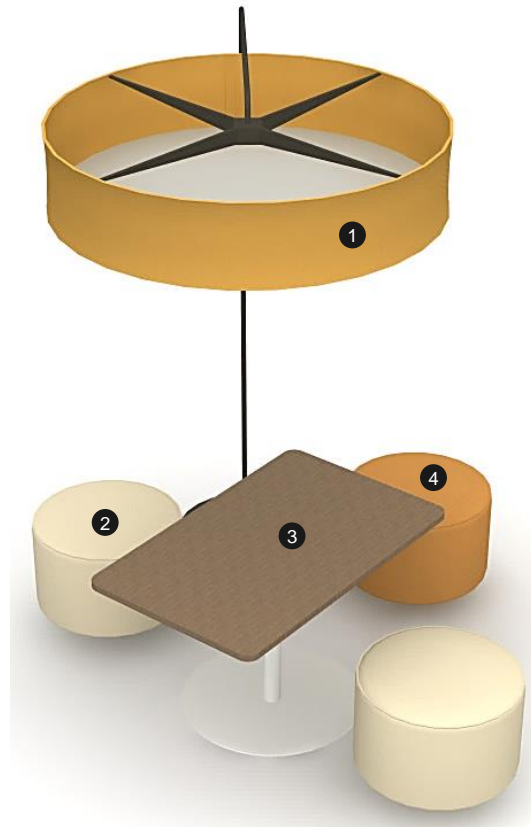
## FOOTPRINT OF DEPICTED SETTING

165 sq ft



# Touchdown Collaboration Corner

COLLABORATION TYPE: **Evaluative** and **Generative**  
PROVIDES: seated postures



## PRODUCT NAMES

- ① Campfire Big Lamp light (non-NMSA product)
- ② Alight ottoman
- ③ Groupwork table with disc base
- ④ Alight ottoman

## FOOTPRINT OF DEPICTED SETTING

55 sq ft

# Dynamic Collaborative Area

COLLABORATION TYPE: **Informative**, **Evaluative** and **Generative**  
PROVIDES: lounge and seated postures



## PRODUCT NAMES

- ① Move guest chair
- ② Campfire Big Lounge sofa
- ③ Groupwork coffee table
- ④ Groupwork table with disc base
- ⑤ Groupwork rectangular table
- ⑥ Groupwork mobile markerboard

## FOOTPRINT OF DEPICTED SETTING

452 sq ft

# Multi-Use Collaborative Area

COLLABORATION TYPE: **Evaluative** and **Generative**  
PROVIDES: lounge and seated postures, and shielded and open privacy



## PRODUCT NAMES

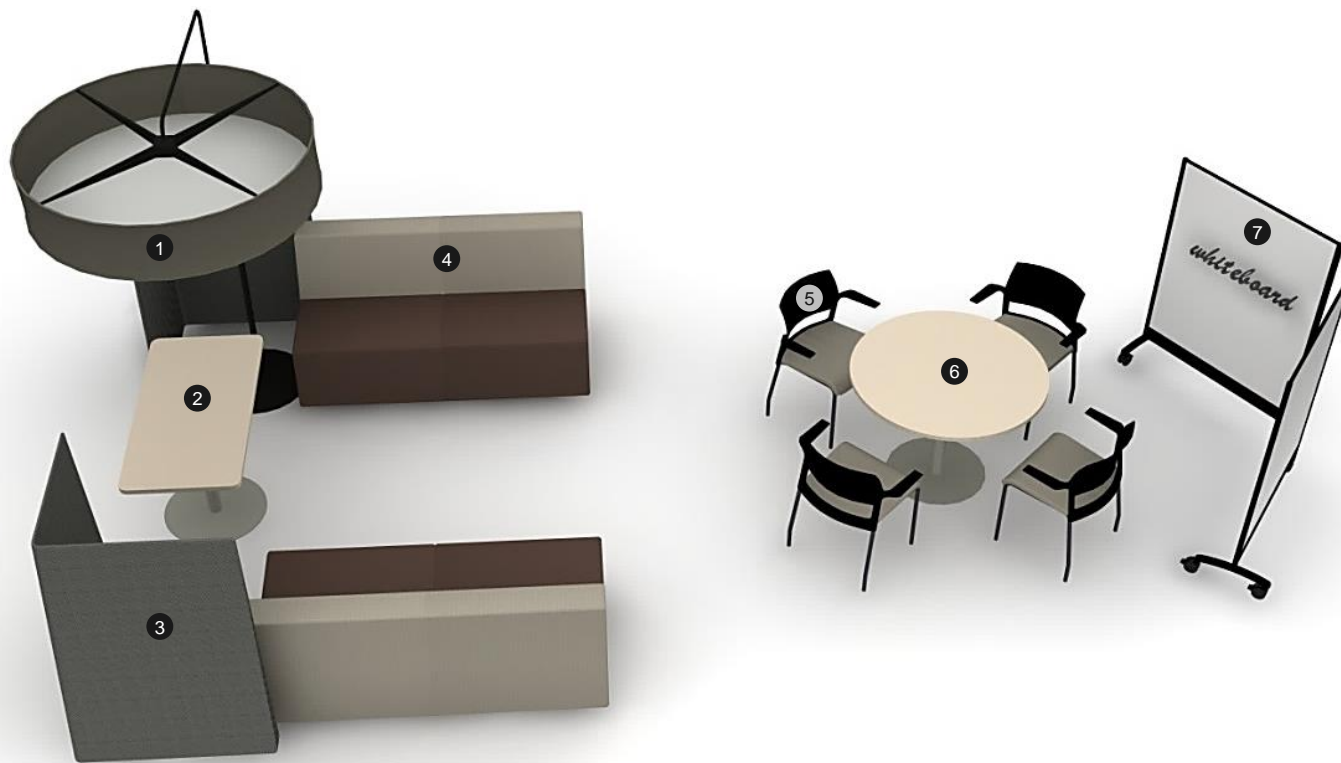
- ① Campfire Big Lounge sofa
- ② Move guest chair
- ③ Groupwork table
- ④ Alight ottoman
- ⑤ Groupwork table with disc base
- ⑥ Campfire Half Lounge chair
- ⑦ Campfire Big Lounge sofa

## FOOTPRINT OF DEPICTED SETTING

294 sq ft

## Collaborative Area (supports two groups)

COLLABORATION TYPE: **Evaluative** and **Generative**  
PROVIDES: lounge and seated postures



### PRODUCT NAMES:

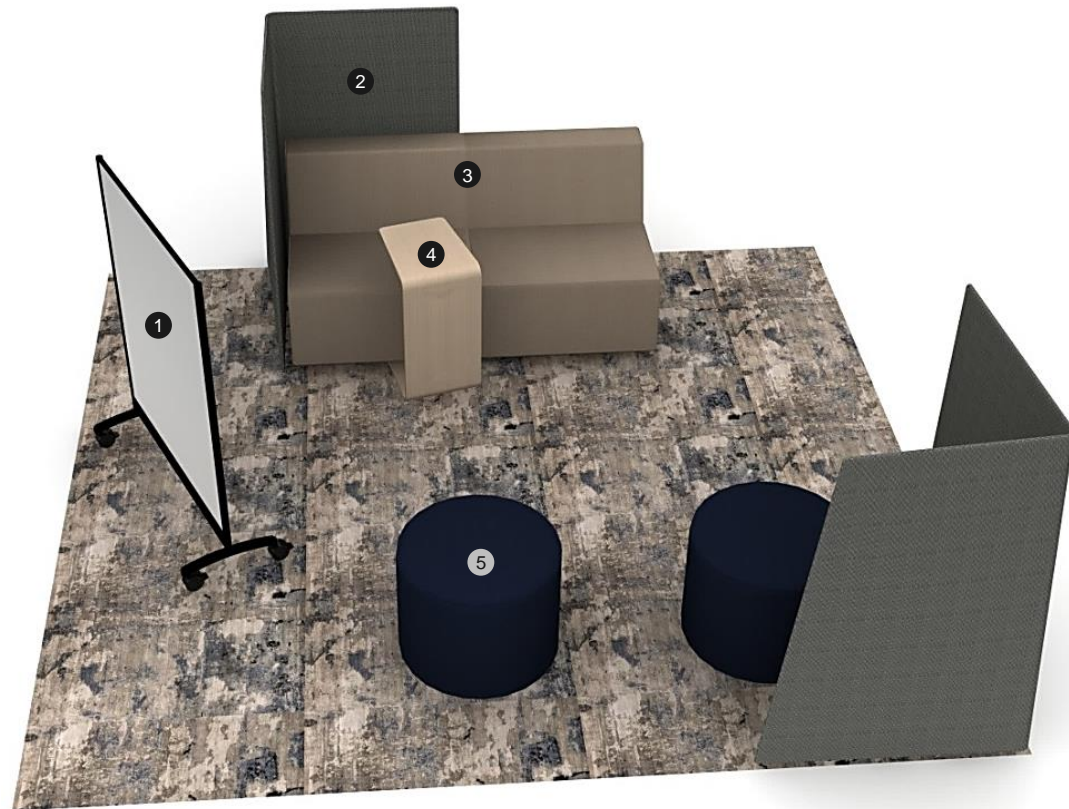
- 1 Campfire Big Lamp light (non-NMSA product)
- 2 Groupwork table with disc base
- 3 Campfire screen
- 4 Campfire Big Lounge sofa
- 5 Move guest chair
- 6 Groupwork table with disc base
- 7 Groupwork mobile whiteboard

### FOOTPRINT OF DEPICTED SETTING

242 sq ft

# Shielded Collaborative Area

COLLABORATION TYPE: **Evaluative** and **Generative**  
PROVIDES: lounge postures



## PRODUCT NAMES

- ❶ Groupwork mobile whiteboard
- ❷ Campfire screen
- ❸ Campfire Big Lounge sofa
- ❹ Campfire Personal table
- ❺ Alight ottoman

## FOOTPRINT OF DEPICTED SETTING

130 sq ft

# Shielded Information Area

COLLABORATION TYPE: [Informative](#)

PROVIDES: lounge postures



## PRODUCT NAMES

- ① Campfire screen
- ② Campfire Big Lounge sofa
- ③ Groupwork table

## FOOTPRINT OF DEPICTED SETTING

154 sq ft

# Eclectic & Social Collaborative Area

COLLABORATION TYPE: **Evaluative**  
PROVIDES: lounge postures



### PRODUCT NAMES

- ① Campfire Big Lounge sofa
- ② Sidewalk lounge chair
- ③ Groupwork coffee-height table
- ④ Alight ottoman
- ⑤ Campfire Personal table
- ⑥ Campfire Big Lounge sofa

**FOOTPRINT OF DEPICTED SETTING**  
178 sq ft

# Social Collaborative Area

COLLABORATION TYPE: [Informative](#)  
PROVIDES: lounge postures



## PRODUCT NAMES

- 1 Campfire Big Lamp light (non-NMSA product)
- 2 Campfire Big Lounge sofa
- 3 Groupwork coffee-height table
- 4 Sidewalk lounge chair with arms
- 5 Alight ottoman

## FOOTPRINT OF DEPICTED SETTING

236 sq ft



# Presentation Collaborative Area

COLLABORATION TYPE: Informative and Generative  
PROVIDES: lounge and standing postures



## PRODUCT NAMES

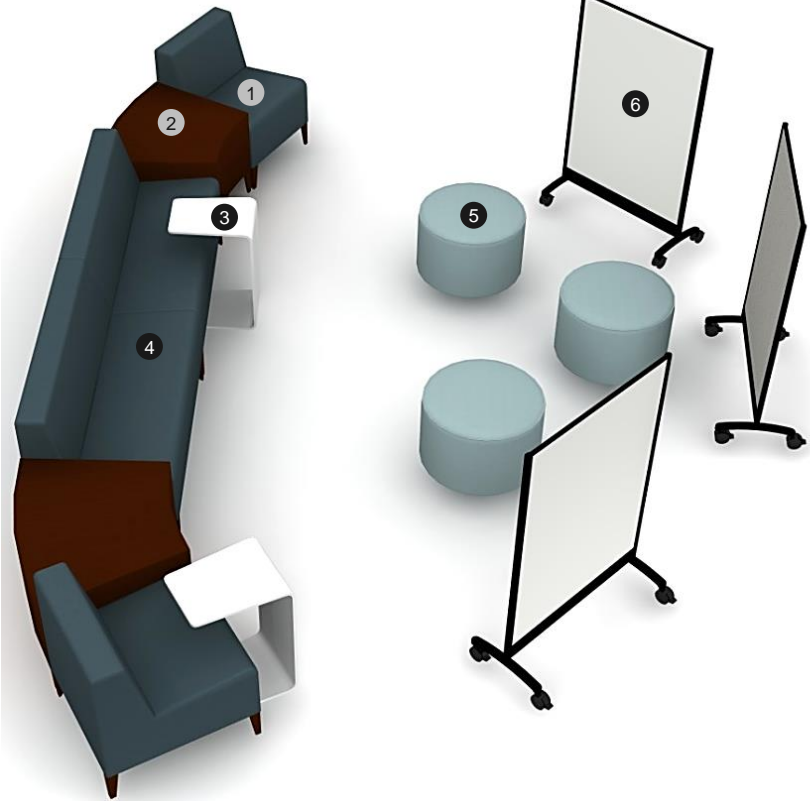
- ① Campfire Big Lounge sofa
- ② Campfire Personal table
- ③ Groupwork standing-height table
- ④ Groupwork whiteboard screen

## FOOTPRINT OF DEPICTED SETTING

136 sq ft

# Presentation Collaborative Area

COLLABORATION TYPE: Informative and Generative  
PROVIDES: lounge postures



## PRODUCT NAMES

- 1 Circa straight chair
- 2 Circa wedge table
- 3 Campfire Personal table
- 4 Circa straight loveseat
- 5 Alight ottoman
- 6 Groupwork mobile whiteboard

## FOOTPRINT OF DEPICTED SETTING

225 sq ft

# Collaborative Cafe

COLLABORATION TYPE: **Generative**  
PROVIDES: lounge and seated postures



## PRODUCT NAMES

- ① Circa straight loveseat
- ② Groupwork table with disc base
- ③ Move guest chair

## FOOTPRINT OF DEPICTED SETTING

103 sq ft

# Technology-Supported Collaborative Area

COLLABORATION TYPE: **Generative**

PROVIDES: seated postures, and analog and digital content



## PRODUCT NAMES

- ① media:scape shroud
- ② media:scape table (without technology)
- ③ Move guest chair
- ④ Groupwork mobile whiteboard

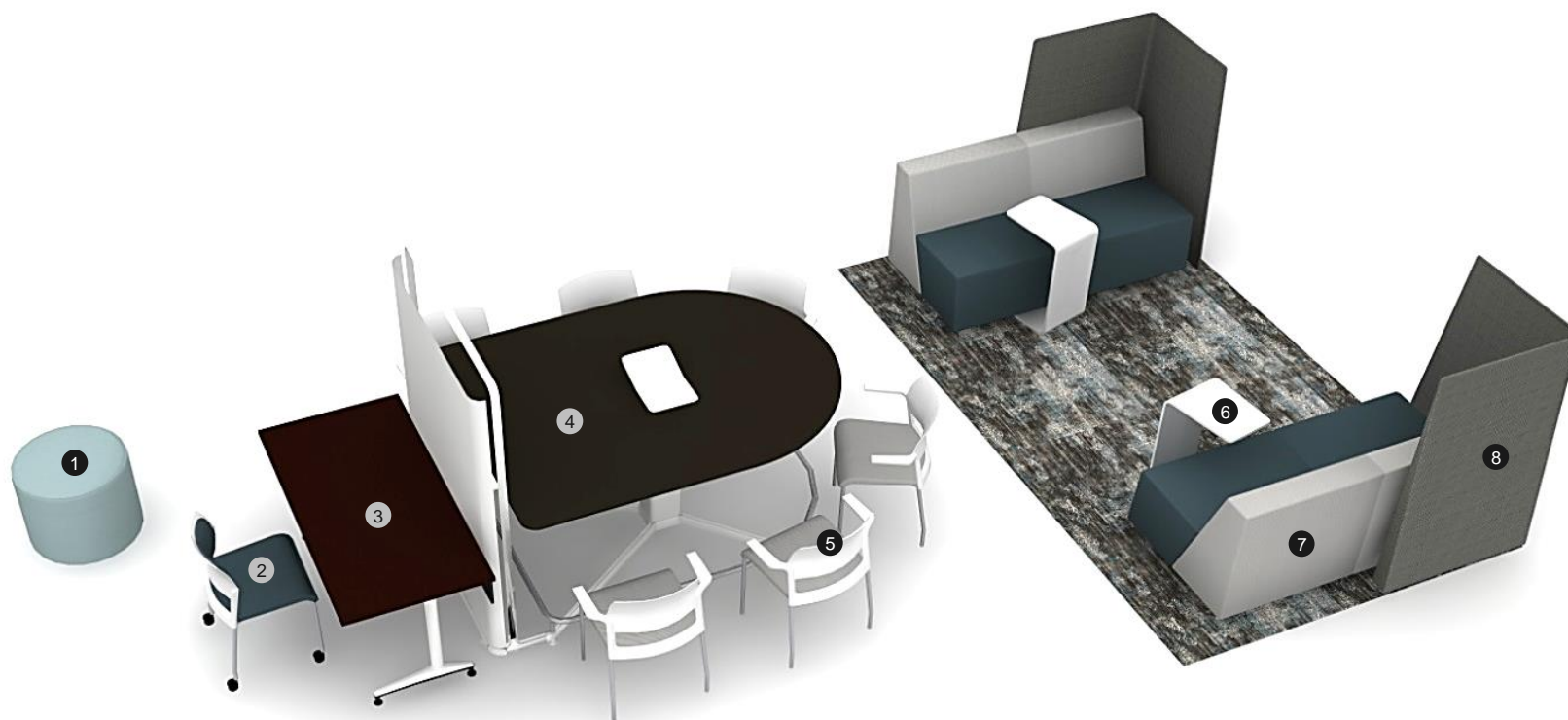
## FOOTPRINT OF DEPICTED SETTING

225 sq ft

# Technology-Supported and Focus Collaborative Area

COLLABORATION TYPE: **Evaluative** and **Generative**

PROVIDES: seated and lounge postures; analog and digital content; and, open and shielded privacy



## PRODUCT NAMES

- 1 Alight ottoman
- 2 Move armless guest chair with casters
- 3 Akira mobile table
- 4 media:scape table (without technology)
- 5 Move guest chair with arms
- 6 Campfire Personal table
- 7 Campfire Big Lounge sofa
- 8 Campfire screen

## FOOTPRINT OF DEPICTED SETTING

300 sq ft

# Private Work and Conversation Area

COLLABORATION TYPE: **Evaluative**  
PROVIDES: seated and lounge postures



## PRODUCT NAMES

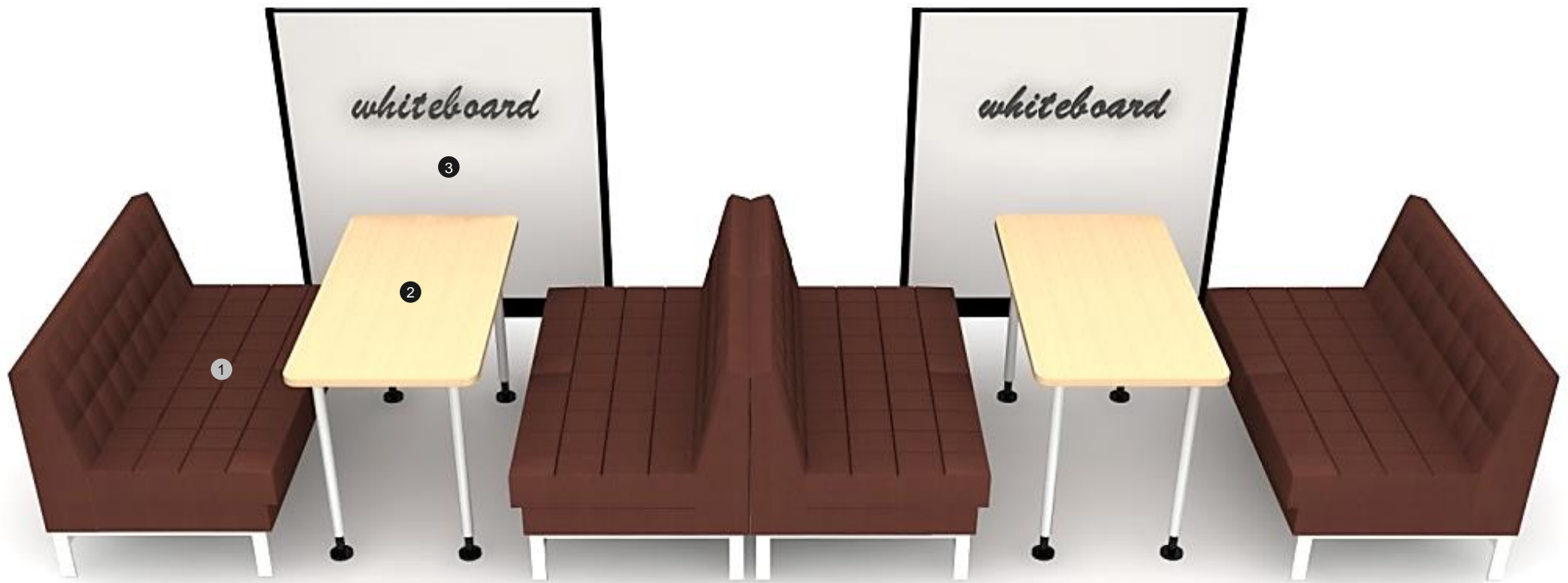
- ① Millbrae sofa
- ② Groupwork coffee table
- ③ Alight ottoman
- ④ Move armless guest chair with casters
- ⑤ Akira desk-height table

## FOOTPRINT OF DEPICTED SETTING

94 sq ft

# High-Density Collaborative Area

COLLABORATION TYPE: **Generative**  
PROVIDES: lounge postures



## PRODUCT NAMES

- ① Millbrae sofa
- ② Groupwork table
- ③ Groupwork whiteboard screen

## FOOTPRINT OF DEPICTED SETTING

95 sq ft

# Semi-Private Collaborative Area

COLLABORATION TYPE: Informative and Generative  
PROVIDES: lounge and standing postures



## PRODUCT NAMES

- ① Bix straight sectional with screen
- ② Bix straight sectional
- ③ Groupwork coffee table
- ④ Groupwork mobile whiteboard

## FOOTPRINT OF DEPICTED SETTING

124 sq ft



# Social Collaborative Area

COLLABORATION TYPE: **Generative**  
PROVIDES: lounge postures



## PRODUCT NAMES

- ① Sidewalk lounge chair with arms
- ② Millbrae sofa
- ③ Groupwork coffee table
- ④ Alight ottoman

## FOOTPRINT OF DEPICTED SETTING

156 sq ft

# Mini Meeting Area

COLLABORATION TYPE: Informative and Generative  
PROVIDES: seated postures



## PRODUCT NAMES

- ① Groupwork mobile whiteboard
- ② Move guest chair with arms
- ③ Akira table

## FOOTPRINT OF DEPICTED SETTING

99 sq ft

# Reconfigurable Meeting Area

COLLABORATION TYPE: Informative and Generative

PROVIDES: seated postures



## PRODUCT NAMES

- ① Groupwork mobile whiteboard
- ② Move guest chair with arms
- ③ Akira mobile tables

## FOOTPRINT OF DEPICTED SETTING

180 sq ft

# Focus and Collaborative Area

COLLABORATION TYPE: **Evaluative**  
PROVIDES: seated and lounge postures



## PRODUCT NAMES

- 1 Groupwork tackable screen
- 2 Sidewalk lounge with arms
- 3 Campfire Personal table
- 4 Groupwork table with disc base
- 5 Alight ottoman

## FOOTPRINT OF DEPICTED SETTING

180 sq ft

# Breakout Team Collaborative and Café Areas

COLLABORATION TYPE: **Generative**  
PROVIDES: seated postures



## PRODUCT NAMES

- ① Move plastic guest chair
- ② Groupwork table

## FOOTPRINT OF DEPICTED SETTING

254 sq ft

# Learning Collaborative Area

COLLABORATION TYPE: **Generative**  
PROVIDES: seated postures



## PRODUCT NAMES

- ❶ Groupwork mobile whiteboard
- ❷ media:scape shroud
- ❸ media:scape table (without technology)
- ❹ Alight ottoman
- ❺ Alight ottoman
- ❻ Alight ottoman

## FOOTPRINT OF DEPICTED SETTING

221 sq ft

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