

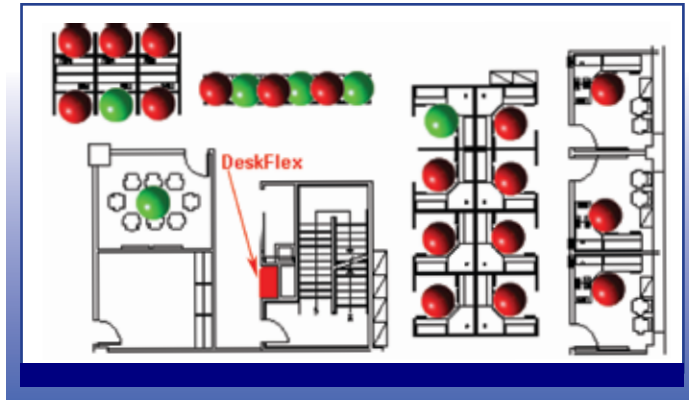


Your key to space management for the 21st Century Office
By: Professional Resource Management, Inc.

**PROFESSIONAL RESOURCE
MANAGEMENT, INC.**

50 N. Brockway Street,
Suite 3-5
Palatine, Illinois 60067
847-359-3990
info@prminc.com

Desk/Flex Software enables Corporate
Hoteling/Desk Sharing.



Hoteling? A pool of shared workspaces are made available to employees and visitors for their use. Desk/Flex controls the space reservations, tracks where people sit and provides management reports.

Benefits?

- Maximize your space utilization and reduce your rent by using fewer desks than people. Depending on worker mobility, organizations use desk sharing with ratios of users to desks anywhere from 1.2 to 1 all the way up to 20 to 1.
- Size your real estate footprint based on business needs for offices, meeting rooms, team areas, cubes, touchdowns, etc.
- Increase staff productivity by enabling workplace flexibility for temporary teams or workspaces determined by current work content.
- Reduce real estate expense and/or accommodate growth by tracking occupancy and objectively planning future capacity needs.
- Confirms the right workspace for the planned activity at the right place and the right time.

**Click here for
more information on:**

- [How it works and ease of use.](#)
- [Integration with your telephone system.](#)
- [Flexible architecture.](#)

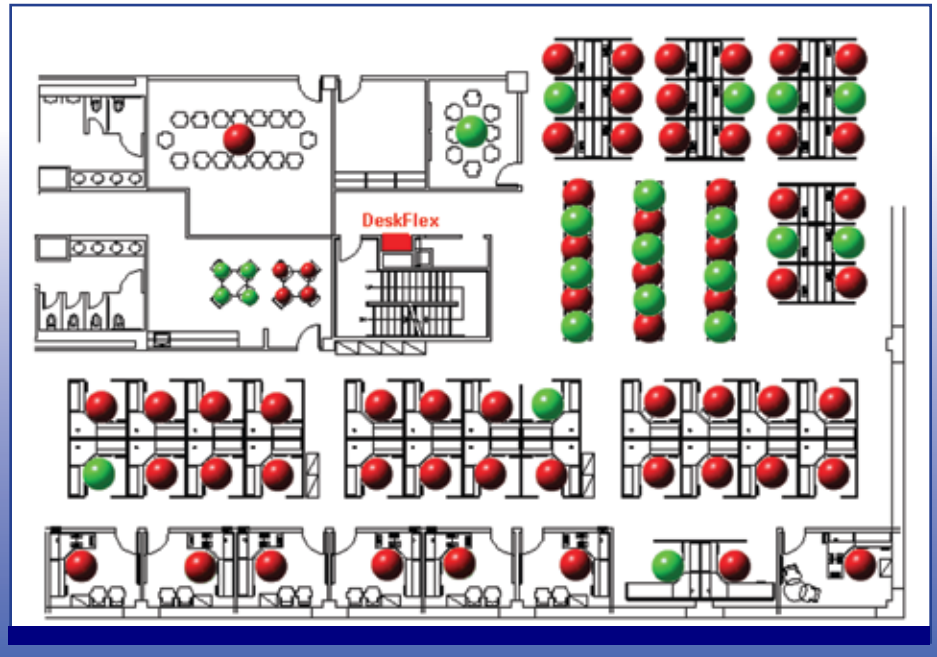




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Select your spot from the available (green) work spaces including Offices, Meeting Rooms, Cubes, Touchdowns or Quiet rooms, etc. Advance reservations or 'walk-ups'.

- Easy, self-service approach reduces overhead expense
- Employees are given advance authorization (or not) for each type of space allowing the office to run smoothly without the hassle or expense of requiring a concierge to act as "traffic cop".
- Guarantees your desired work setting on the right floor, in the right building, at the right time.
- Include catering and equipment orders in meeting room reservations for easy booking and advance notice of associated costs.
- Easy access from the kiosk near the receptionist desk, or from outside the office through the company intranet (or internet).



Desk/Flex makes it easy to claim the right workspace.

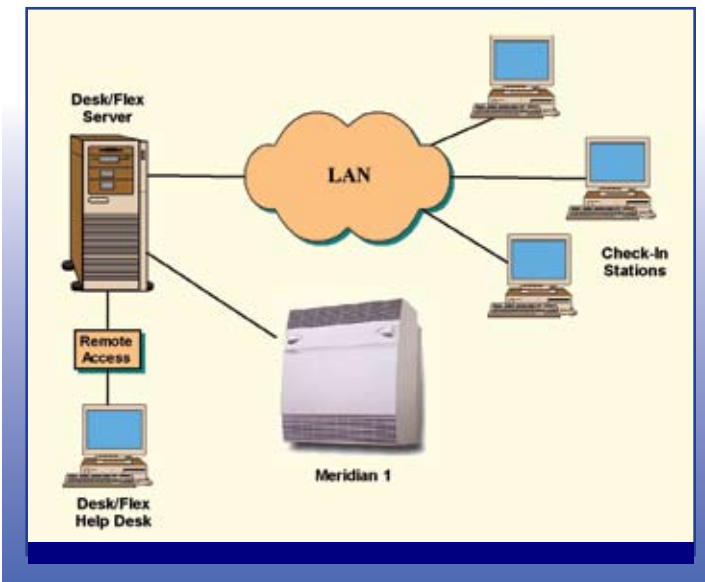


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PBX integration



Why?

- PBX integration allows Desk/Flex to instruct the PBX to route employee calls to the 'desk du jour'.
- Calls are answered promptly on your high quality office phone.
- Calls waiting lamp lights for missed calls.
- Phones at empty desks can be restricted from outside calls.
- PBX integration discourages "squatting" when an unregistered user occupies a vacant work station.

Which Phone Systems:

Desk/Flex integrates with various phone systems from major manufacturers including:

- **Nortel**
- **Cisco Systems**
- **Avaya**



*Check our web site for current
certificates of compatibility.*

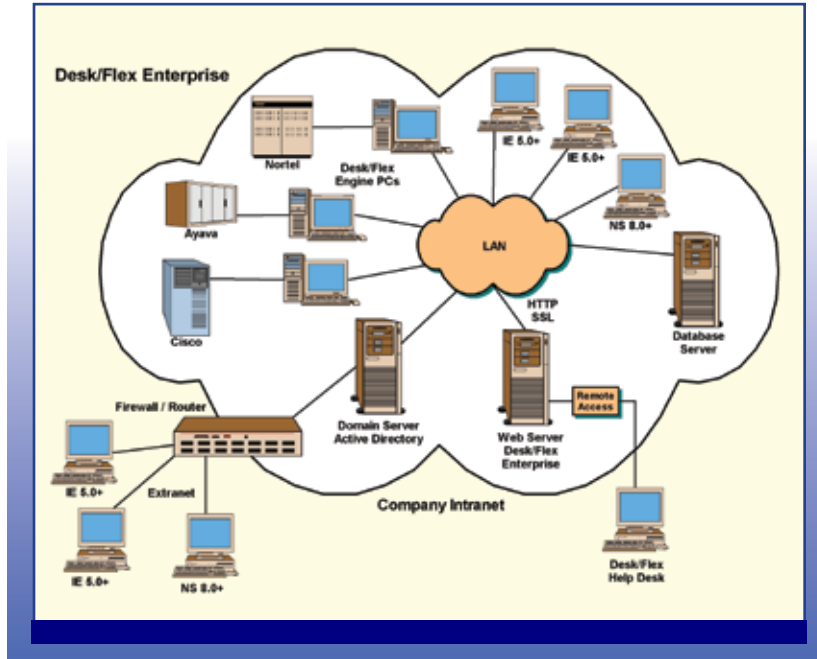


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Flexible Architecture



Flexibility: Desk/Flex can be configured and priced to provide economical and effective hoteling from a single office of 20 desks to an enterprise wide application covering thousands of desks on hundreds of floors of building all over your company's worldwide footprint.

Management Reports: Allow you to track occupancy and capacity requirements, who sat where, and no-shows. Desk/Flex lets managers optimize space based on data instead of testimonials.

With Desk/Flex occupancy and capacity planning reports you can "right size" your office to achieve real estate savings up to 1 desk shared among 20 employees.

Sharing office resources with Desk/Flex has allowed companies to reduce real estate expenses by **25 to 50 percent**. For further information call one of our sales consultants to set up a webinar or site visit at your facility.

