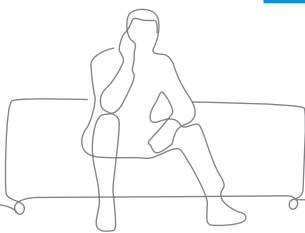
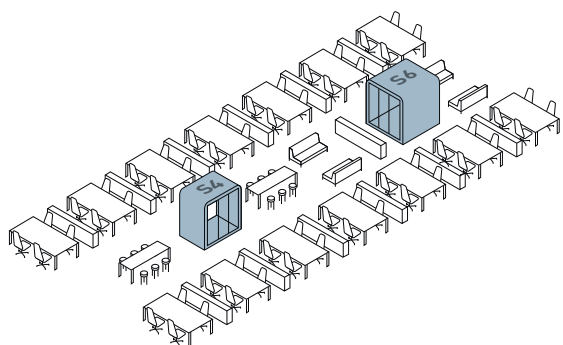


# LAYOUT TIPS



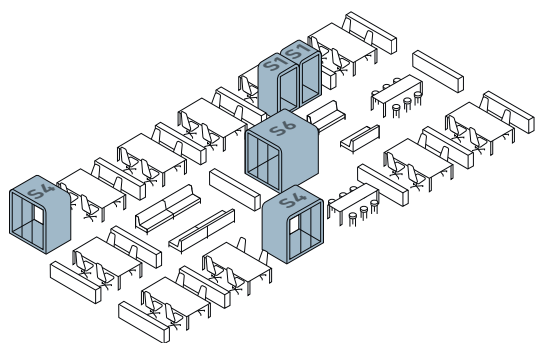
Every office layout is different, and Silen Spaces play a key role in resolving **acoustic comfort** within these layouts. While they serve as a quiet space **for focusing and privacy**, they also serve as functional elements that can be used to **divide an open space** floorplan.

Below are some **general layout guidelines** to consider when optimizing your floorplan design.



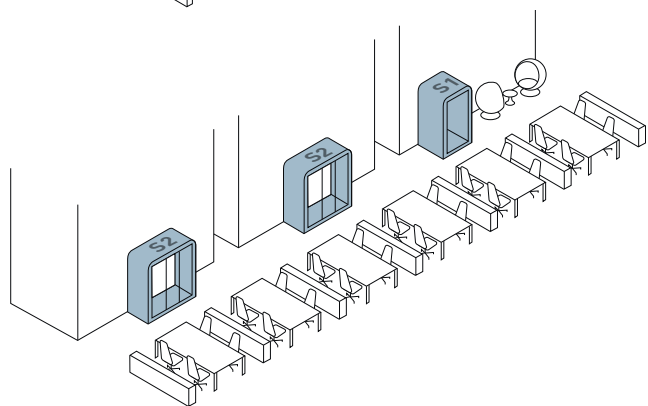
## SUPPORTING INDIVIDUALS & MULTI-TEAMS

In fields where individual or teamwork dominates over meetings, have one booth per 5 people. The added advantage is that the booths can be used to divide the teams within the floor plan design.



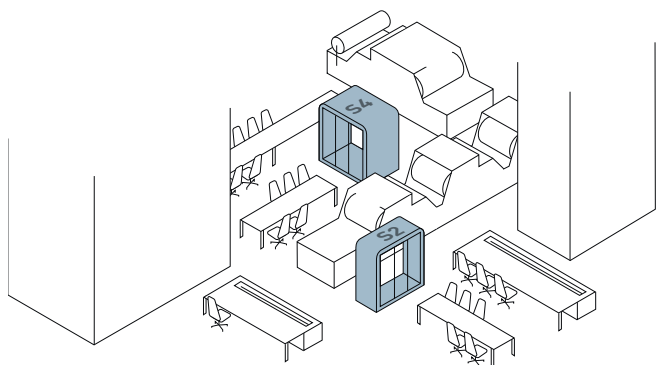
## FACILITATING SUPERTEAMS & COLLABORATION

When your office is the hub for constant brainstorming and meetings, and your business also facilitates many phone calls, make sure to have one booth per 2 people. Doing this guarantees that everyone can focus when they need to and that phone calls or meetings will not disturb the workflow of the other team members.



## PRIVACY IN A TIGHT SPOT

When your office square meter is limited, place your smaller booth next to the walls. Doing this ensures a higher level of privacy for quick reviews, feedback sessions, and phone calls.



## PROVIDING NOISE SHELTERS

Avoid repetitive walks from the loud production floor to an available office, or stop wasting time trying to find an unoccupied office or quiet space for necessary discussions. Install booths strategically around your production floor to get things done on the go!