



## Hybrid office management in 3 steps



**1** Sign up for your FREE account



**2** Enable self-onboarding or add your colleagues



**3** Set where you are going to work

## Upgrade as your needs change

Turn on features as required to create your perfect system



Add Spaces to make anything from desks to bike racks bookable



Track who's coming into your office with Visitor management



Collaborate together by Requesting Team Attendance



Generate Reports to see how your office is really being used



Organise colleagues into Groups for visibility over your teams



Easily scale intheOffice across Multiple Locations



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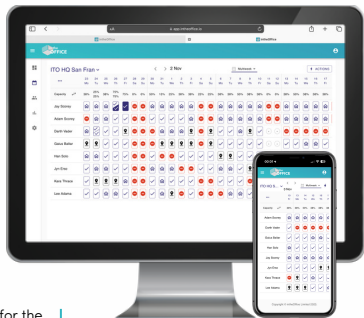
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# Flexible workplace management for hybrid working



It's really simple and slick.  
It ticks all the boxes to  
manage our hybrid office.  
No more spreadsheets!

Megan O'Connell - Station 10



Traditional desk booking software was designed for the previous generation of flexible working, where people worked from any desk available.

intheOffice is the new employee attendance and desk booking app that utilises 9 years of staff scheduling experience to solve the challenges of the new hybrid workplace. Enabling you to focus on:

## People Interactions

Start by seeing when your team and colleagues are intheOffice so you can co-ordinate your attendance.

## Space Agility

In a single click, book the most appropriate space to complete your work and collaborate effectively.

## Simple & Flexible

Designed to be self-service from the ground up, you can start using intheOffice within minutes.

Driven by our flexible settings engine, you have complete control over how you use and manage your office space, letting you trial new layouts or ways of working and adapt to changing circumstances.



## Basic (free) Vs Premium

Any features you enable or disable will affect your daily usage. We work out daily usage based on the total user number and the premium features that are enabled. You can see a detailed breakdown of your usage costs on the Subscription tab.

### Basic

Unlimited Free Users

Basic Statuses

Daily Office Capacity/Occupancy

Live Health & Safety Register

Microsoft Single Sign On

Microsoft Teams Integration

Touchless Guest Check-in

 Microsoft 365

Sign up for Free

No Card Needed

### Premium

All of the Basic features plus:

Daily Availability

Office Status

Request Attendance

Weekly Routines

Split Days

Multiweek View

Group Management

Multiple Locations

Cross Location Booking

Space Bookings

Exportable Reporting

Visitor Management

Annual Leave Planner

More to come!

# What Makes Us So Special?

People First	Frictionless Flexibility	Simple & Risk Free
<b>Constructive Context</b>	<b>Experiment &amp; Evolve</b>	<b>No More Guesswork</b>
<p>The real-time Schedule shows where people are planning to work from each day, both inside and outside the office.</p> <p>Need to collaborate? Simple, just pick a day when your colleagues are in the office or undecided and avoid days when they are WFH. No more unexpected lonely office days.</p>	<p>With feature toggles and self-service at it's core, you are in complete control. Trial different working patterns, test new office layouts, or even move people between offices as needed.</p> <p>Speedy onboarding gets people setup and seeing value in minutes.</p>	<p>All accounts come with unlimited users and basic office attendance management for free. Pay as you go pricing and zero minimum contract lengths gives you the freedom to try premium features without any longterm commitment. If you're not quite ready for a particular feature, turn it off and stop paying for it the same day.</p>
<b>Why Should You Care?</b>	<b>Why Should You Care?</b>	<b>Why Should You Care?</b>
<p>Traditional hot desking software only focuses on office space usage. Ignoring when people have decided to WFH prevents planning and coordination of office days, leading to reduced office attendance.</p>	<p>The average onboarding time for business software is 6 months, with changes usually requiring costly development and create further delays. This inflexibility leads to tools which aren't fit for purpose.</p>	<p>75% of software implementation projects take too long and don't get completed. The few that do: 80% of the features aren't used</p>

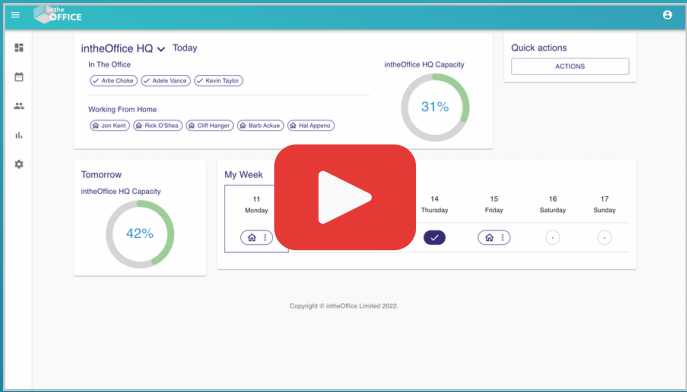


Sign up for Free

No Card Needed



# Watch Our Demo



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[www.intheOffice.io](http://www.intheOffice.io)