



Smart Building Technology  
and Hybrid Work Solutions

# Cisco Talent and Collaboration Centers

Small Collaboration Room Design Guide



# Overview and Intent

This document provides guidance on how to effectively design a Small Collaboration Room.

This design brings space layout, technology, and furnishings together to create an optimal experience for those present locally and for remote attendees.

Each customer project is unique. Thus, it is important to involve local facilities teams, workplace design resources, architects and space designers, IT, and a Cisco-certified integrator. The collective goal is to finalize the details of any design, verify the applicability and address any local concerns – electrical/mechanical, orientation and location of the room within the floor plan, accessibility, circulation, and external factors such as noise, light, and temperature.

# Room Description

Small groups get work done. These Small Collaboration Rooms are the perfect setting to bring in-person and remote colleagues together. The 120° field of view of the Cisco Room Bar camera ensures everyone is in view.

## Supported Collaboration Activities

- Information Sharing ✓
- Brainstorming
- Team Building
- Decision Making ✓

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# Visualization of key Cisco elements

## Small Collaboration Room

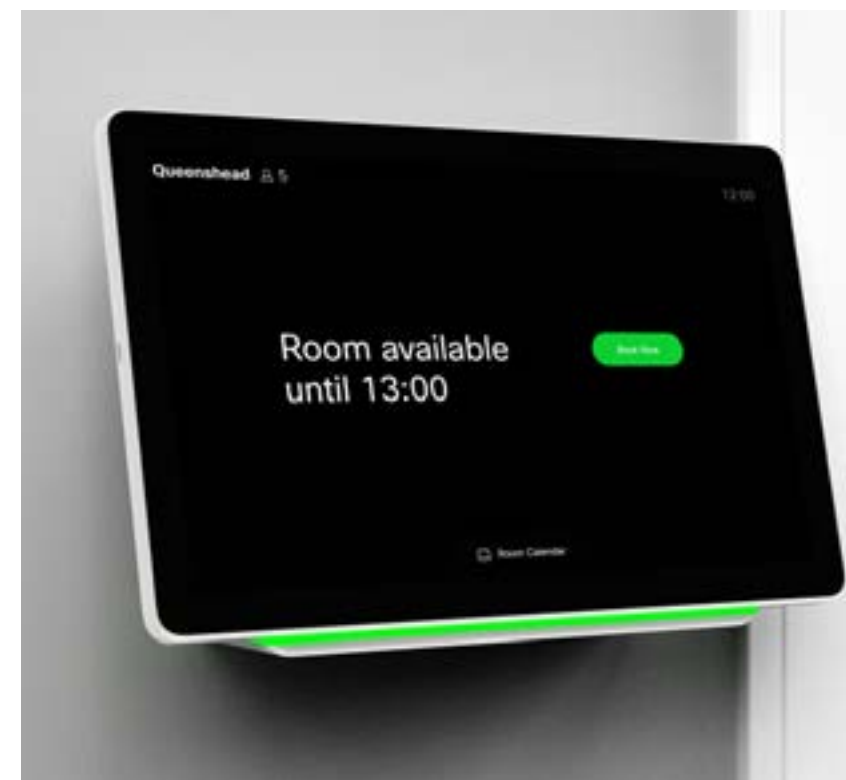


Single 50" (preferred) or 55" display

LG / Panasonic / Samsung / Sony



Cisco Room Bar



Cisco Room Navigator  
for Wall



Cisco Room Navigator  
for Table

# Certified Third Party Displays

## Small Collaboration Room



Cisco certified displays have been tested for compatibility and robustness of their video interfaces, optical characteristics, and basic security practices.

When connected to a Cisco collaboration device they will automatically reconfigure to the optimal configuration already tested and verified.

This list of verified devices was update on February 16, 2024. For up to date information on certified and compatible Cisco collaboration device partner offers, click on the link below.

Vendor	Product	Firmware version
Samsung	QPR-8K	1110.2
Samsung	QMR	2151.0
Samsung	QBR	2151.0
Samsung	QMB	1040.7
Samsung	QBB	1040.7
Panasonic	EQ1	1.50 Cu
Panasonic	EQ2	2.40
LG	UH5F-H	03.02.00
LG	UL3G	03.12.80
LG	UL3J	03.08.41
LG	UH5J	03.24.01
LG	UR640S	03.14.23
Sony	BZ30J, BU30J, BZ35J, BU35J, BZ40H, BU40H, BZ40J, BU40J	6.5929
Sharp/NEC	M751, M861, M981	1.200
Sharp/NEC	MA431, MA491, MA551, P435, P495, P555	3.203

# Video Device Mounting Options

## Small Collaboration Room

### Cisco Room Bar

With the Cisco Room Bar, it is best that the display is mounted on the wall. If the wall mounting option is selected, the wall will need to be blocked and power and data recessed into the wall. As with other small room applications, it is important to elevate power and data and locate it either in the center of the mount or off-set, away from the wall. This will ensure that the electrical outlets and data jacks will not be seen from outside the room.

If wall mounting is not an option, the display can also be free-standing on the table or mounted on a low-profile credenza unit that either tethers to the wall or is free-standing. In either of these scenarios, it is best to locate power and data at standard height, per local code, from the floor.

### Wall Mounted Option

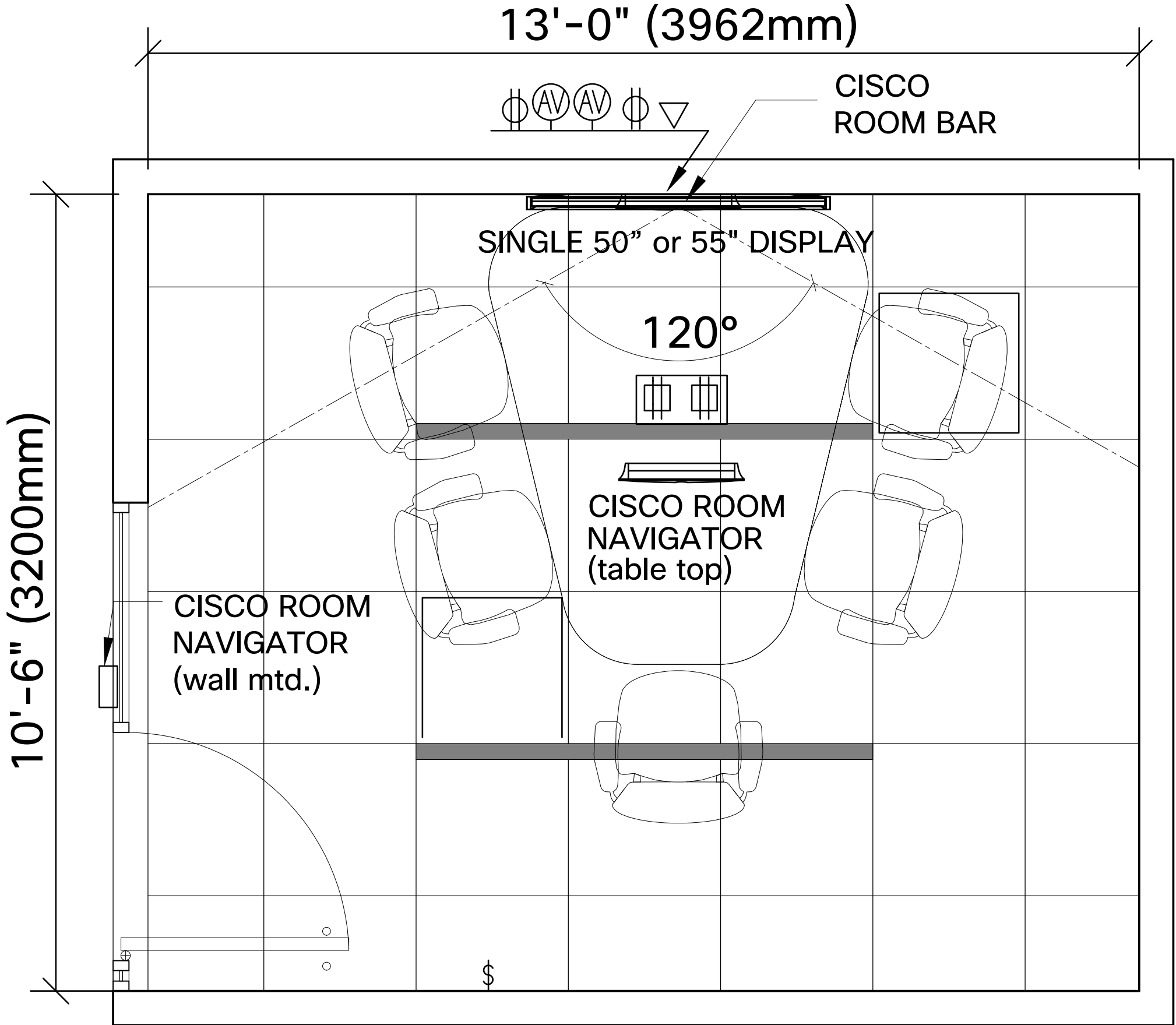


### Credenza Option



# Composite Plan

## Small Collaboration Room

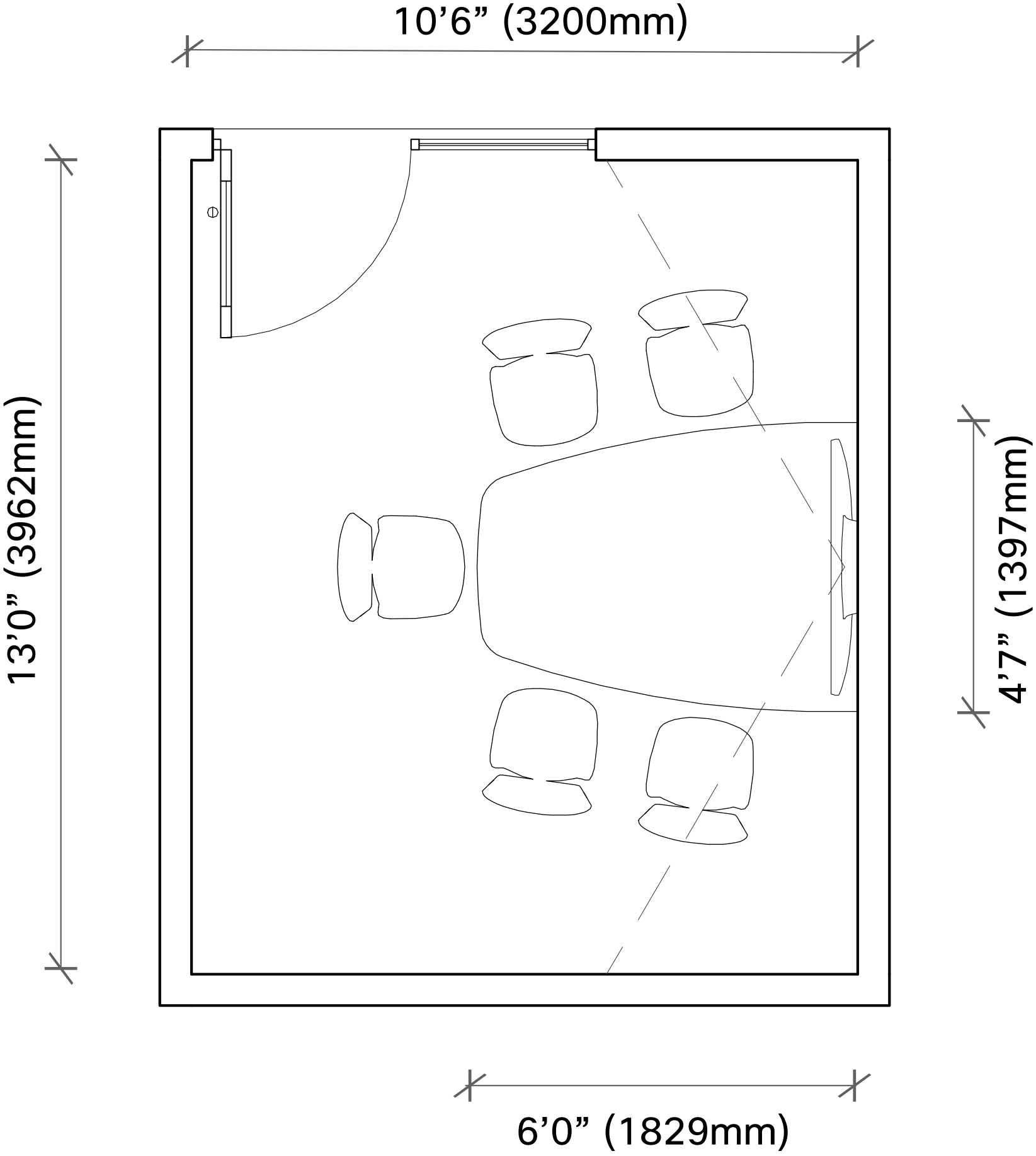


### Graphics Symbols

- ACOUSTICAL CEILING AND GRID
- HVAC DIFFUSERS (T.B.D.) - SHOWN AS EXAMPLE ONLY
- LIGHT FIXTURES
- FURNITURE SYSTEMS MOUNTED DEVICES
- DUPLEX RECEPTACLE
- DATA RECEPTACLE
- POWER AND COMMUNICATION
- WALL / CEILING / FLOOR MOUNTED DEVICES
- DUPLEX RECEPTACLE
- DATA RECEPTACLE
- LIGHT SWITCH
- AV RECEPTACLE

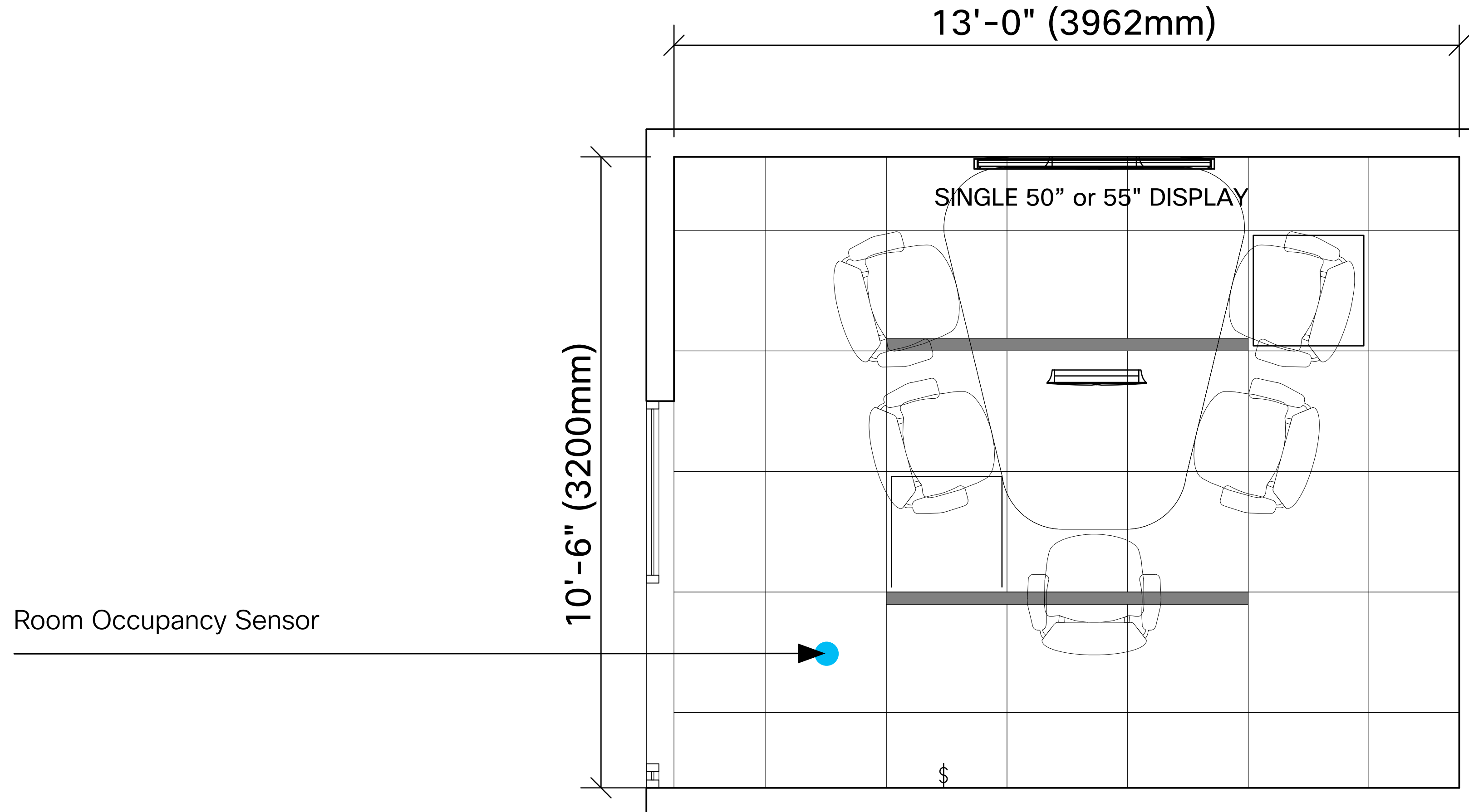
# Room Layout

## Small Collaboration Room

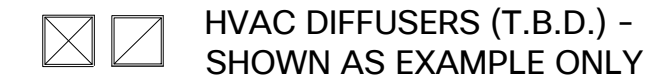
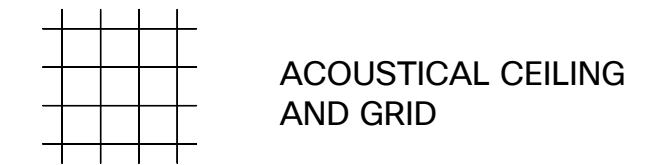


# Reflective Ceiling Plan

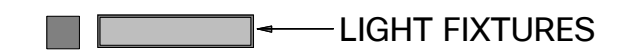
## Small Collaboration Room



### Graphics Symbols



#### LIGHT FIXTURES



#### FURNITURE SYSTEMS MOUNTED DEVICES



#### POWER AND COMMUNICATION

##### WALL / CEILING / FLOOR MOUNTED DEVICES

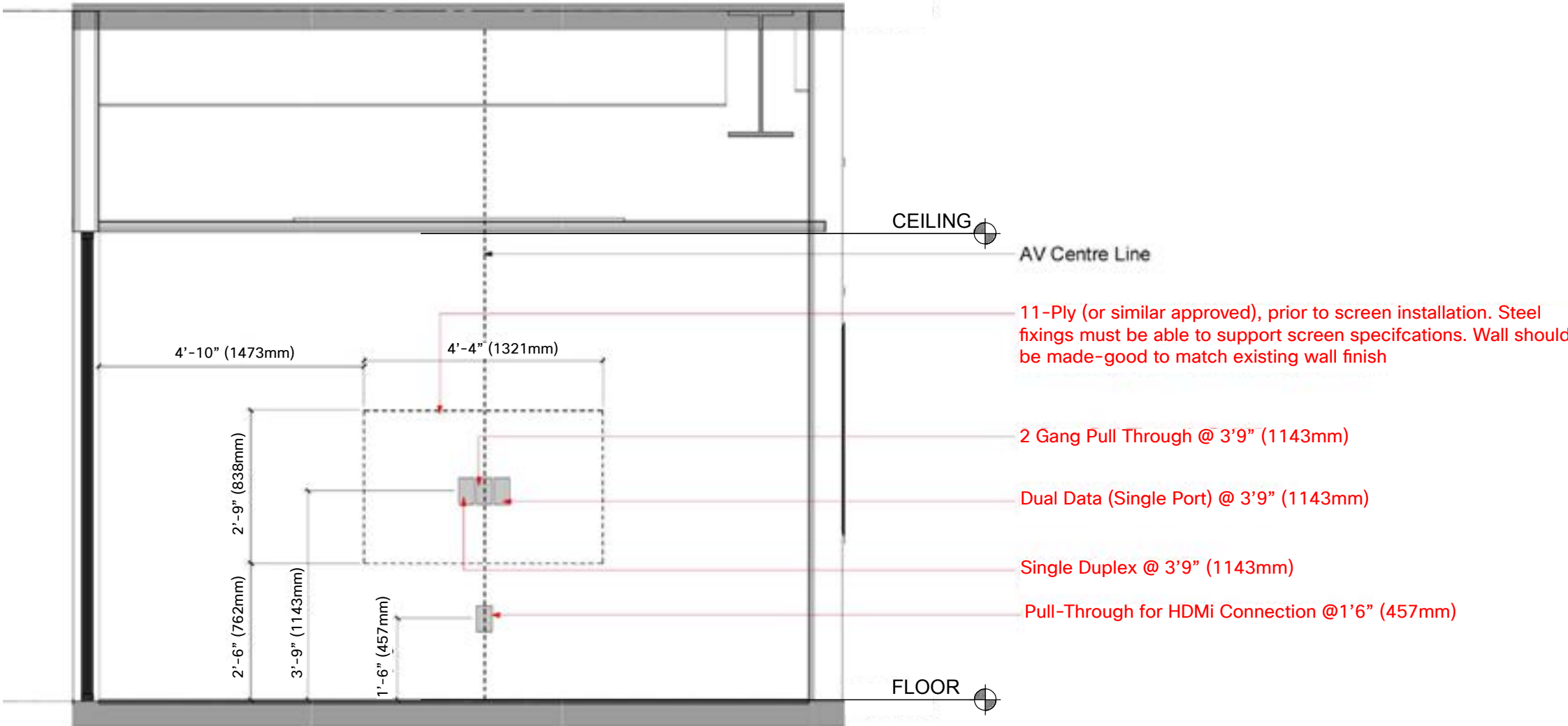




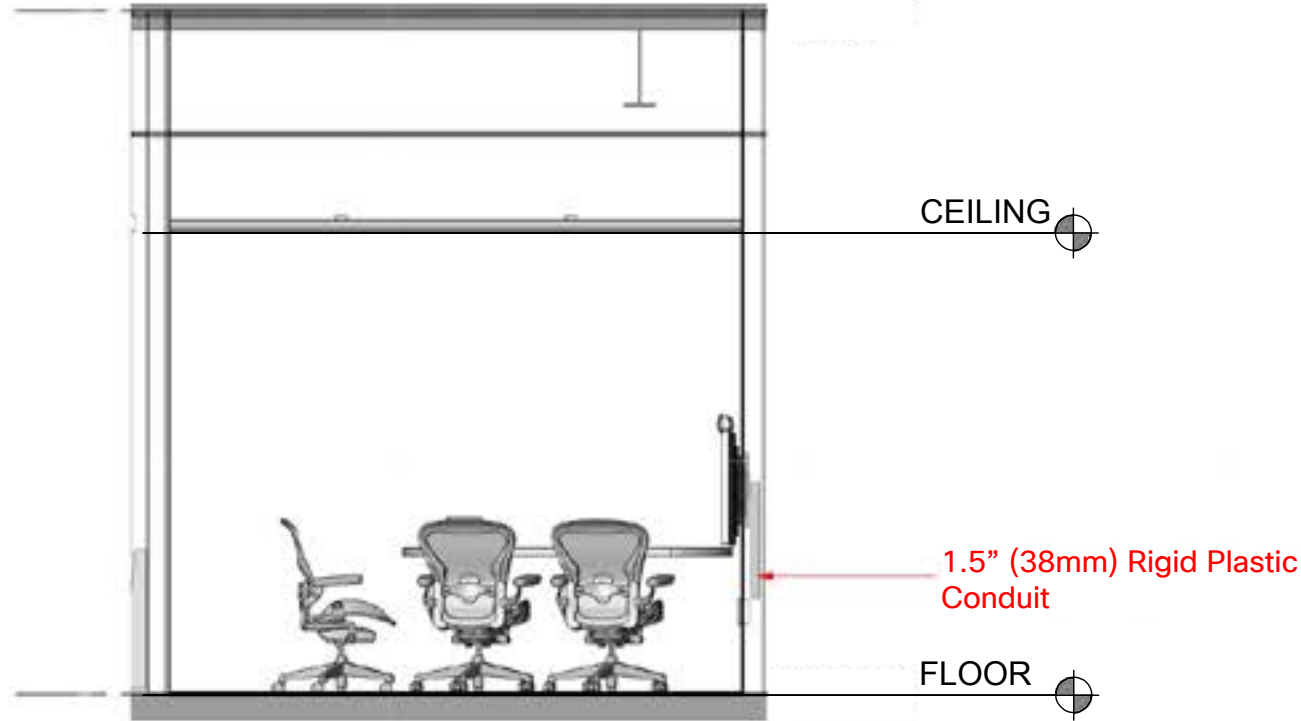
# Room Elevations

## Small Collaboration Room

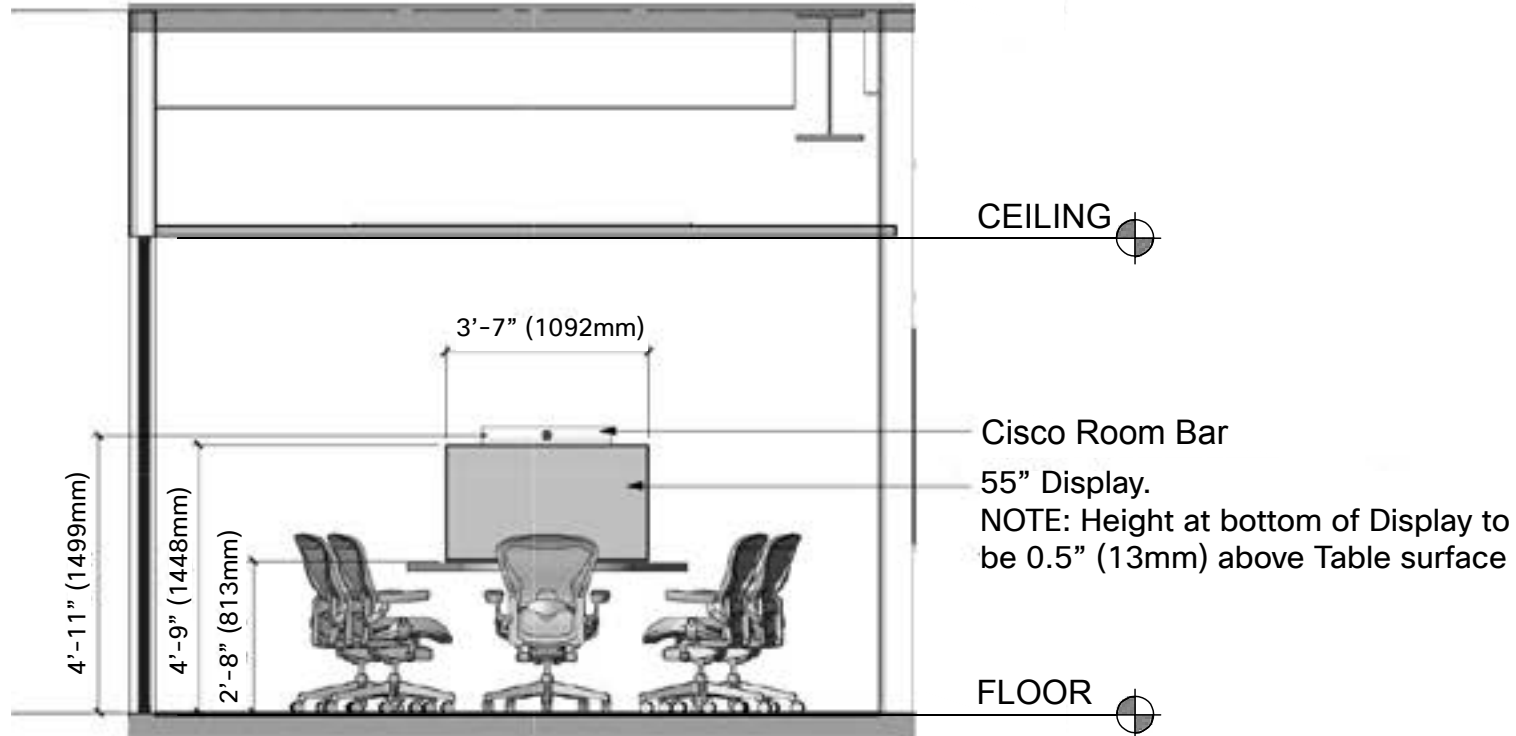
### Conduit Elevation



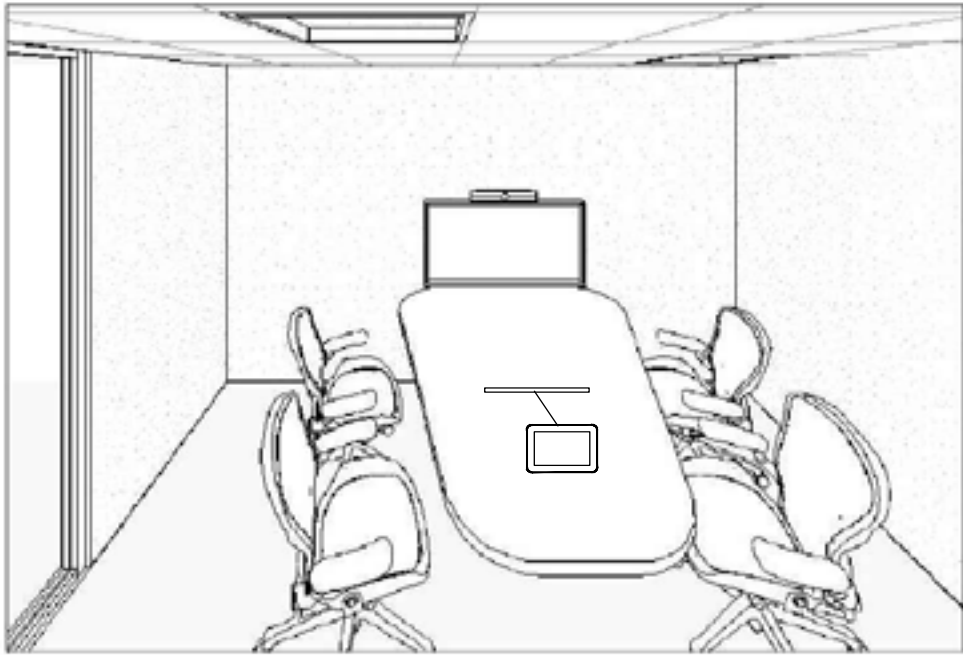
### Side Elevation



### Front Elevation

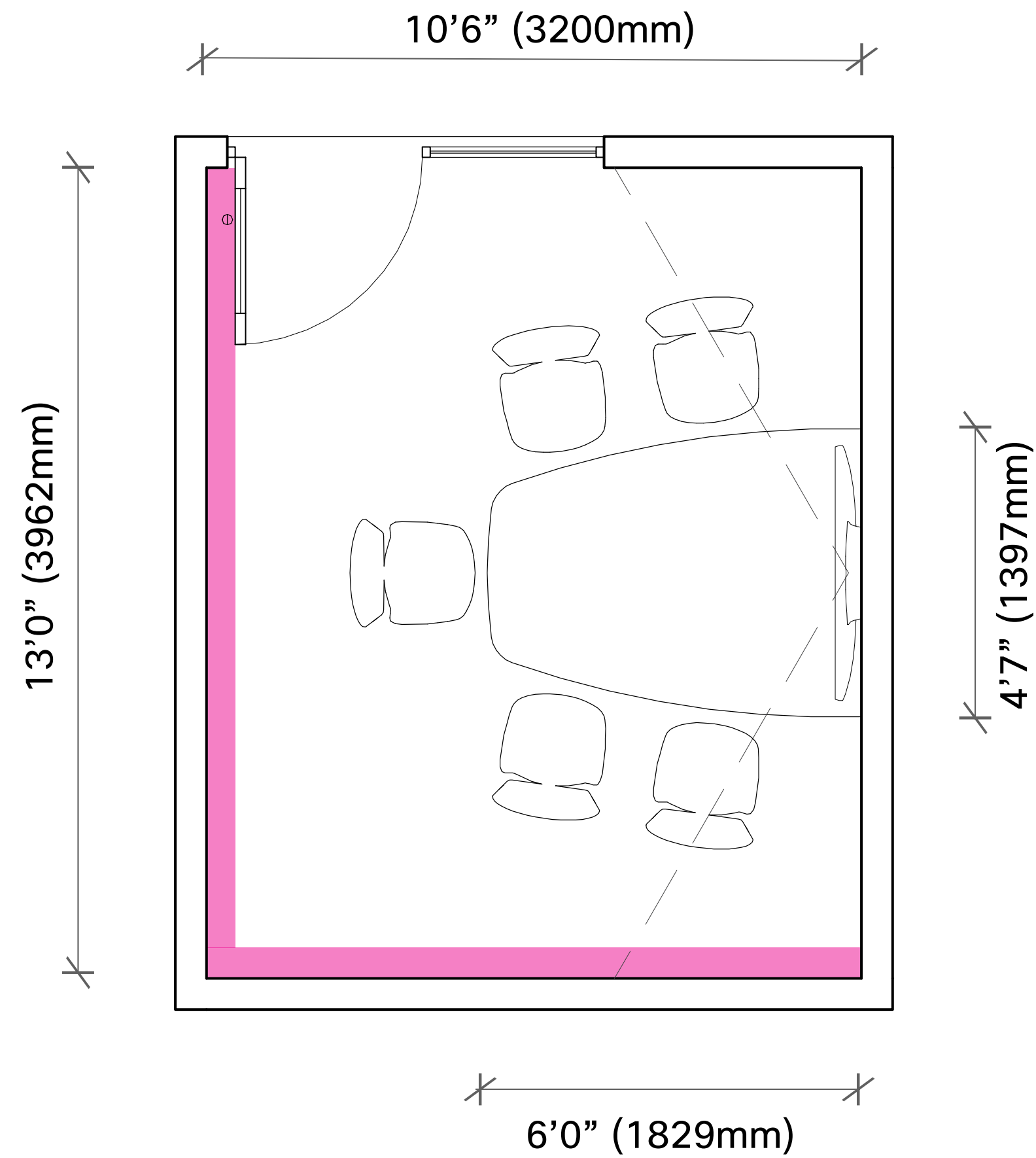


### Perspective View



# Acoustical Treatment

## Small Collaboration Room



Two walls of acoustical wall treatment is optimal, preferred location is wall opposite device and then adjoining, away from entry location.

# Power & Data

## Small Collaboration Room

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### General Specifications

Power and data requirements need to be verified for each project. Provide video device power and data even if the project plan does not include it on day one. Based on the design of this space, core drills and floor boxes will not be required.

### Power & Data

Provide two (2) data jacks and dual plugs on the wall behind the video device. If wall mounted, both should be recessed, and the location should be either centered on the wall or off-center, away from the door and/or sidelight (so not visible). If a credenza/table unit is used, power and data can remain at standard height per code. In either case, please confirm with the provider.



# Exploded IT Diagram

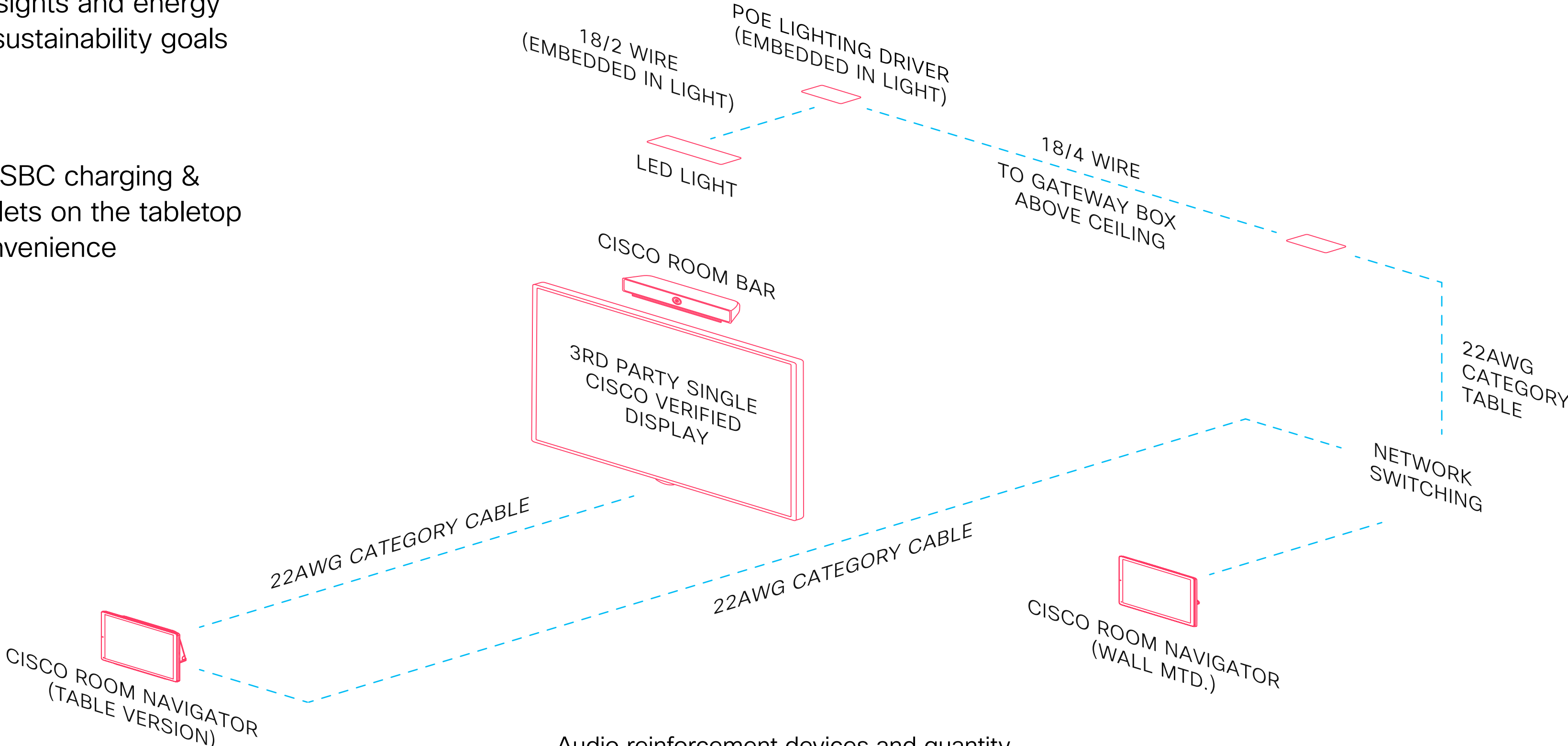
## Small Collaboration Room

Occupancy sensing for space / room booking insights and energy optimization for sustainability goals

Consideration: USBC charging & convenience outlets on the tabletop for occupant convenience

Automated POE lighting for LEED & sustainability goals

No need for core drilling  
Need ceiling elements  
Wall must be blocked if device is wall mounted

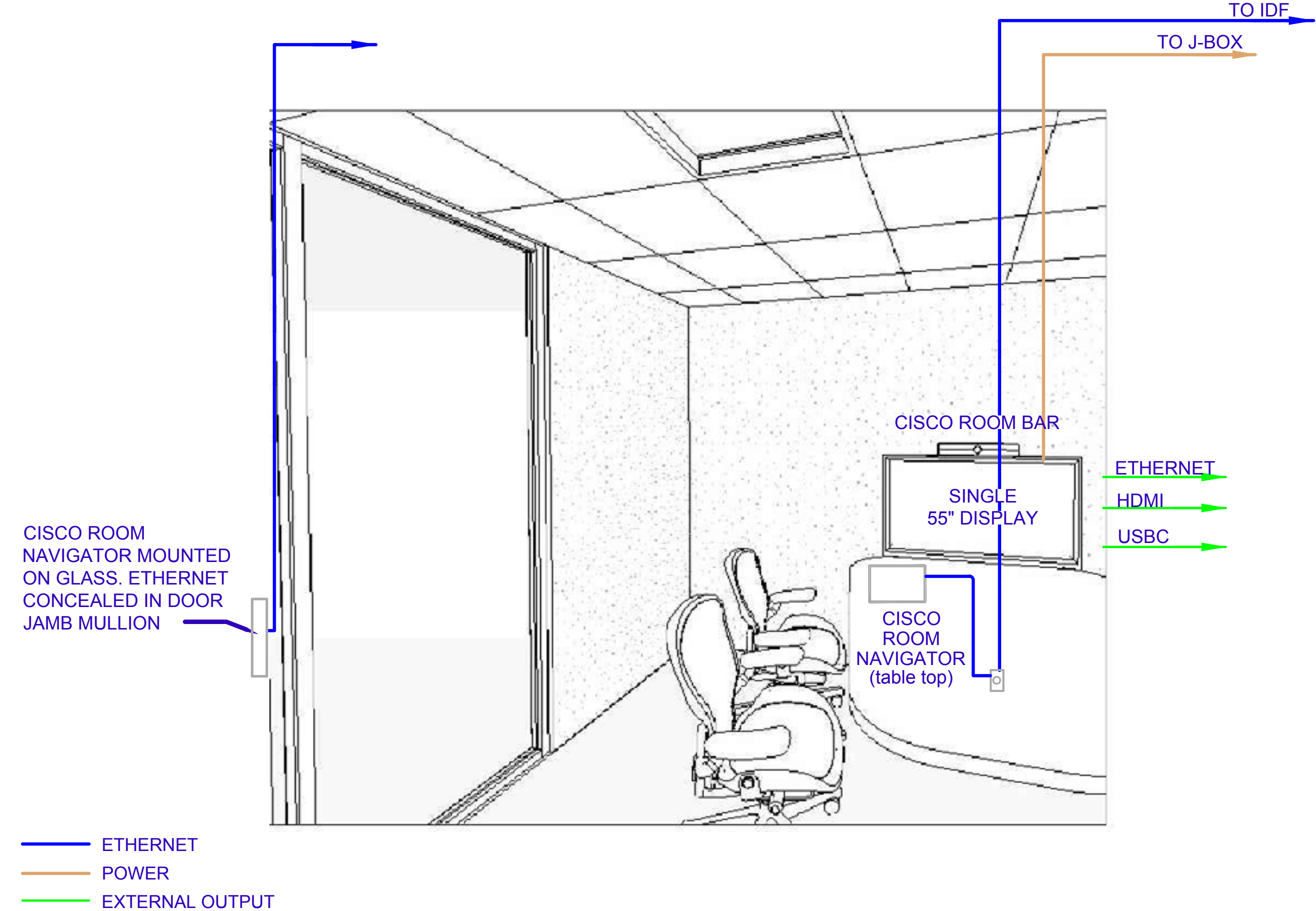


Audio reinforcement devices and quantity dictated by room size / layout

Wireless sharing for ease of collaboration

# Connectivity View

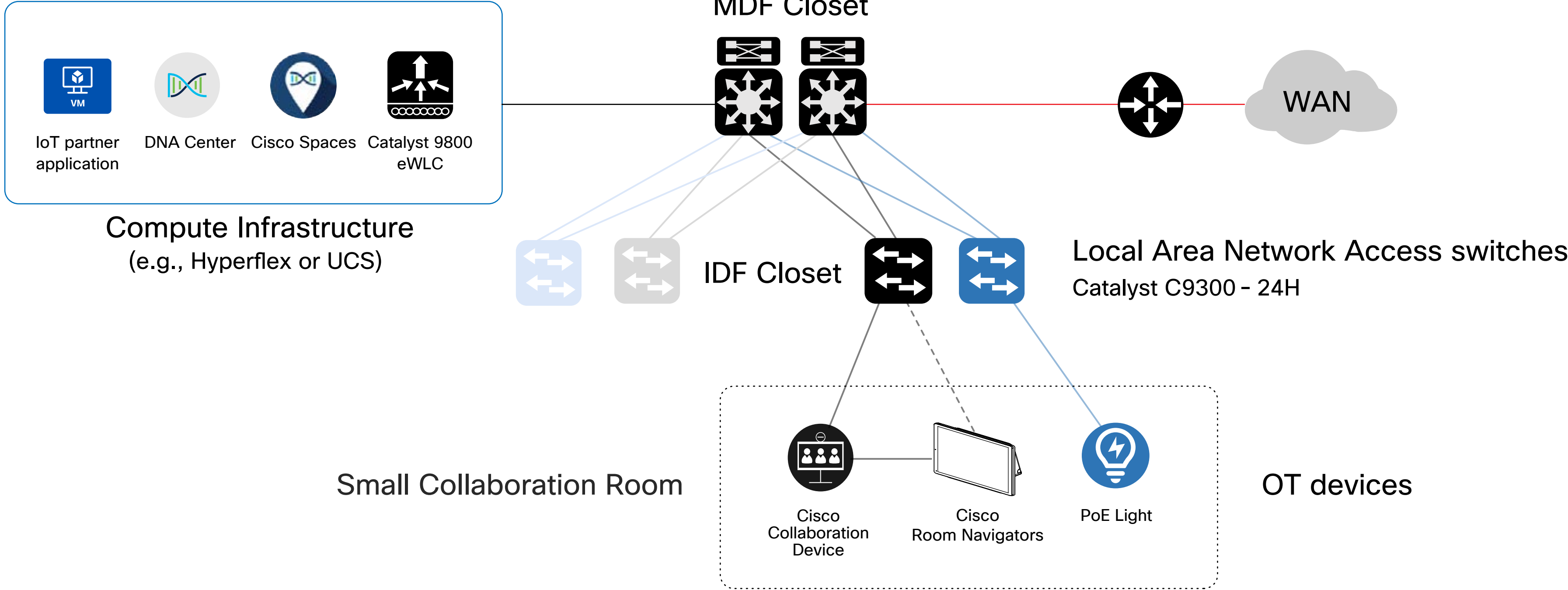
## Small Collaboration Room



# IT/OT Reference Architectures

## Small Collaboration Room

- Separate IT and OT network layout
- Port based DHCP allocation
- 90W UPoE+



- OT Network & devices
- IT Network & devices
- Alternate connectivity option

# IT/OT Bill of Material

## Small Collaboration Room

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### Cisco Products - Video Endpoints in Small Collaboration Room

- **CS-BAR-T-K9** Cisco Room bar
- **CS-T10-WM-K9=** Cisco Room Navigator for Wall

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### Non-Cisco peripherals

- Single 55" Video Display
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### IOT Devices

- IAQ coming from the Cisco Room Navigator, No additional IoT IAQ
- Occupancy sensing is coming from the Cisco Endpoints
- Suggested lighting specifications: 220LPW raw,140LPW delivered
- Small Collaboration room lights being power by a 4 ports on the ceiling
- Traditional DC Wall Switch
- Ensure device is not plugged into a ASHRAE 90.1 outlet

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### External microphones and speakers

- Mic and speakers are embedded in the Cisco Endpoints, No additional mic or speakers required
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# Commissioning-User Acceptance Testing (UAT) Criteria (Sample)

## Small Collaboration Room

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### OT/Space Testing

- Verify manual adjustment of lights, shades and environmental controls are operational from wall controls
- Confirm lighting occupancy sensor is functional
- Check any tabletop power and data functionality
- Verify any smart buildings integrations are working properly

### IT Testing

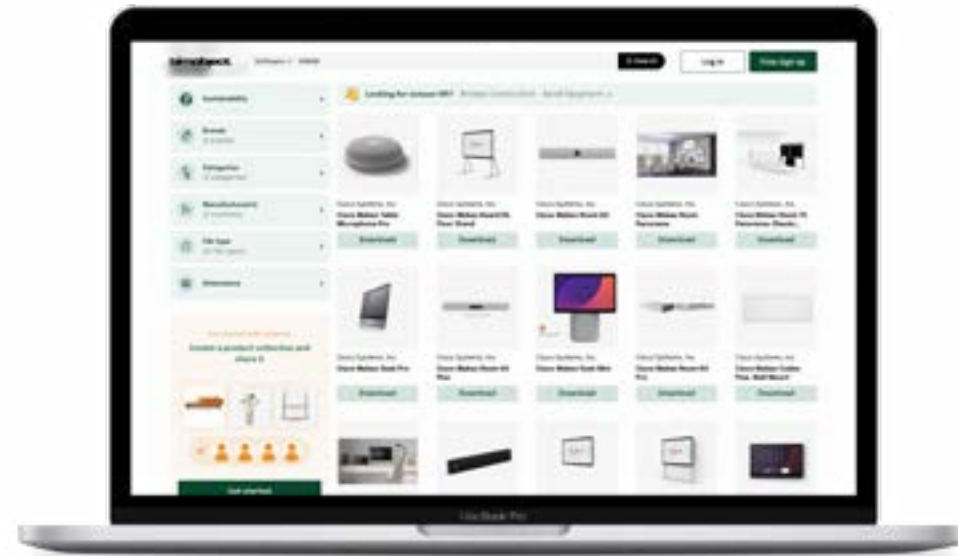
- Internet connectivity of Cisco Collaboration device
- Initiate test calls on video endpoint (via Room Navigator, Webex app and voice controls)
- Validate environmental metrics are being displayed on collaboration device and Room Navigator
- Confirm help videos are loaded
- Confirm that Room Navigator - Wall is powered and that booking function is working properly. Check that booking function is also available within the room on the Room Navigator-Table version
- Verify the Cisco Smart Workspaces display is showing proper presence status





## Design Files

Design files (Revit, AutoCAD, Sketch up, Rhino3D, etc.) for Cisco's collaboration devices, network switches, wireless access points and Meraki security cameras can be found at [www.bimobjects.com](http://www.bimobjects.com), search "Cisco".



## Resources

Guide: Best Practices for Creating Effective Video-enabled Rooms

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The intent of this document is to highlight the details, components and partners used in the creation of a Small Collaboration Room. Any reference herein to any specific commercial products or service does not necessarily constitute or imply its endorsement or recommendation.

