



Getting Started

This chapter describes the Smart Spaces mobile application for the Cisco Smart+Connected Spaces solution.

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About the Smart Spaces Mobile Application

The Cisco Smart+Connected Spaces solution enables you to plan the utilization of resources at your workspace by maximizing office use and minimizing energy consumption. It provides features for workspace check in and conference/TelePresence (TP) room booking by using your mobile phone.

You can search for and book available workspaces and conference/TP rooms and set your preferences.

The Smart Spaces mobile application offers you the following features:

- Viewing your upcoming meeting and workspace reservation details.
- Checking into and checking out of a reserved workspace using your mobile device.
- Searching for the required conference/TP room.
- Viewing the availability status of all of the rooms on any floor in any building within the enterprise.
- Booking conference/TP rooms using your mobile device based on your requirements, such as, the features available, seating capacity, location, and time.
- Inviting people in your enterprise to participate in meetings (during the room booking process).
- Ad-hoc checking in from the list of available workspaces and checking out using the QR code scanning feature.
- Marking workspaces and people within the enterprise as favorites.
- Set your preferences for building and floor.
- Searching for people within the enterprise.
- Initiating either a call or sending text messages and emails using the mobile device.

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Supported Operating Systems

The Smart Spaces mobile application is compatible with the following mobile operating systems:

- iOS Version 6.x and 7.x
- Android
 - Jelly Bean 4.1.x, 4.2.x, 4.3.x
 - KitKat 4.4.x

Installing the Smart Spaces Mobile Application

To install the Smart Spaces mobile application on your smartphone, perform the following steps:

Step 1 Open a web browser on your mobile device and enter the URL for the Smart Spaces mobile application. For example, `http://Smart Spaces IP Address:Smart Spaces port #/ipsapp/mobile_download/index.jsp`

The Smart Spaces mobile application welcome screen appears.

Step 2 Tap **Download**.

The installer (SmartSpaces_Mobile.apk for Android phones or SmartSpacesMobileIOSNew.ipa for iPhone) appears asking you to confirm the download.



Note

To install the application on an Android device, select **Unknown sources** in **Settings > More > Security** as we are not installing the application from the Google Play Store.

Step 3 Tap **OK**.

The Smart Spaces mobile application is downloaded to your iPhone and the S+C Spaces icon  is created for the application. Tap the icon to launch the application.

(Alternatively) Proceed to [Step 4](#) if you are installing the application on an Android device.

Step 4 Tap the downloaded installer file.

The S+C Spaces screen appears.

Step 5 Read the privacy and device access conditions and tap **Install**.

You get a confirmation message that the Smart Spaces mobile application is installed on your mobile device.

Step 6 Tap **Done** to exit the installer or tap **Open** to launch the Smart Spaces mobile application.

Configuring the Server IP Address

To configure the server IP address for Smart Spaces mobile application, perform the following steps:

Step 1 Click the settings button on the upper right corner of the screen.

The Settings screen appears.

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- Step 2** Enter the IP address and the Port number of the spaces server.
- Step 3** Click **Save** to save the settings
- Step 4** Click **OK** on the success message.
(Alternatively) Click **Cancel** to cancel the settings and go to the login screen.

Accessing the Smart Spaces Mobile Application

To access the Smart Spaces mobile application on your smartphone, perform the following steps:

- Step 1** Tap the S+C Spaces icon on your mobile device.
The Smart Spaces login screen appears.
- Step 2** Enter the username and password in the Username and Password fields.
- Step 3** (Optional) Check the **Keep me signed-in** check box if you do not want to be logged off automatically, unless you want to log out of the application.
- Step 4** Tap **Login**.
The Smart Spaces home screen appears.



Note The first time that you log in you are directed to the Preferences screen, where you need to set the default building or floor for yourself. After this is set, the next log in instance directs you to the home screen.



Note Contact the administrator if you are unable to log in to the application.

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Understanding the Smart Spaces Home Screen

The Smart Spaces mobile application home screen has the basic details of a user, such as, user's name and location, home, QR scan, and logout buttons at the top of the screen, and a quick launch bar at the bottom of the screen to access other resources.

The Smart Spaces mobile application home screen displays your location details and the list of meetings for the current day. You can view your future schedule by choosing a different date, use the side arrows to toggle the dates. Alternatively, you can select a specific date using the date picker to view the list of meetings for that date. Tapping the slider on any of the meeting in the meeting list displays the following icons:

- **Invitees**—Tap the invitees  icon to view the list of invitees of the selected meeting. Tap on any of the invitee in the attendee list to view their details. The Attendee Details screen displays the following information:
 - Profile picture. If the profile picture is not available, then the default silhouette image is displayed.
 - Jabber status
 - Location details with the locate  icon if the contact has checked in to a workspace.
 - The favorite  icon next to each contact detail.
 - Contact details such as the mobile number, office number, and email ID of the associate.
- **WebEx**—Tap the WebEx  icon to launch the WebEx application. The WebEx application can be launched only when it is installed on your device. This icon is displayed only when a selected meeting is a WebEx meeting.
- **Conference**—Tap the conference  icon to view the list of conference rooms where the meeting is scheduled. To view the exact location of a conference room, tap the locate  icon on any of the conference room. Tapping the locate icon launches/loads the floor plan with a dialog box showing the exact location of the conference room. The dialog box displays the conference room name, availability status, Route and the Cancel button. Tap the **Route** button to view the direction to the conference room, tap the **Book** button to book the room, or tap the **Cancel** button to close the dialog box. The Book button is displayed only for the available rooms.

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Figure 1-1 displays the home screen user interface of the Smart Spaces mobile application.

Figure 1-1 Home Screen User Interface of the Smart Spaces Mobile Application

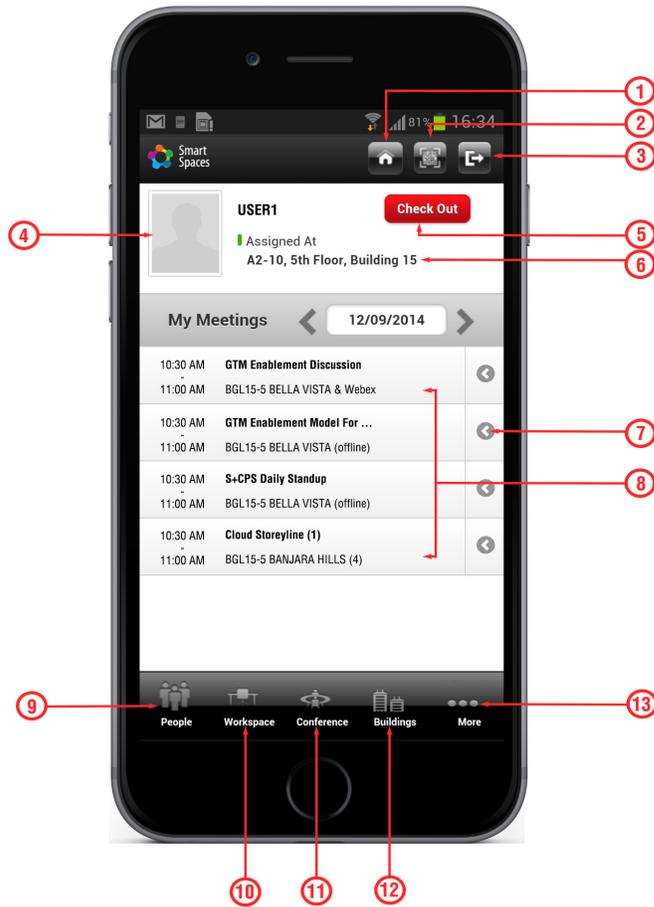


Table 1-1 describes the elements of the Smart Spaces mobile application user interface.

Table 1-1 Elements of the Smart Spaces Mobile Application User Interface

Number	Description
1	The Home icon displays the meetings for the current date from the MS Exchange server. You can also select the date using the available date picker, to view the list of meetings for that date.
2	The scan icon allows you to scan the QR code using the camera application available on the smartphone to either check in, or check out of a reserved or available workspace.
	 <p>Note To access this feature, you must use a mobile device that includes a camera.</p>

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Table 1-1 Elements of the Smart Spaces Mobile Application User Interface (continued)

Number	Description
3	The Log out icon allows you to log out from the Smart+Connected Spaces mobile application.
4	Displays your profile picture.
5	The Check Out icon allows you to check out of the location that you are checked in to.
6	The Check In icon displays your current checked-in location, if you have checked in.
7	The slider
8	Displays a list of your meetings ¹ for the current day. You can use the side arrows to toggle the dates. Alternatively, you can select a specific date using the available date picker, to view the list of meetings for that date.
9	The People icon allows you to navigate to the list of available people within your enterprise. It also allows you to mark or unmark a person as favorite.
10	The Workspace icon allows you to access your bookings and also view the availability of all the workspaces within your enterprise. It also allows you to mark workspaces as favorites.
11	The Conference icon allows you to book available conference rooms on any floor of any building in your enterprise.
12	The Buildings icon allows you to view and locate buildings of an enterprise.
13	The More icon allows you to set your building and floor preferences. It also lets you view a brief description of the Smart+Connected Spaces mobile application.

1. Meetings scheduled or accepted using Microsoft Exchange.

Icons and Descriptions

Table 1-2 lists the available icons and their descriptions.

Table 1-2 Available Icons

Icon	Description
	The Home icon allows you to navigate to the home screen.
	The People icon allows you to navigate to the screen that allows you to search for people.
	The Workspace icon allows you to navigate to the screen that displays your workspace reservations.

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Table 1-2 Available Icons (continued)

Icon	Description
	<p>The Conference icon allows you navigate to the screen that lists the conference rooms on your preferred floor.</p>
	<p>The Building icon allows you to locate a building in GPS map or know the details of a building like the facilities available, number of conference rooms on each floor, and so on.</p>
	<p>The More icon takes you to a screen that provides you the Preferences and About options.</p>
	<p>The scan icon allows you to scan the QR Code available at a workspace.</p>
	<p>The Check-in icon allows you to check in to a reserved workspace.</p>
	<p>The Check Out icon allows you to check out from a workspace.</p>
	<p>The Favorite icon is displayed next to the name of your favorite workspaces and people.</p>
	<p>The Non Favorite icon is displayed next to the name of workspaces and people that are not specified as your favorites.</p>
	<p>The Log out icon allows you to log out of the Smart Spaces mobile application.</p>
	<p>The Available icon located next to a workspace, conference/TP room, or a contact, indicates that the workspace or room is available or the contact is checked in to a workspace.</p>
	<p>The Unavailable icon located next to a workspace, conference/TP room, or a contact, indicates that the workspace or room is not available currently or the contact has not checked in to a workspace.</p>

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Table 1-2 Available Icons (continued)

Icon	Description
	The Book icon located next to a conference/TP room name takes you to the booking screen. This icon is also available on the booking screen next to each time slot during which the room free.
	The Schedule icon located next to a conference/TP room that is occupied during the required time slot. It allows you to book the room for the next available time slot.
	The Invitees icon allows you to view the list of invitees of the selected meeting.
	The Locate icon allows you to view the exact location of a conference room or workspace.
	The WebEx icon allows you to start a WebEx meeting.
	The conference icon allows you to view the list of conference rooms where the meeting is scheduled.

Viewing Information About the Application

To view the information about the available main tasks in the Smart Spaces mobile application, perform the following steps:

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- Step 1** Log in to the Smart Spaces mobile application.
The Smart Spaces home screen appears.
- Step 2** Tap **More**.
A screen appears listing the Preferences and About options.
- Step 3** Tap **About**.
The About screen appears. It provides the version number and description of the Smart Spaces mobile application.
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