



## Preface

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This preface describes the audience, organization, and conventions of the *Cisco Smart+Connected Spaces User Guide*. It also references related documentation and describes how to submit documentation feedback.

- [Audience, page iii](#)
- [Organization, page iii](#)
- [Conventions, page iv](#)
- [Related Documentation, page iv](#)
- [Documentation Feedback, page iv](#)

## Audience

This guide is intended for the users of the Cisco Smart+Connected Spaces (Smart+Connected Spaces) solution.

## Organization

Chapter	Description
<a href="#">Chapter 1, “Introduction”</a>	Provides an overview of the Smart+Connected Spaces solution and its benefits.
<a href="#">Chapter 2, “Collaborating by Using Meeting Spaces”</a>	Describes how to view the availability of the conference/TP rooms and book them by using the signage/IEC, Spaces Outlook Plug-in, Spaces portal for room booking, room panels, or kiosks placed at the actual resource space.
<a href="#">Chapter 3, “Flexible Working by Using Personalized Spaces”</a>	Describes how to book workspaces/offices by using kiosks or the web portal for workspaces, check in to and check out of workspaces/offices, and set the workspace or office preferences.
<a href="#">Chapter 4, “Working with Smart+Connected Spaces Signage”</a>	Describes the content that you can access using the Cisco Smart+Connected Spaces signage.

## Conventions

Command descriptions use these conventions:

Convention	Indication
<b>boldface font</b>	Commands and keywords are in <b>boldface</b> .
<i>italic font</i>	Document titles and arguments for which you supply values are in <i>italics</i> .
Option > Option	Used to describe a series of menu options.

This document uses the following conventions:



### Note

Means *reader take note*. Notes contain helpful suggestions or references to material not covered in this guide.

## Related Documentation

- *Cisco Smart+Connected Spaces Installation Guide*
- *Cisco Smart+Connected Spaces Administration Guide*
- *Release Notes for Cisco Smart+Connected Spaces*

## Documentation Feedback

To provide technical feedback on this document, or to report an error or omission, please send your comments to [scc-docfeedback@cisco.com](mailto:scc-docfeedback@cisco.com). We appreciate your feedback.