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Corporate

**Guide for Upgrading Audio-Visual Technology in
Corporate & Campus Buildings**



Guide for Upgrading Audio-Visual Technology in Corporate & Campus Buildings

Upgrading audio-visual (AV) technology in corporate buildings is crucial for enhancing communication, boosting efficiency, and creating a more productive work environment.

Key considerations include minimizing intrusive noise in open-plan workspaces and ensuring top-notch video conferencing quality in smaller meeting spaces.

This guide offers a detailed roadmap for facilities directors, focusing on upgrading AV technology in communal areas such as public address (PA) systems, digital signposting, and small conference rooms equipped with video conferencing capabilities.

Assessing the Current AV Infrastructure

Before embarking on any type of AV upgrade project, it's vital to take a good long look at what you have in place right now.

Evaluate Existing Systems: Begin by conducting a thorough audit of your current AV equipment, assessing its condition, functionality, and how well it meets the needs of your organization.

Identify Pain Points: Engage with employees to gather feedback on the challenges they encounter with the existing AV setup. Understanding these pain points will help you prioritize areas for improvement.

Set Clear Objectives: Define specific goals for the upgrade, such as reducing noise pollution, enhancing the quality of video conferencing, or improving the effectiveness of digital signposting throughout the building.

PA Systems in Communal Areas

Objective: Ensure clear and effective communication in communal areas without causing disruptive noise that could affect productivity.

Essential Equipment:

Speakers: Opt for high-quality ceiling or wall-mounted speakers strategically placed to ensure even sound coverage.

Microphones: Wireless microphones offer mobility and reduce clutter, making them ideal for dynamic environments.

Amplifiers: Select amplifiers with sufficient power to deliver clear, distortion-free sound.

Control Systems: Centralized control panels allow for easy management of volume and zone-specific sound adjustments.

Installation Tips:

Sound Zoning: Implement zoning techniques to control the PA system's volume in different areas, ensuring that sound levels are appropriate for each space.

Noise Minimization: Use directional speakers to focus sound where it's needed most, reducing overall noise levels.

Acoustic Treatments: Incorporate acoustic panels to absorb excess noise and prevent sound from bouncing around in open-plan areas.

Objective: Provide employees and visitors with clear, dynamic information through strategically placed digital displays.

Essential Equipment:

Digital Displays: Choose high-resolution screens that perform well under various lighting conditions.

Media Players: Reliable media players are necessary for handling content display and updates seamlessly.

Content Management Systems (CMS): Utilize a robust CMS to manage and schedule content remotely, ensuring that information is always up-to-date.

Installation Tips:

Strategic Placement: Position screens in high-traffic areas such as lobbies, break rooms, and corridors to maximize visibility and engagement.

Content Relevance: Keep content relevant and refreshed regularly to maintain the interest and attention of your audience.

Interactive Options: Consider adding interactive touchscreens for directories and other information points, enhancing user engagement.

Video Conferencing in Small Conference Rooms

Objective: Enable high-quality virtual meetings in small conference rooms, ensuring that participants can connect seamlessly and communicate effectively.

Essential Equipment:

Cameras: Use high-definition cameras with wide-angle lenses to ensure full room coverage.

Microphones: Deploy tabletop or ceiling microphones to capture clear audio from all participants.

Speakers: Integrate soundbars or ceiling speakers to provide crisp, clear audio output.

Displays: Large screens or dual monitors enhance visibility for remote participants and shared content.

Video Conferencing Software: Choose reliable software that integrates smoothly with existing calendar and email systems.

Installation Tips:

Camera Positioning: Mount cameras at eye level to create a natural and comfortable meeting experience.

Microphone Placement: Distribute microphones evenly throughout the room to capture voices from all seating positions.

Lighting: Install adequate lighting to ensure that participants are well-lit and visible on camera.

Acoustic Treatments: Apply soundproofing materials to minimize external noise and echo, creating a distraction-free environment.

Objective: Achieve seamless integration and control over all AV systems within the building, enhancing user experience and system efficiency.

Essential Equipment:

Control Systems: Invest in centralized control systems like Crestron or AMX to manage all AV components from a single interface.

Network Infrastructure: Ensure your network is robust enough to handle the data traffic and connectivity needs of all AV devices.

Remote Management Tools: Implement software that allows for remote monitoring and troubleshooting of AV equipment, reducing downtime.

Installation Tips:

User Training: Provide comprehensive training for staff to effectively use and manage the new AV systems.

Regular Maintenance: Schedule routine maintenance checks to keep all systems running smoothly.

Scalability: Choose AV systems that are scalable, allowing for future expansion or upgrades as needs evolve.

Vendor Selection and Budgeting

Perhaps one of the trickiest aspects of the project is selecting the right vendor to help you achieve your project goals. Here are some useful tips to help you navigate selection and understand a typical timeline.

Research Vendors: Look for vendors with a proven track record in corporate AV installations, ensuring they have the expertise needed for **your project**.

Request Proposals: Obtain detailed proposals and quotes from multiple vendors to compare offerings and find the best fit for your budget and requirements.

Budget Planning: Allocate a budget that covers not just the cost of equipment and installation but also ongoing maintenance and potential future upgrades.

Implementation Timeline

Phase 1: Planning and Design (1-2 months): Start with a detailed planning and design phase to outline all project requirements and specifications.

Phase 2: Equipment Procurement (1 month): Secure all necessary equipment and materials, ensuring they meet the project's specifications.

Phase 3: Installation and Testing (2-3 months): Install the AV systems and conduct thorough testing to ensure everything operates as expected.

Phase 4: Training and Handover (1 month): Conclude with staff training and the formal handover of the system, including all necessary documentation.

Conclusion

Upgrading AV technology in corporate buildings demands careful planning, selecting the right equipment, and implementing it strategically. By following this guide, facilities directors can significantly enhance communication, improve the work environment, and ensure flawless video conferencing capabilities. Prioritize minimizing intrusive noise in open-plan areas and ensure high-quality installations in small conference rooms to achieve optimal results.

Case Studies



Wadham College, Oxford University.

Venue

E d u c a t i o n

The new student experience centres at Wadham university centre include seminar rooms, a student bar, common room and café as well as communal spaces.

Location

O x f o r d
U n i v e r s i t y

Audiotek supplied a Crestron NVX driven solution for content sharing in all spaces, along with presentation materials and microphones in the communal spaces to allow for flexibility in the use of the building.

Product

C r e s t r o n , L G ,
Q S C , M e r s i v e

Completed on time for General Contractor, Beard Construction, working throughout the pandemic and lockdown to complete the installation.



Co-Working Space - Europe.

Venue

Co - Working

Location

Various

Product

QSC, NEC

A series of Co-Working spaces completed for an IT client. Audiotek integrated a full QSC audio system, along with NEC projectors throughout 5 different office blocks, over 30 floors of working space. The contract was taken on a complete basis including drawing work, 1st and 2nd fit, working alongside other contracts within a tight timescale.



Corporate HQ - Paris.

Venue

Corporate

Location

Paris

Product

Crestron,
Samsung,
Panasonic,
L-Acoustics

A complete design and build project for a top software company, fitting out three rooms all with video conferencing and presentation facilities. The largest of the three rooms includes an L-Acoustics KIVA sound system on custom RAL colour matched ceiling brackets, a cisco VC solution along with two large 10,000 lumen Panasonic Projectors.