Flexopus
The Desk Sharing Solution

Optimizing Hybrid Work:

A comprehensive Guide to Desk Sharing and Flexopus

01 Introduction

As remote work becomes increasingly popular, companies are facing new challenges when it comes to desk and space utilization.

The traditional model of assigning fixed desks to employees is **no longer feasible**, as many employees work from home or travel frequently. At the same time, real estate costs continue to rise, putting pressure on companies to make the most of their office space.

To address these challenges, companies need a **flexible and efficient way** to manage their desk and space utilization.

That's where desk sharing software comes in. In this e-book we will explore the **advantages** of using desk sharing software, the pain points it can solve, and how our software, Flexopus Cloud, can help companies optimize their space usage and improve employee productivity and collaboration.

We will also provide a **blueprint** for how companies can implement our software, from initial assessment to rollout. By the end of this paper, you will have a clear understanding of the benefits of desk sharing software and how it can help your company thrive in the **new era of remote work.**

02 Who or what is Flexopus?

Flexopus is a **software tool** developed and distributed by "Flexopus GmbH'', a company based in Germany.

Since its introduction to the market in 2019, the product has been undergoing continuous refinement through the experience and expertise of a growing team. Flexopus is a **booking system** designed for flexible workplaces, meeting rooms and parking spaces. With Flexopus, you can organize the daily work of hybrid teams according to your ideas. Our company is driving the digitization of hybrid work and **contributing to create more adaptable offices.**

Companies working with us, 2023

03 Different types of hybrid work

"Work from anywhere" is the must-have catchphrase nowadays to attract new employees and position the company as an **attractive employer**. Read this section to find out what this means and which hybrid work models really work.

The **Corona pandemic** forced many people to work from home overnight. What was once unthinkable suddenly became possible. Companies realized that employees could work from home and still be **productive**.

Although most restrictions have been lifted, many employees still want to continue working **remotely** — at least part of the time. In times of an employee market, companies must respond by offering **hybrid work models** in order to cater to these desires.

What does hybrid work mean?

Hybrid work is **a modern and flexible approach** that enables employees to work both in the office and remotely. That could be from home or wherever the employee desires.

This approach allows **diverse working models and schedules,** with varying degrees of flexibility in implementation. Hybrid work supports a blend of in-office, remote or even on-the-go workers.

However, some jobs do not qualify for this model. Professions that involve physical labor tend to be **location-based**. On the other hand, employees working at a desk can change their work environment, as long as they meet the necessary technical requirements. Hybrid work takes advantage of **digitalization** by using the internet to access data and information. This allows employees to work from home, a cafe, on the train, or even from the beach.

Optimizing hybrid work
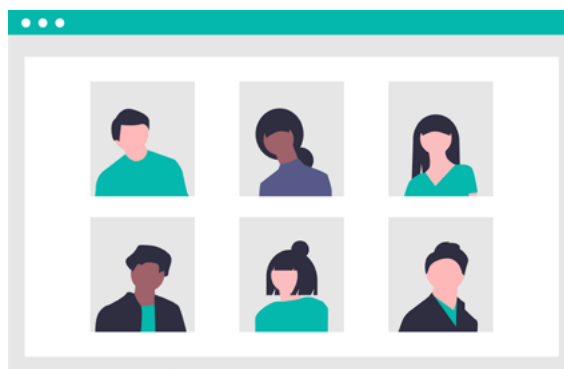
What are the types of hybrid work models?

As mentioned earlier, hybrid work means **flexible locations** and **schedules**. There is no one-size-fits-all solution in the business world, so there are diverse approaches to implementing hybrid work:

- **Office first –** This model means employees spend most of their time in the office and only a few (if any) days per month remotely. Workers have to be **on-site predominantly,** but there can be exceptions.

- **Limited remote working –** This model is also known as fixed hybrid work or hybrid managerial scheduling. As the name indicates, the manager or the employer sets the **number of days** employees are allowed to work remotely. In this case, employees have **greater flexibility** than in the office-first model. There are companies that define a maximum of X days per year, X days per month, or X days per week on which remote work is allowed.

- **Flexible –** Often also called work-from-anywhere or hybrid at-will policy. This means that employees can **entirely** choose their place of work — with the exception of working abroad, as there might be tax issues. Some may go to the office on certain days, while others like to work remotely full-time. In any case, there is **no compulsory attendance** at the office in this model.

- **Remote first –** In this case, home office or on-the-go work is the predominant form of work. Therefore, there is usually **no permanent workplace**. However, workstations can be rented as needed, e.g., via desk-sharing apps such as **Flexopus**. There are often one or two fixed team days per week or month, and the rest of the work is done remotely.

  Hybrid working time models not only mean flexibility in work location but also in terms of time.

- **Fixed working hours –** This is the standard 9-to-5 work model where the employer establishes the work schedule. A fixed work schedule is a **strict schedule** dictating what times of the day and how many hours a day the workers have to work. In companies and professions with fixed work routines, this is still common.

- **Partially flexible –** Employees enjoy certain flexibility while organizing their working hours. The so-called **flextime arrangement**, for example, allows the worker to alter the starting and/or end times of their work as long as they fulfill the required working hours. This arrangement is the **most common form** for office jobs.

- **Fully flexible –** In this case, employees can work when they want to. The specific time or duration of their work becomes **irrelevant to the company**, as long as they comply wit legal regulations.

Is hybrid work the future?

Flexible working arrangements balance the benefits of spending time in the office with the advantages of working from home.
Likewise, flexible hybrid models contribute to a **better work-life balance**.
Companies that fail to offer flexible working options may face significant consequences. Employees today expect the **highest possible flexibility** and consider this when choosing an employer.
As a result, the number of companies adopting flexible work models is expected to continue to **rise**.

Optimizing hybrid work
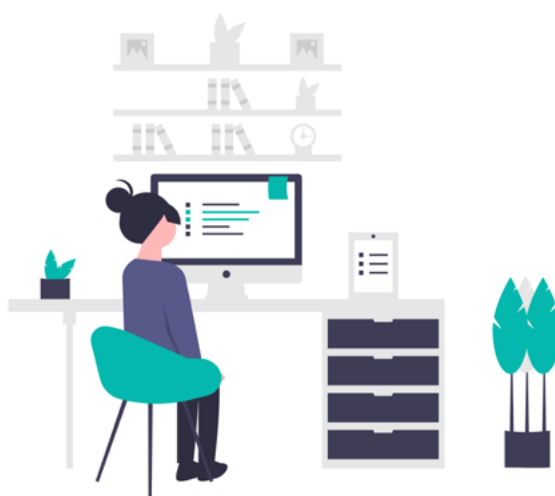
04 Advantages and disadvantages of desk sharing software

Advantages

Increased space utilization: Desk sharing software maximizes office space by efficiently utilizing workstations, reducing real estate costs while optimizing available space.

Employee flexibility: Desk sharing software enhances employee satisfaction and productivity by providing a flexible and personalized workspace.

Personal well-being is increased: The right working environment can significantly impact well-being, and desk sharing enables employees to choose a workspace that suits their needs each day, promoting individual comfort and satisfaction.

Data and insights in real time: Desk sharing software offers real-time data and insights on space usage, empowering businesses to make informed decisions, improve space allocation, and track the effectiveness of their management strategies.

Disadvantages

Time required: Finding a suitable workstation takes time, highlighting the value of investing in a digital booking tool. Additionally, setting up the desk, chair, and laptop each time can be a hassle.

Inner turmoil: To ease the transition, effective change communication and a trial period can help establish a workspace routine among employees during the introduction of a new process.

Easing the team dynamic: Flexible offices promote interdepartmental exchange but may harm team dynamics. Regular team meetings can help address this and foster collaboration.

Difficulty with personalization: Employees may not be able to personalize their workspaces with family photos, decorations, or other personal items.

Advantages

Employee mobility is increased: Desk sharing software promotes work-life balance by enabling employees to work from multiple locations, including remote options.

Cost savings: Desk sharing software saves businesses money by optimizing space utilization, whilst freeing up resources for other business priorities.

Improved collaboration: Desk sharing software fosters collaboration by enabling employees to work together, promoting community, knowledge sharing, and innovation.

Data and insights in real time: Desk sharing software provides real-time insights, enabling informed space allocation and management decisions.

Disadvantages

Limited storage space: With a shared desk system, employees may have limited storage space for personal items or work-related materials, which could impact their productivity.

Technical issues: Sharing desks may lead to technical difficulties such as difficulty in sharing equipment like printers, scanners, or internet connectivity.

Reduced privacy: With a desk sharing system, employees may not have a dedicated workspace or private office, which could lead to reduced privacy and increased distractions.

05 **Desk sharing rules**

Rules for Employers

1. Limit capacities

Limiting the number of workstations in the office makes sense for desk sharing to work and be accepted by employees. After all, the concept thrives on the fact that seats are booked and changed. Without a **shortage of workstations**, your company will not reap the **benefits** that the modern office concept has to offer.

2. Offer varied workspaces

In a new, flexible working world, emplyoee needs are **diverse**. Therefore, it is essential to provide **workstations** that cater to different types of work. Those who want to work in a concentrated manner need a low-noise workstation or special quiet boxes. For creativity, a stimulating environment such as a sofa corner, a workshop, or a creative space can be useful.

3. Set clear rules

Does your company use a booking system? Then the golden rule is: **Whoever books gets to use the space**. So anyone who spontaneously makes the space their own must vacate it again as soon as the person who booked the space in advance wants to use it. So it's **first come**, **first served**.

4. Use a user-friendly desk sharing tool

Depending on the number of employees and the size of the office space, it may make sense to purchase a booking system for desk sharing, such as **Flexopus**. This allows everyone to book a workstation or meeting room in advance with just a **few clicks**, rather than having to search for a free space on-site at the office.

5. Keep things simple

Too many rules and restrictions **complicate the flexible office concept.** Therefore, first try to get by with as few regulations for people and work spaces as possible and appeal to common sense. If you notice that your employees need more structure, you can always **readjust**.

Rules for Employees

1. Order must prevail

What could be better than starting the day at a **tidy, clean desk**?

Desk sharing makes it possible! All employees are committed to the **Clean Desk Policy** where everyone leaves their desk as they found it: neat and tidy. Depending on the size of the office and the space available, shelves with personal boxes, lockers, or roll containers can be used for personal belongings and documents.

2. Everything stays in its place

Each workstation should have **standard office equipment** that is necessary for daily work, and it should stay there and not move from one desk to another. This includes a monitor and docking station, for example. For specialized workstations, **additional equipment** can remain **permanently** at the workstation and the additional equipment features can be stored as a filter option in the desk-sharing app.

3. Consideration is important

A long telephone-conference is planned for today? Then the desk in the open-plan office is probably **not the best choice**. The big advantage of desk sharing is that you can choose the workstation that best suits the tasks at hand. However, it is important for employees to not feel disrupted by others' work. A little consideration is therefore necessary. For longer conversations or meetings, **booking a telephone box or a meeting room** is recommended.

4. Blocking is forbidden

If a booking system is in place, the following applies: **Whoever books a workstation must also use it**. Anything else is uncooperative and prevents the sensible planning and use of office capacities. Anyone who spontaneously decides not to go to the office **should cancel** their booking in the workstation booking system well in advance to ensure the space is available for other colleagues.

5. Be open and positive

Desk sharing is a great way to **get to know colleagues** and **reorient yourself** within the familiar office environment. To really benefit from the new office concept and to take advantage of the opportunity, you don't need much: **a positive attitude** and the **openness to meet new neighbors** in a friendly and open-minded way.

03 Checklist for Organizational Measures

The following checklist provides an overview of the typical work organizational aspects to be considered when introducing desk sharing concepts. The checklist can be adapted accordingly depending on the individually selected organizational concept.

Organizational Measures for Implementing Desk Sharing	Completed
Coordination with Works Council	☐
Definition of employees who participate in the desk sharing system	☐
Calculation of sharing ratio of desks, meeting rooms, and parking spaces	☐
Determination of room concept (e.g. quiet areas or data-sensitive areas)	☐
Equipment of employees with necessary technical gear (e.g. mouse and keyboard)	☐
Equipment of workstations with necessary technical gear (e.g. docking stations)	☐
Provision of storage options (e.g. lockers or cabinets)	☐
Definition and communication of desk sharing rules (e.g. clean desk policy, team days, etc.)	☐
Acquisition of desk sharing software	☐
Onboarding of employees with new desk sharing software	☐
Change communication to introduce the new hybrid work concept	☐
Monitoring the utilization of space via analysis features in desk sharing software	☐
Other measures depending on the individual case	☐

06 **Example Case**

'From Struggle to Success: How Flexopus Solved Desk Sharing Pain Points'

Initial situation & struggles

QuantumSoft Inc.* is a mid-sized technology firm that has long struggled with **space management issues**. They have a large office space with over 200 employees, but they are having a lot of problems with **desk allocation and space utilization**. Many employees work from home or travel frequently, making effective desk allocation difficult. At the same time, some desks are overbooked, while others are underutilized, resulting in **wasted space and employee frustration**.

The company also has a number of meeting rooms and conference spaces, but these are frequently double-booked or left unused, resulting in **delays and missed collaboration opportunities**. Furthermore, reservations for these spaces are manual and time-consuming, resulting in **confusion and inefficiency**.

Solution

QuantumSoft had been looking for a solution to its space management issues for quite some time. They had tried spreadsheets and manual booking systems, but both were **time-consuming and error-prone**. Then they came across **Flexopus**, a desk sharing software that promised to help them optimize their space utilization while also increasing **employee satisfaction and productivity**.

Improvements

QuantumSoft noticed a **significant improvement in their space management** processes after implementing **Flexopus**. They were able to track and manage desk allocation in real-time thanks to the software, which permitted them to easily see which desks were available and who was using them. This **reduced double bookings** and ensured that desks were used **efficiently**.

*QuantumSoft is a fictional company. No identification with actual companies is intended or should be inferred. This success story is derived from client feedback.

Analysis

Flexopus also assisted QuantumSoft in better **managing** their **meeting** and conference rooms. The software provided real-time data on space utilization, allowing them to identify **underutilized areas** and make appropriate changes.

The reservation process was automated, which reduced errors and **saved employees** and **administrators time**.

Outcome

QuantumSoft was able to **improve their space utilization, reduce costs**, and **increase employee satisfaction** and **productivity** as a result of implementing **Flexopus**. Employees appreciated having more flexibility in where they worked, and the company **saved money on real estate costs** by **optimizing their space usage.**

Conclusion

In conclusion, Flexopus proved to be a **game-changer** for QuantumSoft, providing them with a comprehensive solution to their space management challenges.

The software helped the company streamline their space allocation processes, leading to **improved employee satisfaction, increased collaboration, and significant cost savings**.

Optimizing hybrid work

07 Step-by-step Flexopus integration

How did QuantumSoft Inc. achieve the desired results? After acknowledging a lack of efficiency and seeking for external help, there are still **some steps** to take to prepare for a **new system**.

1. Management decision and definition of requirements

After realizing the extent of their space management problems, QuantumSoft knew they needed to **take action**. They began by conducting a **thorough analysis** of their existing processes and **identifying pain points** and **areas for improvement**. They consulted with various stakeholders, including HR, IT, and facilities management, to get a **comprehensive understanding** of the issues at hand.

When they realized that external help is needed to sort out the situation, a workforce in the HR department came to life. The workforce received the task to find the best fitting desk sharing solution for the companies needs.

The workforce came up with r**equirements that are important for the company**.

Requirement such as software functionalities, price, data privacy and security, software-hosting, as well as **integration with workplace management software** such as Google Calendar, Microsoft Outlook or Teams. For the definition of the scope, it was helpful to communicate again with the Stakeholders. For example, management, Finances, the firms' data protection officer, and the IT department..

2. Calculation of a Sharing Ratio

To successfully implement desk sharing in your organization, the **sharing ratio** needs to be calculated. The sharing ratio determines the ratio of **office workstations required to employees** and depends on the need for presence in the office. It is crucial to understand the **efficiency of the office space** and identify areas for improvement. By making these informed decisions, organizations can optimize space utilization and thus, save money by reducing unused space.

The sharing ratio of any organization can be easily calculated by this simple formula: **Desk Occupancy Rate (%) = (Average Occupied Desks / Total Desks) x 100.** As a general guideline, the assumed ratio is typically 0.6 employees per workstation.

To track occupancy rates over time, it's recommended to **collect regular data** on the number of desks in use and calculate the **average occupancy rate** for the given period. Analysis features in desk sharing software are suitable for this.

3. Tool research and market exploration

After having defined the list of criteria for the new software, as a next step, the team started **researching software solutions** that could help them optimize their space utilization and improve employee satisfaction. Eventually, they also came across **Flexopus** and recognized that we could be a good fit. They evaluated various options and compared their features and benefits to define a few potential software solutions that matched their list of criteria.

As a next step, the workforce **booked demo calls** with the software providers they narrowed down. In these demos, the functionalities of the applications are showcased, and QuantumSoft was able to ask all questions they had.

4. Tool selection

QuantumSoft had been looking for a solution to its space management issues for quite some time. They had tried spreadsheets and manual booking systems, but both were **time-consuming and error-prone**. Then they came across **Flexopus**, a desk sharing software that promised to help them optimize their space utilization while also increasing **employee satisfaction and productivity**.

Following the demos, a decision had to be made. After conducting a thorough assessment of **Flexopus**, QuantumSoft was convinced that it was the **right solution** for their needs. They were impressed by its **real-time tracking** and **management capabilities**, as well as its automated reservation processes and mobile compatibility. They also appreciated the flexibility and customization options that **Flexopus** offered, allowing them to tailor the software to their specific needs.

A big benefit of Flexopus for QuantumSoft was also the **DSGVO conform data privacy** and hosting in a ISO27001 certificate licensed server park in Germany. Additionally, the price component was convincing, since at Flexopus, companies do not pay per user but **per object** (desk, meeting room, parking spot). Amidst the rise of hybrid work, Flexopus already holds a significant **pricing advantage** over competitors when there are more employees than desks, making it the clear choice for companies seeking to **optimize their workspace** and **boost productivity**.

5. Set up of Flexopus

Once they had selected **Flexopus**, the workforce presented the solution to all the stakeholders and obtained the consent from all of them and cleared any questions if necessary.

After the 'Go' and the signage of the contract, QuantumSoft worked closely with the vendor **Flexopus** to ensure a **smooth implementation process**. The process took around four weeks and included various steps where Flexopus assisted at all stages where it was necessary, or QuantumSoft asked for it.

Firstly, Flexopus needed some information from QuantumSoft: **The floor plans** of the office/offices where they wanted to implement the software. This could be any format as long as it is **human-readable** and the position of the desks is visible (e.g., PNG, JPEG, CAD).

Furthermore, the desired domain that employees can use to find the application in their browser in order to book a desk, meeting room, or parking lot.

Usually it consists of **TYPICALDOMAIN**.

And lastly, QuantumSoft handed over a **vector file of their company logo**, which was then incorporated in the **Flexopus application** to give it a personalized feeling.

After receiving all necessary documents and files, it was **Flexopus** turn to convert the images of the office blueprints into stylized and standardized office maps. These maps will then be uploaded into a dedicated cloud instance that was also set up for QuantumSoft at the same time by Flexopus.

As soon as these two steps were concluded, **Flexopus** handed over the **personalized cloud instance** to QuantumSoft.

	WEEK 1	WEEK 2	WEEK 3	WEEK 4
QuantomSoft signs contract	▰▰▰			
QS provides set-up information *Floor-plan, Logo, Subdomain*	▰▰▰			
Flexopus creates Floor Maps		▰▰▰▰		
Flexopus configures cloud instance			▰▰▰	
Flexopus hands over instance to QS			▰	
QS configures Flexopus-instance *Flexopus supports with setup if needed: SSO, admin training, ...*				▰▰▰
QS officially launches Flexopus				▰

6. Handover and live operation

Next, it was time to configure the **cloud instance** based on the companies needs. This included tasks such as enabling the **Single-Sign-On (SSO)**, since every QuantumSoft employee has a Google Workspace account. Therefore, there is no need to create an additional account in order to sign into **Flexopus** (Microsoft is also possible). Furthermore, Flexopus also assisted in teaching the **admins** of QuantumSoft the **functionalities of the software** so that they wouldn't need constant assistance while operating with the system in the future.

Having accomplished these steps, it was time to **officially launch** Flexopus for QuantumSofts' facilities and make the application accessible to all their employees. Of course, they trained their employees on how to use the software and worked with their facilities management team to integrate it into their existing processes. **The training sessions** did not take a long time, since **Flexopus** is **intuitive** and **easy to use**.
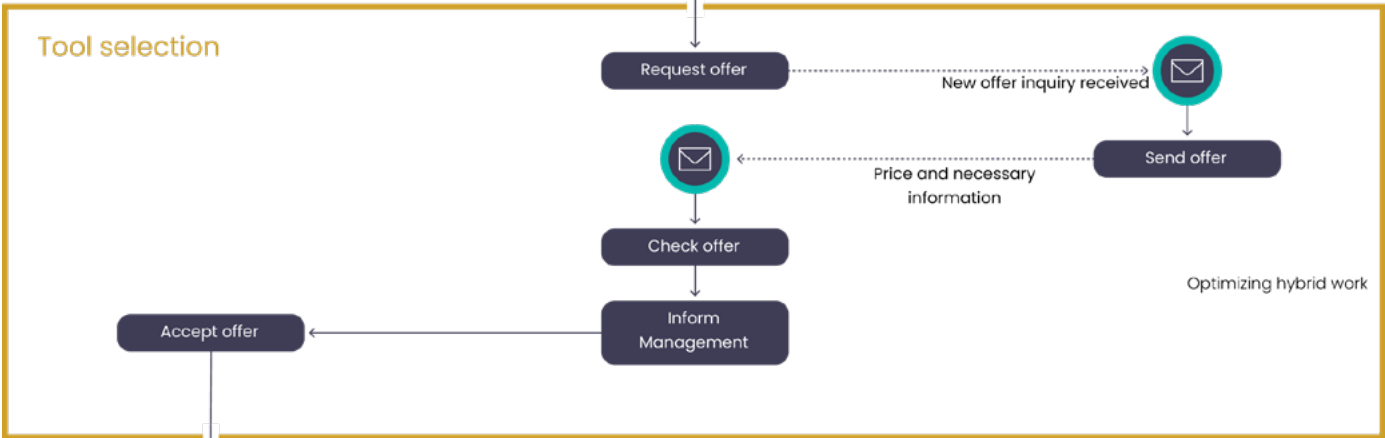
After a few weeks of using Flexopus, QuantumSoft began to notice a **significant improvement** in their **space management processes**. They could **easily track** and **manage desk allocation** in **real-time**, and employees were able to reserve meeting rooms, conference spaces and parking spots quickly and easily. The software also helped them identify underutilized spaces and make changes accordingly, leading to **significant cost savings**.

Overall, QuantumSoft was extremely pleased with the results of implementing **Flexopus**. They were able to improve their **space utilization, reduce costs**, and enhance **employee satisfaction** and **productivity**.

Management   # HR/IT   # Flexopus

Management decision and definition of requirements

Management decides to introduce a hybrid work model with desk sharing

Discussion on possible solution

External software needed

Inform HR/IT about new Task → information received

Create workforce

Consult Management → Define requirements

Tool research and market exploration

Requirement List:
Software Functionalities;
Data security;
Price; technical requirements

Research fitting Software vendors

Request Demo from fitting vendor → New demo request

Demonstrate software to QuantumSoft

Participate in demo call

Test demo

Tool selection

Request offer → New offer inquiry received

Send offer

Price and necessary information

Check offer

Inform Management → Accept offer

Optimizing hybrid work

Management   HR/IT   Flexopus

Set up of Flexopus

Confirmation received

Send confirmation

Notify staff about upcoming change

Create Cloud Instance

Create office maps

Vendor Host Server

Map file

Setup cloud Instance

Handover and live operation

Cloud instance received

Hand over cloud instance

Give functionality seminar

Study functionalities

Configure SSO in cloud instance

Officially launch application

Announce official launch to staff

Teach user functions to user

Teach admin functions to admin

Optimizing hybrid work

08 Company policy for hybrid work

Personal exchange with each other is enormously important for creative work and for a **good corporate climate**: companies do not want to be an anonymous employer, employees appreciate the community in a pleasant and personal working atmosphere.

How do I create a policy for hybrid working?

Are you currently dealing with the topic of New Work or Hybrid Work? Then perhaps our exemplary **collaboration model for hybrid work** will help you. The aim of the following policy is to reconcile mobile working from home and working from the office in the best possible way. While each company has its **unique specialties**, some points are nearly universal across organizations.

08 Example of a company policy for hybrid working

The 60% office / 40% home ratio

According to the latest survey, many employees want to work **three days a week** in the office and the remaining two days from home via mobile working.

Management and employees are committed to ensuring that the **office quota** in particular is adhered to.

The colleague day

A fixed day in the week is the **colleagues' day**. On this day, all employees come to the office. The goal is a **joint exchange** between all, the highlight of which is, for example, a free food event or a celebration drink.

The focus day

In addition, there is a **fixed focus day per division** (or team) during the week. This is used for technical coordination within the division or team. All members of the division or team come to the office for this purpose in order to **coordinate in person**.

The digital twin

All joint (division) meetings, including those on the colleague or focus day, provide the **option of digital participation** in meetings at any given time.

For recurring meetings, **additional online meetings** are created.

Desk sharing via app

Desk sharing is introduced so that everyone can find a workstation or meeting room on site, and also has the option of **organizing themselves in small groups** for specific projects. Each employee books a workstation in advance via an app. Anyone who forgets to book a workstation can use the **QR code** to reserve a workstation **via quick booking** – provided the workstation is still available at the desired time.

Clean Desk Policy

Since the workstations will be rotated from now on, a **clean desk policy** is **important**. This means that each employee leaves the workstation clean at the end of the day. Only the **standard equipment**, such as the monitor, remains on the desk. In addition, the table should be disinfected after use. Personal items are stored in a **separate compartment** or **mobile box**.

Tip:

Use this example policy for hybrid working and discuss the points together with your **colleagues** or **employee representatives**. Jointly developed guidelines ensure that everyone feels **equally involved** and has the **same good conditions** for **effective work**.

Optimizing hybrid work

09 Workplace Compliance Essentials

Aspects of Labor Law

An employee's contract usually doesn't specify their workspace, allowing employers to introduce desk sharing through their management rights. Employees don't have a specific right to a particular workspace unless an employee is dependent on a specific workplace due to health complaints. Employers have the freedom to allocate hot desks within reasonable discretion, which typically doesn't significantly impact work processes.

Further, when employees engage in searching for and cleaning up their workstation during desk sharing, it is considered working time. This means that the time spent on these activities should be included in the calculation of maximum daily working hours and should be compensated according to labor laws.

Aspects of Labor Safety

Employers have a responsibility to ensure that the workstations where employees perform their tasks do not pose any risks to their safety and health. To identify potential hazards, the employer needs to conduct a workplace assessment. It is important to evaluate if the desk sharing model presents any specific hazards, such as increased noise levels or psychological stress due to frequent changes in the workplace.

When setting up desk sharing workstations, consider the risk assessment results. Meet general requirements for screen workstations and ergonomic factors like height-adjustable desks, adjustable chairs, and screen monitors. Provide employees with their own keyboards and mice for hygiene or disinfect shared equipment.

Data Privacy

When setting up and providing desk sharing workstations, the same data protection requirements apply as for other workstations in the company. This means employers must comply with the general data processing regulations outlined in the DSGVO and the Federal Data Protection Act. These regulations apply to all workstations, whether they are permanently assigned to an employee or part of a desk sharing arrangement.

Co-Determination Rights of the Works Council

The works council has the right to be informed and consulted about desk sharing. Early involvement of the Works Council is always advisable. In companies without a Works Council, it is recommended to involve selected employees from the workforce in the process. The employer should share information about the concept and consider the works council's input. Enforceable co-determination rights depend on the circumstances and may apply to certain organizational aspects related to social matters. In any case, this increases the acceptance of the introduction of a desk sharing concept.

Whether desk sharing triggers co-determination rights is yet to be determined by the highest courts. Generally, if desk sharing does not involve significant changes to the office or work processes, it may not require negotiation or agreements. Shared workspaces through desk sharing are usually not considered transfers requiring approval.

However, the Works Council may have co-determination rights for specific organizational aspects related to social matters. The extent of these rights should be evaluated on a case-by-case basis. Enforceable co-determination means the works council's agreement is necessary or an agreement body replaces the missing agreement between the employer and works council.

10   **Conclusion**

In conclusion, the adoption of desk sharing software can bring **many benefits** to companies, especially those embracing hybrid work arrangements.

While there are certainly challenges to implementing such systems, the advantages of **increased space utilization, cost savings**, and **improved employee satisfaction** and **productivity** make it a **worthwhile investment** for many organizations.

Flexopus is a **leading provider** of **desk sharing software solutions** that can help companies **optimize** their **space utilization** and **streamline their reservation processes**.

Our software offers a range of features and benefits, including **real-time tracking** and **management, automated reservation processes**, and **mobile compatibility**, among others. We believe that Flexopus is the right solution for companies looking to **improve their space management processes** and take their **hybrid work initiatives** to the next level.

In this whitepaper, we have covered the main advantages and disadvantages of desk sharing software, as well as common pain points and how **Flexopus** can help solve them. We have also provided a detailed blueprint on how companies can integrate Flexopus into their operations, complete with a storytelling example to illustrate the process.

We hope that this whitepaper has been informative and helpful for your organization as you consider your options for desk sharing software solutions. If you are interested in learning more about Flexopus or would like to **schedule a demo of our software**, please **visit our website** or **contact us directly**.

Thank you for considering **Flexopus** for your space management needs.

Get in touch with us!

Flexopus
The Desk Sharing Solution

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