

5 Steps to a More Successful Office Space

According to the 2017 Staples Workplace Survey, only 32% of employees spend all of their time in the office. More than ever, employers need to go the extra mile to make the workplace an energizing, positive space where employees want to spend their time.

Plus, a better workplace benefits all who occupy it, from increasing productivity and collaboration to improving employee health and satisfaction. In fact, 21% of employees said they would take a 10% pay cut to work in a nicer space (Staples Workplace Survey, 2017). No matter what your office's workspace goals are, here are five ways you can take steps toward achieving them.

1. Make Some Ergonomic Modifications. Today, 80% of employees believe that employers have a responsibility to keep them mentally and physically well (Staples Workplace Survey, 2017). To facilitate a more health-conscious, ergonomic workplace, teach employees healthier ways to work while reinforcing these techniques with ergonomic furniture. From desk risers to ergonomic keyboards, employee-first furniture modifications can help your employees achieve better health in the office. Explore [this infographic](#) to learn how ergonomic furniture can have a positive impact on the employees in your organization.

2. Put Your Office Into Motion. It isn't just about the physical health of employees. Active offices enable employees to not only get moving but also get mingling. Create a truly collaborative, active space by going beyond traditional conference rooms and adding soft seating areas that facilitate more casual meetings. If you want to increase energy levels, give individual teams the power to arrange their spaces to fit their needs. For more benefit-based tips, read [this full article](#) on active offices.

3. Take It One Space at a Time. Does your office space help or hurt employee productivity? According to the 2017 Staples Workplace Survey, only 43% of employees find themselves more focused when they are in the office. To better match your workspace to your business goals without breaking the bank, consider making space-by-space transitions that simply modify what you already have. Encourage more team lunches by adding more accommodating tables in eating areas, or fuel more flexible meeting areas with reconfigurable furniture. For more easy transition ideas, explore [these recommendations](#) for six areas within your office.

4. Create the Ultimate IT Workspace. IT teams have specific needs that make the functionality of their workplace more important than your average office area. Develop an IT workspace that works for your staff by supplying them with furniture and resources that empower them to be as efficient and productive as possible. For example, provide them with desks that allow multitasking and help them stay organized, and sprinkle the space with accessories like hands-free headsets and USB hubs. For in-depth IT workspace recommendations, explore [this slideshow](#).

5. Empower More Creative Meetings. Is your office as collaborative as it could be? 38% of employees in traditional closed office spaces describe their office as "collaborative," while 28% said the closed office design creates distractions that make work more difficult (Staples Workplace Survey, 2017). Reinvigorate the collaboration in your office by going beyond a traditional conference room and exploring unique meeting styles that will put employees outside of their comfort zones and into uncharted meeting territories to keep them on their toes. Take [this quiz](#) to find out which new meeting style works best for your office.