



CIVE

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DESIGN TIPS

FOR YOUR OFFICE SPACE

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Interior designing seems to be an easy task, but when you take into account everything that goes with it - the planning, layout, furnishings, and facilities - well, it is not so simple now is it?

Designing any public or private spaces requires detailed planning and execution. It isn't just the layout and design styles that you need to consider. You need to take into account the kind people who are going to use that specific space, the type of work conducted by each department, the client's needs when they visit the site, and many more.

Office space designing is no exception. With the growing business and evolving workforce, flexibility in office space design is needed. Thanks to modern technology, it's now possible to accommodate the needs of a fast-paced workforce.

Office spaces are not simple backdrops of employees. They are a powerful tool that cultivates productivity, fosters creativity and motivation, and encourages communication between the dynamic workforces.

With this in mind, sustainability and wellness are also a designer's top priority. It is as equally important as choosing a design layout in the field of office space design.

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MODERN OFFICE TIPS

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To help you out with your office design, here’s a list of modern tips in creating an efficient and functional office space:

1. FLOOR PLAN

For many years, companies focused in opting for either an open office layout or a closed office layout. But, why not create a multi-space office layout?

This modern floor office layout gives balance to both collective and focused work. Open spaces or central hubs are provided for the collaborative type of work that encourages teamwork and partnership. Then, there are sealed office spaces for individual work and for those who require privacy.

The variation in spaces supports the different needs of different employees.

2. ALLOW FOR MOVEMENT

Create space. Make the office as spacious as possible so that employees can be functional and not feel enclosed or overwhelmed. Walking, standing up, and stretching can boost energy levels during long hours of work. They should have the space and freedom to move around, communicate, and work as a team.

Aside from practicality, it is also a safety issue. In case of emergencies, huge spaces will prevent stampedes and minimize chaos during evacuation.



3. SPRUCE THINGS UP

Colors have a psychological effect on people. Incorporate colors that are pleasing, attractive, and has a positive impact on the brain (white, green, blue). Splash walls with pigmented hues. Hang wall arts and change them on a monthly basis. Colors and textures will inspire creativity, improve productivity, and has a calming effect.

4. NATURAL LIGHT

Change out harsh fluorescent bulbs. Expose the office to sunlight. Studies have shown that natural light improves quality of life, makes people happy, and more productive. The human eye is accustomed to natural light and has a positive reaction to it like reduction of fatigue, burnout, and headaches. Long hours in front of the computer, together with harsh overhead artificial lights, may produce eyestrain or eye defects like nearsightedness or myopia, according to the American Academy of Ophthalmology. It also contributes to difficulty in sleeping that can lead to health problems.

Given those, consider using a glass-partitioning system. It promotes transparency to the workforce and avoids feelings of secrecy and isolation. It gives the office a modern and professional look and at the same time, lets in natural light.

5. MOOD BOOSTERS

Place mood-boosting elements around the office like indoor plants, succulents, interesting pieces of art, and even pets. For extensive features, add fish tanks or small botanical garden. Install indoor gardens to common areas to provide a scenery of nature.

These things can boost the creativity of employees, while at the same time reducing levels of stress and anxiety.



The presence of greenery and nature is proven to boost a person's productivity by 15%. Moreover, it will improve indoor air quality and ventilation that impacts the overall health of an employee.

Allow employees to personalize their working area. Let them bring personal photos and items. It will make them feel more comfortable, inspired, and motivated.

6. QUALITY FURNITURE AND HIGH-TECH DEVICES

Workstations are the second home of a modern worker. Provide them with ergonomic furniture that gives comfort and flexibility. Equip stations with comfortable task chairs and desks that have sufficient legroom.

Supply them with height-adjustable desks or sit/stand desk risers. These are height-adjustable mechanical platforms that suit an employee's preference between sitting and standing while working.

To be able to do their job properly, provide employees with up-to-date devices. This, of course, applies to laptops, desktops, and mobile devices.

Invest in high quality office furniture. Make sure to buy ones that will add style to the workplace. Ensure that furniture are top grade, meaning they can last for a long time. The upfront cost might be a bit high, but it'll save you money in the long run.

7. BREAK ROOMS AND LOUNGE AREAS

Create spaces where employees can take a break, eat, rest, and be comfortable. They should be allowed to have safe spaces, away from clacking computers and office chairs to rest their minds. These breaks will allow creativity to flow, as well as prevent extreme exhaustion. Create well-designed lounge areas where they can take some time out, exchange light conversations with coworkers, and develop lasting friendship. It is also good for their mental well-being. A healthy employee means a productive company. Stock the pantry or break rooms with healthy food options that will fuel employees during tedious works.

Also, create spaces for specific purposes like meetings and conference rooms. Consider the people who will use the room and make it comfortable, functional, and pleasing. Meetings are stressful enough as it is. Do not



add a monotonous wall color and stale boardroom into the mix. Turn meeting spaces into rooms of comfort where creativity can arise. Provide unique seating options to cater to everyone's needs.

In addition, a big trend in modern office design is creating a home-like atmosphere. The concept is to make the workplace as relaxing as possible without compromising the worker's productivity. From living room-like sofas to recreational Ping-Pong tables, the idea is to provide a stress-free environment so employees would want to stay in the office for a lengthy period.

8. CLEANLINESS AND ORGANIZATION

Eliminate clutter. Devise filing systems to keep paperwork organized. Set up a recycling system. Manage your space efficiently. Install shelves, modern storages, and lockers to keep the office organize.

A clean office space suggests professionalism and leaves a good impression on clients and visitors. It creates a healthier environment for employees. There will be fewer absences due to sickness, which will benefit the efficiency and productivity of the whole company.

And, do keep in mind that the Occupational Safety and Health Administration mandates every company to follow strict rules in providing workers a clean, safe, and hygienic workplace.

9. COMFORTABLE TEMPERATURE

Air temperature and humidity influences a worker's productivity. An extremely hot or cold workplace will cause distraction and distress to an employee. It can heighten one's stress and irritability.

Set an optimal office temperature to ensure employee comfort and safety.

10. INVEST IN GOOD LOBBY DESIGN

First impressions matter. The lobby's design plays an important role in the success of a company. It reflects the company's value, worth, and brand.

Incorporate biophilic or natural designs to give a humanistic touch. Provide enough chairs to both guests and clients. Ensure that they are comfortable. A waiting client will always appreciate a cozy and cushy sofa. The reception area, on the other hand, should have stations where staff can accommodate everyone with ease.

CONCLUSION

Large or small, an office gives people an idea of the company's worth and credibility. When you design the workplace, you give meaning. It is not just for aesthetic purposes. It's part of a holistic approach towards improving your business.

In this modern age, a quality workplace is of great significance. Modern office design trends are mostly about the betterment of employee productivity, creativity, flexibility, and overall well-being.

These days, money alone is not the only driving factor for employees to stay. This is especially true in today's workers who are more in-tune to their mental and emotional well-being. They want a workplace that is comfortable in all aspects so that they can provide their best performance.

As competition to attract and retain the best employees' rises, companies invest in quality office design to satisfy the worker's needs and boost their productivity, which in turn will eventually provide them a favorable outcome.

To sum it up, a great deal of meticulous planning and careful implementation goes with designing office spaces. It is a fast-paced world and there's a need to keep up with the latest trends to keep workplace designs up to date.

Given the importance of this endeavor, while it's possible to dabble in office design on your own, it's probably best to rely on reputable design firms. This guarantees that you'll see your vision come to life. Either way, investing in the design and layout of an office space will certainly pay off. If it's become too overwhelming at any phase of the project, do not hesitate to get help from seasoned, reputable professionals in construction and design. This is also among the more reliable means of avoiding over-engineering.

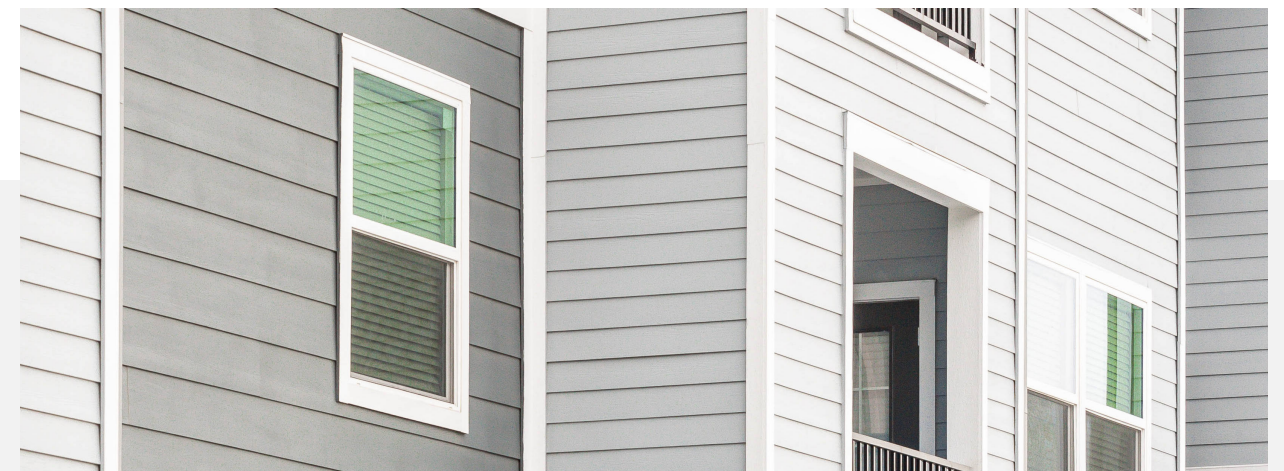
All in all, keeping things simple is usually the key to a successful project. Complicating components and facets can cause issues or conflicts that are might not even get resolved or fixed.

ABOUT CIVE

CIVE is a premier upscale design build firm also specializing in state of the art residential & commercial design, leading edge engineering, high quality construction, and elite project management.

Our strengths lie in a rich mix of talent, experience and ingenuity. Our clients can depend on CIVE to anticipate industry change and plan for the future, while providing most practical and cost effective solutions. CIVE devotes customized, individual service to all of its clients, whether large or small.

Specialties: Residential & commercial design, civil engineering, structural engineering, mechanical engineering, electrical engineering, construction management and project management.



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