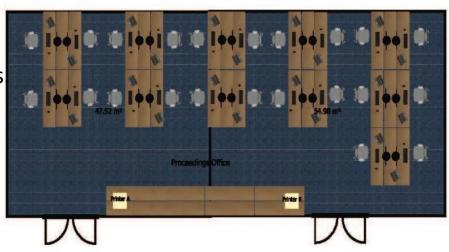
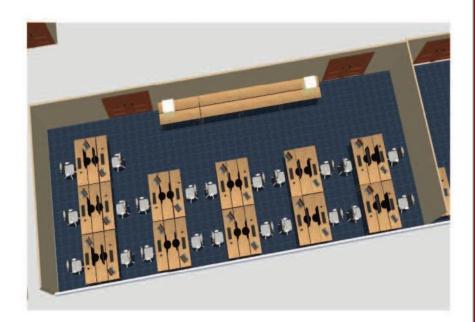


## Space Planning

- Layouts should be created for all IT spaces
- Layouts can be created with Sweet Home3D (sh3d)
  - o Free interior design application
  - o https://www.sweethome3d.com
- Helps to avoid surprises everything fits!









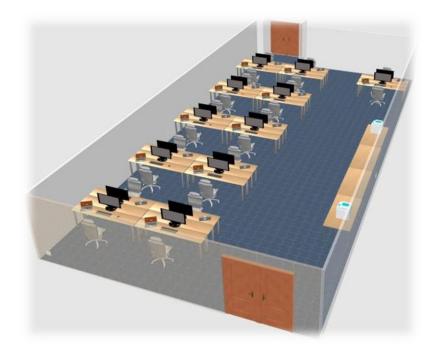
**Other Things to Consider** 

# **Space Planning**



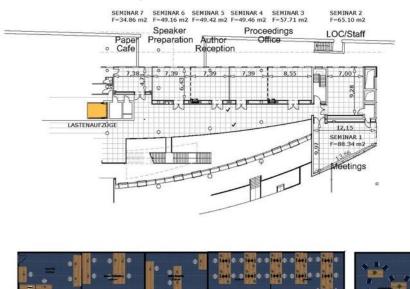


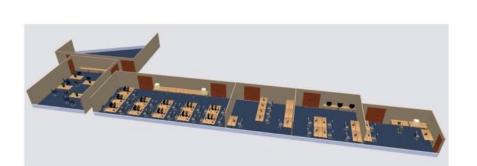






# Space Planning







# **Ergonomics - Workspaces**

#### Proceedings Office and Author's Reception

- Deep enough to work with printed papers.
- Enough space for laptop and to put other gear.
- Extra chairs (and space) for visiting authors.







## **Ergonomics - Chairs**

- Proceedings Office and Author's Reception
  - Ergonomic, height adjustable chairs.
  - Editors sit in them for 8-12 hours a day for up to 10 days.





#### **Ergonomics - Lighting**

- Proceedings Office and Author's Reception
  - Daylight is best, otherwise bright full spectrum light is a must.
  - Editors working this room for 8-12 hours a day for 10 days.

