KORBYT™

The Case for Smarter Space Booking in the Modern Workplace

An executive guide to optimizing desks, rooms, and collaboration spaces in the modern hybrid workplace.

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Building a Business Case for Smarter Space Booking in the Modern Workplace

The New Rules of the Office

The workplace is undergoing a profound transformation, and organizations are struggling to foster collaboration, support a hybrid workforce, and maximize real estate ROI.

The office as we knew it is gone. Hybrid work has redefined how and when employees use physical space. Desks that were once occupied daily now sit empty for half the week. Meeting rooms are often booked but unused, while the most desirable spaces are overbooked and hard to secure. This imbalance comes at a cost—not only in wasted real estate costs but in lost productivity, collaboration, and employee satisfaction.

Research from JLL reveals that while organizations are raising space utilization targets to around 79%, actual usage remains significantly lower, averaging around 54%. VergeSense reports that 11.3% of booked meeting rooms go unused entirely.

Raising Space Utilization Targets to Around	Usage Remains Significantly Lower, Around	Booked Meeting Rooms Go Unused Entirely
79%	**54%**	**11.3%**

The New Rules of the Office

Gartner warns that rigid workplace policies, such as inflexible return-to-office mandates, are driving top talent away.
The message is clear: Without a smarter approach to workspace management, organizations risk financial waste, an employee mass exodus, and a blunted competitive edge.

That's where Korbyt comes in. Korbyt Booking is more than just a room scheduler—it's an all-in-one workplace reservation system that streamlines the booking of rooms, desks, services, and shared spaces. Fully integrated with your existing workplace systems, it enhances the employee experience, boosts operational efficiency, and helps reduce administrative and real estate costs.
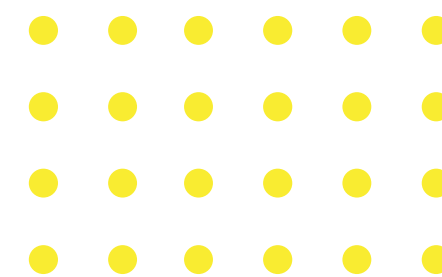
NOW IS THE TIME TO ACT.

Let Korbyt help you make the case for a smarter, more connected, and more efficient workplace.

Why Space Scheduling Matters

Real estate is one of the largest line items in corporate budgets. When that space is not fully utilized, organizations are paying for empty desks and idle rooms. But the implications go beyond cost: In a hybrid era, workspace is part of the employee experience.

A well-managed workplace ensures employees can easily find and reserve the right type of space—whether that's a quiet desk for focus, a collaboration room for brainstorming, or a meeting space equipped for video conferencing.

Why Space Scheduling Matters

Key Reasons to Prioritize Space Booking:

1

Support Return-to-Office Success
Provide predictable, flexible access to desks and rooms to reduce friction, encourage office use, & ease hybrid scheduling.

2

Optimize Real Estate Usage & Costs
Reduce wasted square footage, avoid unnecessary leases, and repurpose underused space for higher-value activities.

3

Enable Agile Workplace Strategies
Quickly adjust space allocation to meet project needs, team growth, or organizational changes.

4

Enhance Compliance & Security
Track space usage for audits, workplace safety, and policy enforcement.

5

Make Data-Driven Decisions
Leverage real-time utilization insights to guide layout changes, renovations, and long-term workplace strategy.

6

Elevate the Employee Experience
Minimize friction in finding and booking spaces, giving employees more control and improving workplace satisfaction.

Eliminate Barriers Impeding Your Team

Address the Return-to-Office (RTO) Challenge

As many organizations implement return-to-office policies, they struggle to balance business needs with employee preferences. Poorly planned hybrid environments create workspace inefficiencies, disengagement, and frustration.

A modern booking tool **optimizes room and desk utilization, provides real-time insights into office occupancy, and enhances workplace flexibility**, ensuring a smooth and productive transition between remote and in-office work.

Hybrid Work Creates New Booking Challenges

Hybrid work has reshaped how employees use office space, yet many organizations still struggle to support it. Without flexible room and desk booking tools, employees waste time hunting for available spaces or face double bookings that derail collaboration.
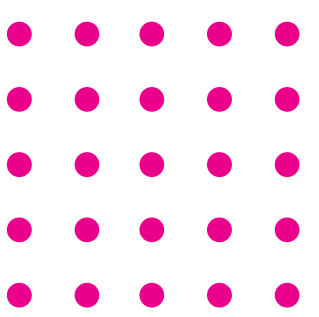
On-the-go workers need mobile access, while remote participants require seamless video conference integration to stay connected to the rest of the team. The solution lies in **modern booking solutions that manage rooms, desks, and hoteling in one unified system**—making hybrid work straightforward instead of stressful.

Lack of Real-Time Visibility Hurts Decision-Making

Many organizations struggle to measure and optimize space usage due to limited data and fragmented systems. A booking app provides real-time insights into occupancy, utilization, and employee preferences.

By equipping organizations with **measurable data, the system ensures continuous improvement, maximizes real estate value, and creates better workplace experiences.**

Optimize Hybrid Work with the Right Tools

The most effective booking solutions don't require employees to learn new systems—they meet them where they already work. By embedding directly into Microsoft 365, Outlook, Teams, and mobile apps, a booking tool allows employees to reserve desks and rooms in the same workflows they use to schedule meetings or chat with colleagues.

This seamless integration reduces double bookings, simplifies hybrid collaboration, and ensures space reservations happen in real time. The result: less time spent managing logistics, more time focused on meaningful work, and a smoother transition between remote and in-office collaboration.

The ROI of Smarter Workspace Management

Organizations often struggle to optimize office space effectively, with studies showing that more than 50% of office space is underutilized. A booking tool provides real-time occupancy data, allowing businesses to identify trends and optimize layouts to reduce wasted pace, lead to better resource allocation and cost savings.

According to CBRE's Workplace & Occupancy Benchmarking Report, organizations that adopt targeted space optimization strategies—such as real-time booking systems and utilization analytics—have reduced their real estate footprints by up to 30%. Optimizing unused space is not just a facilities win; it's a direct driver of cost savings, operational efficiency, and a better employee experience.

Scenario	Value
Total office size	50,000 sq. ft.
Cost per sq. ft. per year	$50
Annual baseline lease cost	$1,250,000
Reduction in underutilization (30%)	20,000 sq. ft.
Impact	**$500,000 saved annually**

5 Best Practices for Implementing a Modern Booking System

Modern space booking combines data, technology, and design to make every desk and room purposeful. Here's how:

Start with the data
Conduct a utilization audit with available data to understand real space usage patterns.

Integrate booking into existing workflows
Allow employees to reserve spaces from tools they already use, like Outlook or Teams.

Automate to reduce waste
Use no-show auto-cancellation and occupancy sensors to free up unused reservations.

Offer a mix of spaces
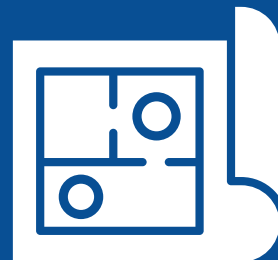Support different work modes with a variety of space types, from focus areas to collaboration hubs.

Review and refine regularly
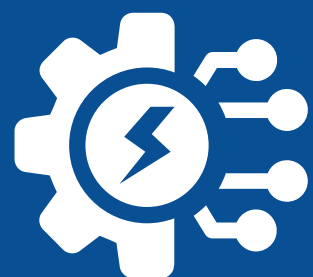Continuously monitor and adjust based on data and employee feedback.

What to Look for in a Space Booking Solution

Not all space booking solutions deliver the same value. To maximize ROI and ensure long-term adoption, organizations should evaluate offerings against a core set of criteria. The right solution should not only optimize space usage but also integrate seamlessly into daily workflows and provide leadership with actionable insights.

Simple, User-Friendly Booking Interface
Employees should be able to reserve desks or rooms quickly, ideally through the tools they already use every day—such as Outlook, Microsoft Teams, or a mobile app. Visual search through interactive floor plans makes booking easier. Intuitive and straightforward solutions drive higher adoption and reduce training needs.

Native Workplace Integrations
Modern workplaces rely on a wide range of collaboration and facilities systems. A strong app connects seamlessly with video conferencing (Zoom, Teams, WebEx), AV systems, and identity management to provide a unified experience across the workplace.
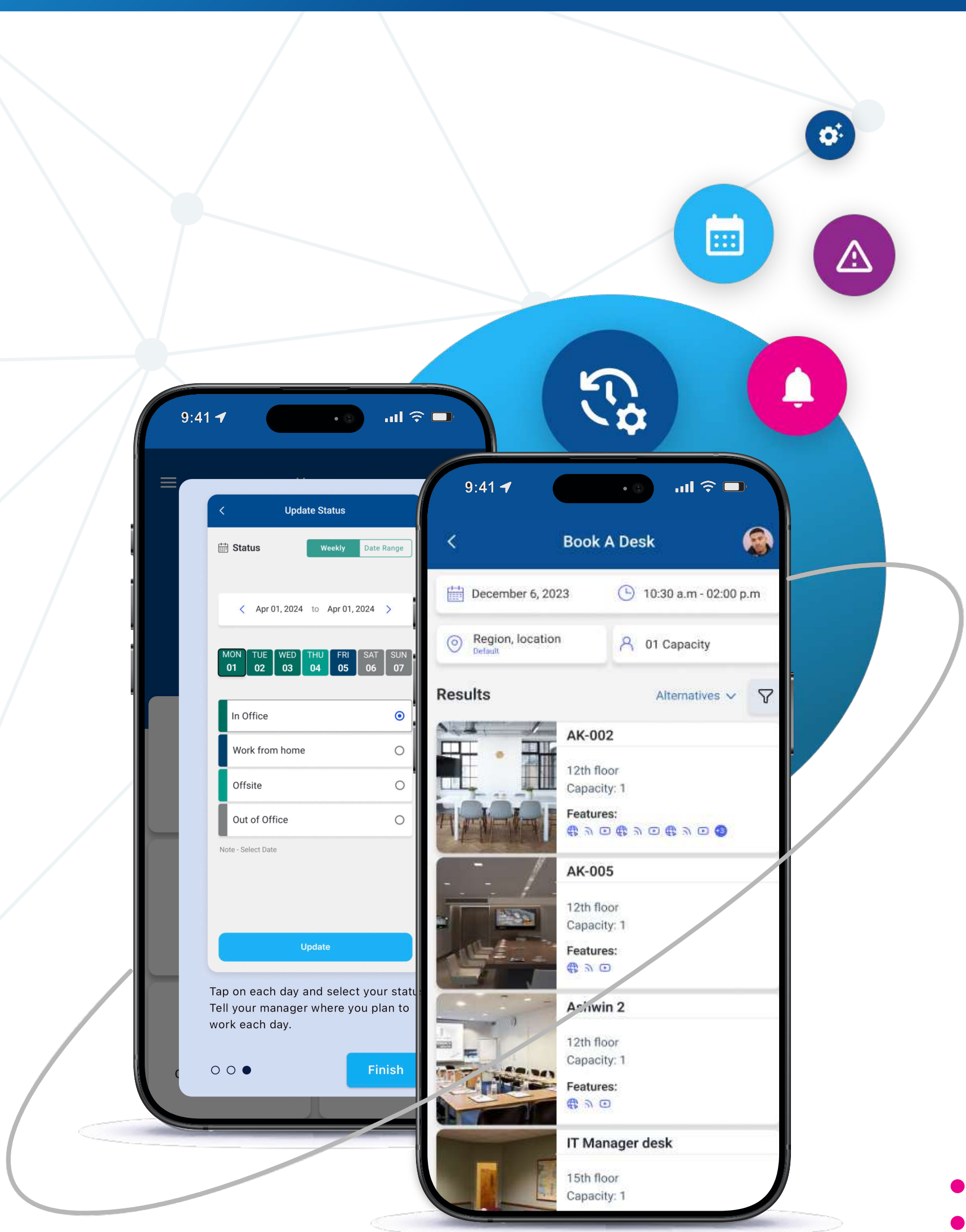
Automatic Energy Savings
By sharing real-time occupancy data with building systems, a booking app ensures unused rooms automatically adjust lighting, HVAC, and AV through existing sensors or BMS integrations.

What to Look for in a Space Booking Solution

Actionable Utilization Insights

Beyond booking, platforms should offer analytics that reveal how desks and rooms are used, highlighting underutilized areas and guiding better planning to improve real estate ROI.
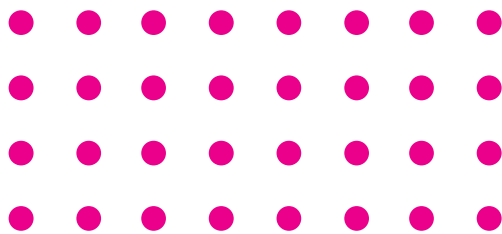
Scalable and Future-Ready Infrastructure

As organizations grow or adjust their workplace strategy, the system should scale effortlessly to support hot-desking, hoteling, meeting services (AV, catering, etc.), and long-term space planning without costly upgrades.

Enterprise-Grade Security and Compliance

With sensitive employee and workplace data at stake, enterprise-grade security is critical. Features such as role-based access control, SOC 2 compliance, and audit trails ensure systems meet IT and compliance requirements

How Korbyt Booking Helps

Korbyt Booking is designed for the realities of hybrid work, combining simplicity for employees with rich insights for workplace and facility teams.

Key advantages of Korbyt Booking:

Intuitive, Mobile-First Booking Experience

Reserve desks and rooms directly in Outlook or a mobile app with interactive floor plans.

Automation and Policy Controls

Auto-cancel no-shows, set booking rules, and ensure high-demand spaces are used effectively.

Integrated Enterprise Collaboration Tools

Automatically connect bookings to Zoom, Teams, or WebEx for hybrid meetings.

Powerful Space Usage Analytics

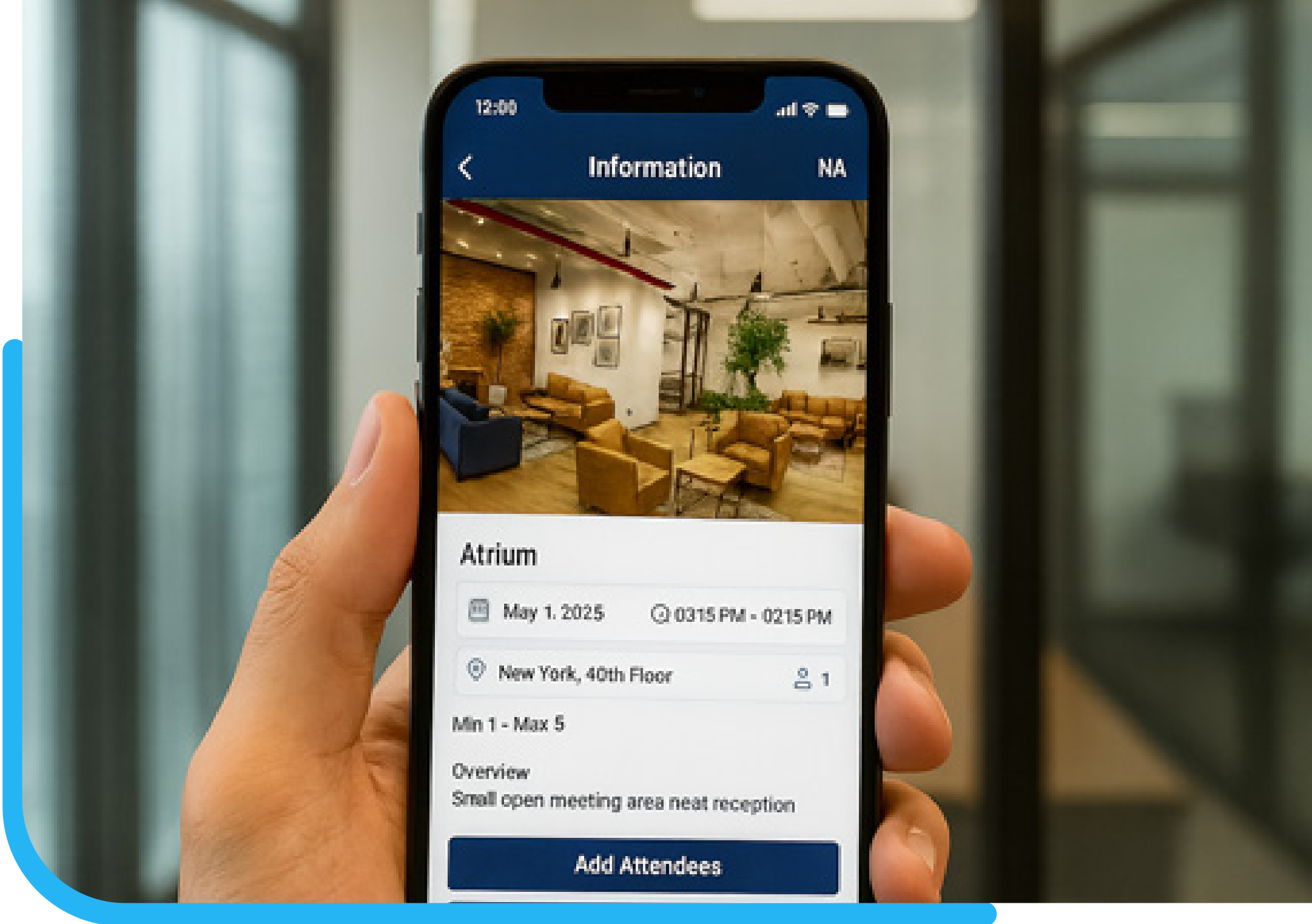Track space utilization patterns to optimize layouts and reduce real estate costs.

Real-Time Availability

See which spaces are free and book instantly, reducing frustration and wasted time.
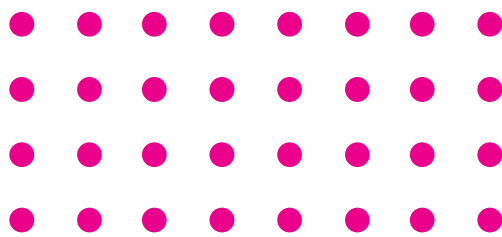
Secure Booking

Ensure an IT-friendly system with role-based access control, SOC 2 compliance, and audit trails.

With Korbyt Booking, employees can effortlessly secure the spaces they need, and organizations gain the data and control to make every square foot count. It's not just a booking tool—it's a strategic enabler for the future of work.

Conclusion

With a constant push and pull between RTO and hybrid work, the smartest strategy is to be ready for both. By adopting a modern booking application and using data to guide decisions, organizations can unlock savings, boost employee satisfaction, and ensure their workplaces are ready for whatever comes next. Korbyt Booking offers the tools and insights to make it happen.