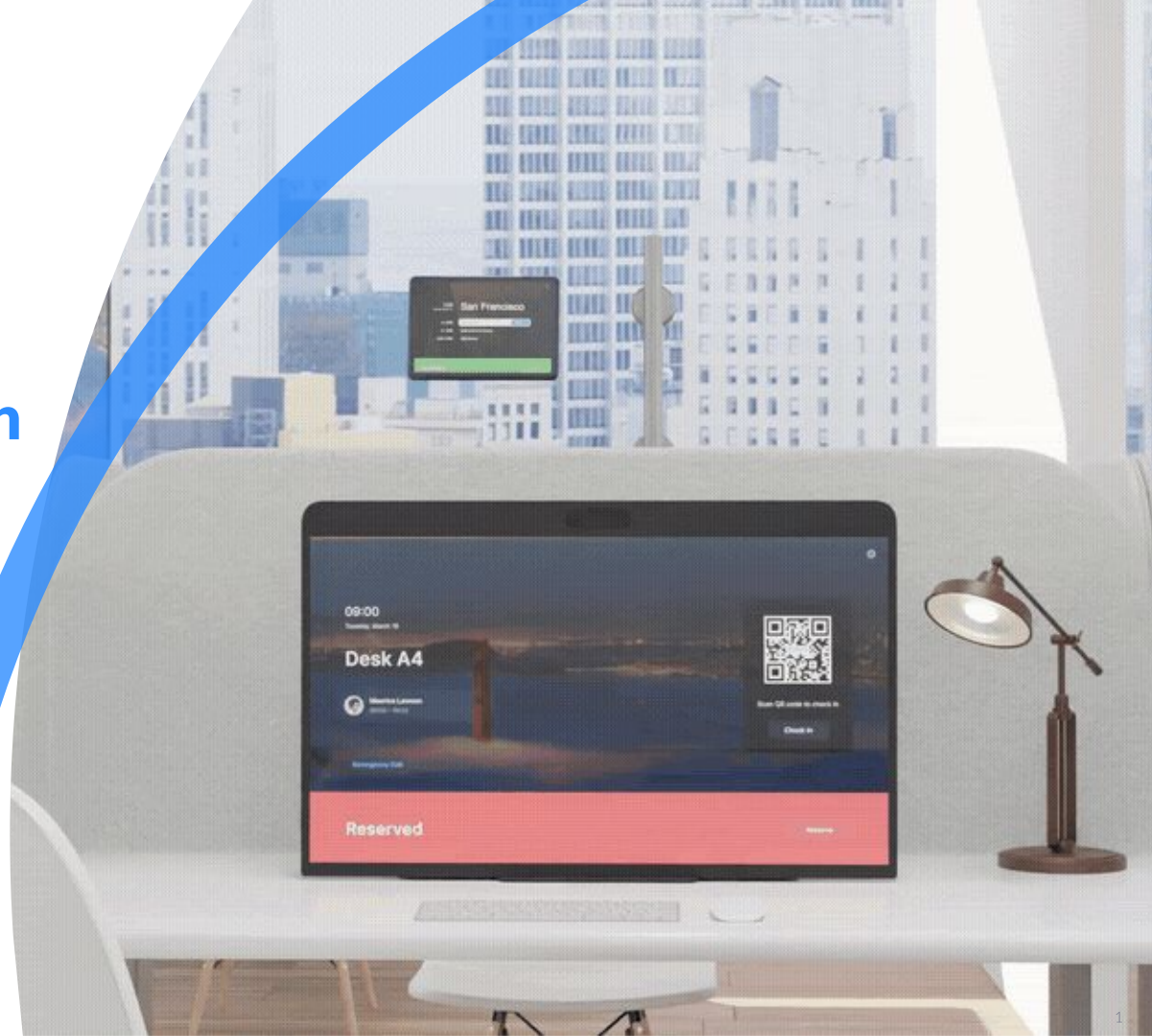


Workspace Reservation

Sales Deck



Forward Looking Statements

The statements and information provided herein are intended solely to outline general product direction and should not be relied upon in making a purchasing decision and does not represent a commitment or legal obligation to deliver any material, code, or functionality. The statements and information provided are intended for informational purposes only and may not be incorporated into any contract. Any services, products, or functionality referenced that are not currently available are subject to change at Zoom's sole discretion and may not be delivered as planned or at all. Customers who purchase from Zoom should make their purchase decisions based upon currently available pricing, features and functions.

Any forward-looking indication of plans for products, including the development, release, and timing of any features or functionality, is preliminary and all future release dates are tentative and are subject to change without notice.

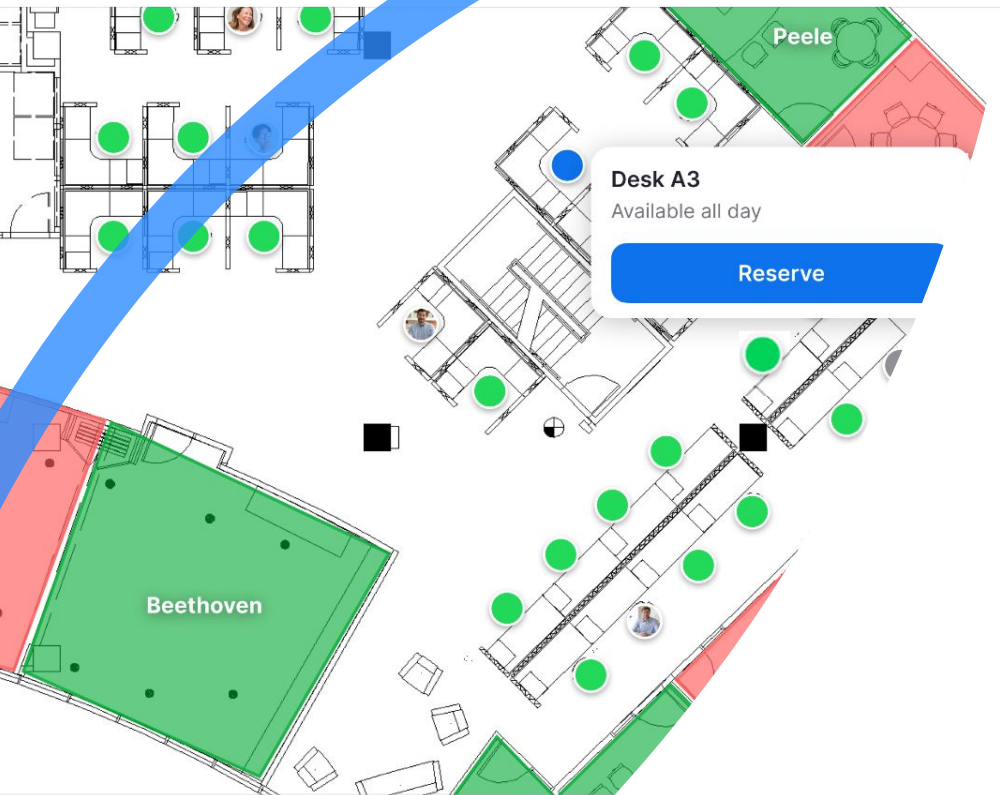
No rights or obligations are to be implied. No license to any patent, mask work right, copyright, trade secret or other intellectual property right is hereby granted or implied, by estoppel or otherwise under any existing or future intellectual property rights of Zoom.

Agenda

- Overview
- Workspace Reservation Overview
- User Experience
- Admin Experience

Workspace Reservation Overview



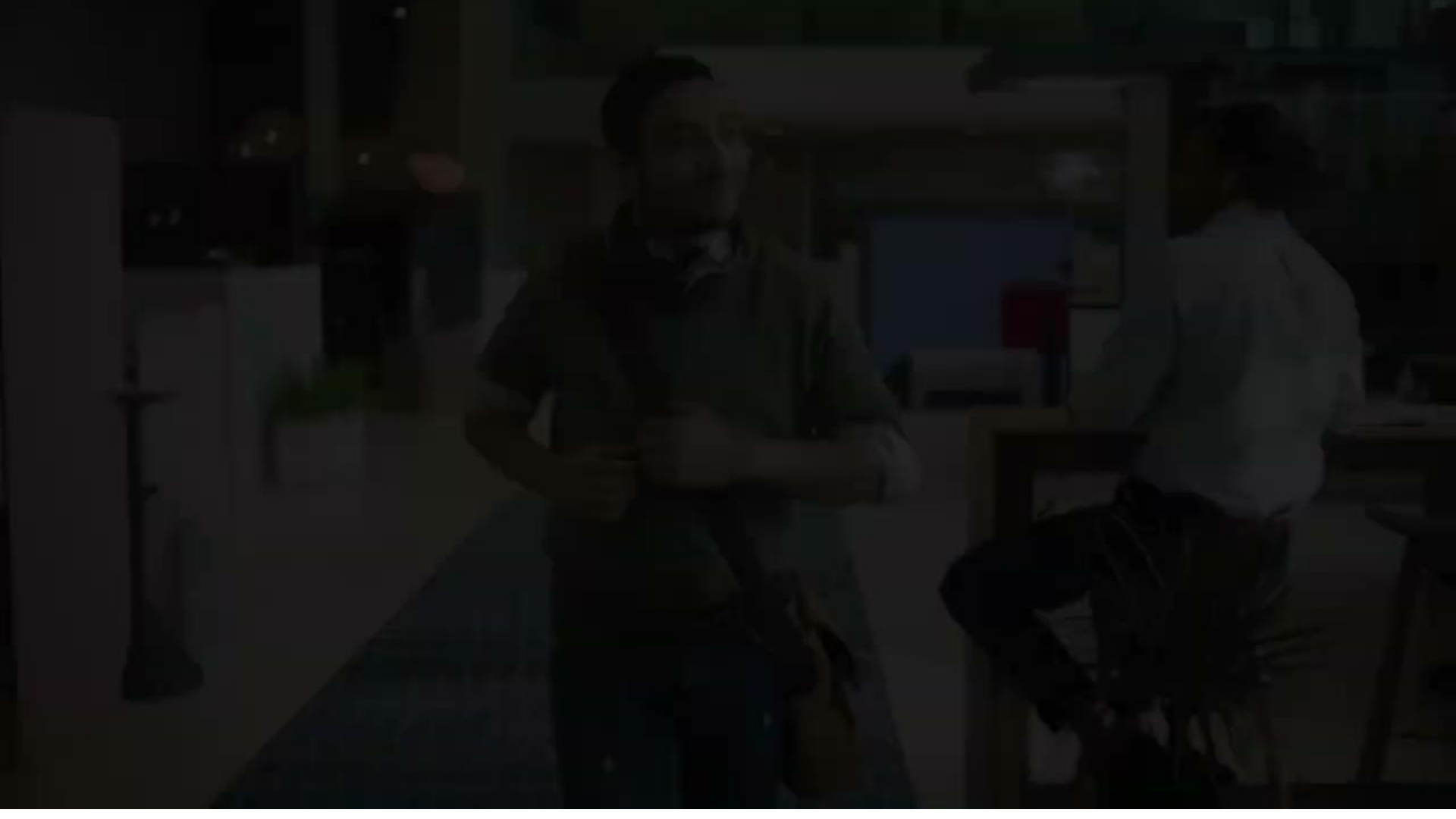


Zoom's Workspace Reservation Platform

With Zoom Workspace Reservation, users can use the Zoom platform they already work in to connect them to space(s) in the office when needed.

This can be leveraged by daily in-office workers looking for flexible spaces or by mostly remote employees looking for a place to land for now (and everyone in between).





High Level Booking Experience



View Openings

See what is available and who else is coming to the office



Book Space

Decide on a space and claim it for your needs.



Check In

Activate your personal experience when you arrive.



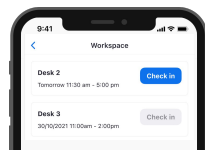
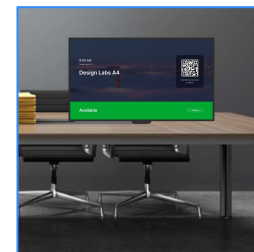
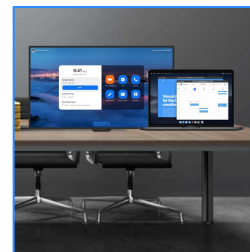
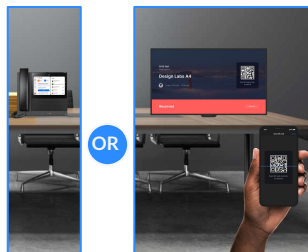
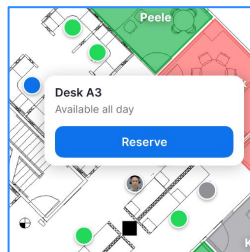
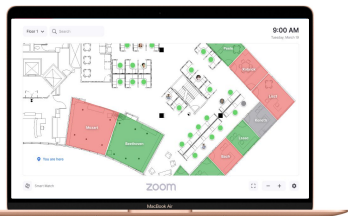
Do Great Work

Have another successful visit to the office (win!).



Check Out

Release the space and head out.



CONFIDENTIAL

Where to reserve Workspaces

At Home

Users can book in advance from outside of the office at any time using Zoom.us or the Workspace Reservation Zoom App, and mobile.



At the Desk

Desktop Zoom Appliances (Room or Phone) can be used to reserve that desk when you arrive.



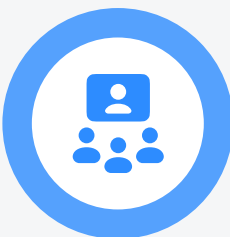
At the Front Desk

With Kiosks, users can find spaces on a touch display to quickly see what's open and book it.



At the Room

With scheduling panels outside of shared spaces, users can easily add a shared space on the way into a room.

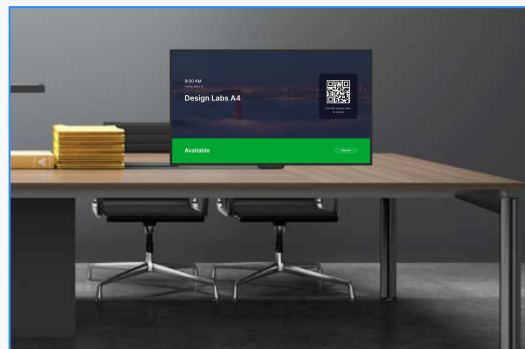


Workspaces



- ✓ \$1.50/Workspace
- ✓ Can be used with or without scheduling panel hardware at the desk
- ✓ Printable QR Codes for check in

Hardware-Enabled Spaces

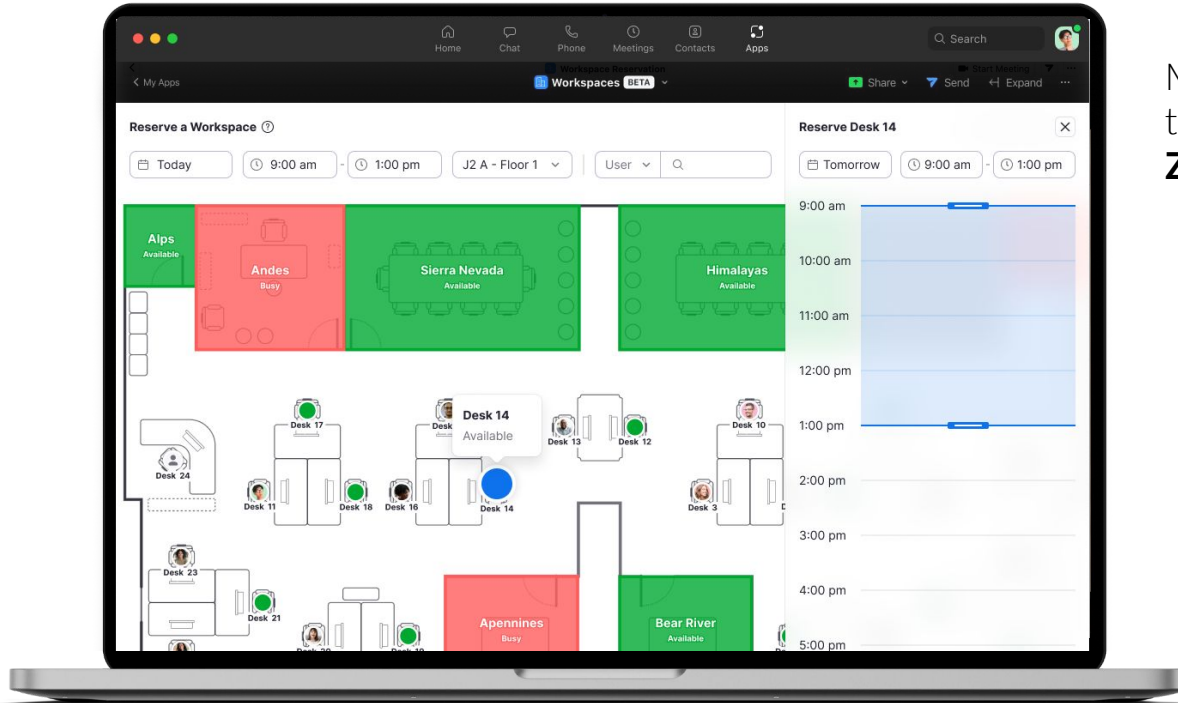


- ✓ Workspace included in a standard Zoom Rooms subscription
- ✓ Workspace included in a Zoom Common Area Phone subscription
- ✓ Displays schedule status visibly with QR Code check in

User Experience



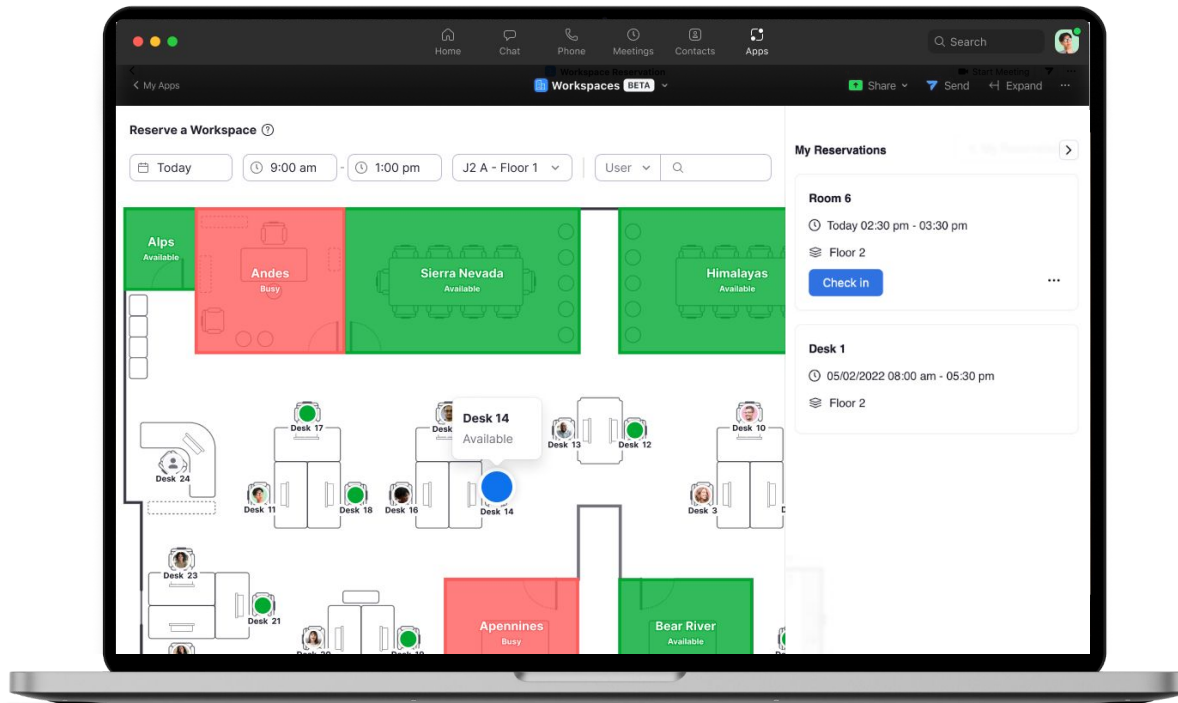
Workspace Reservation Zoom App



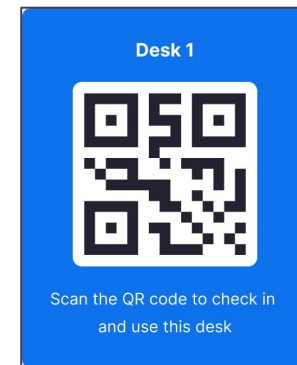
Make Reservations through the **Workspace Reservation Zoom App** or **Zoom.us**

- Select Date and Time for Reservation
- Select Workspace
- Click Reserve

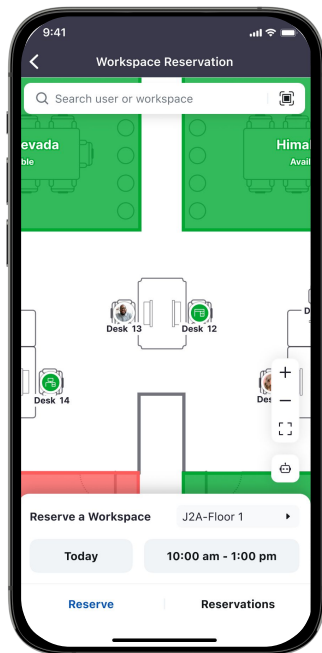
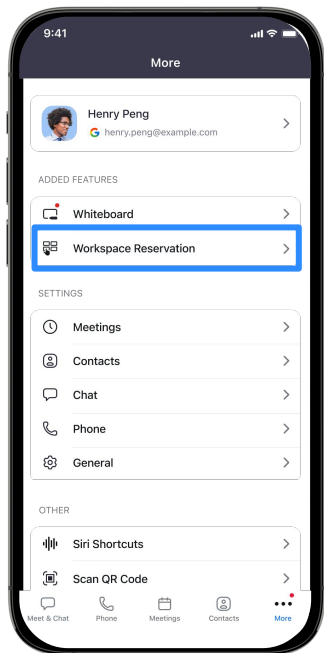
Workspace Reservation Zoom App



Check in on the Zoom App/Zoom.us or by scanning a QR code at the desk



Mobile App Experience

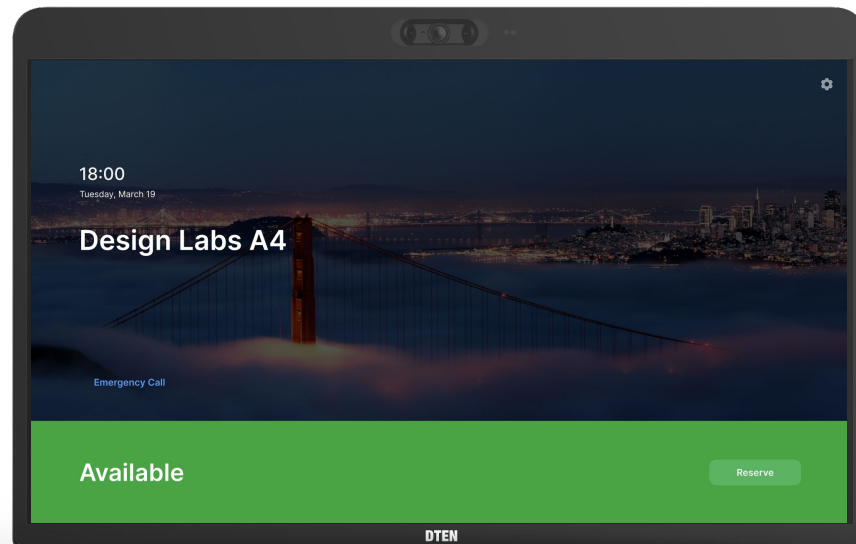
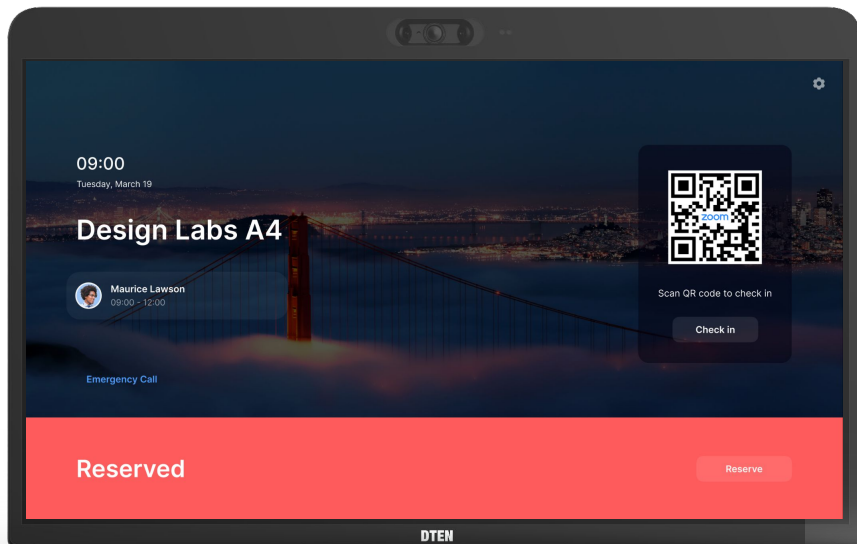


Workspace Reservation is available within the Zoom Mobile app.

After Workspace is enabled for your organization, users will see Workspace Reservations under “Added features”

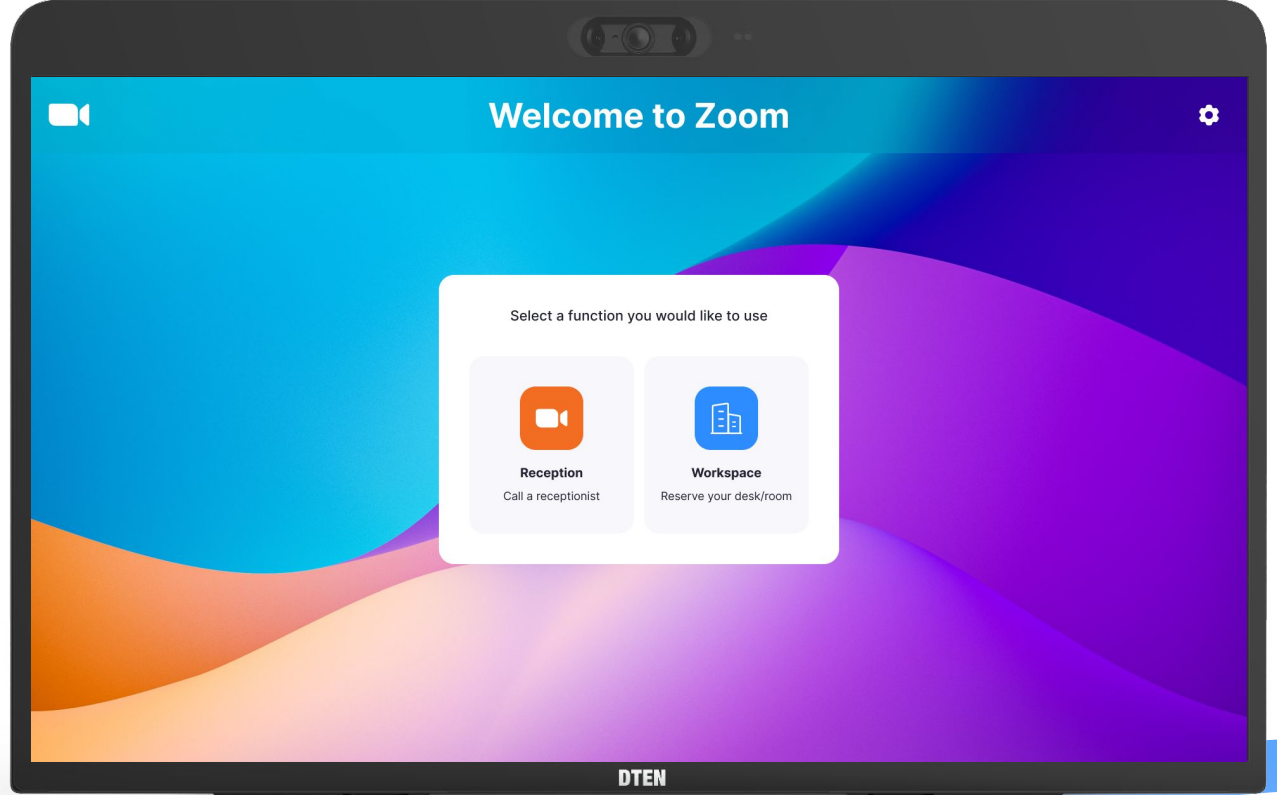
Integration with Zoom Room and Zoom Phone Appliances

View availability, reserve a desk, and check in by scanning a QR code



Kiosk Integration

Kiosks can be used both to connect with a Virtual Receptionist as well as make Workspace Reservations



Kiosk

Find and reserve workspaces directly on a kiosk, as well as see where you are in regards to your workspace.



Digital Signage Integration



With live updates of which desks are reserved and available, users can also see who is sitting where on Digital Signage across the office.

You can also see where you are on the Floor Map.

Admin Experience



Workspace Management Admin Portal

The screenshot displays the Zoom Workspace Management Admin Portal for Floor 1. The interface includes a top navigation bar with options like 'New Meeting', 'Join Meeting', 'Schedule', and 'Share Screen'. A left sidebar contains navigation menus for 'ADMIN', 'Workspaces Management', and 'Workspaces'. The main content area shows a floor plan map with various rooms and desks, including 'A Room 1', 'A Desk 1', 'B Room 2', and 'B Desk 2'. Below the map is a table listing all workspaces.

Name	Type	Zoom Devices	
<input type="checkbox"/> A Room 1 Floor, Building, Campus	Room	Zoom Rooms	Edit ...
<input type="checkbox"/> A Desk 1 Floor, Building, Campus	Desk	Zoom Rooms	Edit ...
<input type="checkbox"/> B Room 2 Floor, Building, Campus	Desk	Zoom Rooms	Edit ...
<input type="checkbox"/> B Desk 2 Floor, Building, Campus	Desk	Zoom Phone	

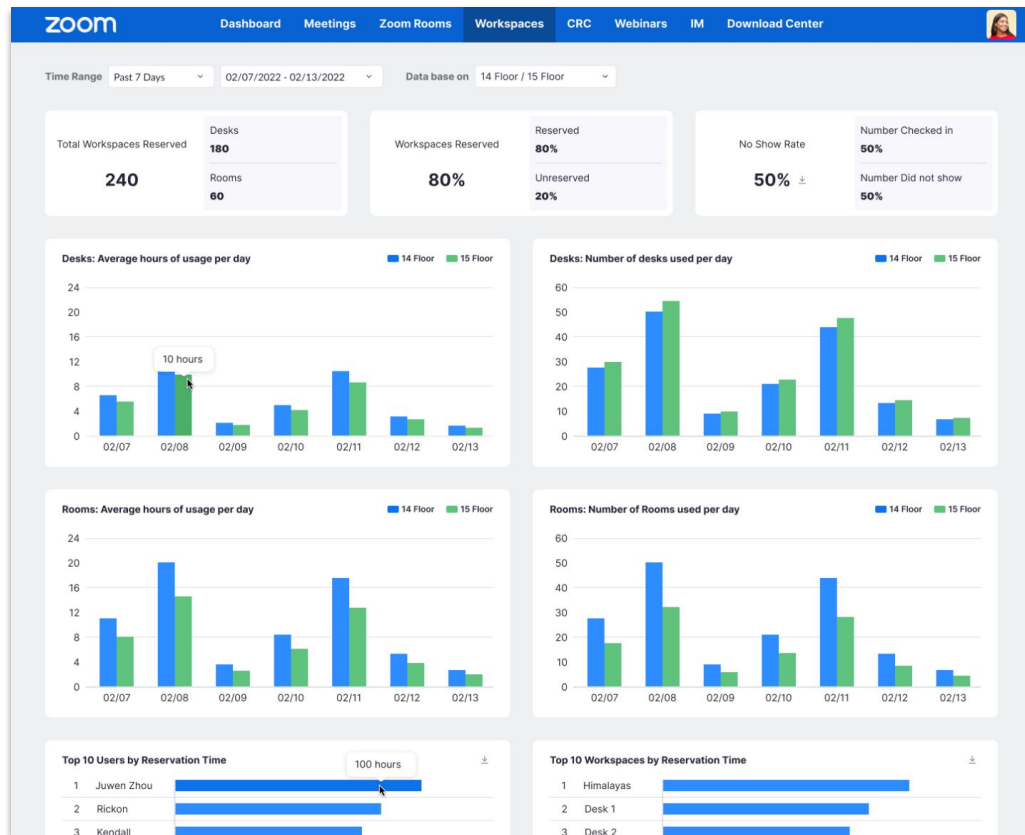
Admins can create, update, edit Workspaces on the Workspace Management section of the Admin Portal.

Simple Floor Map Management

The screenshot shows the 'Edit Test Floor CN Map' interface. On the left, there is a sidebar with options: 'Add Desk', 'Add Room', 'Add Workspaces to Map (1)', 'Desk 2', 'Desks (1)', 'Rooms (2)', 'Kiosk (1)', and 'Digital Signage Only (1)'. The main area displays a floor plan with two rooms: 'Room Test 1' (a large dark room) and 'Zoom Rooms Test 2' (a smaller blue room). The floor plan includes various desks, chairs, and room layouts with dimensions. On the right, a panel for 'Zoom Rooms Test 2' contains fields for 'Name' (Zoom Rooms Test 2), 'Calendar' (testwr222@gmail.com), and 'Desk6'. Below these is an 'Assets (Optional)' section with a 'Display' dropdown and a 'Remove' button. At the bottom of the interface, there are controls for 'Upload a new map', 'Remove all workspaces', 'Desks Resize', and a search icon with '100%' zoom level. 'Save' and 'Cancel' buttons are located in the top right corner.

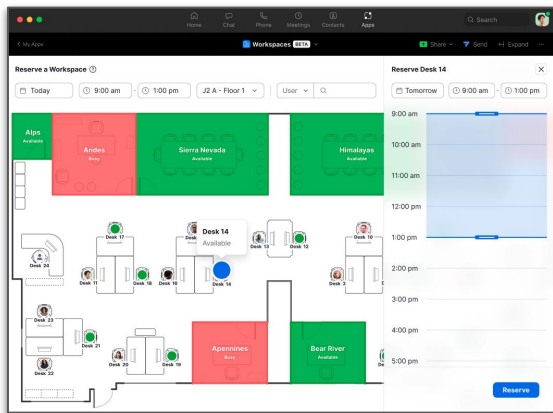
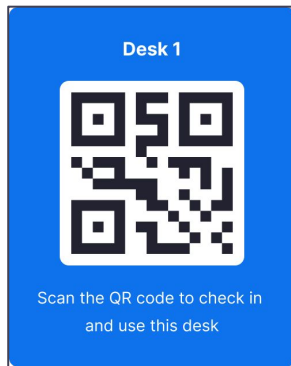
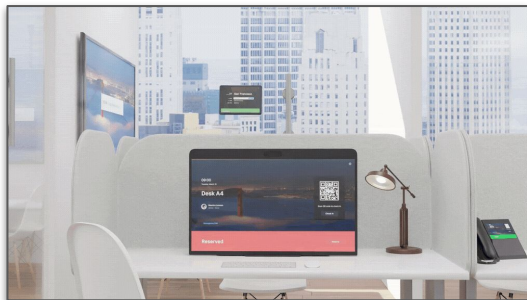
Easily place desks and rooms on uploaded floor maps.

View Metrics and Reports on Workspace Usage



View Metrics on Workspace usage, check in rate, no show rate, top workspaces, and more.

Key Features

A screenshot of a questionnaire form. The title is "(Questionnaire's Topic) Upcoming Workspace Reservation". The questions are:
1. Have you experienced any symptoms of COVID-19, including a fever of 100.0 degrees F or greater, a cough, sore throat, loss of taste or smell or shortness of breath that began in the last 10 days?
2. In the past five days, have you gotten a positive result from a COVID-19 diagnostic test?
3. Do you need any other services?
There are radio buttons for "No" and "Yes" for the first two questions, and a text input field for the third.A screenshot of a Zoom workspace reservation form. It includes a floor plan of the workspace and a reservation form with fields for "Name", "Email", "Phone", "Company", "Reservation Date", "Reservation Time", and "Reservation Duration". There are also checkboxes for "Reserve this workspace" and "Reserve this time slot".

- Dashboard and Metrics
- Customizable Questionnaires
- Neighborhooding
- Printable QR Codes
- Workspace Reservation Zoom App

Thank you