



OFFICE DESIGN HELP NEEDED?

Free PDF

8 Common Challenges
and How to Resolve Them

2024 EDITION
UPSCALE



● OFFICE

● INTERIOR DESIGN

8 COMMON OFFICE DESIGN CHALLENGES



Our team is dealing with some troubles at the office and we can't figure out if it's from the current office set-up or the lack of meeting rooms...

In this document, we identify **eight common problems often encountered in office spaces**, all of which are related to inadequate interior design. As experts in office design solutions, **we offer tailored services aimed at solving these challenges head-on.**



1. Poor Ergonomics



Inadequate desk and chair designs can lead to discomfort, musculoskeletal issues, and decreased productivity.

✔ Solution

Invest in ergonomic furniture, conduct ergonomic assessments, and encourage employees to maintain proper posture. Adjustable desks and chairs can cater to different needs.

2. Lack of Light



Insufficient or harsh lighting can cause eye strain, headaches, and negatively impact mood and productivity.

✔ Solution

Use a combination of natural and artificial lighting. Provide adjustable lighting options for individual workspaces and use task lighting where needed. Ensure proper distribution of light throughout the office.

3. Limited Privacy



Open office layouts without designated private spaces can lead to distractions, reduced focus, and increased stress.

✔ Solution

Incorporate quiet zones, private offices, or meeting rooms. Utilize sound-absorbing solutions and establish clear guidelines for noise levels. Consider flexible workstations.

4. Inefficient Layouts



Poorly designed layouts can hinder communication, collaboration, and workflow efficiency within your team.

✔ Solution

Optimize office layout based on departmental needs and workflows. Upscale team can help!

5. Lack of Breakout Spaces



Insufficient areas for informal meetings and breaks can lead to burnout and decreased creativity.

✔ Solution

Create dedicated breakout spaces with comfortable seating, coffee stations, and natural light. Encourage employees and promote work-life balance.

6. Lack of Storage



Cluttered workspaces due to lack of storage can lead to disorganization and decreased efficiency.

✔ Solution

Incorporate smart storage solutions like cabinets, drawers, shelving or multifunctional furniture storage. Regularly declutter common areas.

7. Poor Acoustics



High noise levels and poor acoustic design can increase stress and decreased concentration.

✔ Solution

Use acoustic panels, carpets, and furniture with sound-absorbing properties. Designate quiet areas and implement noise-cancelling technologies where appropriate.

8. Limited Flexibility



Offices with rigid designs may struggle to adapt to changing needs and growth.

✔ Solution

Design the office with flexibility in mind. Use modular furniture and partitions to adapt to changing team sizes and needs. Consider hot-desking or flexible work schedules to accommodate diverse work styles. Regularly reassess and update the office design based on employee feedback and evolving business requirements.

HOW TO RESOLVE THESE CHALLENGES WITH UPSCALE



1. Floor Plan

Send us your floor plan and a brief description of your office needs.



2. Call

Schedule a call with us to align on the requirements and scope.



3. Proposal

Receive a proposal based on your needs.



4. Get Started

Agree and sign our offer to get started.

HOW MUCH WILL IT COST?



Design fee:

based on square meters and amount of services needed



Contractor costs:

quotes can be calculated once the final layout is confirmed



Furniture:

We offer you three price categories and you can decide where you spend and save



How long will it take to get started?

We are ready when you are. We get started as soon as we have your complete briefing and we have the goal alignment



Benefits of working with us:

- **Flexibility in the collaboration.** Your wishes are our command
- **International team.** Languages and location are not a barrier
- **Holistic approach.** We understand your brand and analyse employees needs
- Up-to-date design and furniture selection with **over 300 European suppliers**
- Providing contractors with the architectural drawings, painting plans, material selection...
- **Check-in regularly** to let you know about your orders ETAs
- **One-time delivery** to facilitate mounting and disposal
- **A-Z help** with Interior Design

After signing:

START HERE:

- 1 Kick-off on-site (if required) or via video call with Upscale designer

WEEK 1:

- 2 Alignment on the style direction

WEEK 2:

- 3 New floor plan layout with the distribution of the areas
- 4 Furniture selection 3 options per furniture piece.
After the layout is confirmed
- 5 Coordination of contractor services such as painting, built-ins, and flooring - after the layout is confirmed

WEEK 3:

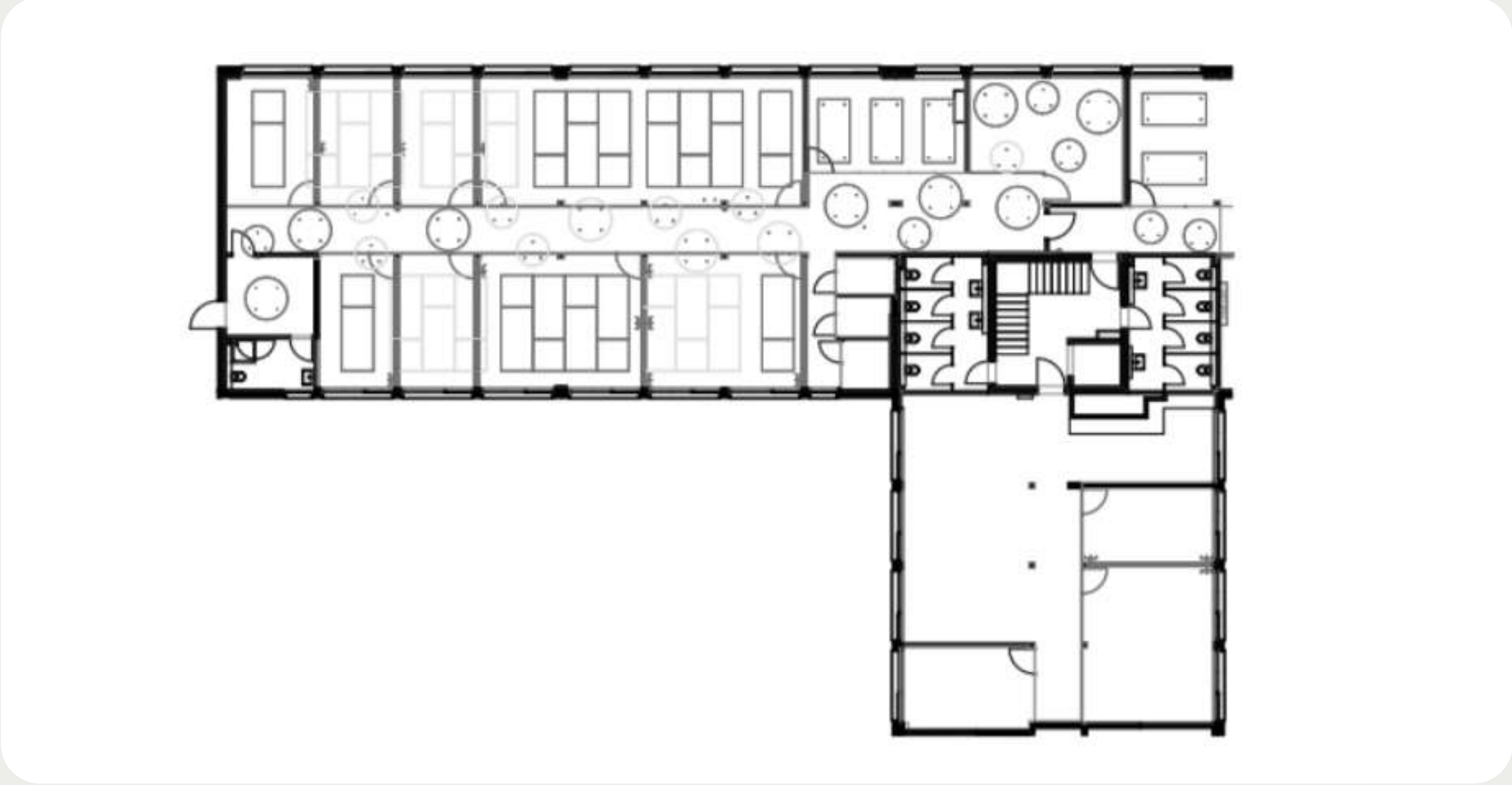
- 6 Ordering confirmed furniture, delivery and logistic coordination with our Zurich warehouse and logistic partner
- 7 Coordination of the mounting, assembling, removal of unwanted furniture, Disposal
- 8 Final staging and making sure your space looks as you envisioned

SERVICES CUSTOMIZED TO YOUR NEEDS AND BUDGET

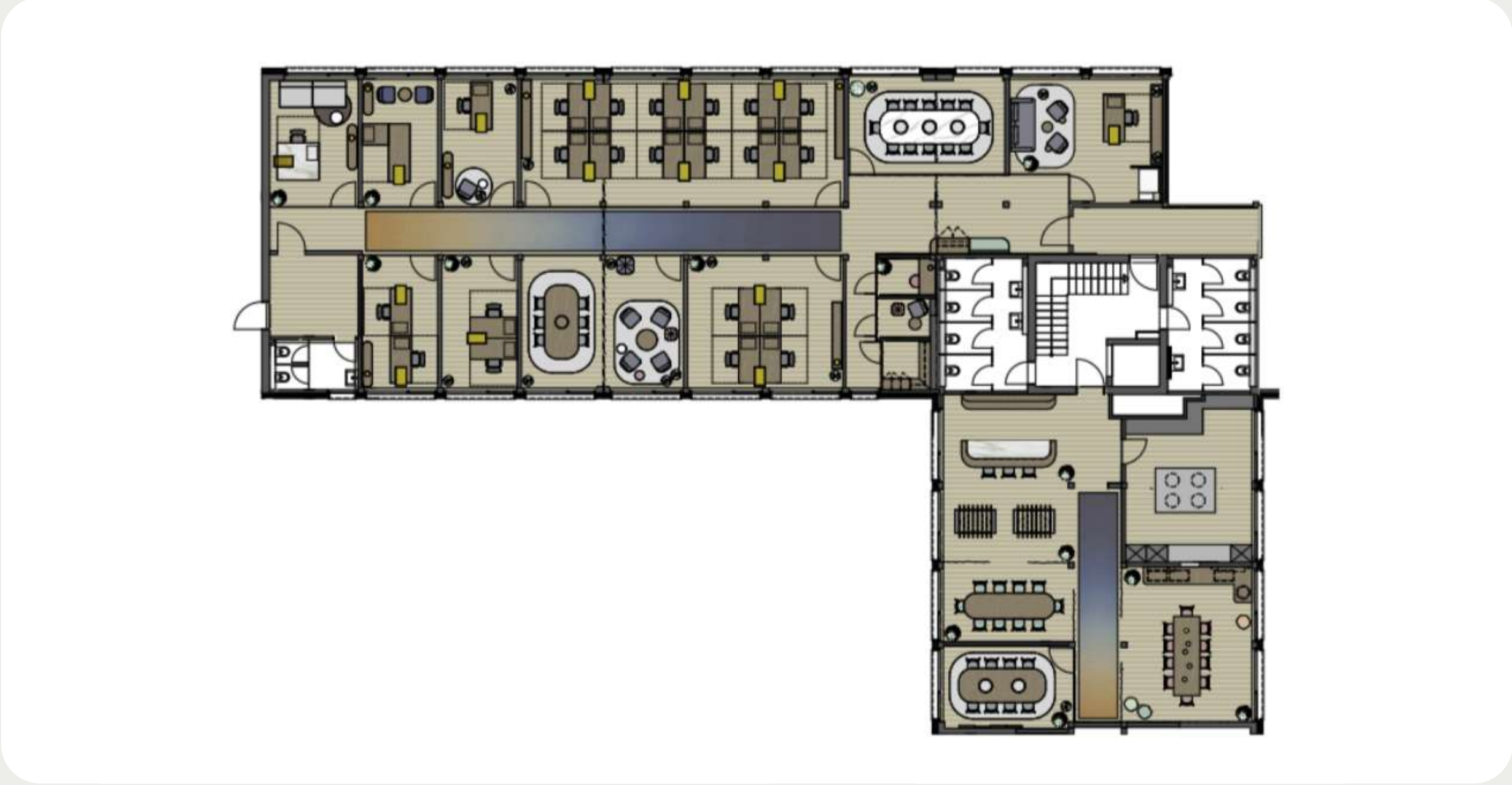
YOU MIGHT NEED JUST ONE SERVICE OR ALL OF THESE

Fit test | Get to know the potential of your space

What we receive from you:

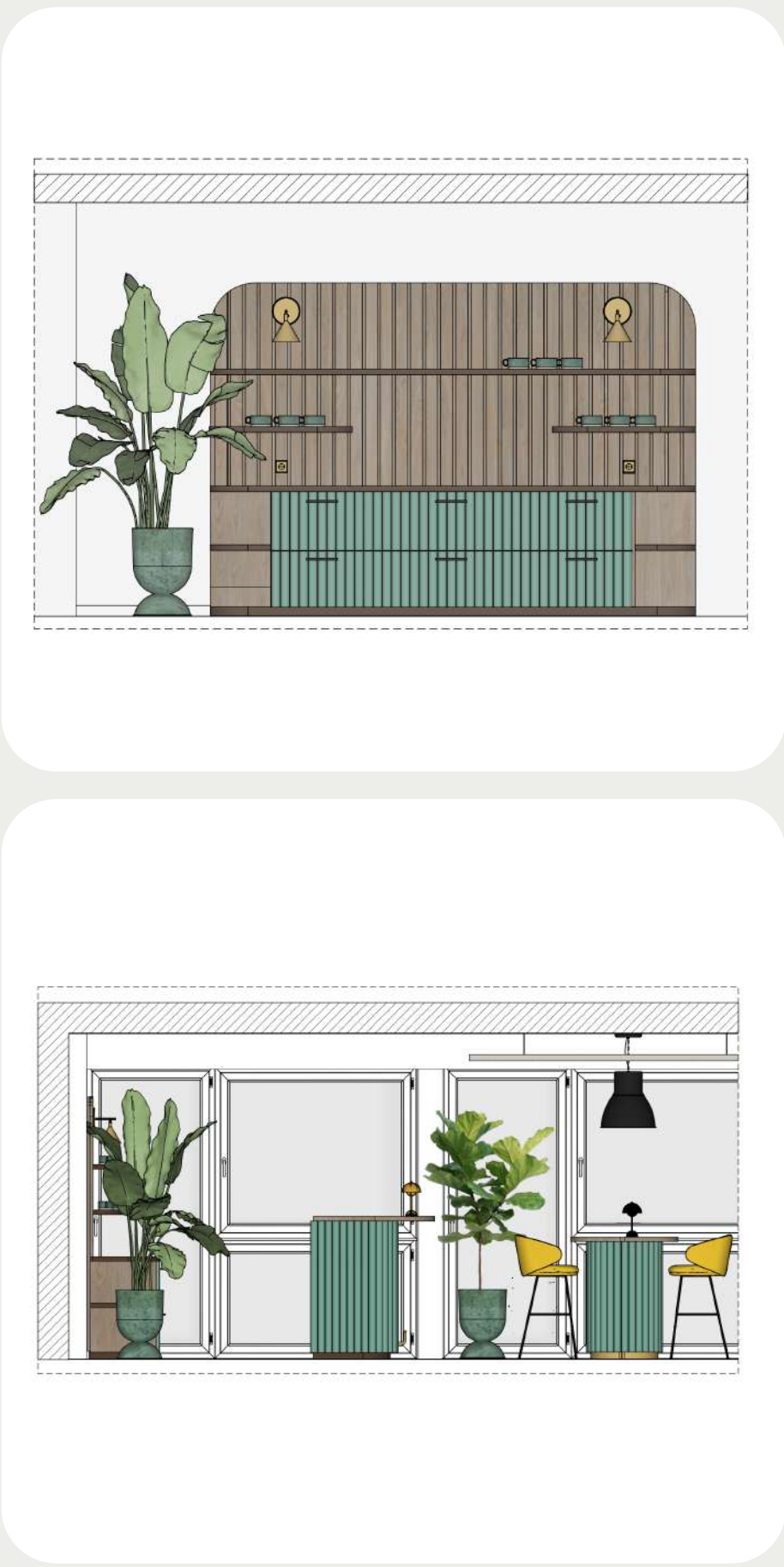


What we propose based on your needs:



Custom furniture

Furniture designed for the specific needs of your workplace



3D visualizations

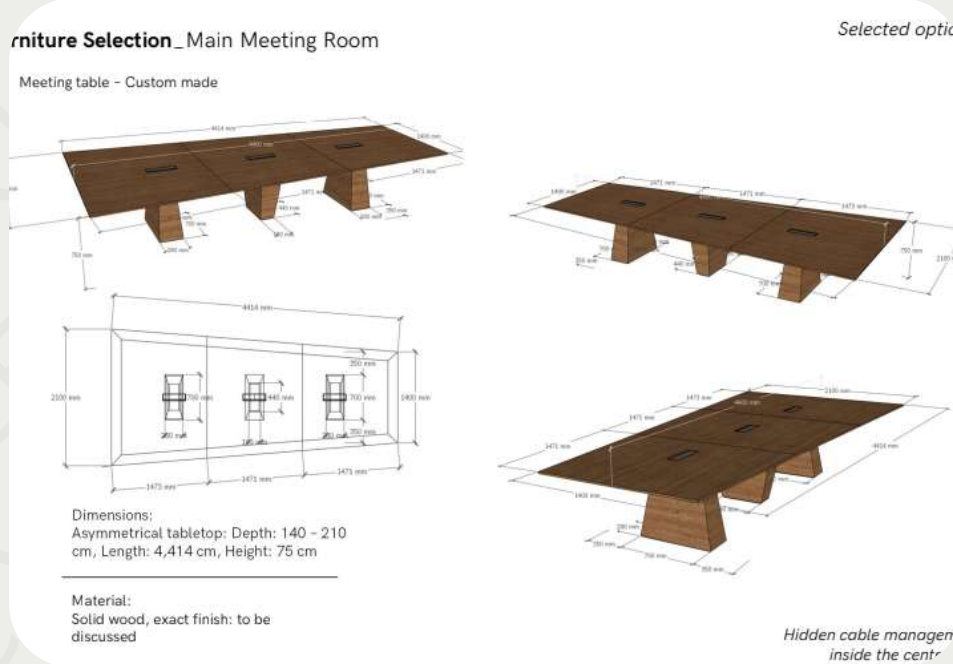
Can't imagine what your new office would look like? Or need to convince your manager?



We want a wooden triangular shaped meeting table that fits 14 people

Laura

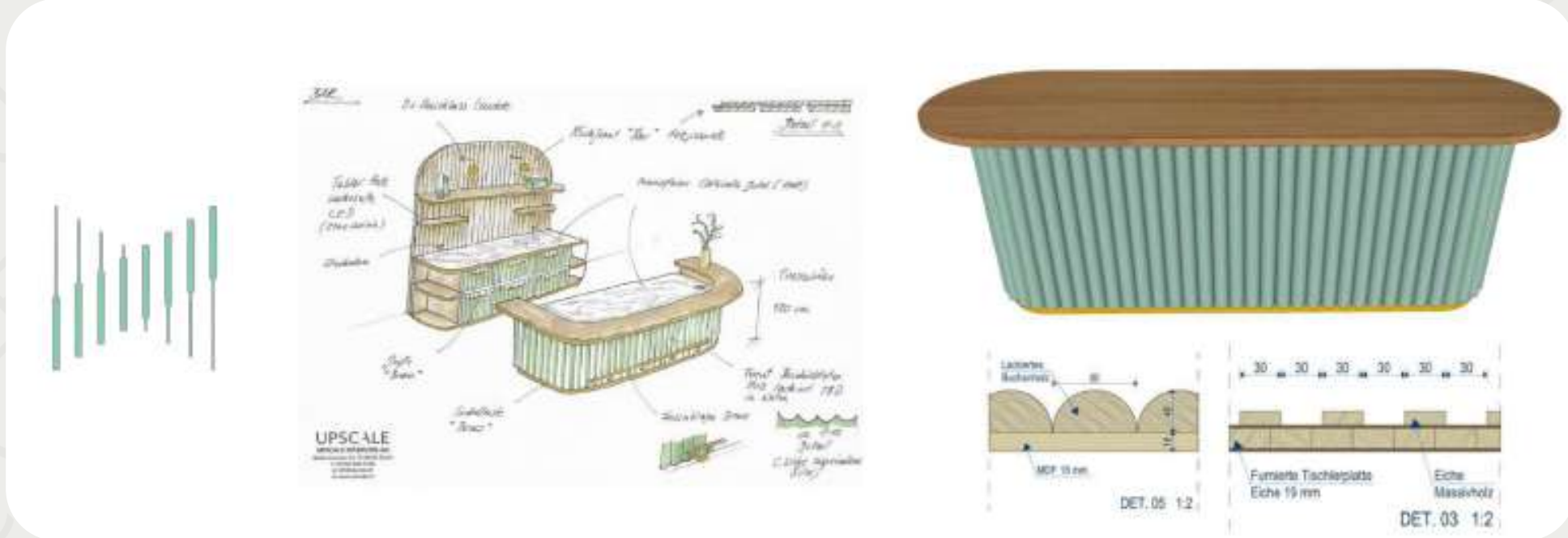
Genera Services AG



We want a bar that represents our company logo

Isabelle

Mathrix AG



For urgent inquiries, please contact our office directly: [+41 43 508 71 50](tel:+41435087150)

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Upscalespaces.com

WHAT CAN YOU DO TODAY?

Thank you for exploring our insights on overcoming interior design challenges in office spaces.

FIRST STEP YOU CAN TAKE TODAY IS:

- 1 Reach out to your landlord, real estate agency and request the floorplan of your building / office level.

If you do not have an access to this, let us know and we can take the measurements of your space for you.



SECOND STEP SCHEDULE A FREE CONSULTATION:

- 2 Our experts will answer all your questions and help you make a step-by-step roadmap.

It's absolutely free :) www.upscalespaces.com/demo

[30-Minute Free Consultation Booking](#)



What you expect from the free consultation call?

- Discuss your project needs and wants
- Outcome expectations
- Project timeline
- Budget
- Advisory for next steps

[30-MINUTE FREE CONSULTATION BOOKING](#)

www.upscalespaces.com/demo

