

# Cisco Spaces: Space Utilization App


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# Work with Space Utilization App

The Cisco Spaces: Space Utilization App offers historical insights into how your physical spaces are used, aiding in space optimization. These insights are gathered from data collected via sensors embedded within your space's networking and collaboration infrastructure.

This app allows you to view the occupancy and utilization for any physical space within a campus, building, or floor. This information includes data such as people count, peak utilization metrics, room utilization metrics and time spent by people in that physical space.

For Cisco Spaces accounts in the Workspace and Education verticals, both Floor Occupancy and Room Occupancy metrics are displayed. By default, for accounts in all other verticals, the following message is displayed: *Occupancy charts are only available to Workspaces / Education vertical*.

Use **Room Occupancy Reports** feature to generate an occupancy report with the data including the number of people present in the room that is aggregated in a window of every 15 minutes. This feature provides the flexibility to download and categorize the people count data based on their preferred reporting time intervals, such as 15, 30, or 60 minutes.

The Glossary enhancements in the **Space Utilization** app provide a consolidated and comprehensive set of definitions for the various metrics and charts available across all views within the **Space Utilization** application. These definitions enhance user understanding and provide clarity on how data is presented and calculated.

You can share a **Space Utilization** report with Cisco Spaces users or external recipients. From the Space Utilization dashboard, open the report, click **Share**, enter the recipient’s email address, optionally enter a message, and send the invitation.

In the Space Utilization dashboard, open the report.

Click **Share**.

Enter the recipient's email address.

(Optional) Enter a message.

Cllick **Send**.

The recipient receives an email containing a report snapshot and a link. A Cisco Spaces user signs in to view the report. An external recipient verifies access by using the PIN generated during authorization.

From the shared-access area, the sender can approve or reject access requests, revoke access, and review requests created when a recipient re-shares the report.

For more information, refer to Cisco Spaces: Space Utilization App Guide.

**Note** The **Space Utilization** app is available to users with **Cisco Spaces ADVANTAGE** and **Cisco Spaces UNLIMITED** licenses.

***Figure 1: Space Utilization App***

