

saltmine

**FROM STATIC  
TO DYNAMIC:  
BREATHING LIFE INTO  
WORKPLACE GUIDELINES**



***A Saltmine Case Study***

# Why you should update your static workplace guidelines

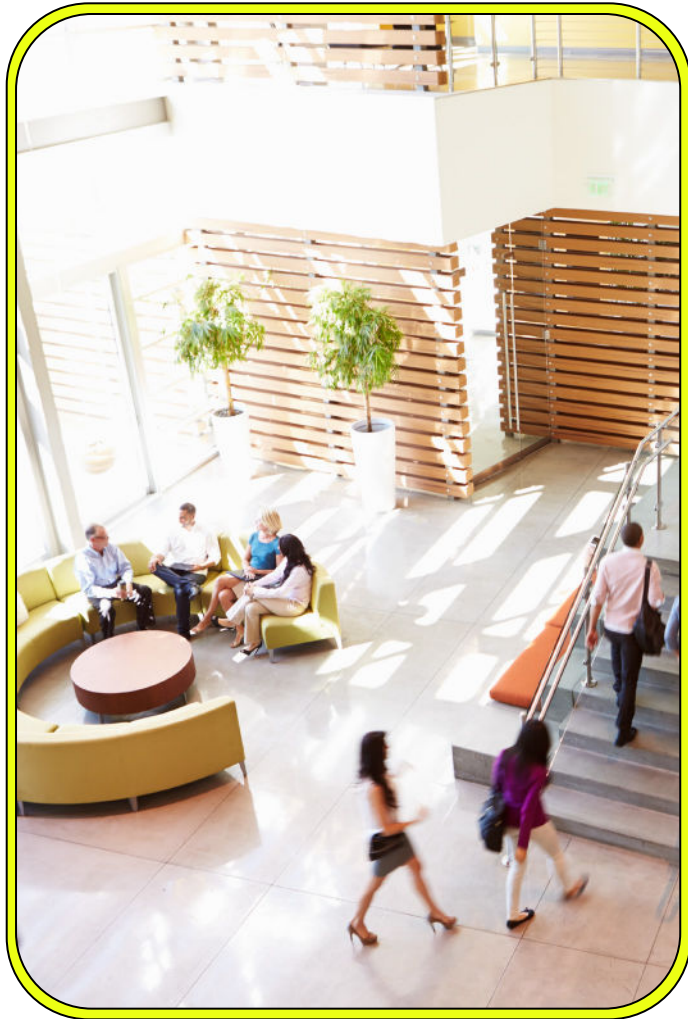
Workplace guidelines have long been documents that live in hundreds of pages of static PDFs.

These “glorified coffee table books” are expensive to create and are rarely used. They are also challenging to keep up-to-date, difficult to roll out to partners, and are oftentimes, not adhered to.

With everything we’ve learned from how work is changing and evolving since the pandemic, presents an opportunity. One that turns workplace guidelines into dynamic standards that evolve with how people actually use space.



# Transforming workplace guidelines: The Saltmine advantage



One of the key functions of the Saltmine platform is to help workplace teams turn old static workplace guidelines into immersive, living and breathing ones.

This conversion is achieved by allowing teams to test, experiment, and iterate new guidelines with “digital pilots.”

**Digitally piloting workplace guidelines help teams map out and “sketch” new ideas via a virtual realm before spending money on physical alterations to space.**

Workplace teams can actively utilize employee feedback through surveys and leverage data points like sensors and reservations when digitally piloting new workplace guidelines. Additionally, they can visually engage executive stakeholders to secure their buy-in, all while refining guidelines to adapt to the changing work habits of employees.

# Why this Enterprise Company chose Saltmine to evolve their workplace guidelines

An Enterprise Company with outdated guidelines embarked on a new HQ capital project and recognized it was imperative to update them. However, they had no way to test their ideas effectively. Moreover, they encountered a fragmented data scenario as crucial information for guideline updates relied on two separate external sources: an architect and a vendor.

The constant back-and-forth communication and collaboration created disjointed workflows, making it near-impossible to find the data they needed. They soon realized that the conventional approach to developing new guidelines was inadequate, prompting them to acknowledge the pressing need for a centralized digital platform. They sought a solution that let's their in-house workplace team communicate and collaborate seamlessly with external contractors and vendors.

## **That's when they chose Saltmine.**

Saltmine became the pivotal solution, empowering them to streamline all aspects of their floorplans, space types, furniture, and more. This comprehensive platform facilitated efficient collaboration and communication, allowing them to do their jobs in a fraction of the time.

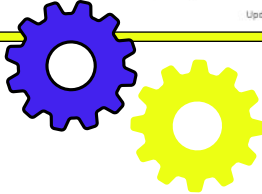
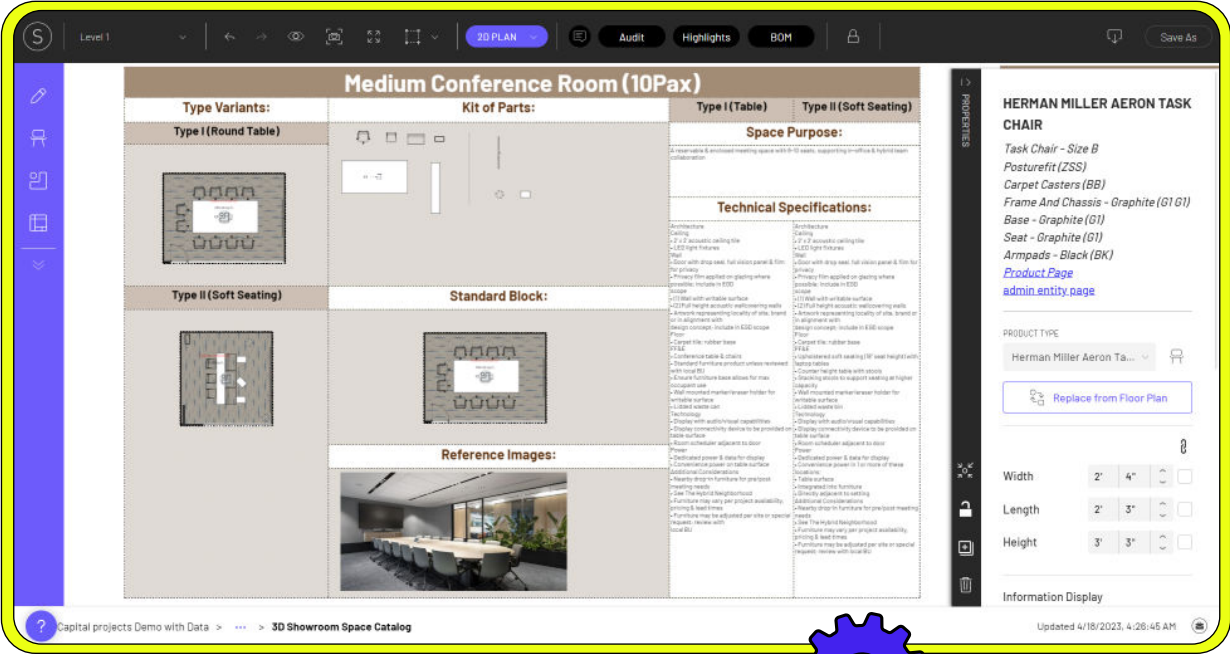


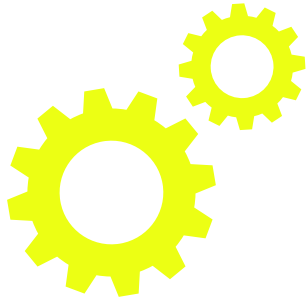
# How this company uses Saltmine

**Saltmine’s out-of-the-box collaboration capabilities allows this company to not just engage internal and external project team members, but to showcase guideline-driven digital twins to executives.**

Showing executives—who likely don’t have a background in design—contextual floorplans provides an immersive experience when pitching new spaces before alterations are made. This significantly reduces approval timelines and allows everyone involved in the project to view a project from the same lens.

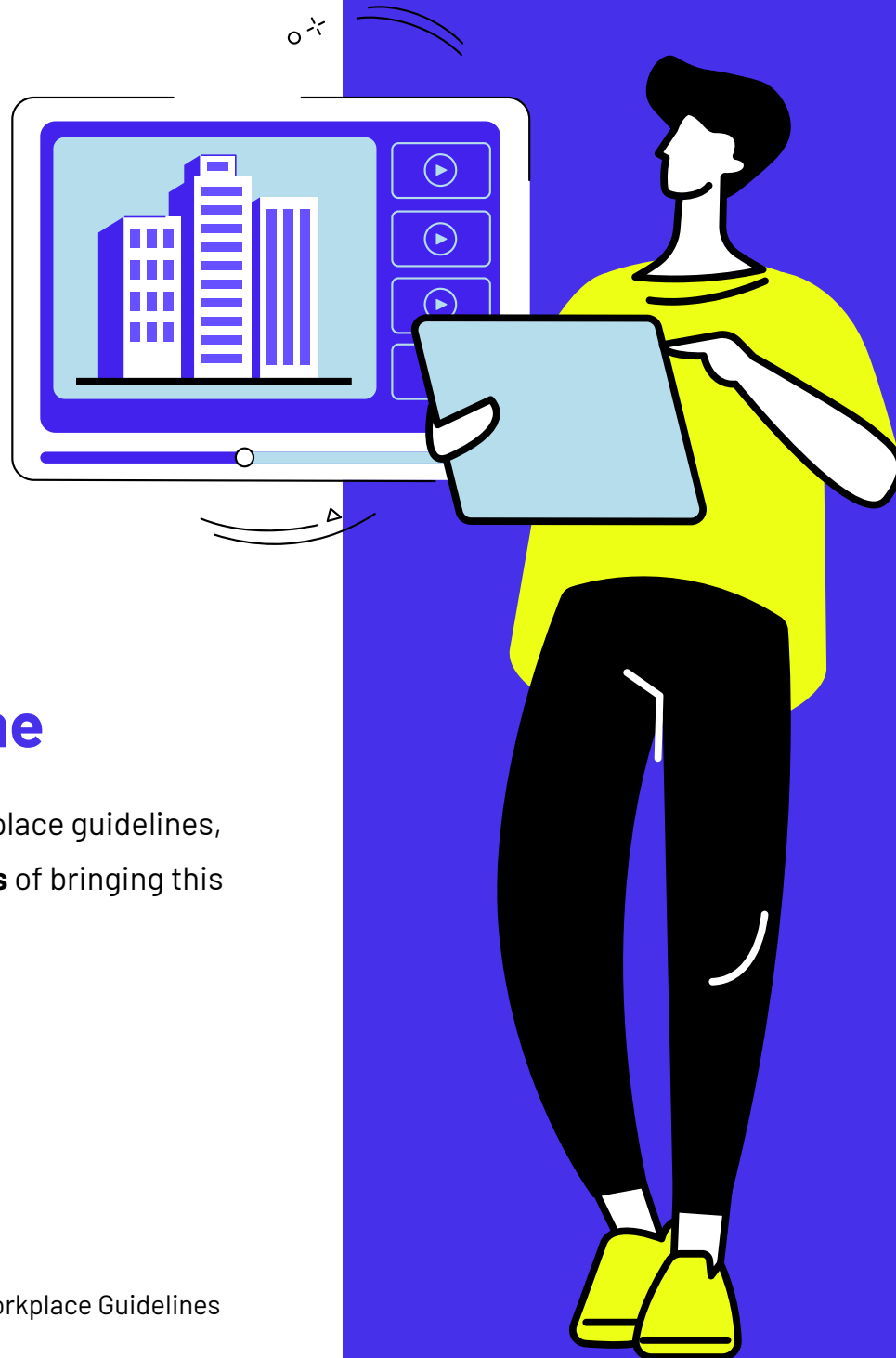
By having their new guidelines in Saltmine, this workplace team can have a baseline to roll out new workplace guidelines for other regional offices. Creating more consistency and deliverable quality across all capital projects.



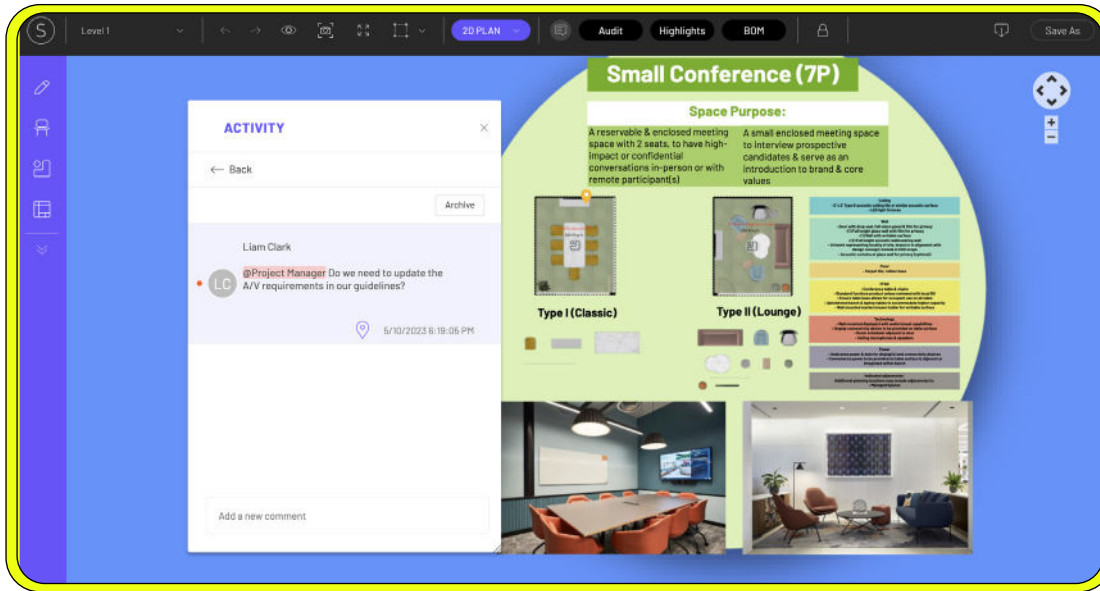


## The value of bringing workplace guidelines in-house with Saltmine

By leveraging Saltmine to update their workplace guidelines, this company has revealed **three core values** of bringing this exercise in-house.



# 1. Visual collaboration and executive buy-in



The collaborative and visual nature of Saltmine enables internal teams, contributors, stakeholders, and executives—as well as external contractors and vendors—to work harmoniously and asynchronously within the same parameters.

The guidelines stored in Saltmine go beyond static images. By integrating data-rich 3D models of space types and objects, users can access, review, and even modify specification information—including furniture, audio/visual equipment, doors, walls, and more.

**This highly effective collaboration approach fosters well-informed decision-making and expedites the approval process, reducing confusion and aligning everyone involved more efficiently.**



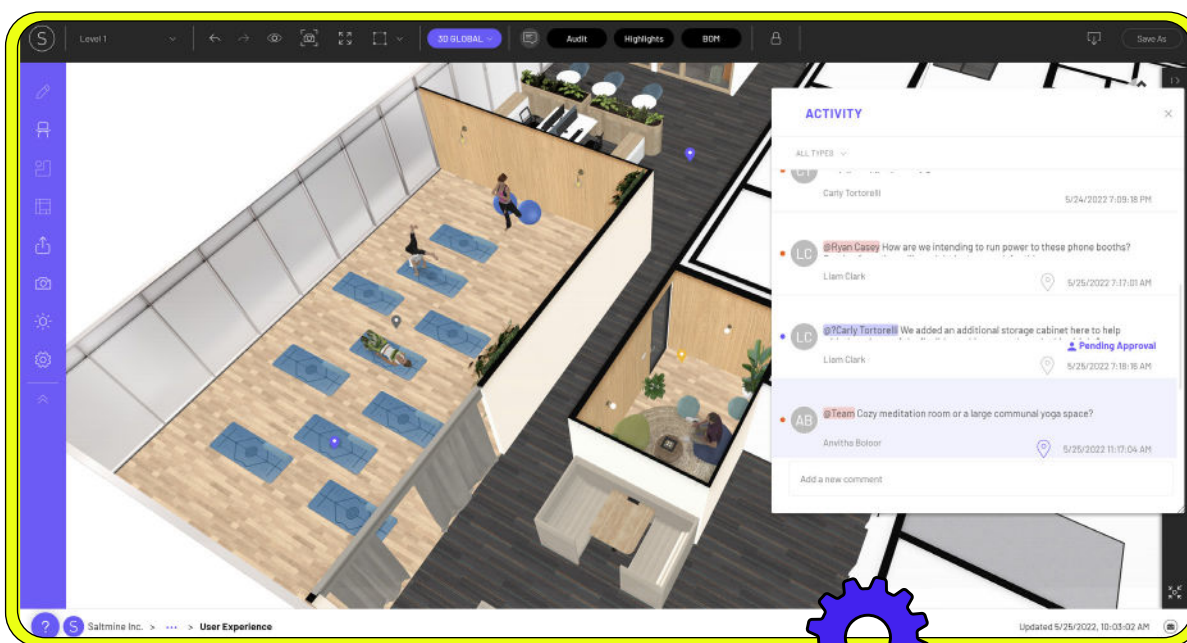
## 2. Digitally piloting new space and guidelines

Before using Saltmine, workplace teams used to spend a lot of time and resources visiting spaces, attending furniture showrooms, and relying on guesswork to hypothesize how different physical assets might interact within a space.

With Saltmine, workplace teams can transfer their knowledge and ideas onto a centralized digital interface, enabling them to test requirements seamlessly. The ability to scenario plan and test fit guidelines within a digital sandbox environment reduces guesswork and enhances confidence in proposed guidelines.

**When the need arises to create a new space type or completely revamp an existing one, Saltmine provides individual instance models for each space type, allowing teams and partners to iterate effectively.**

By leveraging the pre-configured catalogs in Saltmine, teams can swiftly generate layouts, saving valuable time in the process.

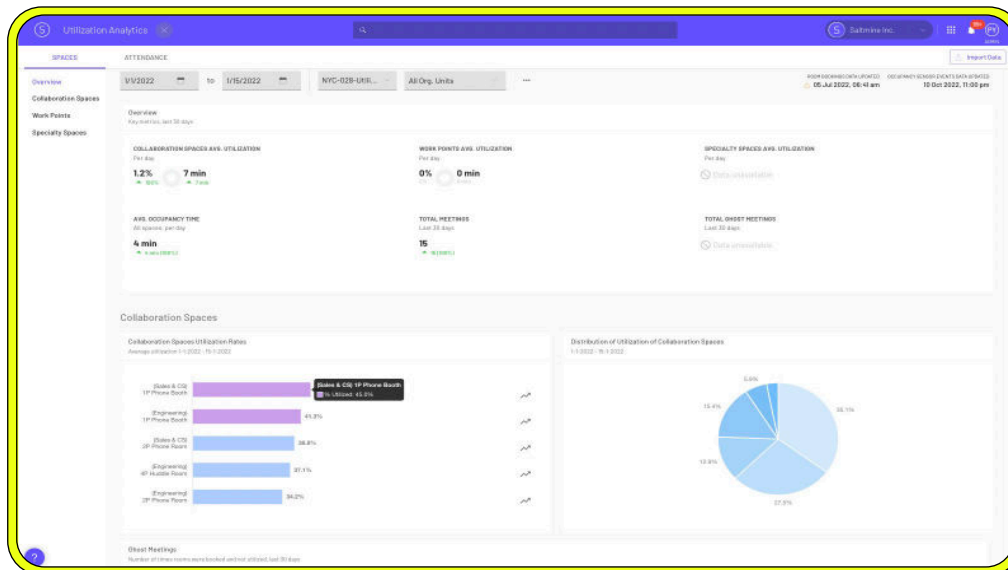




### 3. Workplace guideline evolution and iteration

It cannot be emphasized enough: workplace guidelines in today's context must be adaptable and responsive to changing spatial demand and utilization. Static guidelines are incapable of accommodating this approach, highlighting the crucial role of digital transformation in workplace guidelines.

**Saltmine empowers teams to iterate and refine workplace guidelines without starting from scratch whenever workplace needs fluctuate. Within Saltmine's cloud-based environment, workplace guidelines can be continuously evolved and improved as spatial usage and employee habits change. This dynamic approach enables workplace teams to view their guidelines with the same iterative mindset as software developers.**



To share updates with their network of partners, teams can easily distribute links to view-only models, ensuring they retain control over their guidelines' data while providing access to trusted vendors. By utilizing live links, teams can ensure that their partners always have access to the most up-to-date information, fostering seamless collaboration and referencing.



## What they got from Saltmine

At a high-level, this company got a totally guideline-driven HQ and a better process for rolling out other projects for their real estate portfolio.

They also achieved total alignment with their executive team's vision of their new workplace. With a framework for testing, proposing, and getting executive approval, this workplace team has experienced:



## **Better projects. Half the time.**

If this team used their old process for the HQ project, it would've taken 4 months.

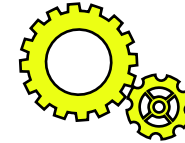
**By digitizing workplace guidelines in Saltmine, the project timeline was cut by 50%.**



## **Money savings and less back and forth with external partners.**

Multiple project iterations with external vendors can add up fast and most of the time it's due to a lack of clarity when it comes to upfront information.

**With Saltmine, this company saved \$1 million on the HQ project by eliminating extraneous back and forth with external partners.**



## **A more efficient and succinct process for future projects.**

Before Saltmine, each project was a "snowflake"—now, everything is standardized from the beginning.

**Stakeholders can now better predict outcomes, leave no room for surprises, and have reduced project change orders by 10%.**

# Ready to reimagine and reinvigorate your workplace guidelines for the future?

To learn more about how you and your team can evolve your workplace guidelines to dynamic ones, click the button below to connect with one of our workplace experts.

[Connect with us](#)

