



Smart Building Technology
and Hybrid Work Solutions

Cisco Talent and Collaboration Centers

Large Collaboration Room

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Cisco Room Kit EQ Option Shown





Rear Cisco Room Board Pro 75 Option Shown

Large Collaboration Room

Design Guide

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Cisco Room Kit EQX Option Shown

Introduction

Overview and Intent

This document provides guidance on how to design a Large Collaboration Room effectively.

This design brings space layout, technology, and furnishings together to create an optimal experience for those present locally and for remote attendees.

Each project is unique; thus, it is important to involve internal facilities and IT teams, as well as an architect and/or space designer, furniture providers, and a Cisco-certified integrator, as early as possible. The goal is to thoroughly understand the needs of the end users and address any local concerns, including physical layout, wall, floor, and ceiling composition, electrical/mechanical integration, network and cabling considerations, and external environmental issues (lighting/noise/temperature) before the design is finalized.



Note: Links to key Cisco documentation, including product data sheets, room preparation guides and installation materials can be found at the last page of this Design Guide.

Room Description

This collaboration space is specifically designed for large groups, supporting in-person meetings from 10-15 individuals. Dual screens enable in-person attendees to view both remote participants and content, while the tapered table shape ensures that those attending virtually can see everyone in the room. The optional rear-mounted Cisco Room Vision PTZ camera automatically captures presenters as they move in the front of the room; two additional Cisco Room Vision PTZ cameras can be placed on the side walls to enable Cisco’s Cinematic Meeting’s Cross View feature. The optional Cisco Board Pro 75, operating in companion mode, allows co-creation capabilities to be brought into a video meeting.

Supported Collaboration Activities

Information Sharing	✓
Brainstorming	
Team Building	
Decision Making	✓

Visualization of Key Cisco Elements



Cisco Room Navigator
for Wall



Cisco Room Navigator
for Table



Cisco Board Pro 75
(Companion mode)
(Optional)



Cisco Room
Vision PTZ Camera
(Optional)



Dual 75" or 85" displays
LG / Panasonic / Samsung / Sony
(Selected 85" displays also an option
for Room Kit EQX deployments.)

Option 1

Cisco Room Kit EQ
& Quad Camera



Third-Party
Overhead Speakers



Third-Party
Amplifier

Option 2

Cisco Room Kit EQX



Microphone Options (require PoE compatible switch)



Cisco Table Microphone Pro
Quantities Vary by Room Size

– or –



Cisco Ceiling Microphone Pro
Quantities Vary by Room Size

Certified Third Party Displays



Webex certified displays have been tested for compatibility and robustness of their video interfaces, optical characteristics, and basic security practices.

When connected to a Cisco collaboration device they will automatically reconfigure to the optimal configuration already tested and verified.

This list of verified devices was update on June 5, 2025. For up to date information on certified and compatible Cisco collaboration device partner offers, click on the link below.

Vendor	Product or Series	Firmware version
Samsung	QMB	1040.7
Samsung	QBB	1040.7
Samsung	QMC	1061.0, 1080.7
Panasonic	EQ2	2.4
LG	UN640S	03.76.05
LG	UL3J	03.08.41
LG	UH5J	03.24.01
LG	UR640S	03.17.00
LG	UM5K	3.70.30
Sony	BZ30J, BU30J, BZ35J, BU35J, BZ40H, BU40H, BZ40J, BU40J	6.5929
NEC	M751, M861, M981	1.200
NEC	MA431, MA491, MA551, P435, P495, P555	3.203
Sharp	PN-LA652, PN-LA752, PN-LA862	1.112
Sharp	M431-2, M501-2, M551-2, M651-2	R5.306

Option 1: Cisco Room Kit EQ

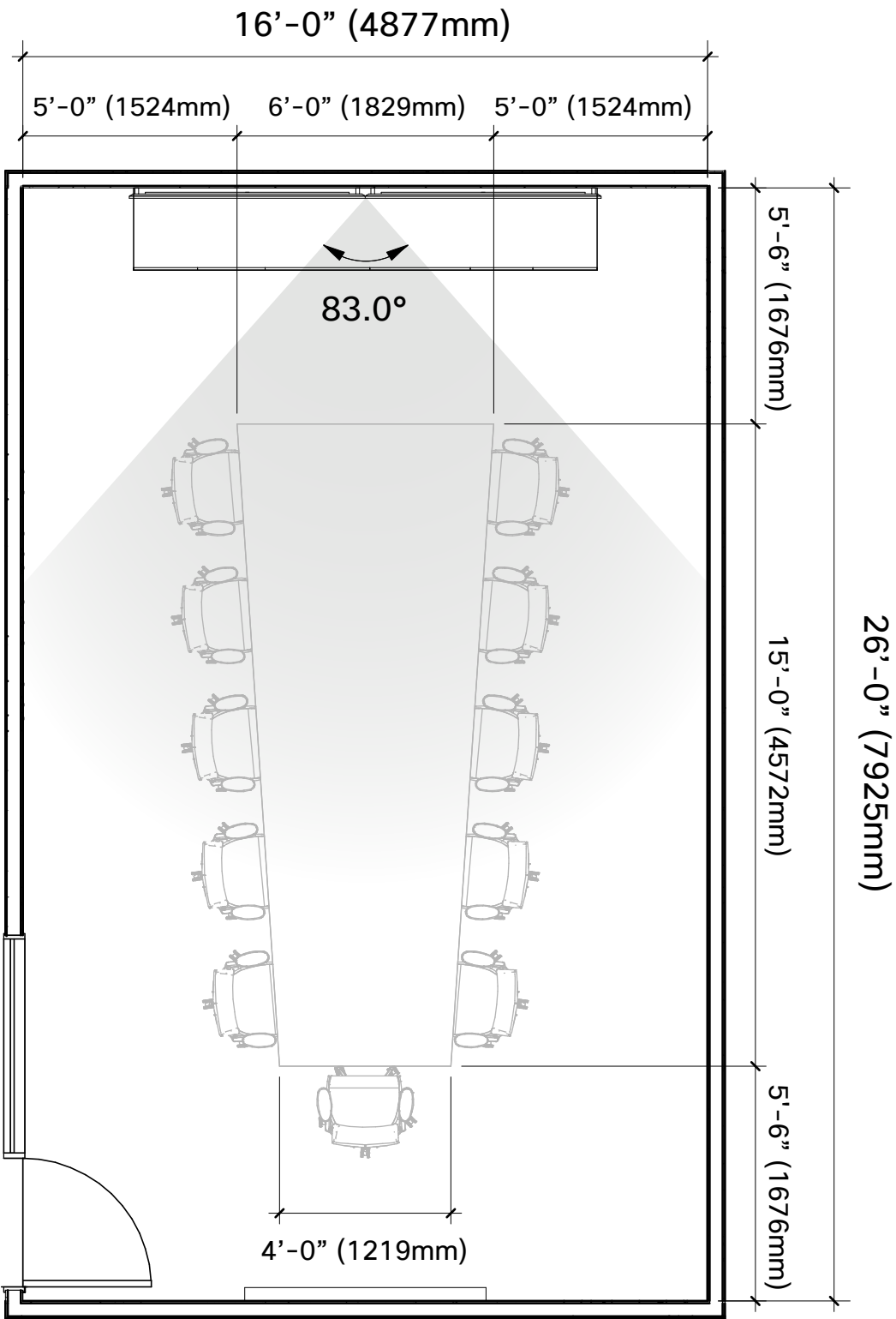


Room Layout

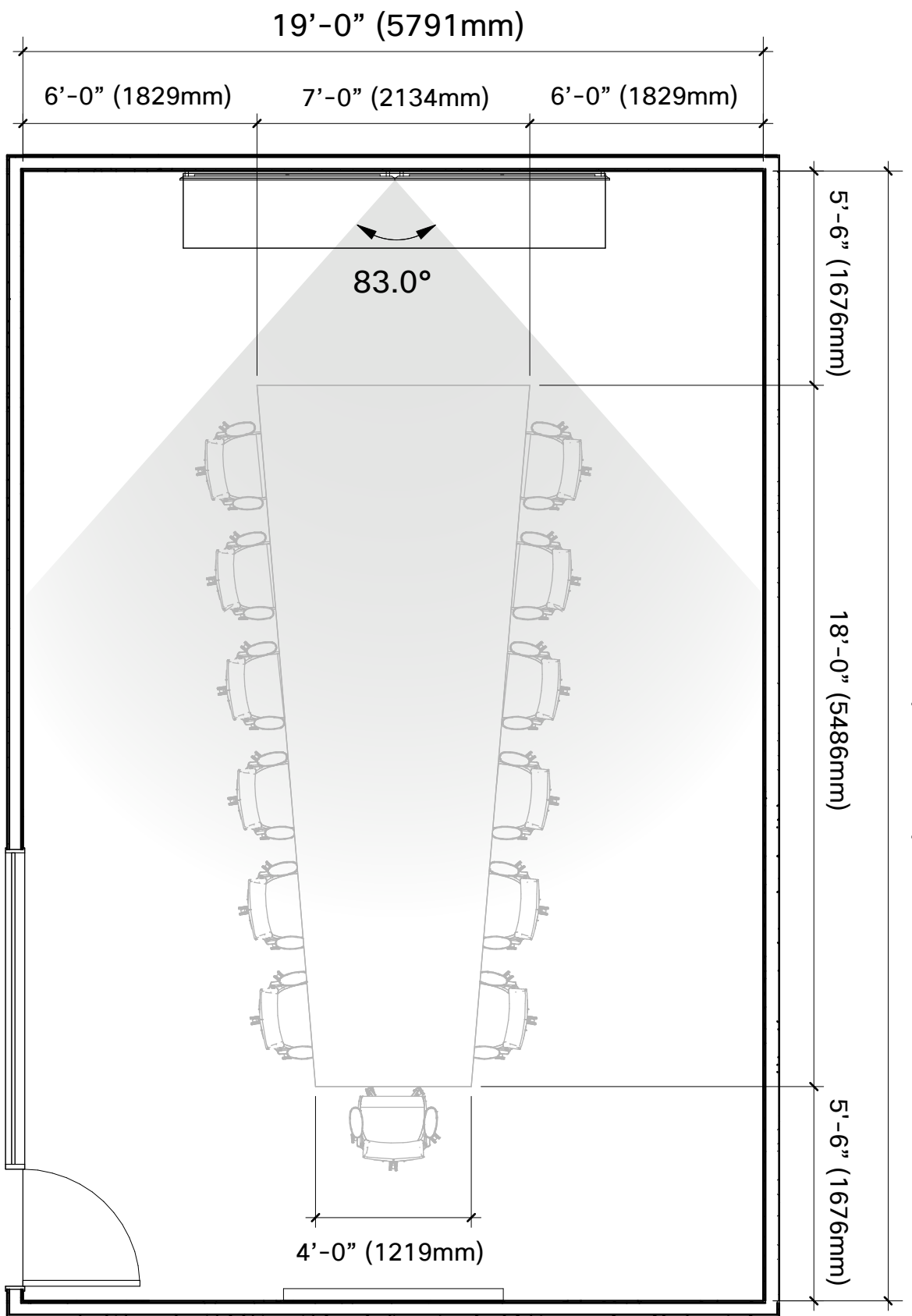


Room dimensions show are the minimal size, based on the technology and furniture options shown.

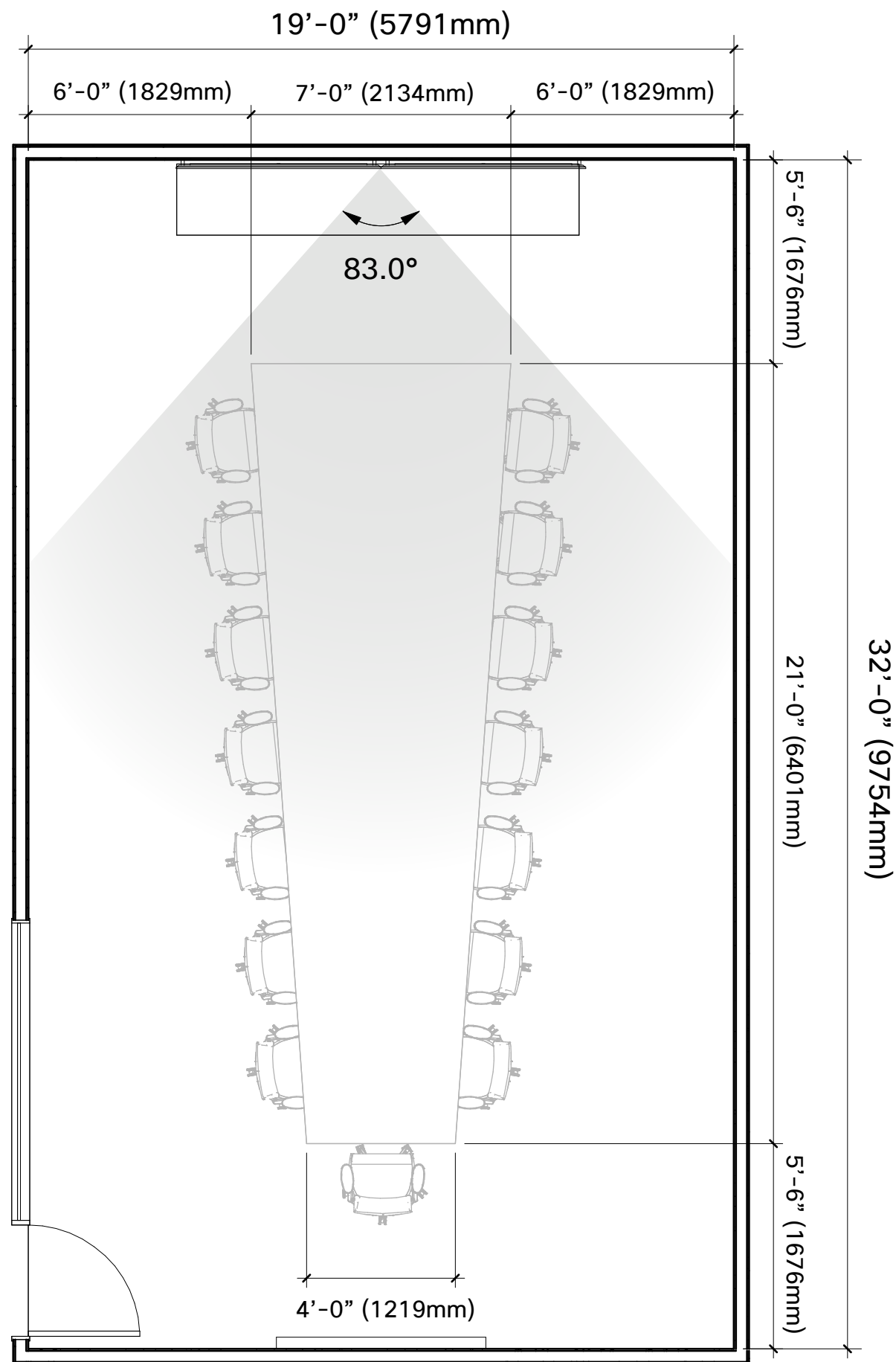
10-11 Person Layout



12-13 Person Layout



14-15 Person Layout



Composite Plan

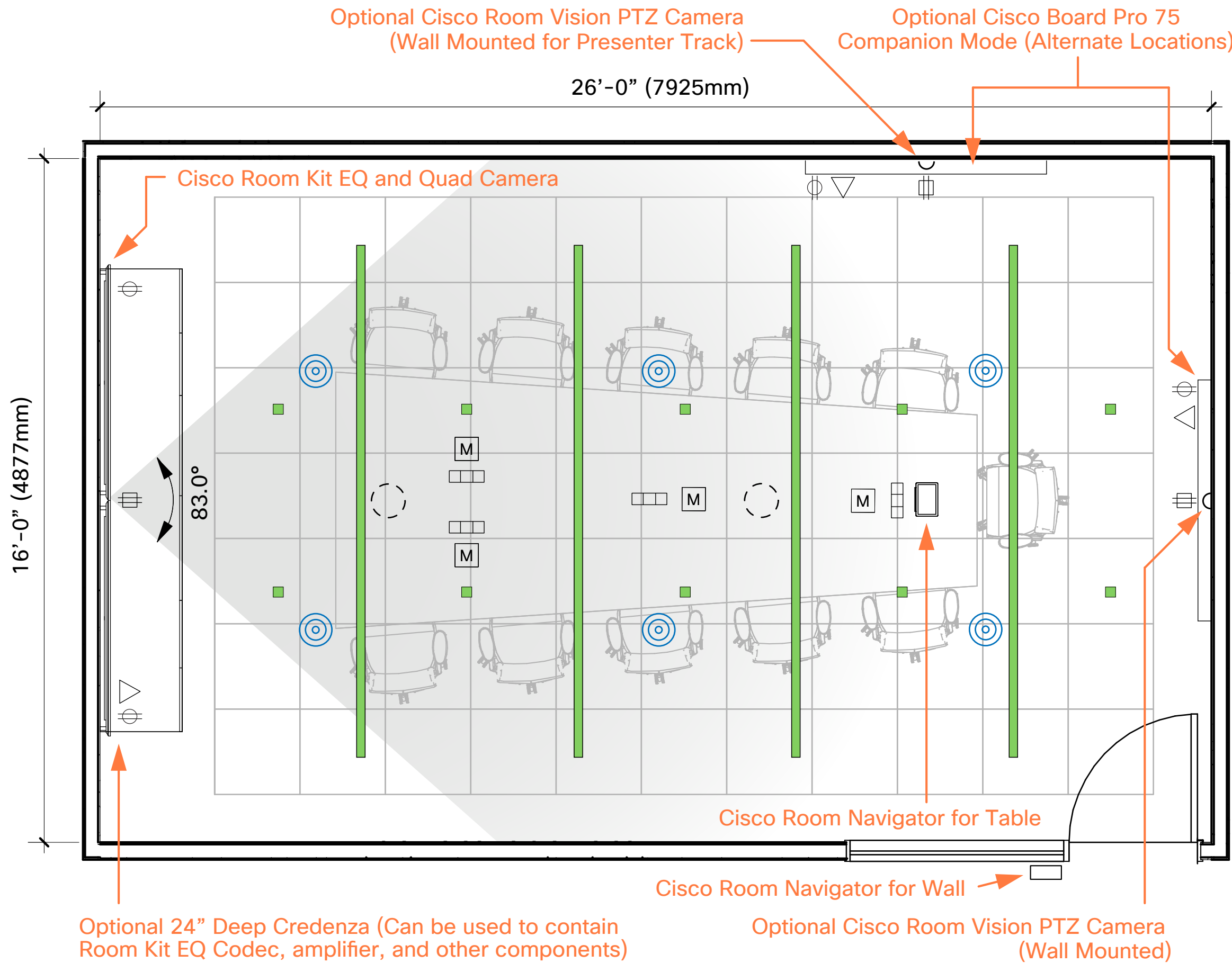


Either Cisco Table Microphone Pros or Ceiling Microphones Pros are required; quantity varies depending on table length.

If Cisco Table Microphones Pros are used, they should be placed between seats to ensure there is no shadowing due to open laptops. They should also be placed no greater than 24" from the table edge so each individual has access to a mute button (labeled in the drawing as "M").

If Cisco Ceiling Microphone Pros are used, they should be mounted on the centerline of the table, no farther than 3 meters from the farthest participant, and then in 3-meter increments towards the front of the table (labeled in the drawing as a dotted circle "○").

10-11 Person Layout



Graphics Symbols

- Acoustical Ceiling & Grid
- HVAC Diffusers (T.B.D.)
Shown as Example Only
- Light Fixtures
- Acoustical Wall

Furniture Systems Version Devices

- Convenience Power Module

Power and Communication

WALL / CEILING / FLOOR VERSION DEVICES

- Cisco Ceiling Microphone Pro
- Cisco Table Microphone Pro
- Third Party Speakers
- Duplex Receptacle
- Data Receptacle
- Light Switch
- AV Receptacle
- Pass-thru cable to codec

Composite Plan

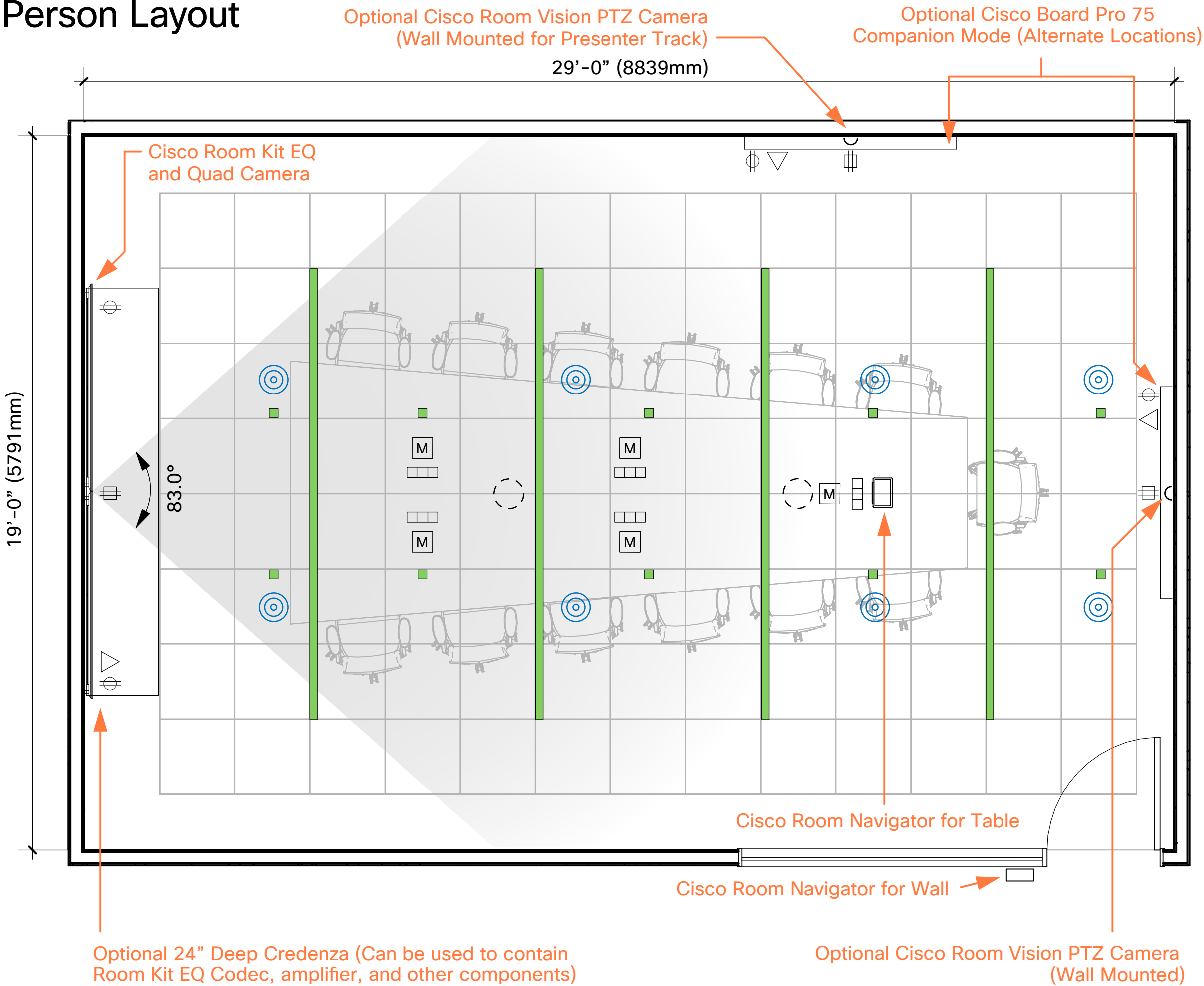


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12-13 Person Layout



Graphics Symbols

- Acoustical Ceiling & Grid
- HVAC Diffusers (T.B.D.)
Shown as Example Only
- Light Fixtures
- Acoustical Wall

Furniture Systems Version Devices

- Convenience Power Module

Power and Communication

WALL / CEILING / FLOOR VERSION DEVICES

- Cisco Ceiling Microphone Pro
- Cisco Table Microphone Pro
- Third Party Speakers
- Duplex Receptacle
- Data Receptacle
- Light Switch
- AV Receptacle
- Pass-thru cable to codec

Composite Plan

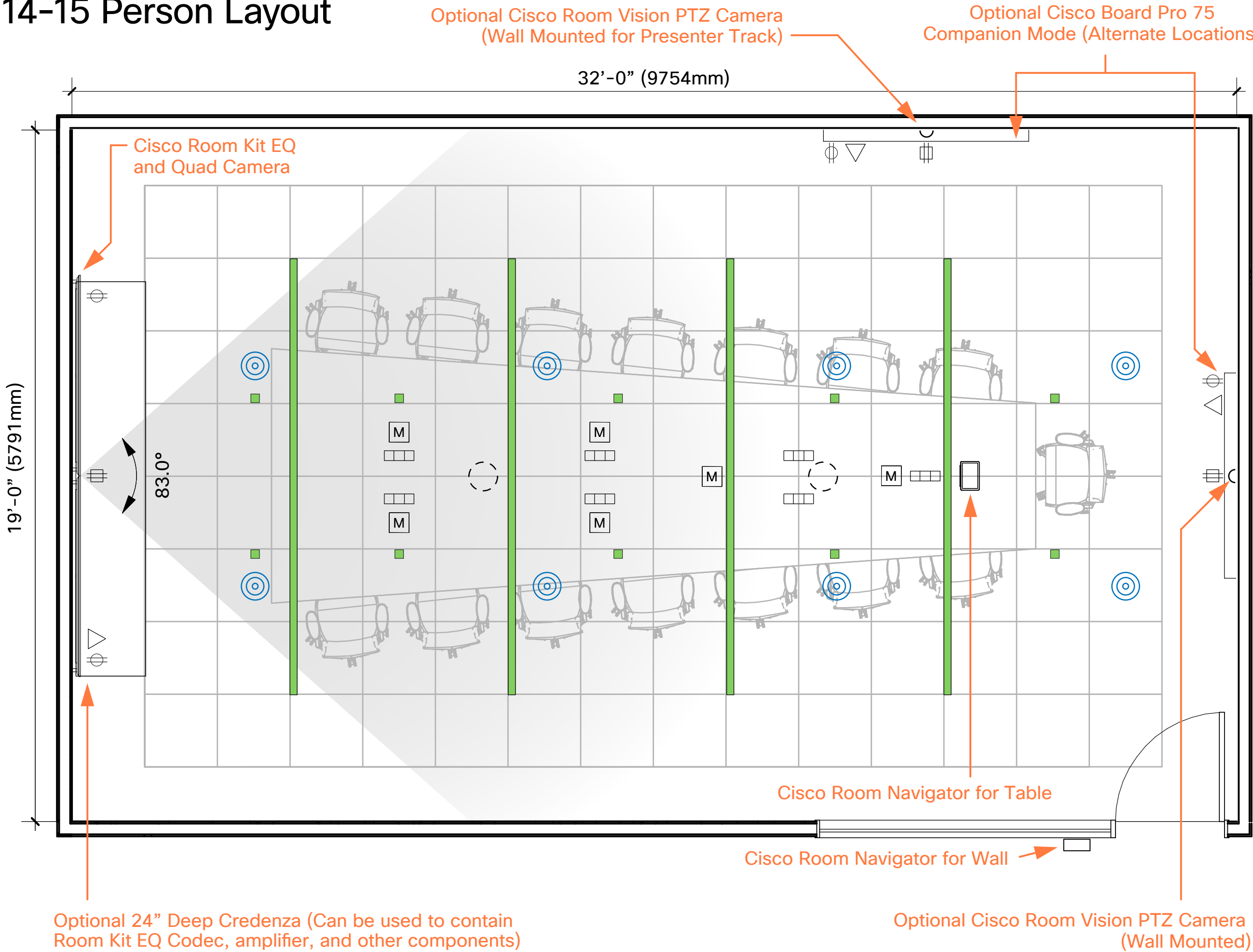


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14-15 Person Layout



Graphics Symbols

- Acoustical Ceiling & Grid
- HVAC Diffusers (T.B.D.)
Shown as Example Only
- Light Fixtures
- Acoustical Wall

Furniture Systems Version Devices

- Convenience Power Module

Power and Communication

WALL / CEILING / FLOOR VERSION DEVICES

- Cisco Ceiling Microphone Pro
- Cisco Table Microphone Pro
- Third Party Speakers
- Duplex Receptacle
- Data Receptacle
- Light Switch
- AV Receptacle
- Pass-thru cable to codec

Video Device Mounting Options

Option 1

Cisco Room Kit EQ and Quad Camera

There are two mounting options for the device when deploying the Cisco Room Kit EQ and Quad Camera. Several factors will go into determining which option is best.

Option 1a

Wall Mount

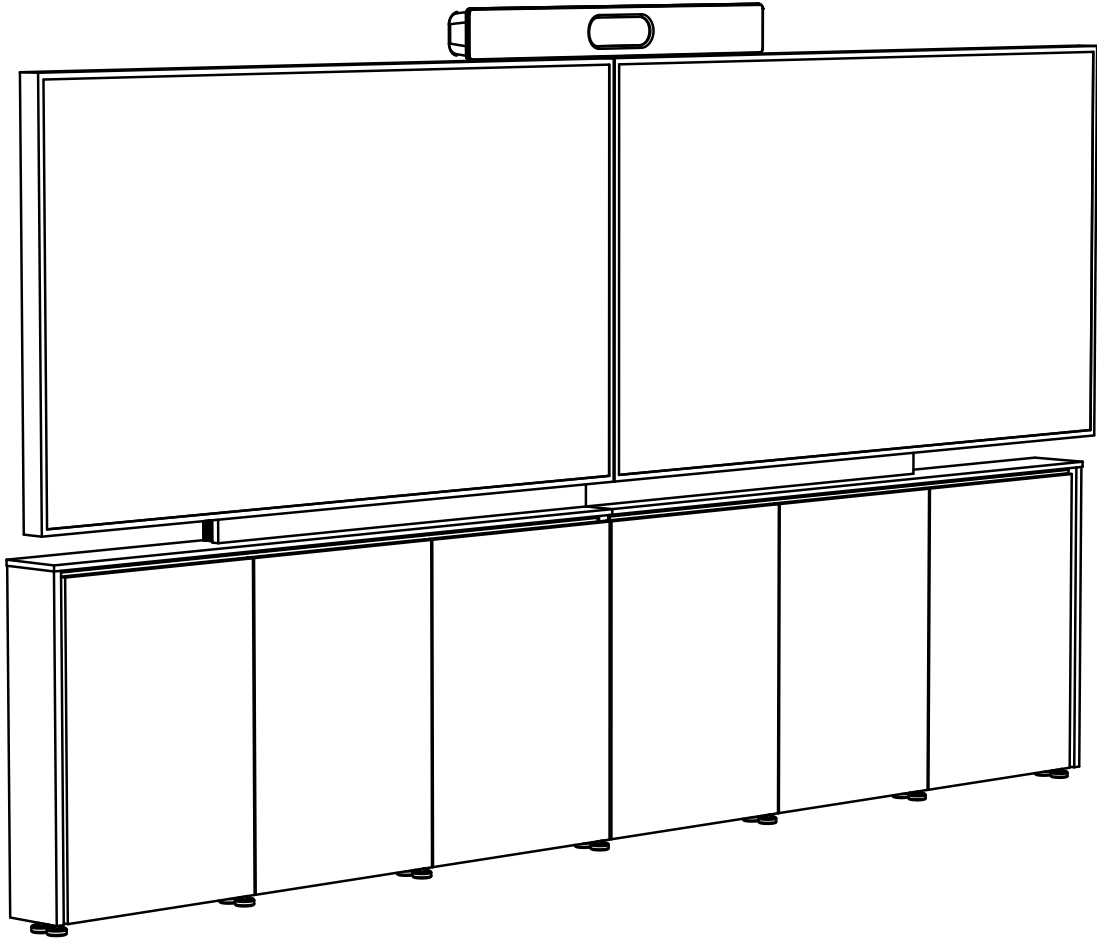
Wall Mounted – Requires wall to be blocked and electrical and data to be elevated. Specific wall mount hardware must be determined based on the weight of the displays that are selected.



Option 1b

Credenza

A/V compatible credenza – Freestanding or wall tethered cabinets available from a number of specialized vendors eliminate the requirement for the wall to be blocked and electrical elevated. Perfect for new and retrofit installations, allowing for quick and efficient installation.



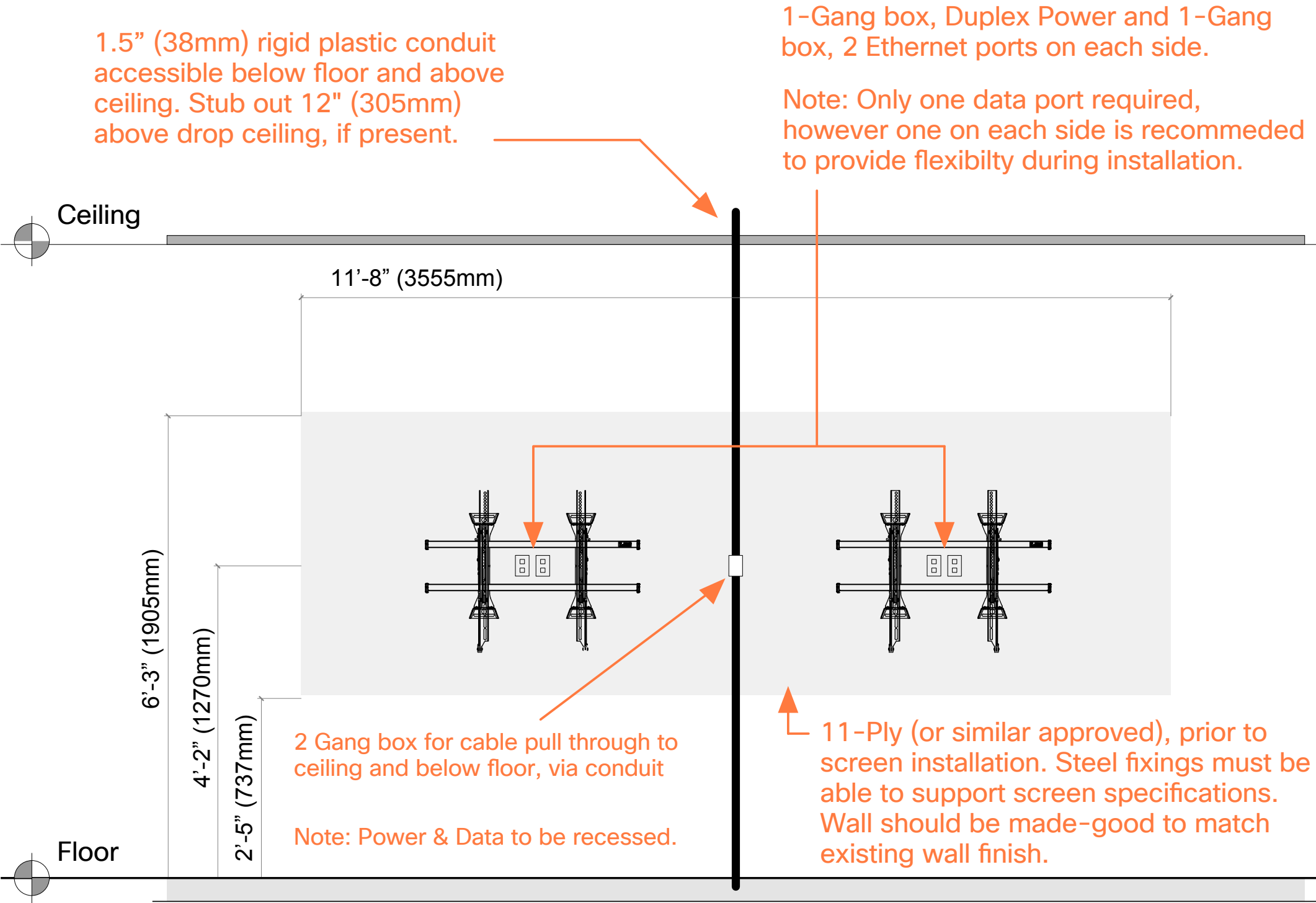
Note: Image shown represents use of dual 75” displays

Room Elevations

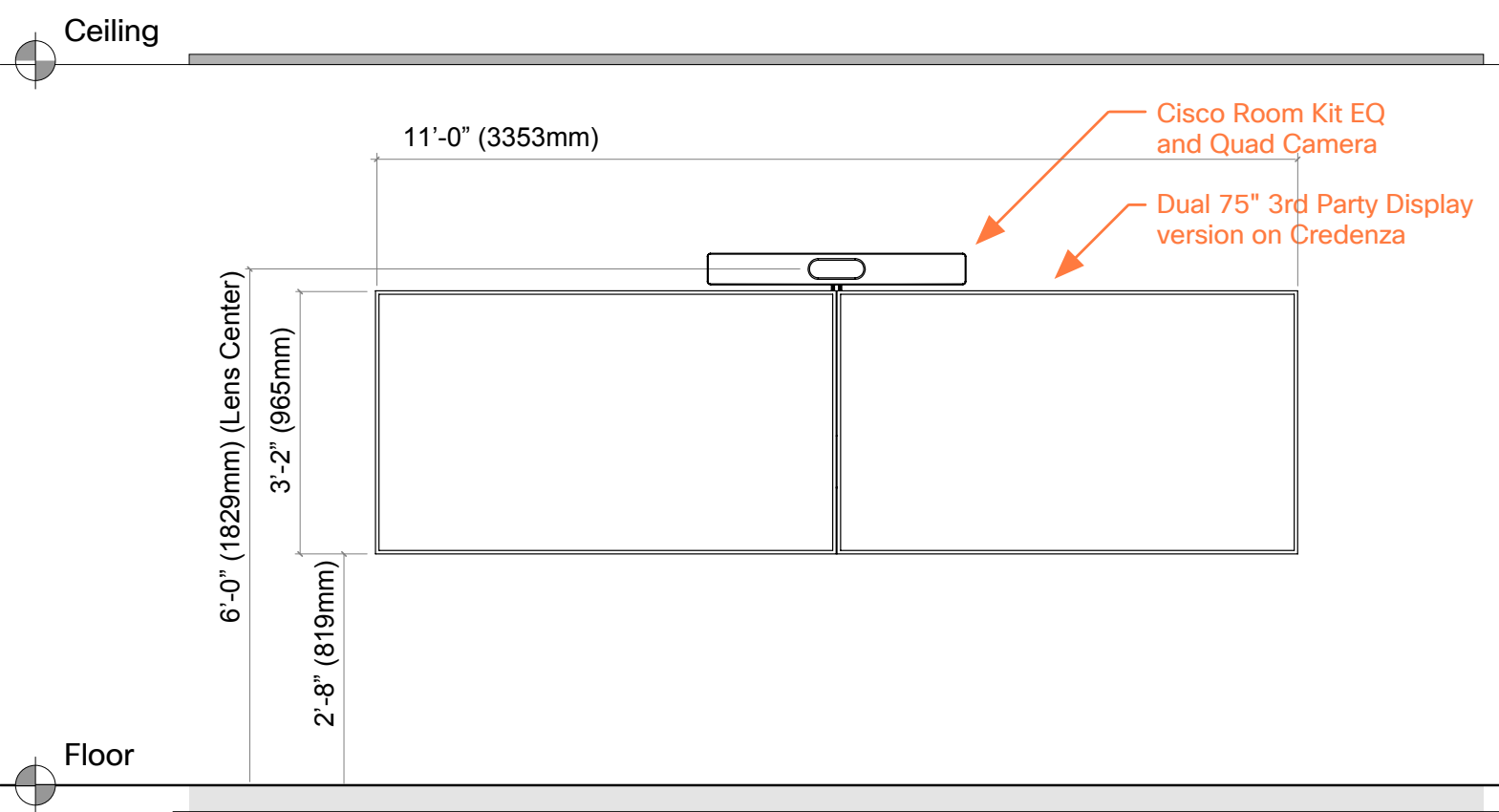
Option
1a

Cisco Room Kit EQ and Quad Camera - Wall Mount

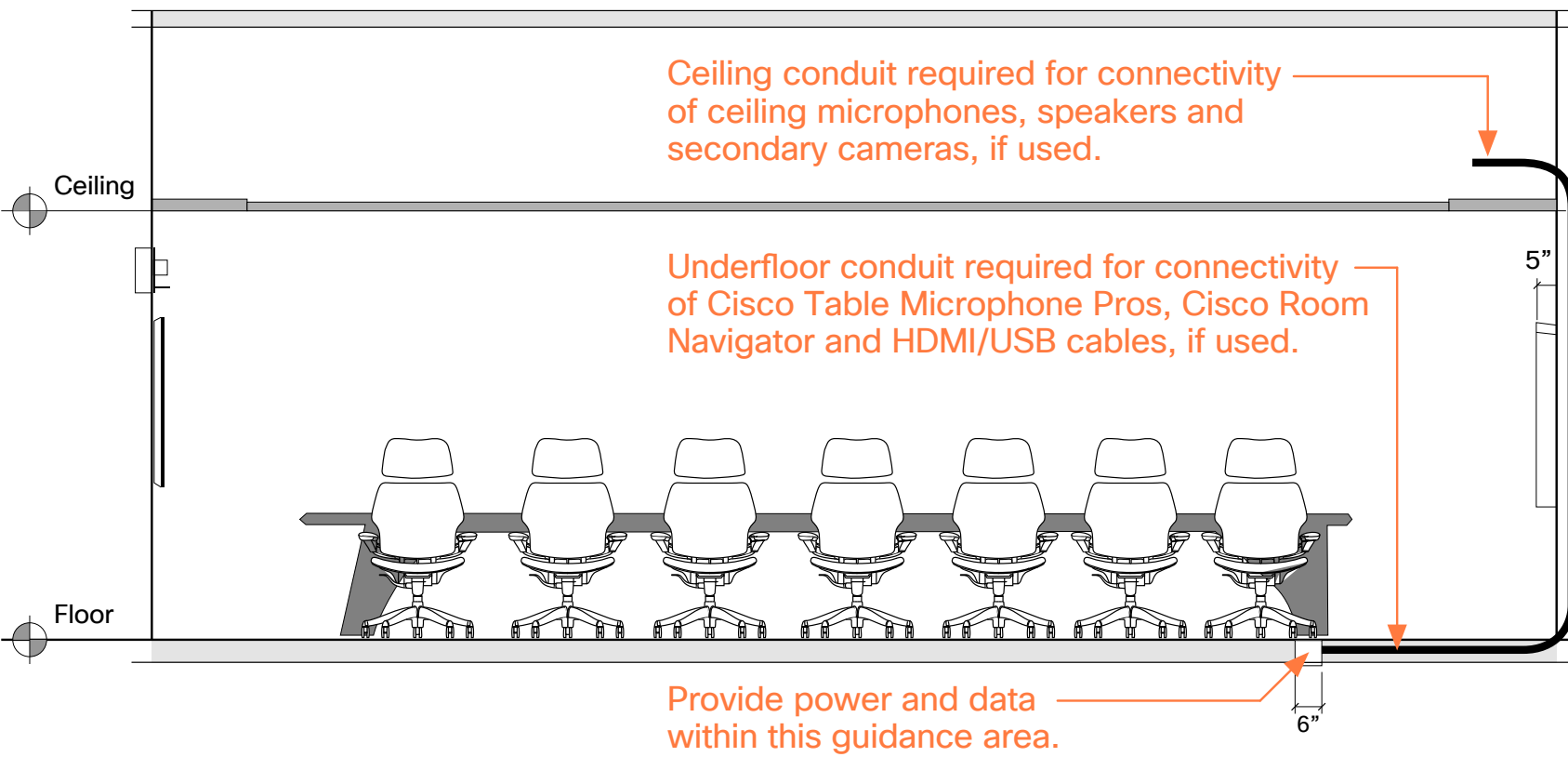
Construction Elevation



Finished Elevation



Side Elevation



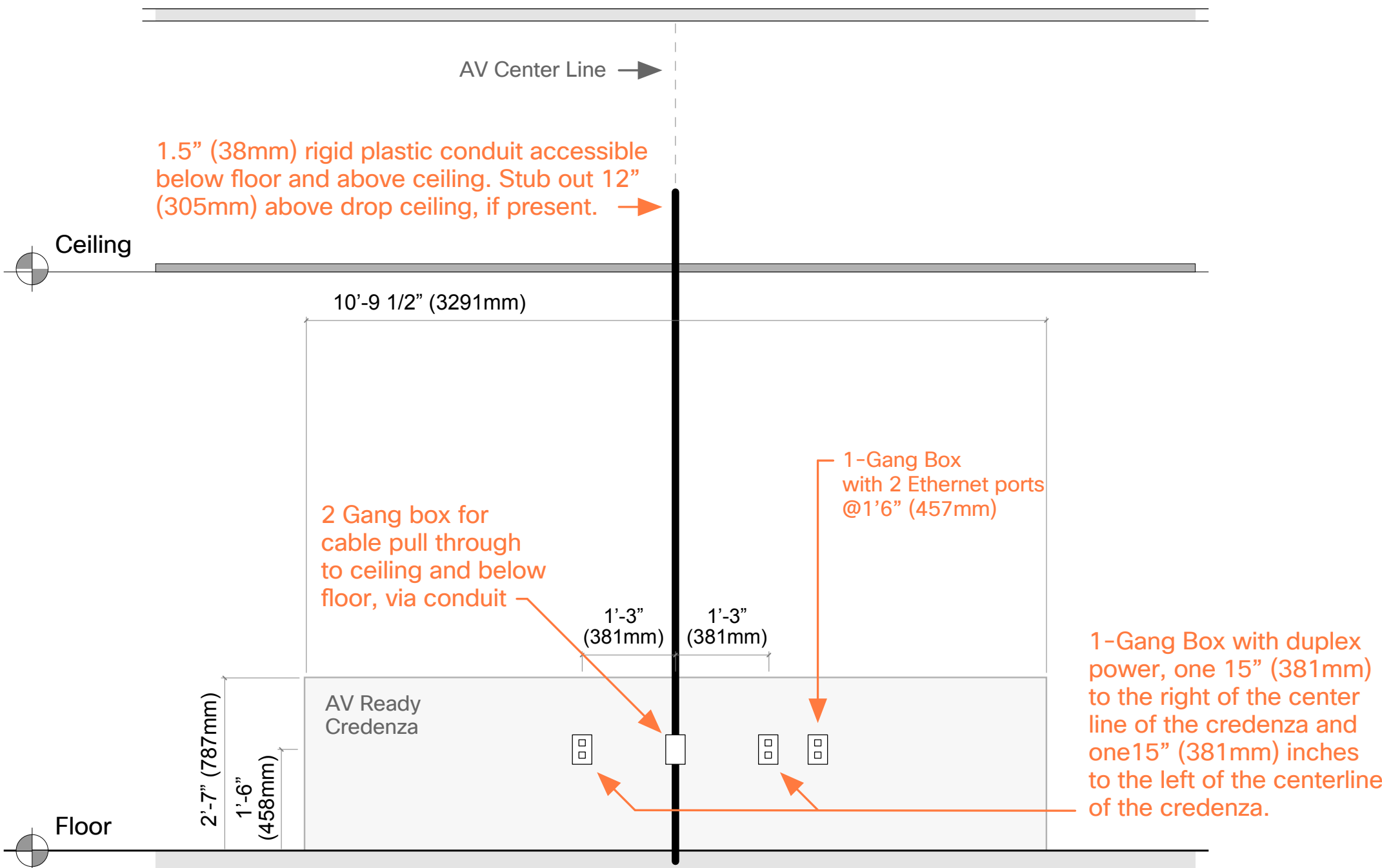
Note: Drawings represent use of dual 75" displays

Room Elevations

Option
1b

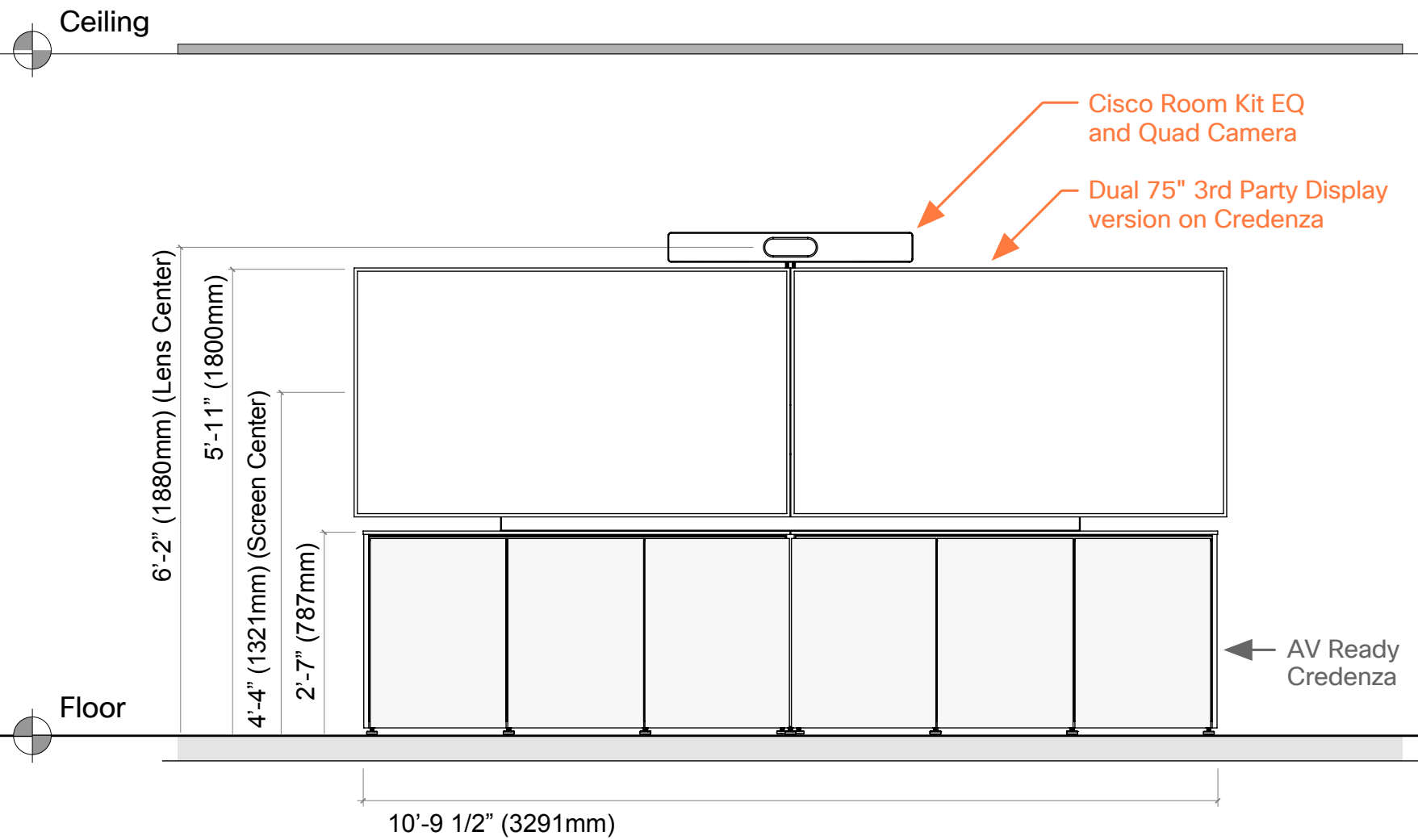
Cisco Room Kit EQ and Quad Camera - Credenza

Construction Elevation

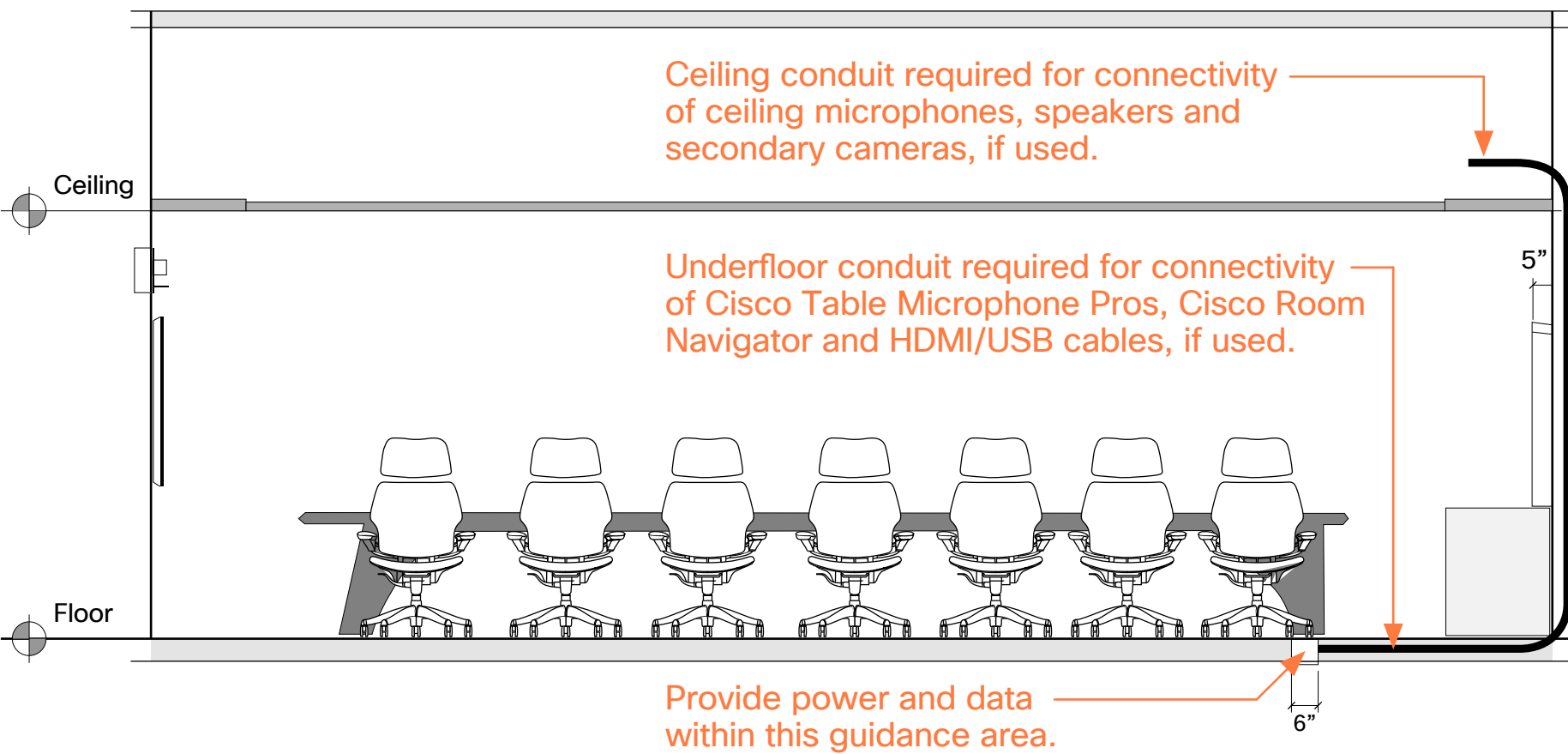


Notes: Configuration shown mounts video device and displays directly on an AV ready credenza. Drawings represent use of dual 75" displays.

Finished Elevation

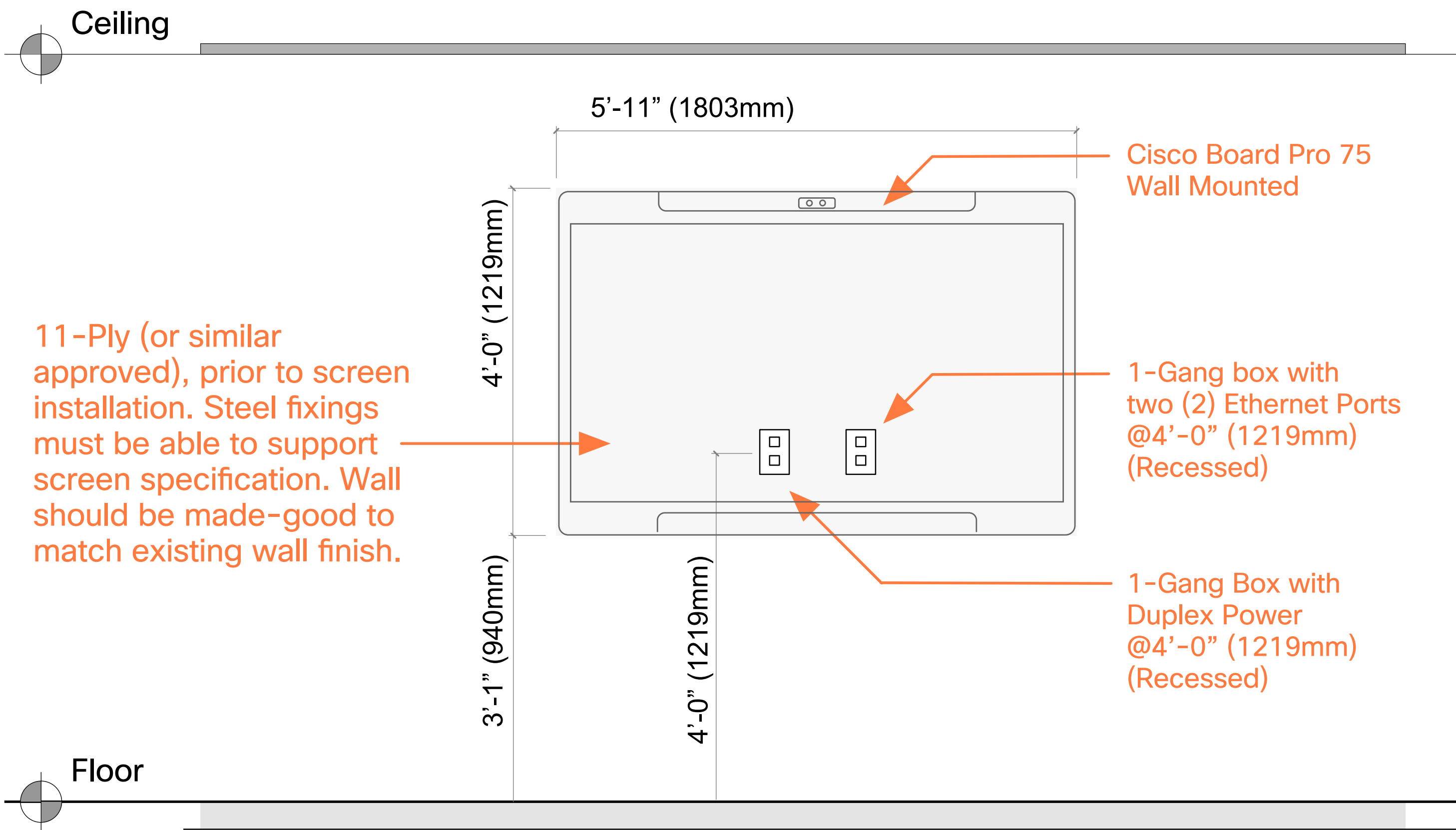


Side Elevation

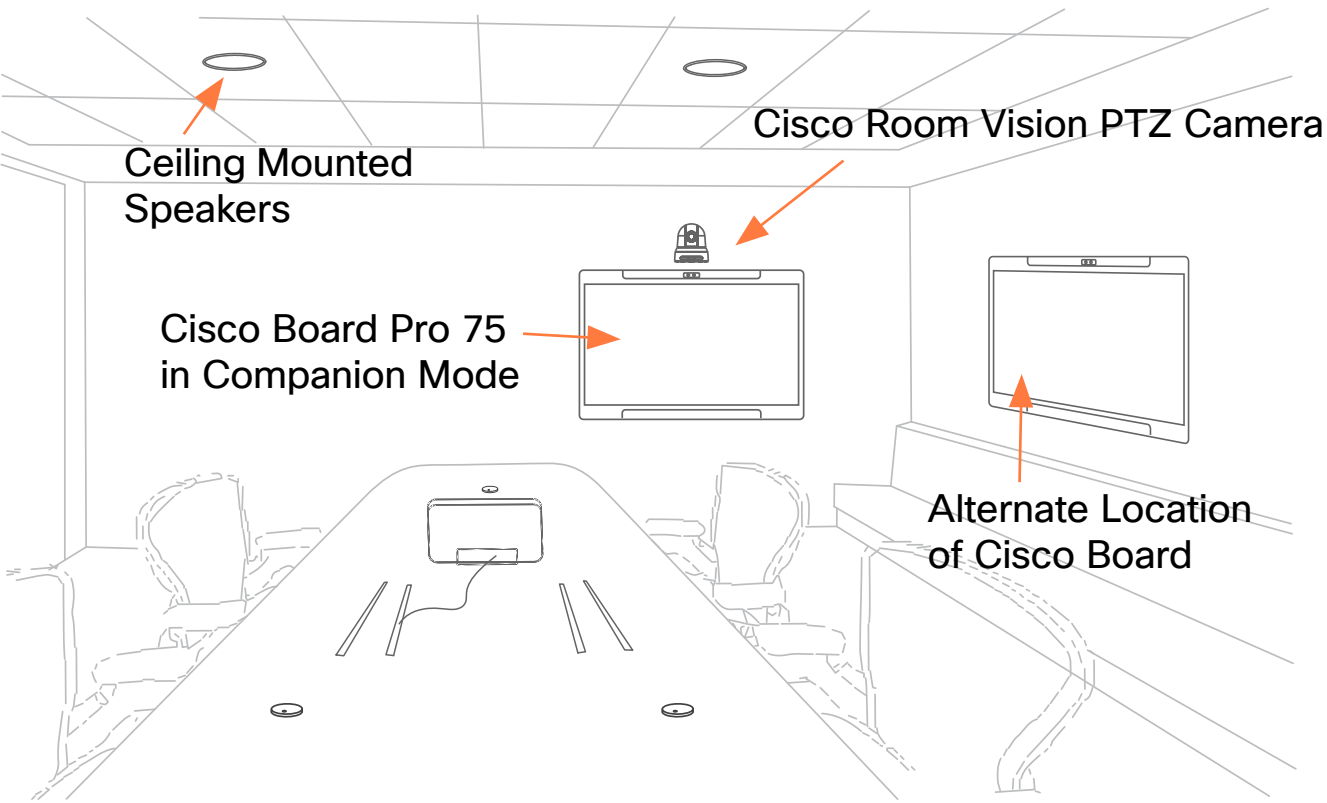


Room Elevations (Optional Companion Board)

Construction and Finished Elevations

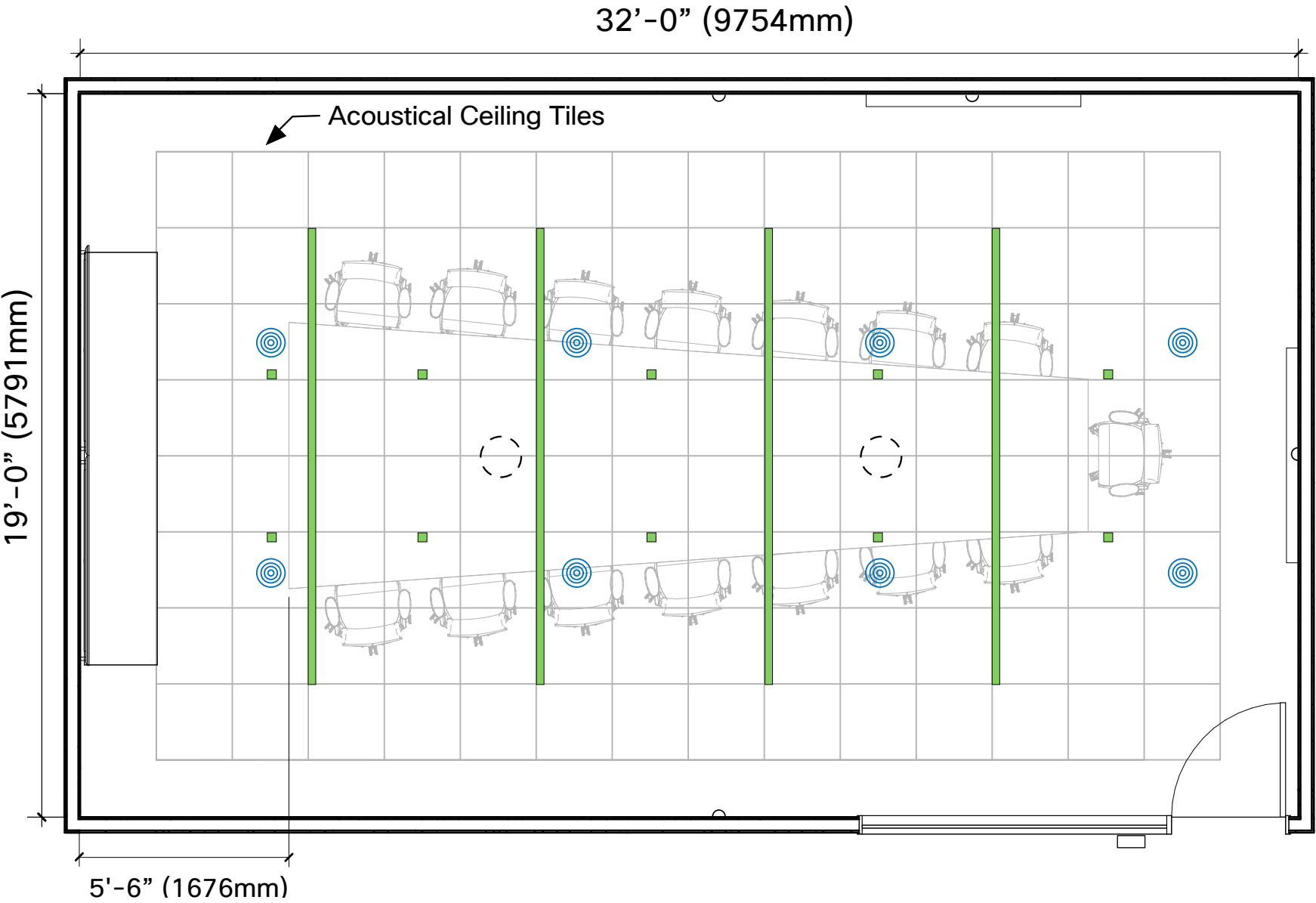


Rear Elevation: Perspective View

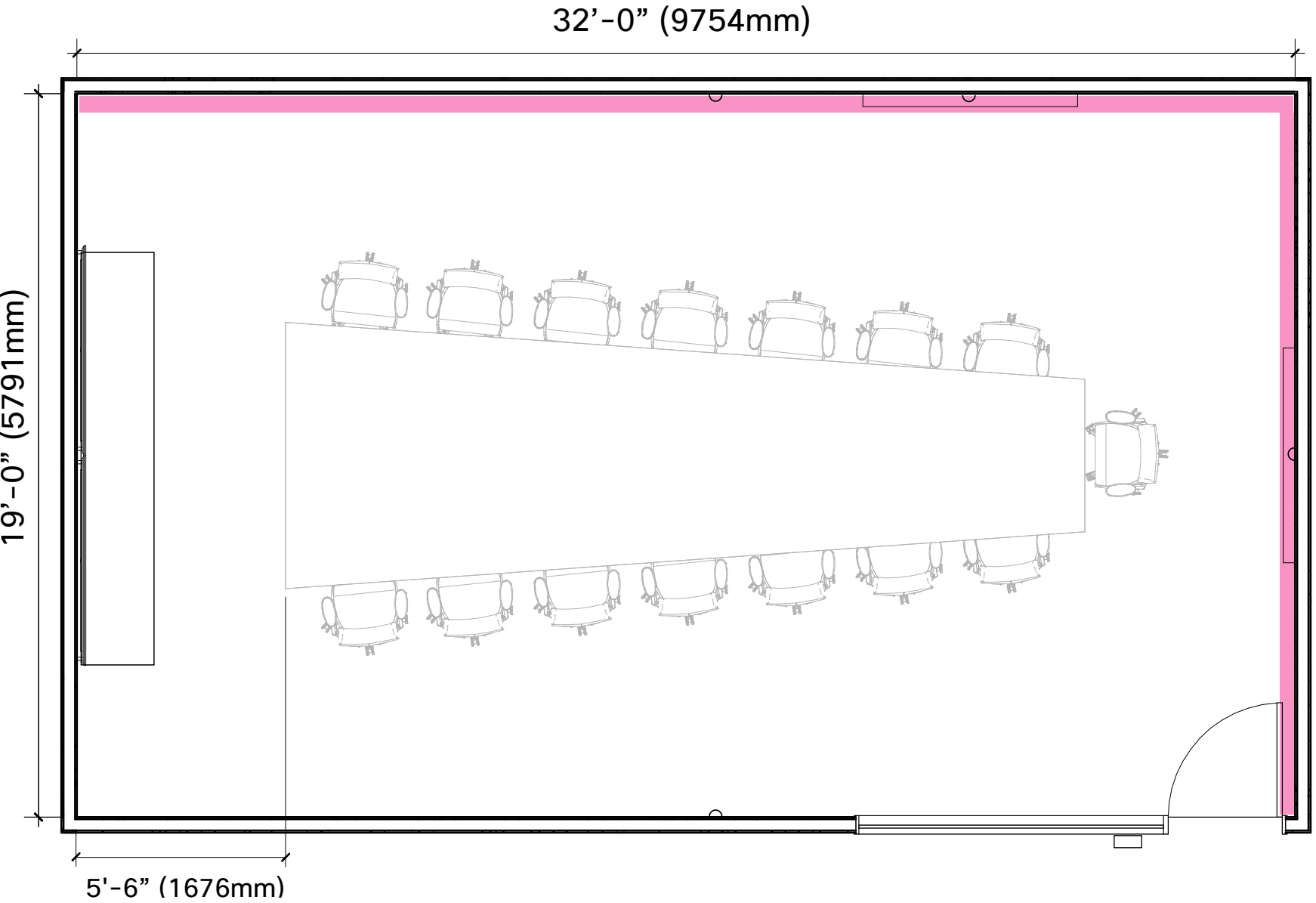


Reflective Ceiling Plan & Acoustical Treatment

Reflective Ceiling Plan



Acoustical Treatment



Graphics Symbols

- Acoustical Ceiling & Grid
- HVAC Diffusers (T.B.D.)
Shown as Example Only
- Light Fixtures
- Acoustical Wall

Furniture Systems Version Devices

- Convenience Power Module

Power and Communication

WALL / CEILING / FLOOR VERSION DEVICES

- Cisco Ceiling Microphone Pro
- Cisco Table Microphone Pro
- Third Party Speakers
- Duplex Receptacle
- Data Receptacle
- Light Switch
- AV Receptacle
- Pass-thru cable to codec

A glare-free luminary with a beam angle of 90° or wider is recommended. In addition, fixtures selected should have a color temperature of ~4000K and color rendering index (CRI) of 85 or better.

Installation of an absorptive ceiling, through the use of acoustic ceiling tiles, as well as the addition of acoustical panels to two adjoining walls within the room (preferably opposite the device and away from the entry location) is highly recommended.

Power & Data

General Specifications

Power/data requirements need to be verified for each project. Provide video device power/data even if the project plan does not include it on day one. Based on the design of this space, core drills and floor boxes will be required.

Power in Tabletop

User power should be surface mounted in the tabletop. If pop-ups or table wells are used, it is important to verify that they can accommodate all laptop power supplies. Provide shared power – 1 power port for every two seats.

Power & Data

For the main video device, provide two (2) duplex power outlets and one data receptacle with two ethernet ports on the wall behind the dual displays (a second data receptacle can be added for redundancy and/or future use). The exact location for both will depend on the chosen mounting option.

Room adjuncts have their own power and data requirements:

- Cisco Board Pro 75 (for companion mode) requires an additional duplex outlet and data receptacle installed behind that device.
- Cisco Room Vision PTZ camera (for Presenter Track or Cross View) does not need any additional power and/or data but will require direct connectivity back to codec via an ethernet cable.
- Table Microphone Pros typically require a PoE switch, which is either co-located with the codec or mounted under the table. If the under table mounting option is selected, then power will need to be available under the table to support this switch.

Exploded IT Diagram



Cisco Room Navigator for Table (required)

The preferred method of connectivity for the Cisco Room Navigator for Table is directly to one of the four (4) general-use PoE ports on the Cisco Room Kit EQ. Alternatively, the Navigator can also be connected to a PoE-compatible switch mounted under the table, which then connects back to a PoE port on the EQ or directly to the network switch via an Ethernet port in the floor.

Cisco Room Navigator for Wall

It is recommended to run the cable inside the wall or through the door frame directly back to a network switch.

Cisco Microphones

External microphones are required; quantities vary based on room and table size. Although the Cisco Room Kit EQ has four (4) general-use PoE ports that can be used for Audio over IP, three (3) of those ports are required to connect the camera, amplifier, and the Cisco Room Navigator for Table. Thus, the final port should be used for a PoE-compatible switch to support the microphones and any additional cameras.

Third-party Speakers

Third-party ceiling speakers may be required, depending on room size and acoustics. If so, ensure a conduit is installed to provide access to the ceiling.

Table Top Charging

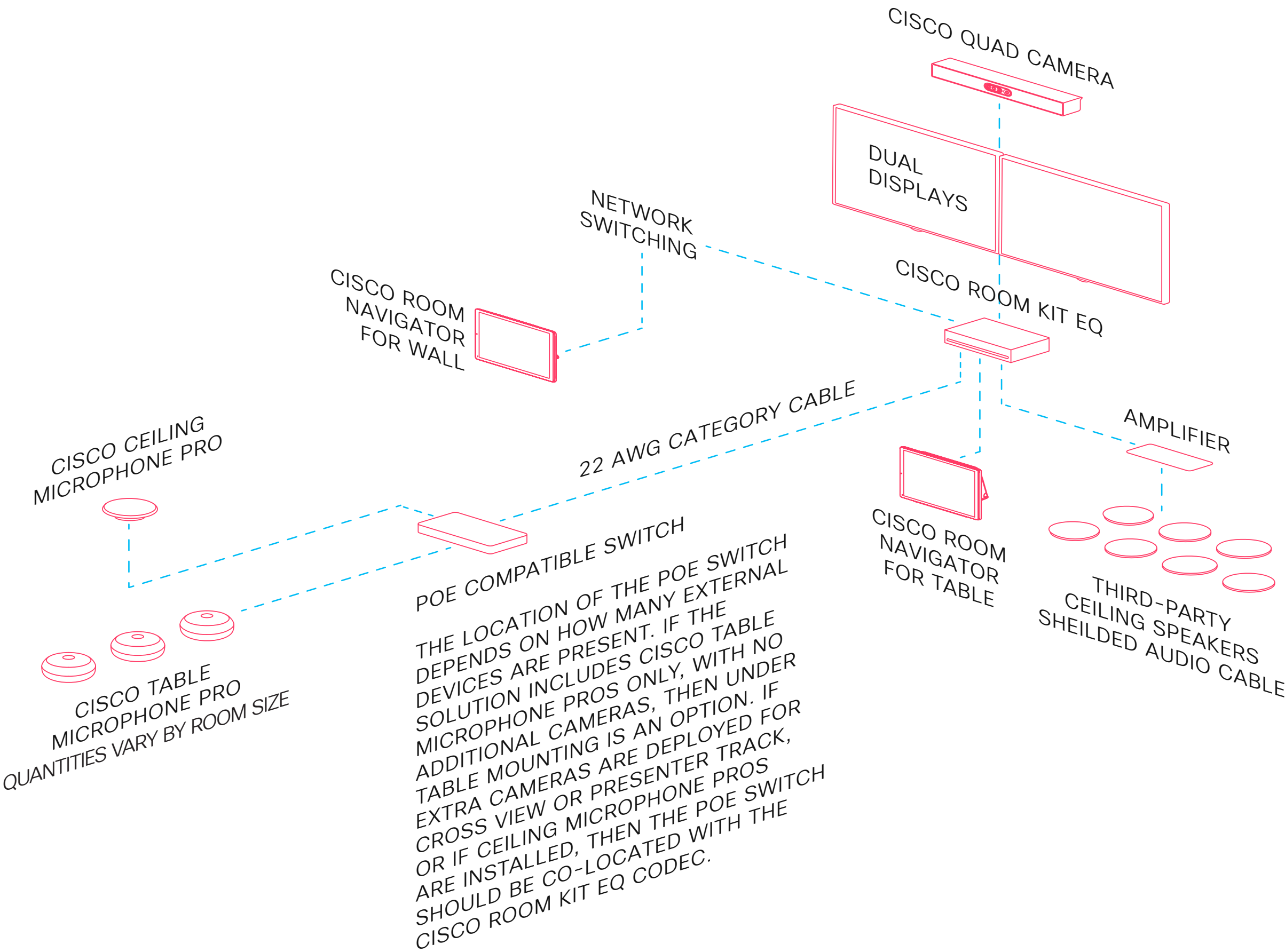
USB-C charging and convenience outlets on the table top. Ensure the size of the trough and layout can accommodate a variety of laptop power supplies.

Wall Blocking

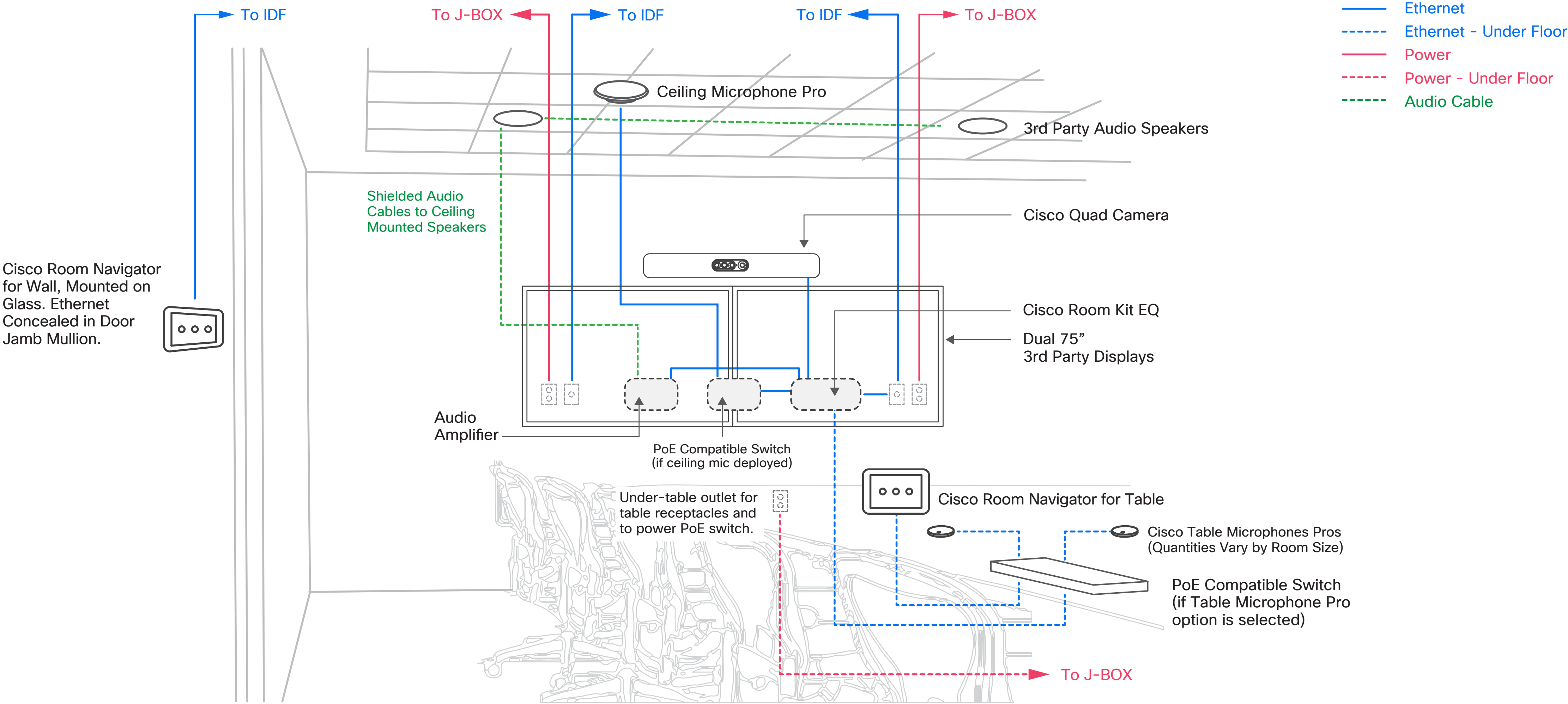
Required when the device is wall-mounted. The size and composition of blocking materials should be determined based on the overall weight of the solution deployed.

Core Drilling

The preferred method for providing connectivity between the table and the Cisco Room Kit EQ for the Cisco Room Navigator for Table, Cisco Table Microphone Pro, and/or A/V cables. If core drilling is not an option, a floor cable cover or wire concealer can be used.



Connectivity View



IT/OT Bill of Material

Cisco Products

▪ CS-KIT-EQ-C-K9	Cisco Room Kit EQ
▪ CS-QUADCAM	Cisco Quad Camera (included)
▪ CS-T10-TS+	Cisco Room Navigator for Table (included)
▪ CS-MIC-ARRAY-T	Cisco Table Microphone Pro
▪ CS-MIC-CLGPRO	Cisco Ceiling Microphone Pro, Arctic White (optional)
▪ C1200-8FP-2G	Cisco Catalyst 1200 Series PoE Switch (or equivalent)
▪ CS-T10-WM-K9=	Cisco Room Navigator for Wall
▪ CS-BRD75P-K9	Cisco Board Pro 75 (optional)
▪ CS-CAM-RVPTZ-L (Arctic White) CS-CAM-RVPTZ-C (Carbon)	Cisco Room Vision PTZ Camera for Presenter Track (Qty = 1) and/or Cross view (Qty =2)

External microphones and speakers

- External microphones may be required for this room
- Third-party speakers and an amplifier may be necessary, depending on room size.

Non-Cisco peripherals

- Dual 75” or 85” Video Displays

Option 2: Cisco Room Kit EQX

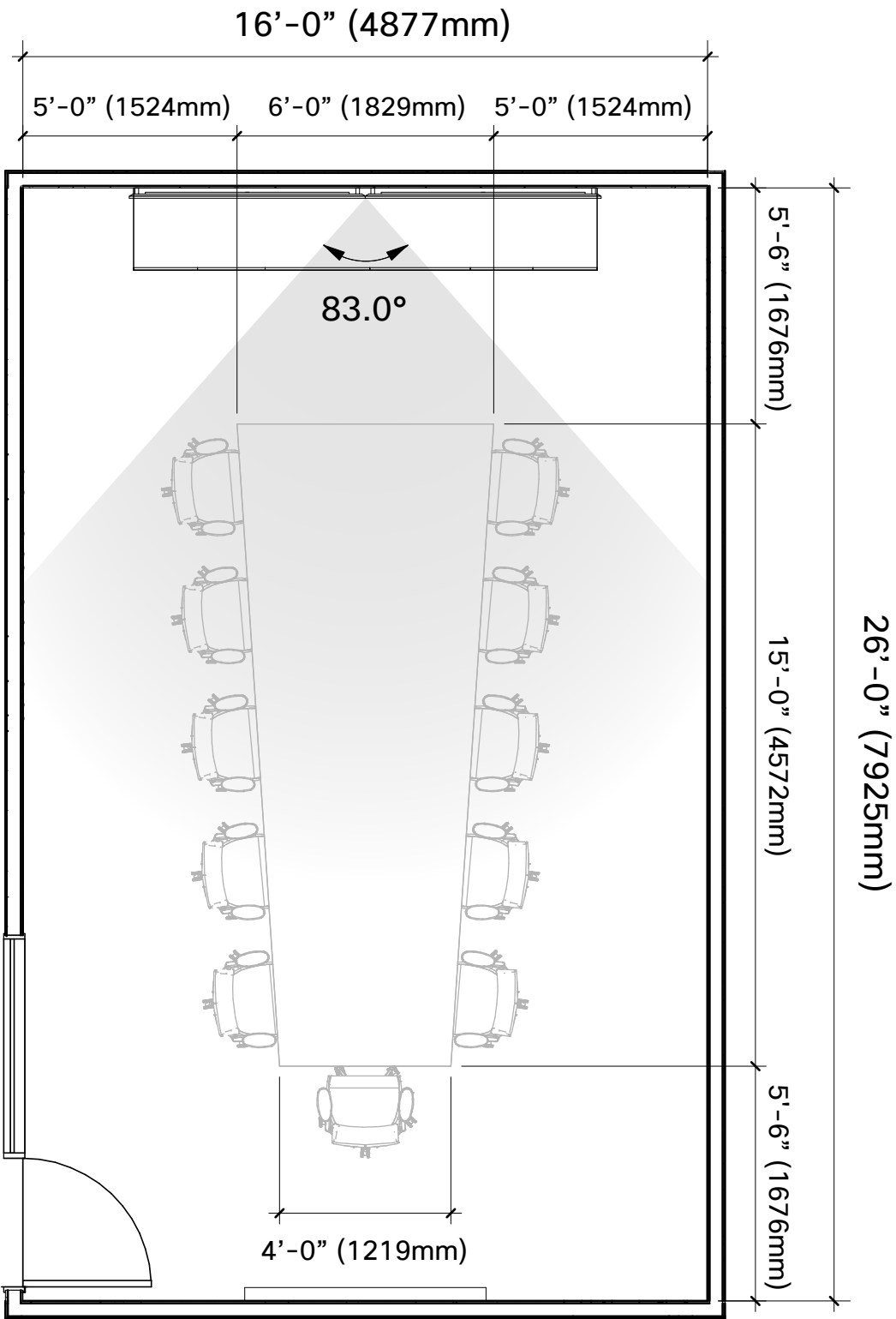


Room Layout

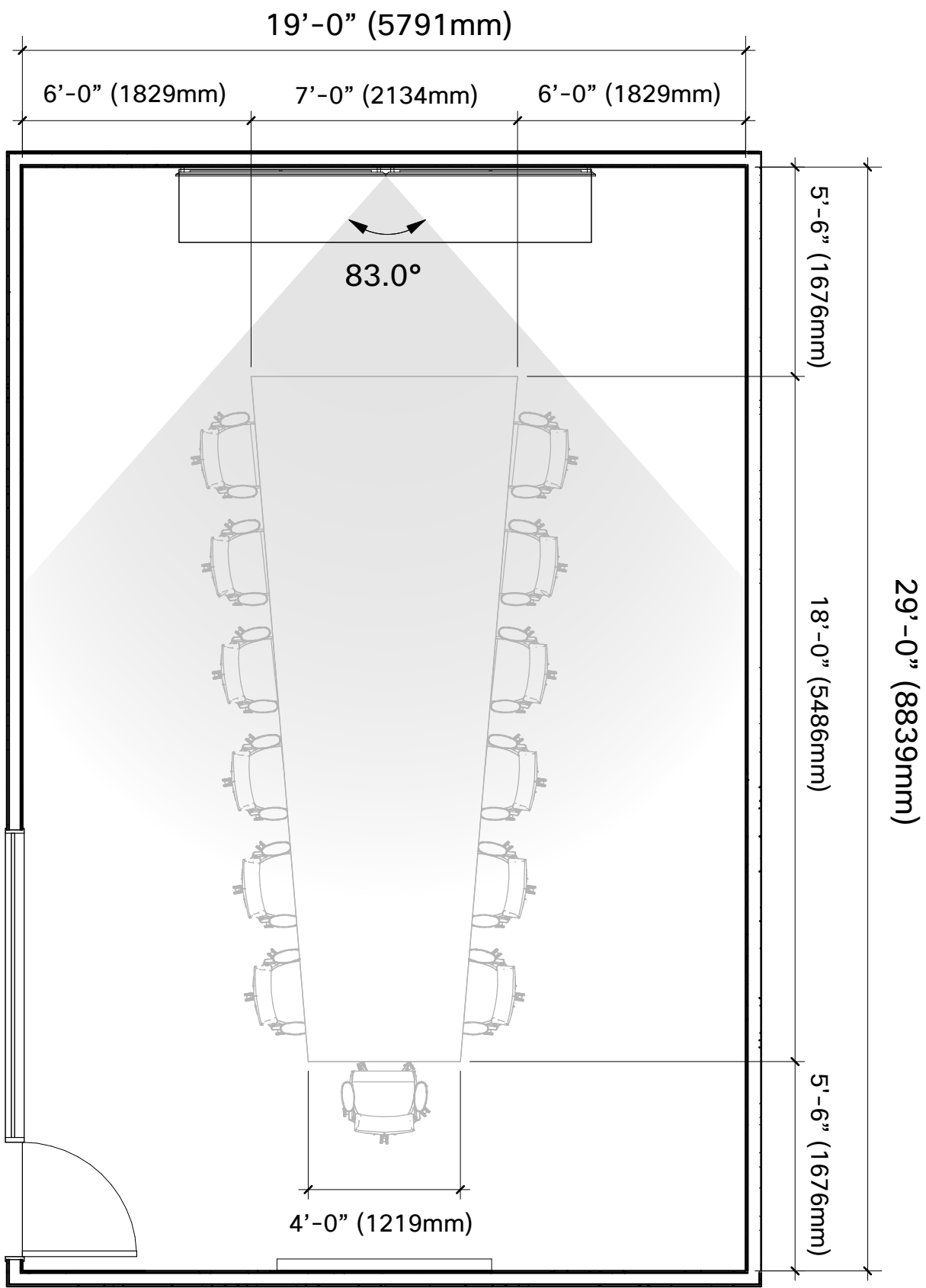


Room dimensions show are the minimal size, based on the technology and furniture options shown.

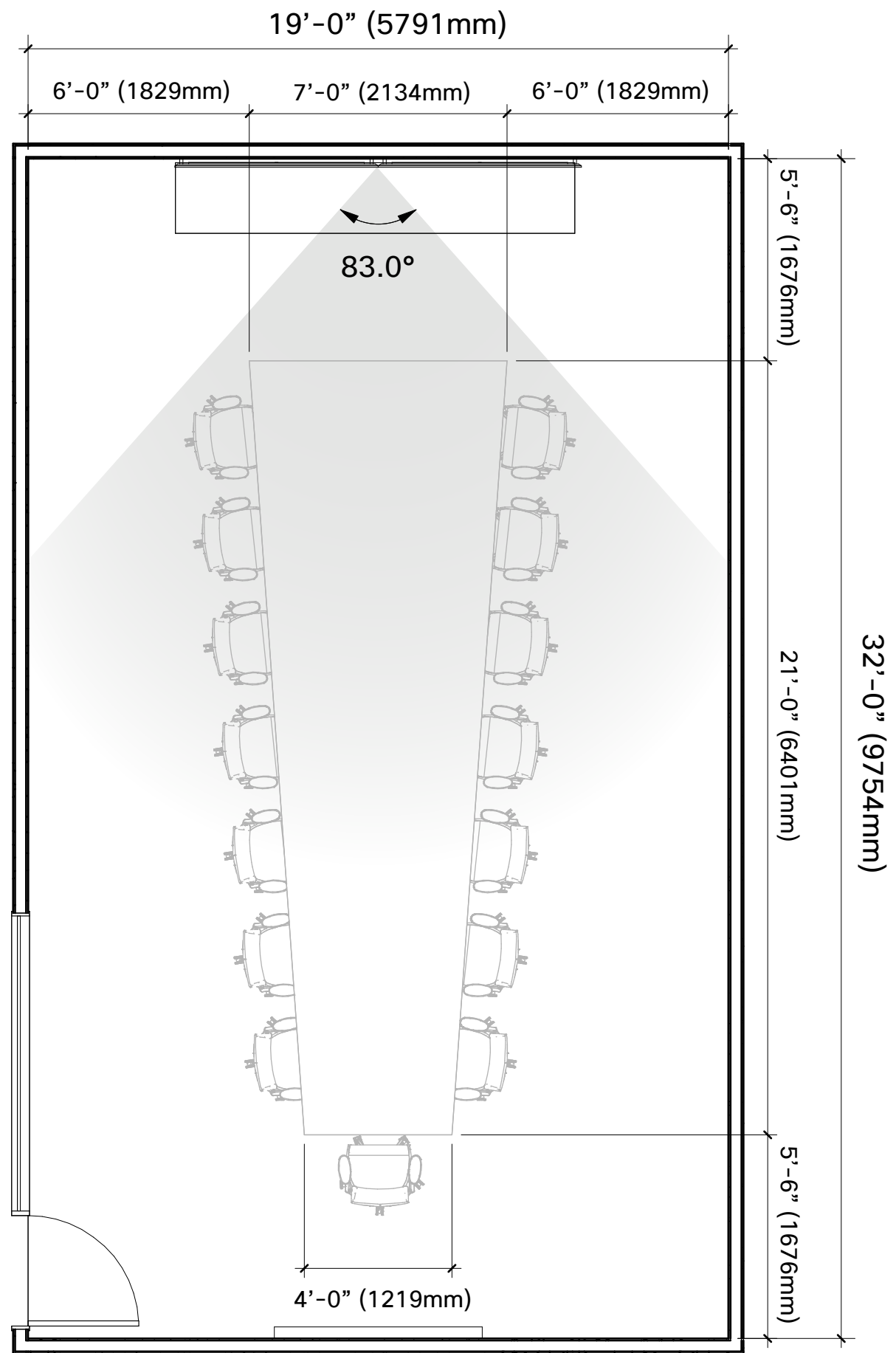
10-11 Person Layout



12-13 Person Layout



14-15 Person Layout



Composite Plan

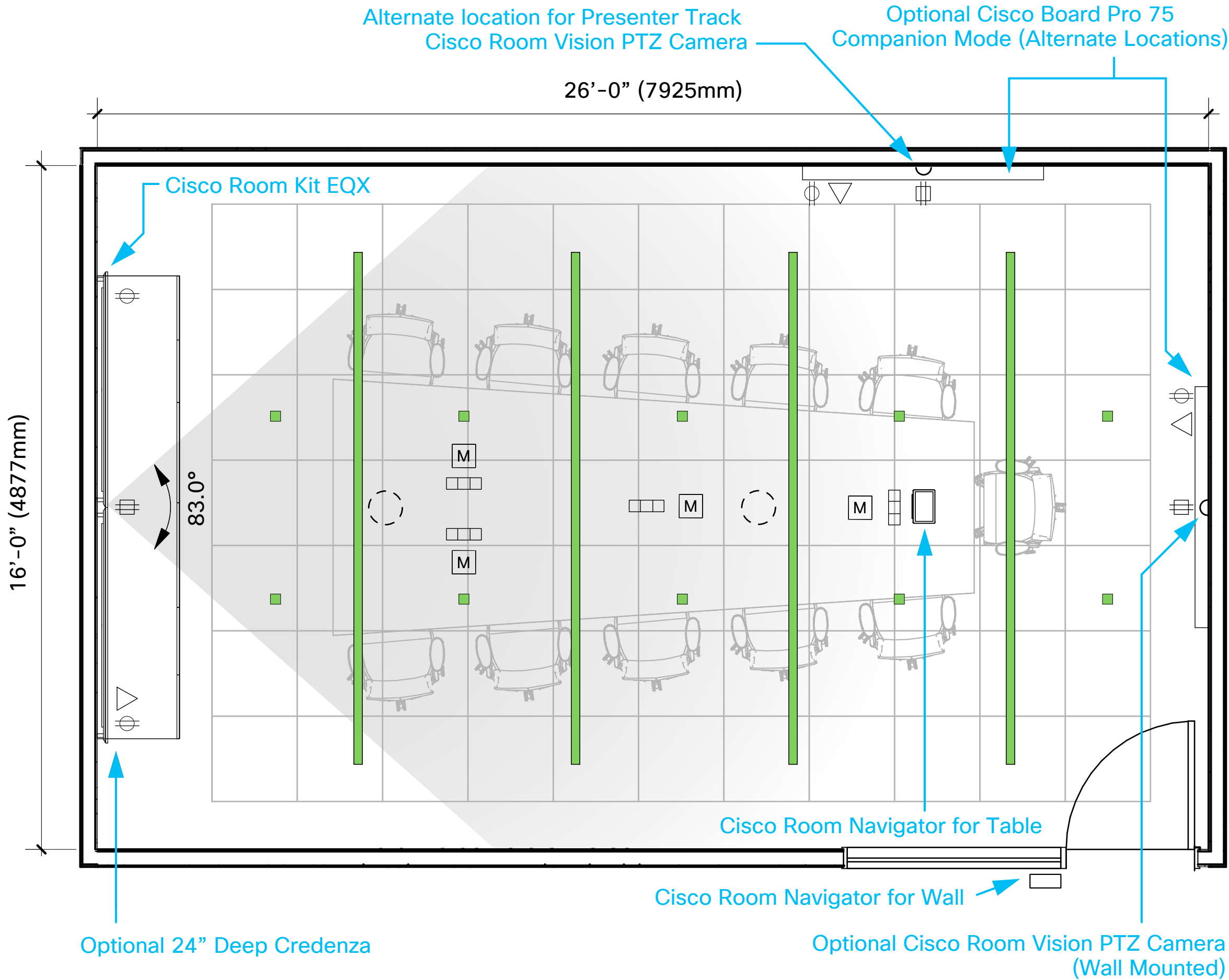


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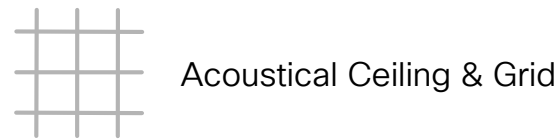
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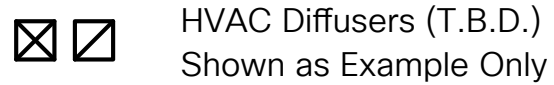
10-11 Person Layout



Graphics Symbols



Acoustical Ceiling & Grid



HVAC Diffusers (T.B.D.)
Shown as Example Only



Light Fixtures



Acoustical Wall

Furniture Systems Version Devices



Convenience Power Module

Power and Communication

WALL / CEILING / FLOOR VERSION DEVICES



Cisco Ceiling Microphone Pro



Cisco Table Microphone Pro



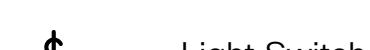
Third Party Speakers



Duplex Receptacle



Data Receptacle



Light Switch



AV Receptacle



Pass-thru cable to codec

Composite Plan

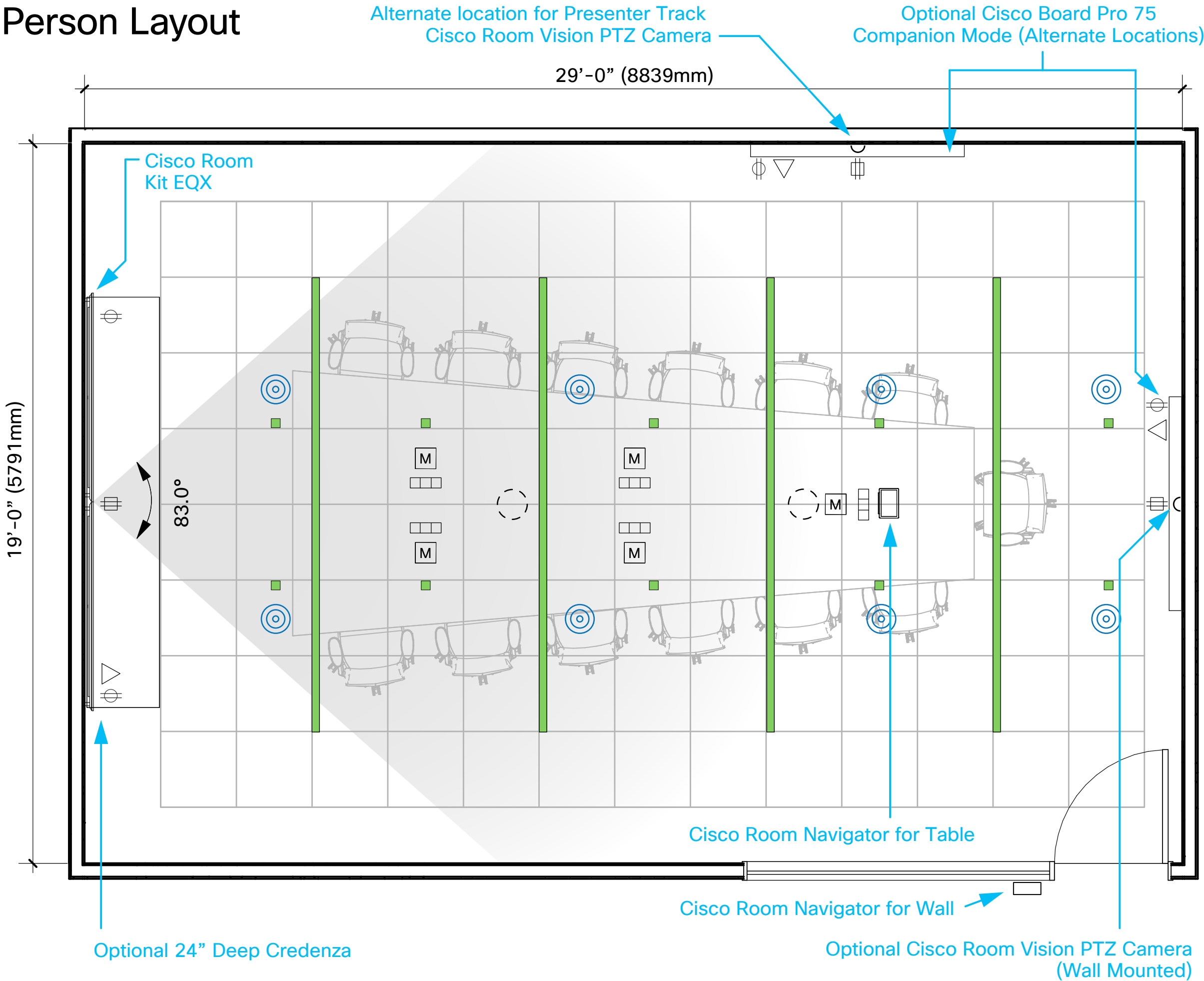


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12-13 Person Layout



Graphics Symbols

- Acoustical Ceiling & Grid
- HVAC Diffusers (T.B.D.)
Shown as Example Only
- Light Fixtures
- Acoustical Wall

Furniture Systems Version Devices

- Convenience Power Module

Power and Communication

WALL / CEILING / FLOOR VERSION DEVICES

- Cisco Ceiling Microphone Pro
- Cisco Table Microphone Pro
- Third Party Speakers
- Duplex Receptacle
- Data Receptacle
- Light Switch
- AV Receptacle
- Pass-thru cable to codec

Composite Plan

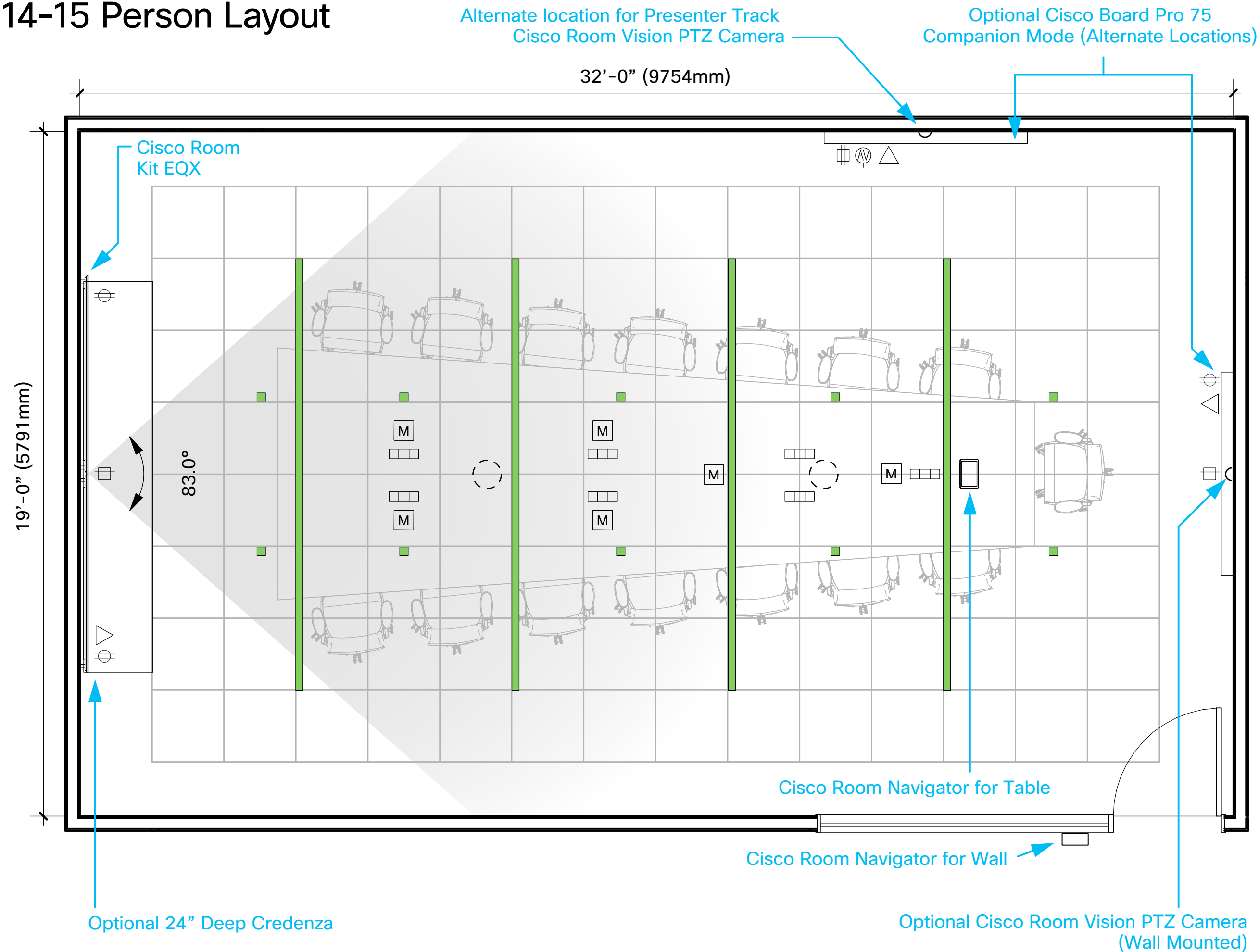


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14-15 Person Layout



Graphics Symbols

- Acoustical Ceiling & Grid
- HVAC Diffusers (T.B.D.)
Shown as Example Only
- Light Fixtures
- Acoustical Wall

Furniture Systems Version Devices

- Convenience Power Module

Power and Communication

WALL / CEILING / FLOOR VERSION DEVICES

- Cisco Ceiling Microphone Pro
- Cisco Table Microphone Pro
- Third Party Speakers
- Duplex Receptacle
- Data Receptacle
- Light Switch
- AV Receptacle
- Pass-thru cable to codec

Video Device Mounting Options

Option 2

Cisco Room Kit EQX

There are four mounting options for the device when using the Cisco Room Kit EQX in the Large Collaboration Room. The physical conditions of the space, desired aesthetics, and required amenities will define which solution is most appropriate.

Option 2a

Wall Mount

Wall Mounted – Requires wall to be blocked and electrical and data to be elevated.



Option 2b

A/V Credenza

Freestanding – Does not require wall blocking. Perfect for new or retrofit installations, or when trash, recycling and/or extra storage is required.



Option 2c

Wall Stand

Wall tethered – An effective solution when especially when room remediation is not an option.



Option 2d

Floor Stand

Freestanding – A perfect for retrofits, open area deployments, or when video needs to be installed quickly.

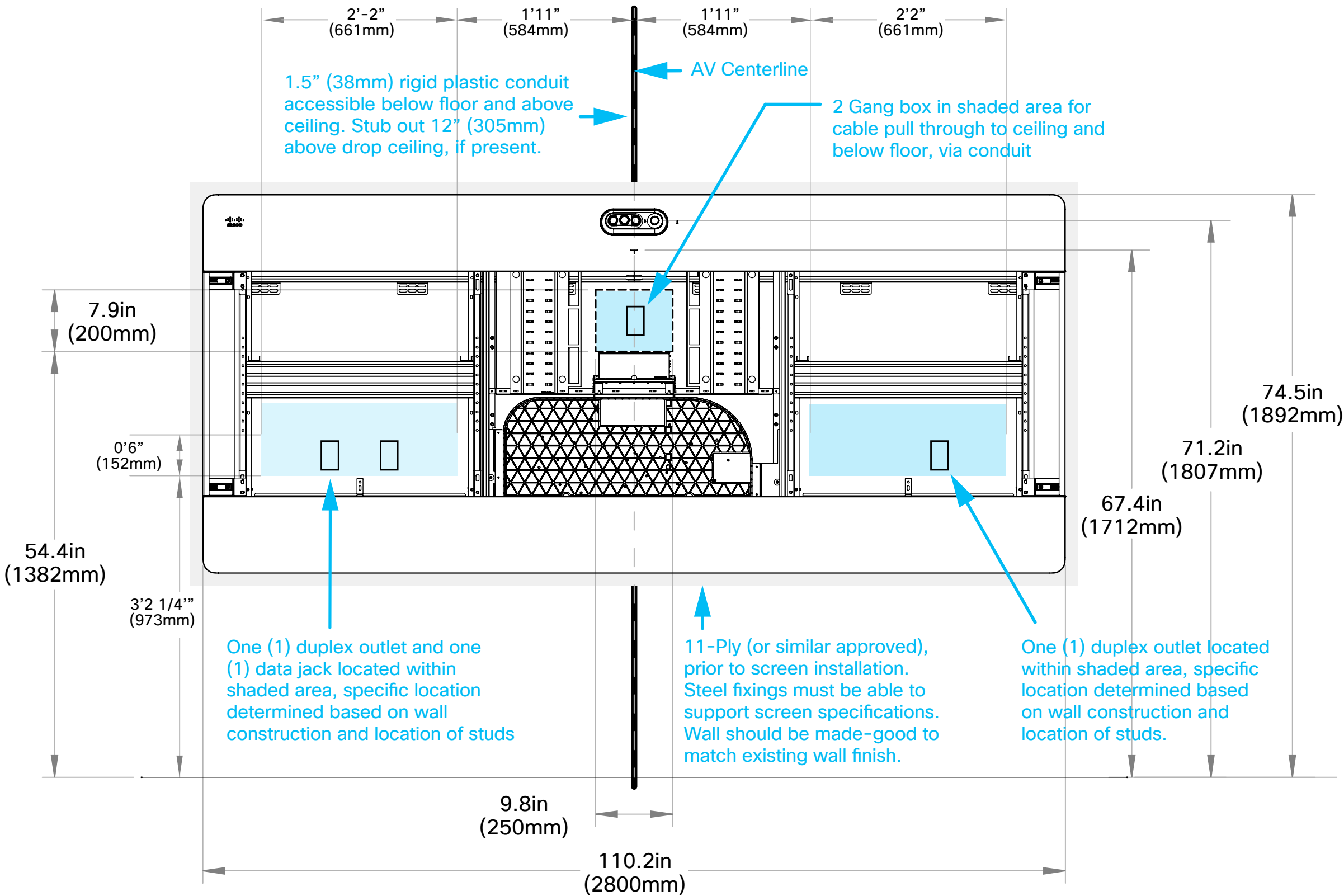


Room Elevations

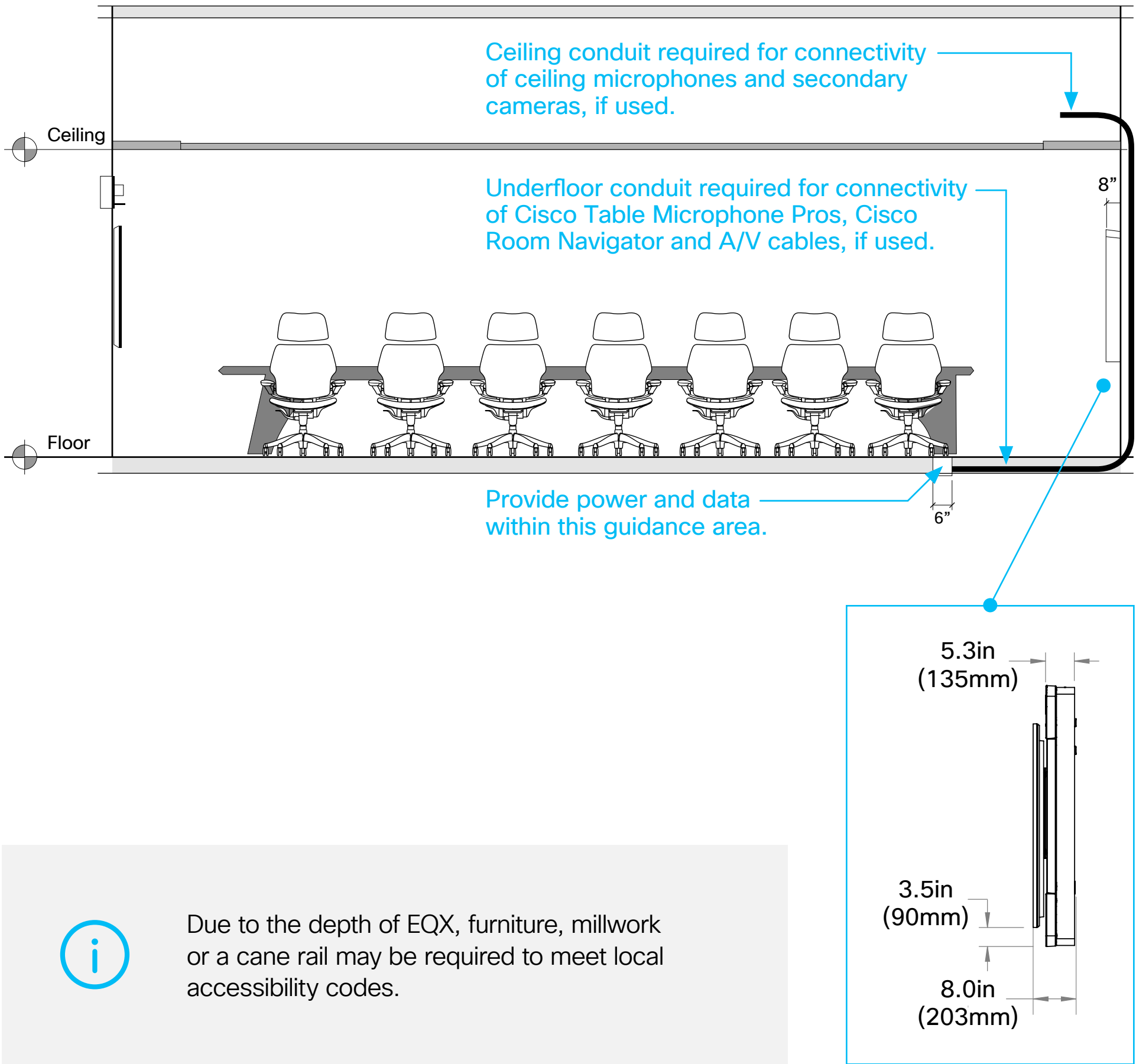
Option
2a

Cisco Room Kit EQX with Wall Mount

Construction and Finished Elevations



Side Elevations

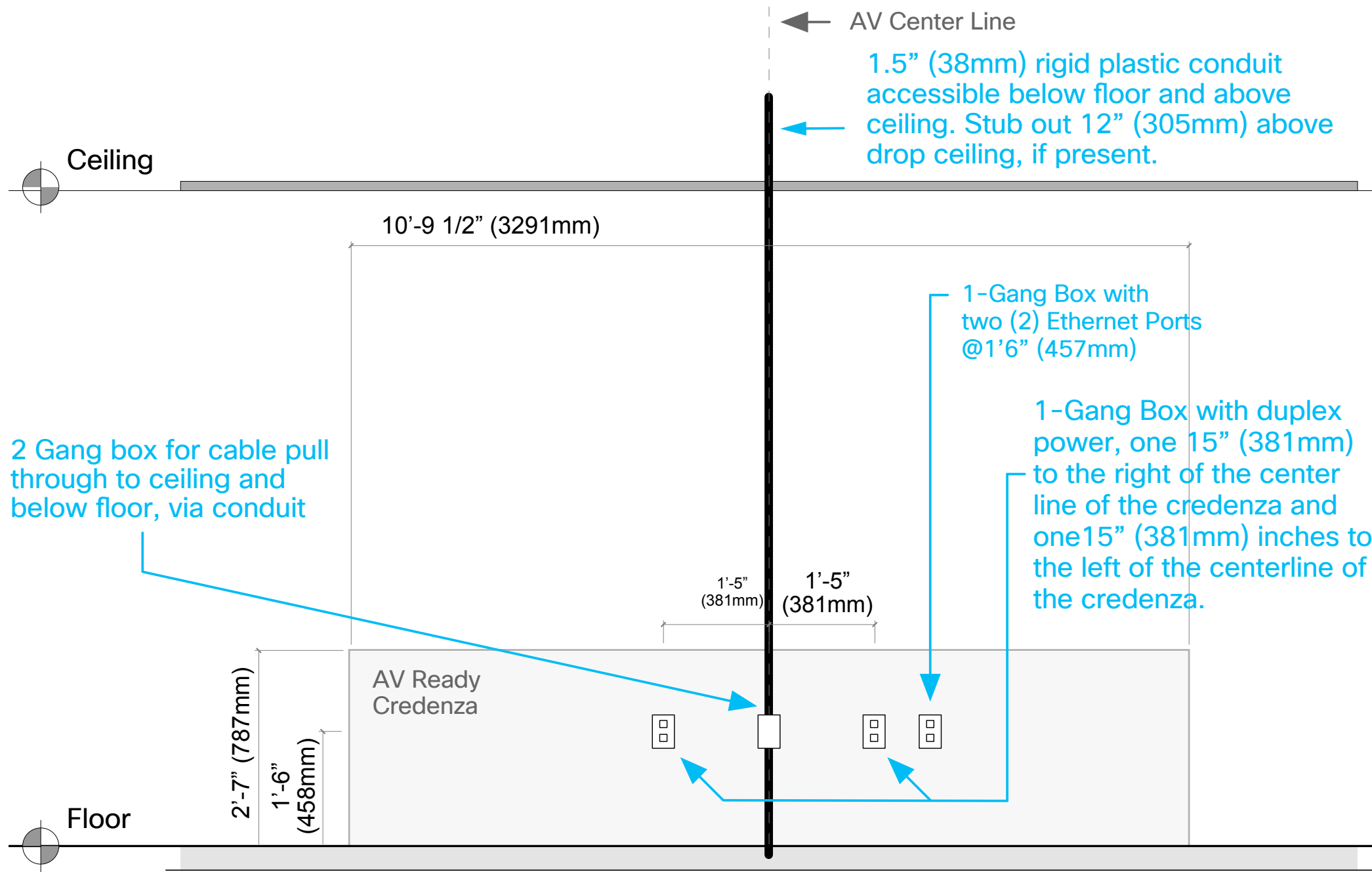


Room Elevations

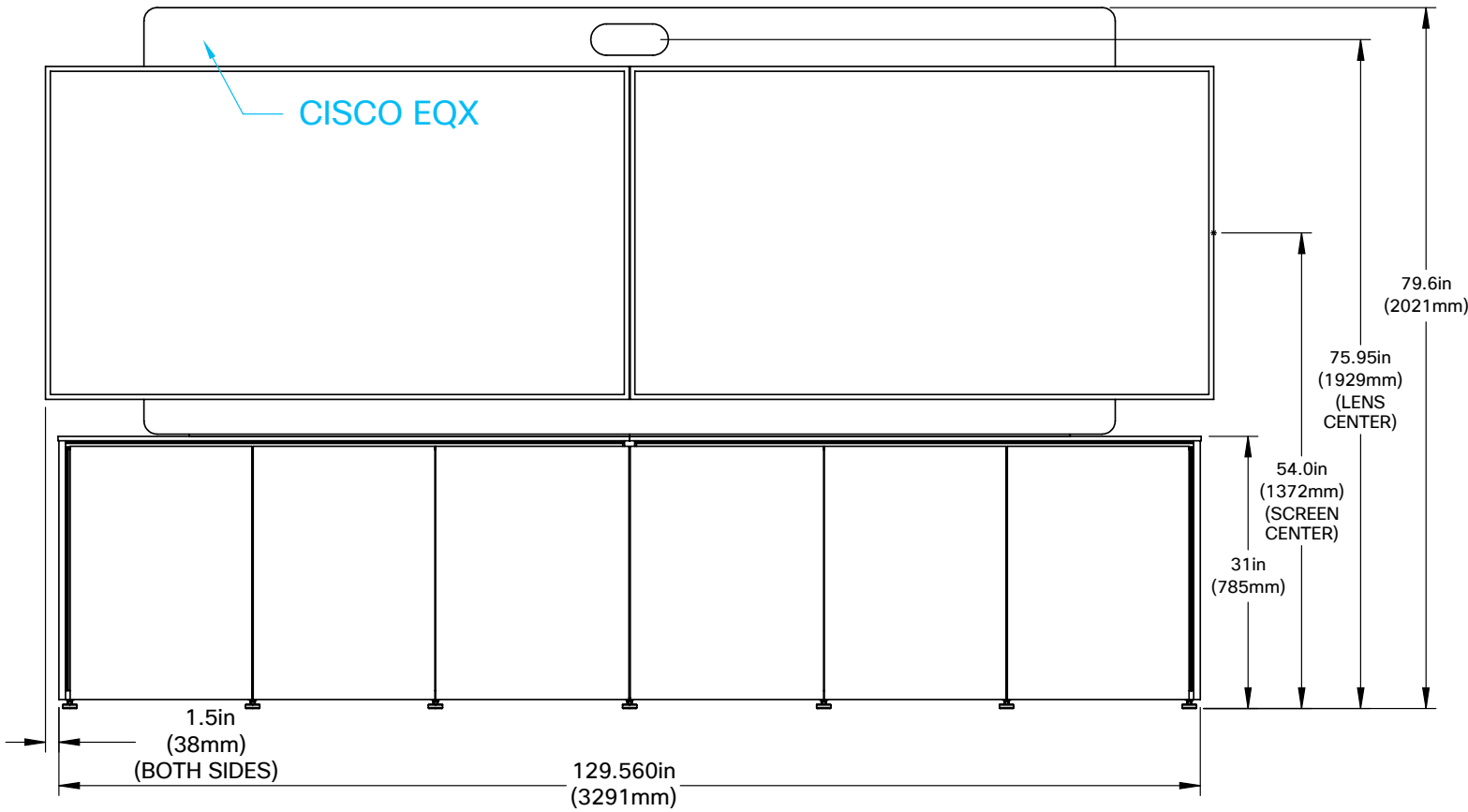


Cisco Room Kit EQX with A/V Credenza

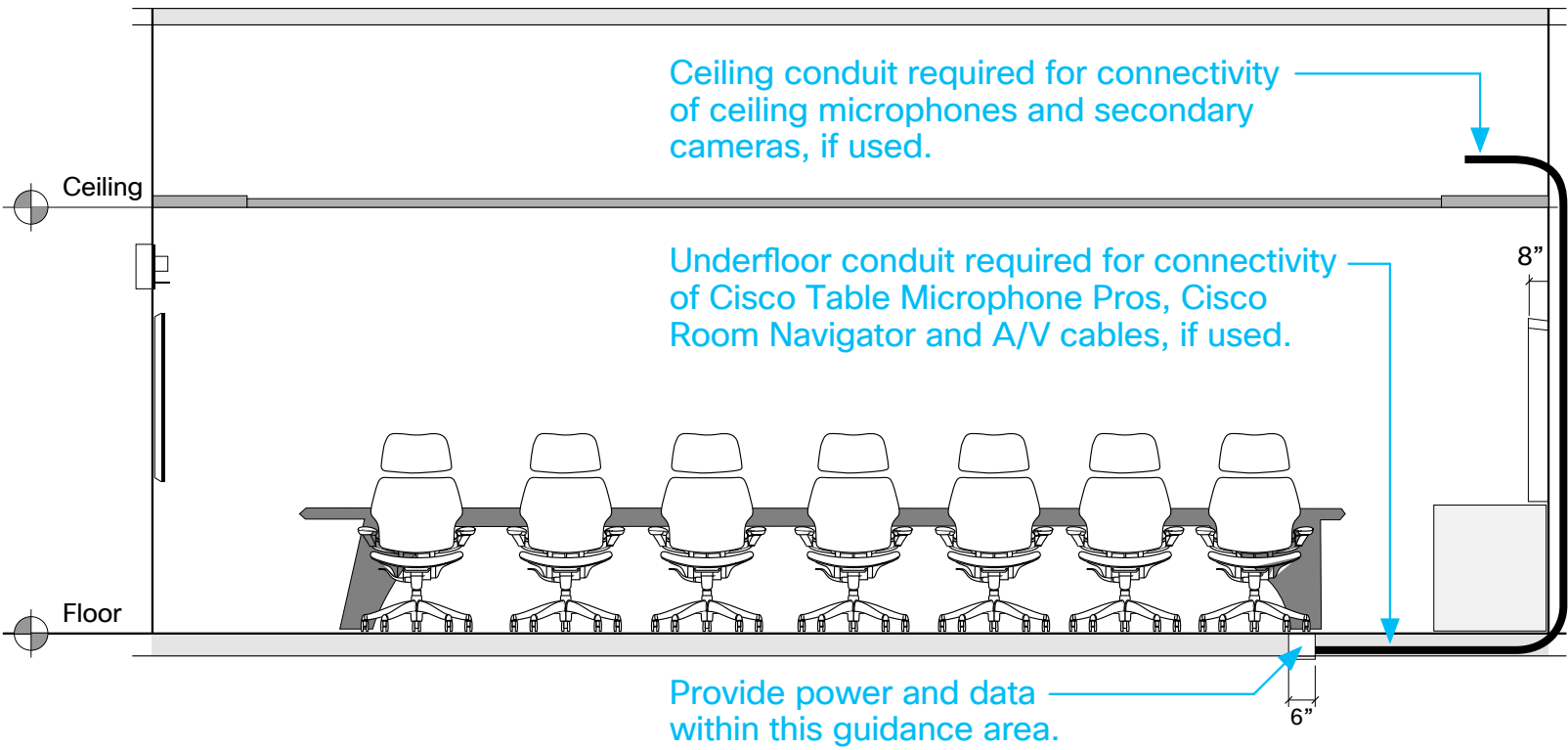
Construction Elevation



Finished Elevation



Side Elevation



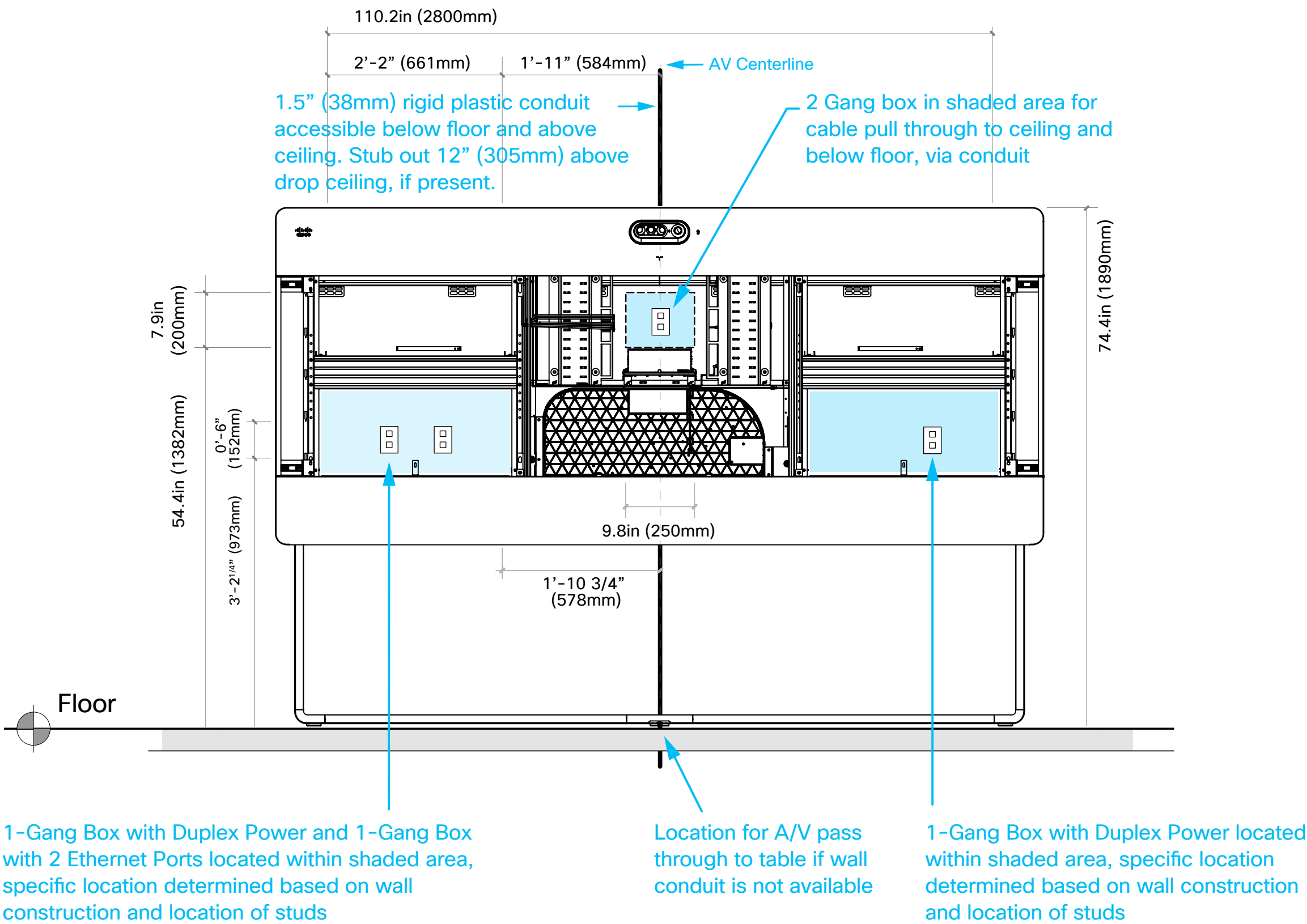
Note: Drawings represent use of dual 75" displays

Room Elevations

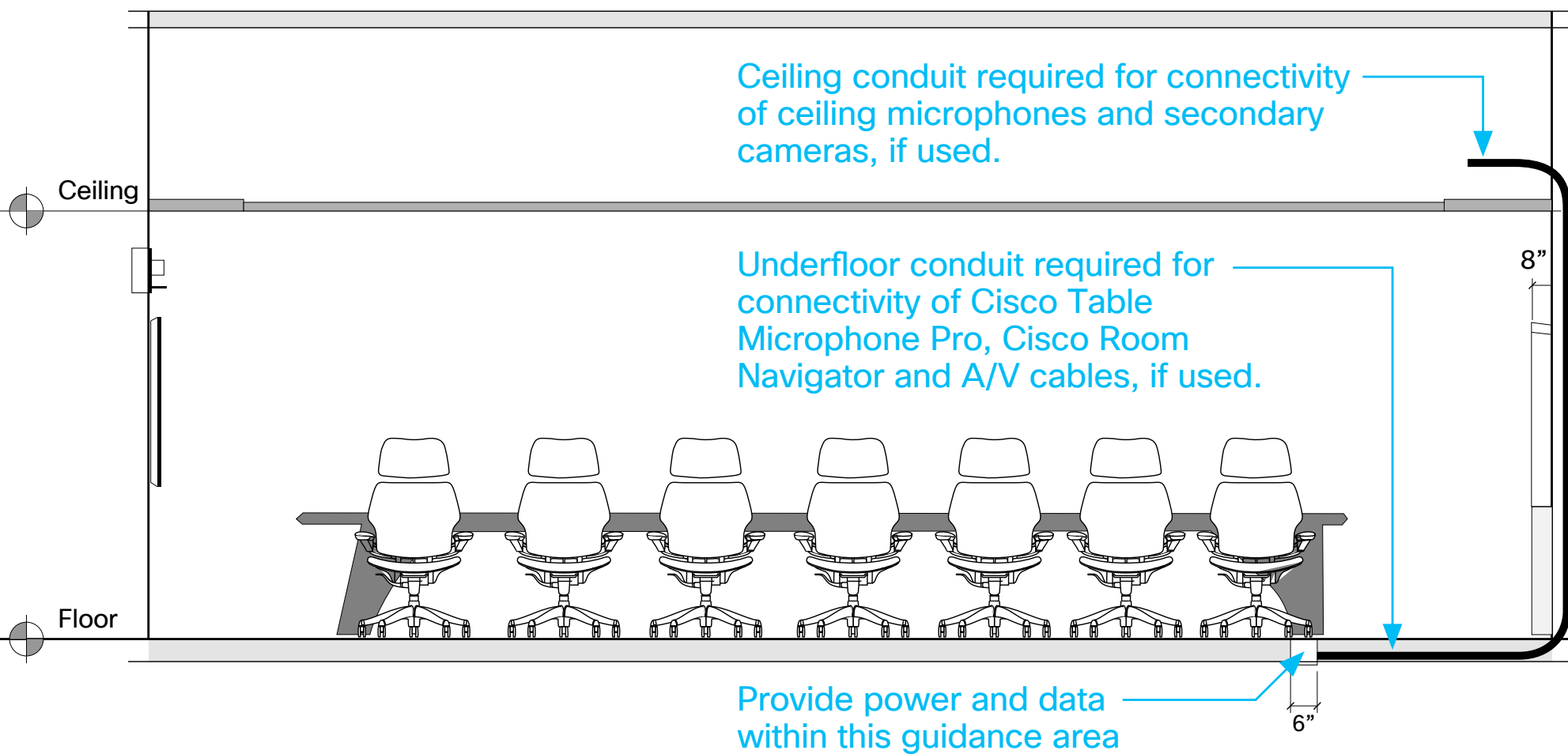


Cisco Room Kit EQX with Wall Stand

Construction and Finished Elevations



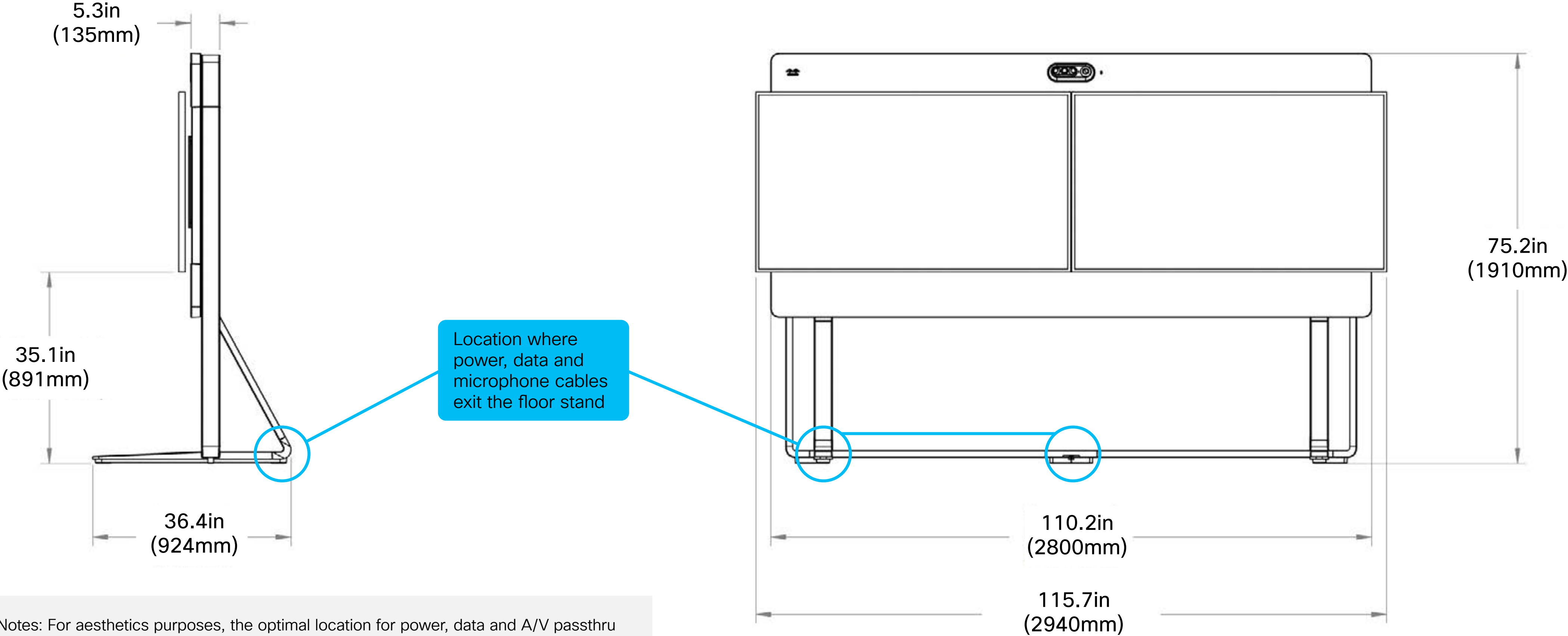
Side Elevation



Room Elevations

Option
2d

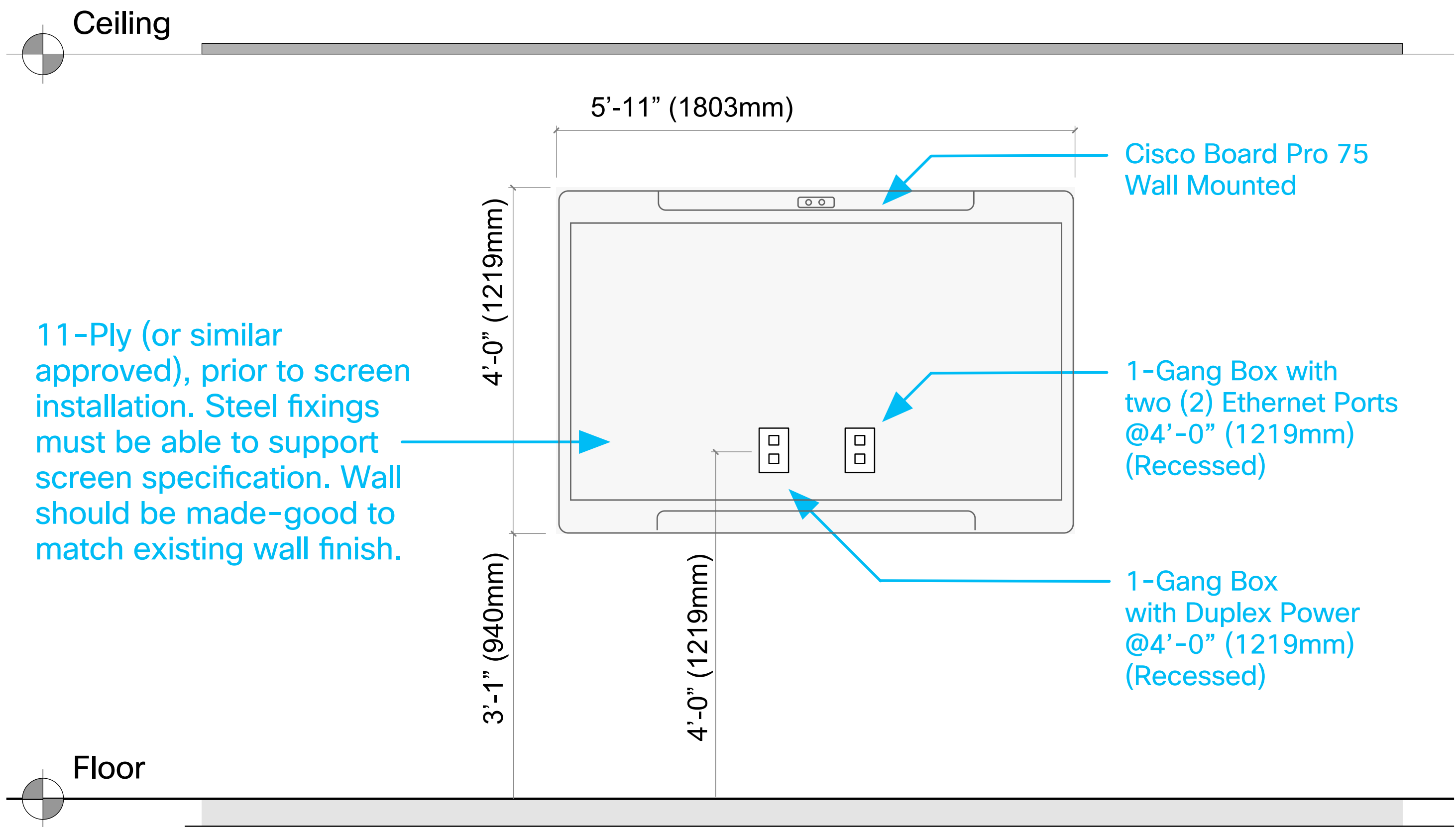
Cisco Room Kit EQX with Floor Stand



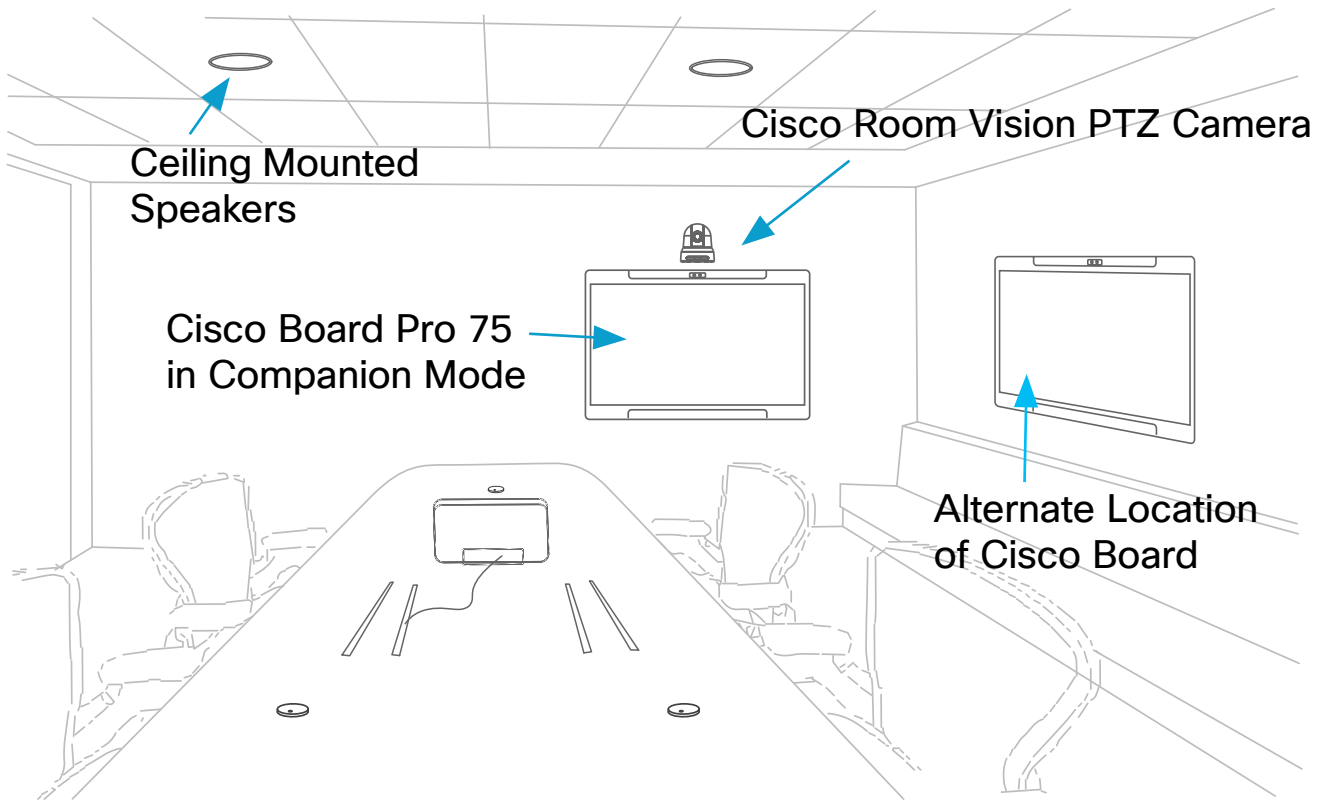
Notes: For aesthetics purposes, the optimal location for power, data and A/V passthru is in floor boxes. Wall mounted outlets, either standard or elevated, can also be used. Drawings represent use of dual 75" displays.

Room Elevations (Optional Companion Board)

Construction & Finished Elevation

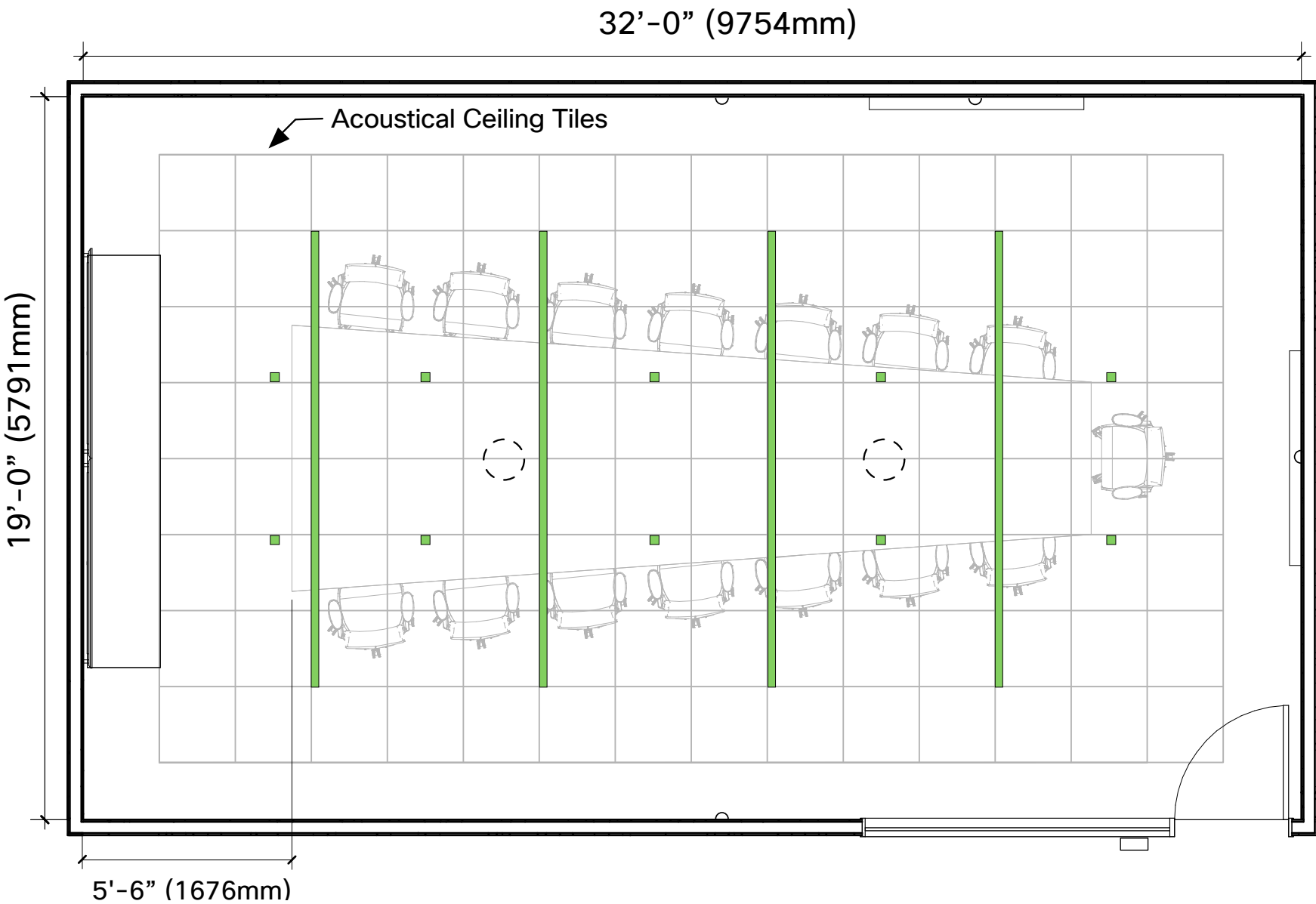


Rear Elevation: Perspective View



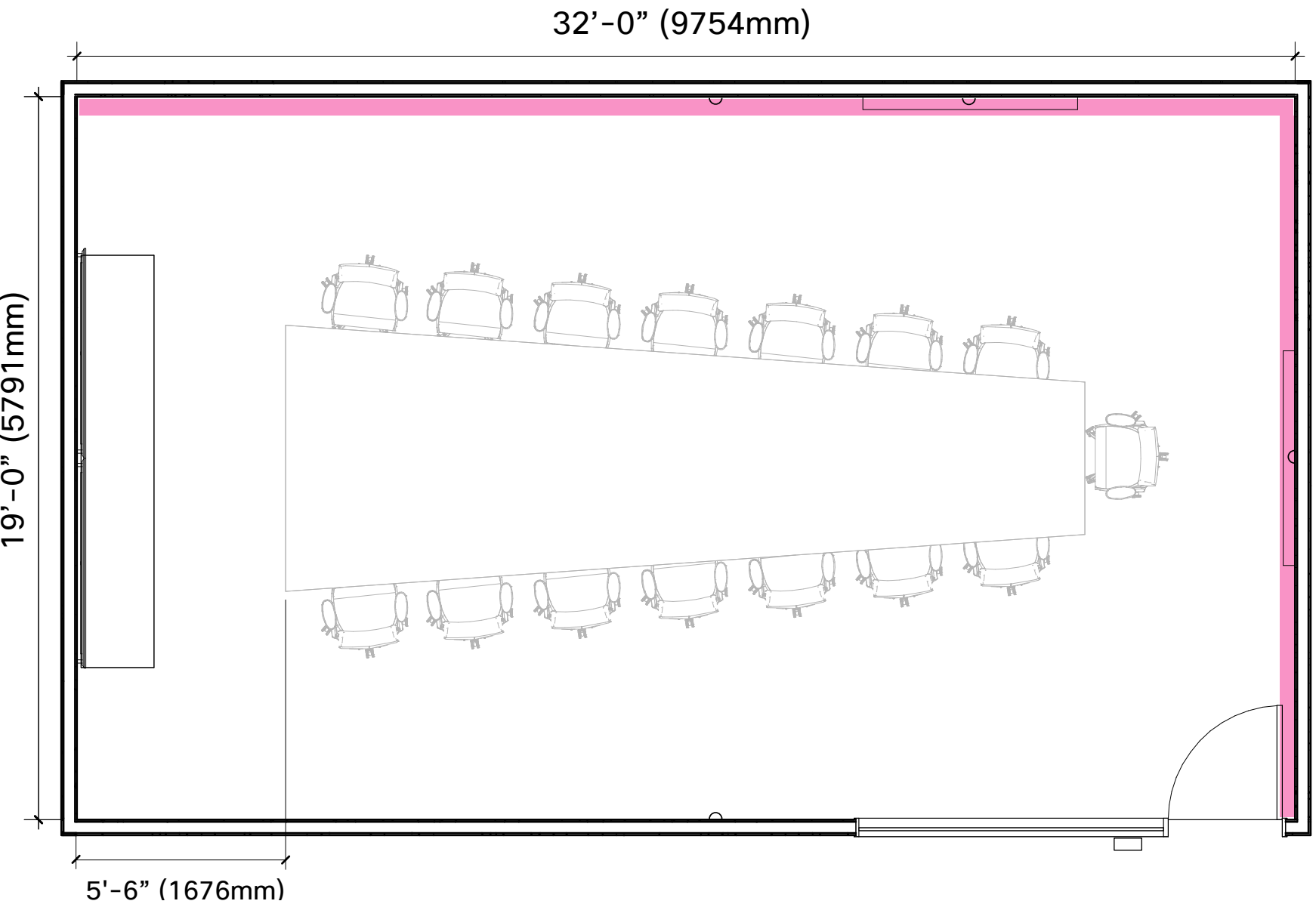
Reflective Ceiling Plan & Acoustical Treatment

Reflective Ceiling Plan



A glare-free luminary with a beam angle of 90° or wider is recommended. In addition, fixtures selected should have a color temperature of ~4000K and color rendering index (CRI) of 85 or better.

Acoustical Treatment



Installation of an absorptive ceiling, through the use of acoustic ceiling tiles, as well as the addition of acoustical panels to two adjoining walls within the room (preferably opposite the device and away from the entry location) is highly recommended.

Graphics Symbols

- Acoustical Ceiling & Grid
- HVAC Diffusers (T.B.D.)
Shown as Example Only
- Light Fixtures
- Acoustical Wall

Furniture Systems Version Devices

- Convenience Power Module

Power and Communication

WALL / CEILING / FLOOR VERSION DEVICES

- Cisco Ceiling Microphone Pro
- Cisco Table Microphone Pro
- Third Party Speakers
- Duplex Receptacle
- Data Receptacle
- Light Switch
- AV Receptacle
- Pass-thru cable to codec

Power & Data

General Specifications

Power/data requirements need to be verified for each project. Provide video device power/data even if the project plan does not include it on day one. Based on the design of this space, core drills and floor boxes will be required.

Power in Tabletop

User power should be surface mounted in the tabletop. If pop-ups or table wells are used, it is important to verify that they can accommodate all laptop power supplies. Provide shared power – 1 power port for every two seats.

Power & Data

For the main video device, provide two (2) duplex power outlets and one data receptacle with two ethernet ports on the wall behind the dual displays (a second data receptacle can be added for redundancy and/or future use). The exact location for both will depend on the chosen mounting option.

Room adjuncts have their own power and data requirements:

- Cisco Board Pro 75 (for companion mode) requires an additional duplex outlet and data receptacle installed behind that device.
- Cisco Room Vision PTZ camera (for Presenter Track or Cross View) does not need any additional power and/or data but will require direct connectivity back to codec via an ethernet cable.
- Table Microphone Pros typically require a PoE switch, which is either co-located with the codec or mounted under the table. If the under table mounting option is selected, then power will need to be available under the table to support this switch.

Exploded IT Diagram



Cisco Room Navigator for Table (required)

The recommended approach is to connect the Cisco Room Navigator for Table directly to the switch mounted under the table, along with the Cisco Table Microphone Pros. Alternatively, the Table Navigator can be connected via ethernet to a PoE network switch port or directly connected to the ethernet port on the Room Kit EQX.

Cisco Room Navigator for Wall

It is recommended to run the cable inside the wall or through the door frame directly back to a network switch.

Cisco Microphones

External microphones are required; quantities vary based on room and table size. Although the Cisco Room Kit EQX has four (4) general-use PoE ports that can be used for Audio over IP, three (3) of those ports are required to connect the camera, amplifier, and the Cisco Room Navigator for Table. Thus, the final port should be used for a PoE-compatible switch to support the microphones and any additional cameras.

Third-party Speakers

Third-party speakers are typically not required in Cisco Room Kit EQX-equipped rooms.

Table Top Charging

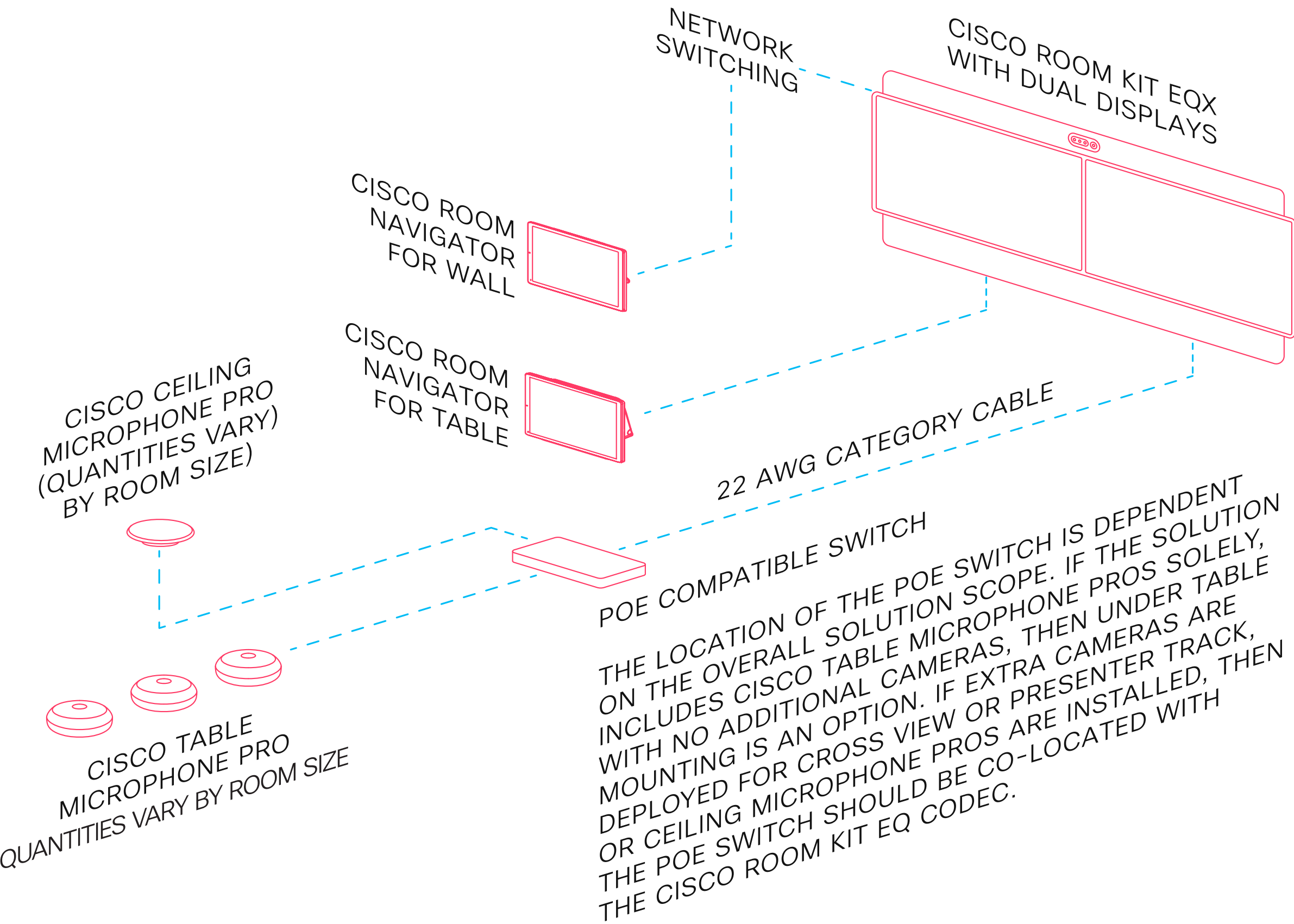
USB-C charging and convenience outlets on the tabletop. Ensure the size of the trough and layout can accommodate a variety of laptop power supplies.

Wall Blocking

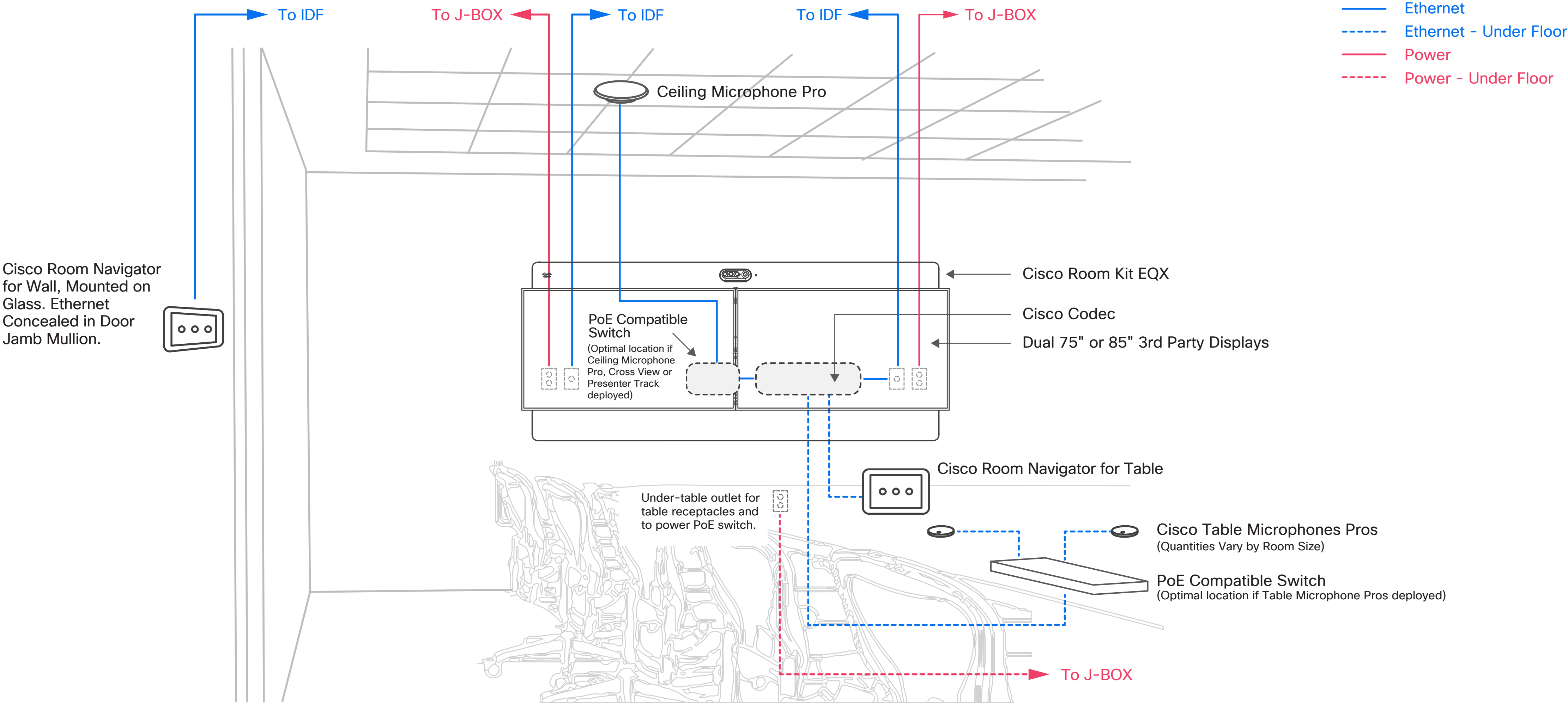
Required when the device is wall-mounted. The size and composition of blocking materials should be determined based on the overall weight of the solution deployed.

Core Drilling

The preferred method for providing connectivity between the table and the Cisco Room Kit EQ for the Cisco Room Navigator for Table, Cisco Table Microphone Pro, and/or A/V cables. If core drilling is not an option, a floor cable cover or wire concealer can be used.



Connectivity View



IT/OT Bill of Material

Cisco Products

Cisco Room Kit EQX Option:

- **CS-KIT-EQZX-C-K9.** Cisco Room Kit EQX, Carbon Black
- **CS-KIT-EQX-K9** Cisco Room Kit EQX - First Light
- **CS-KIT-EQX-WMK-C** Cisco Room Kit EQX Wall Mount Carbon Black
- **CS-KIT-EQX-WSK-C** Cisco Room Kit EQX Wall Stand Carbon Black
- **CS-KIT-EQX-FSK-C** Cisco Room Kit EQX Floor Stand Carbon Black
- **CS-MIC-ARRAY-T** Cisco Table Microphone Pro
- **CS-MIC-CLGPRO** Cisco Ceiling Microphone Pro, Arctic White
- **C1200-8FP-2G** Cisco Catalyst 1200 Series PoE Switch (or equivalent)
- **CS-T10-WM-K9=** Cisco Room Navigator for Wall
- **CS-BRD75P-K9** Cisco Board Pro 75 (optional)
- **CS-CAM-RVPTZ-L** (Arctic White) Cisco Room Vision PTZ Camera
 CS-CAM-RVPTZ-C (Carbon) for Presenter Track (Qty = 1) and/or Cross view (Qty =2)

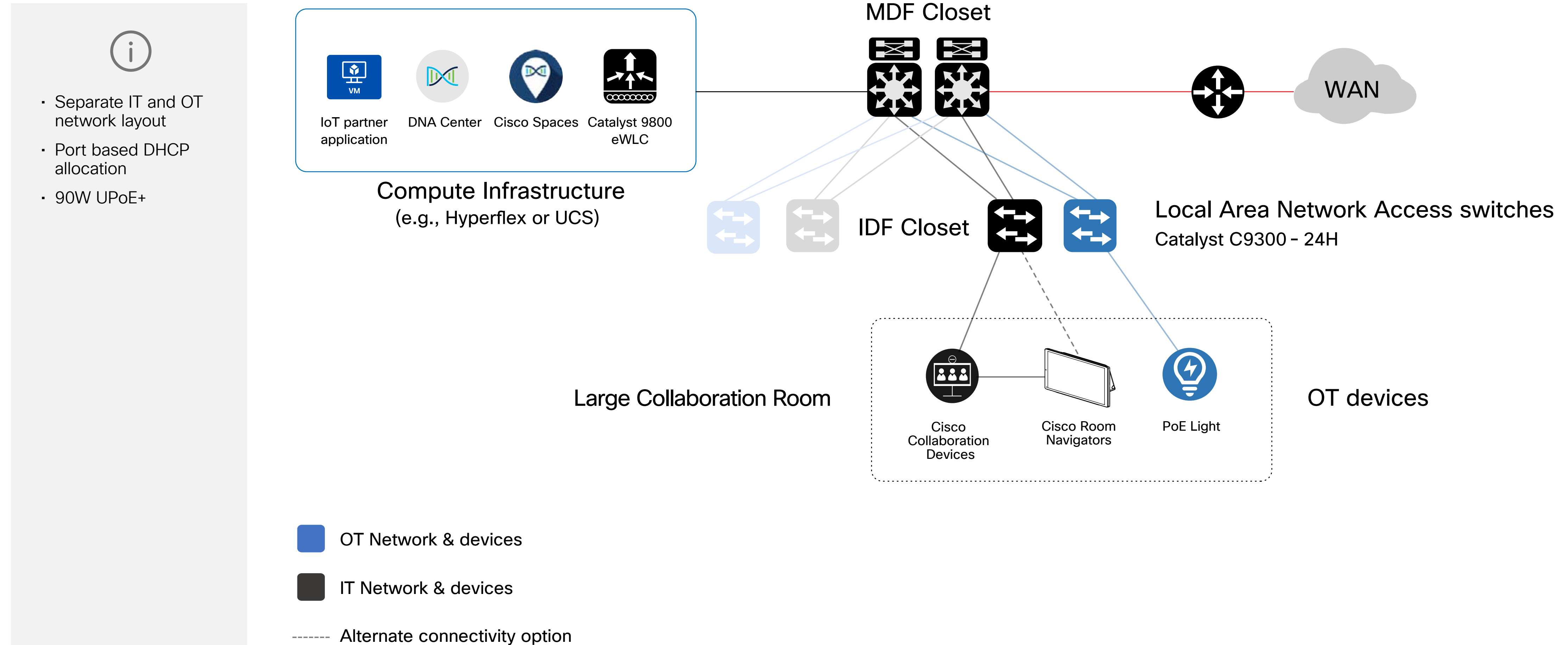
External microphones and speakers

- Table or ceiling microphones are required for the Cisco Room Kit EQX installation. Third-party speakers are not typically required in a space of this size unless environmental conditions warrant their use.

Non-Cisco peripherals

- Dual 75” or 85” Video Displays

IT/OT Reference Architectures



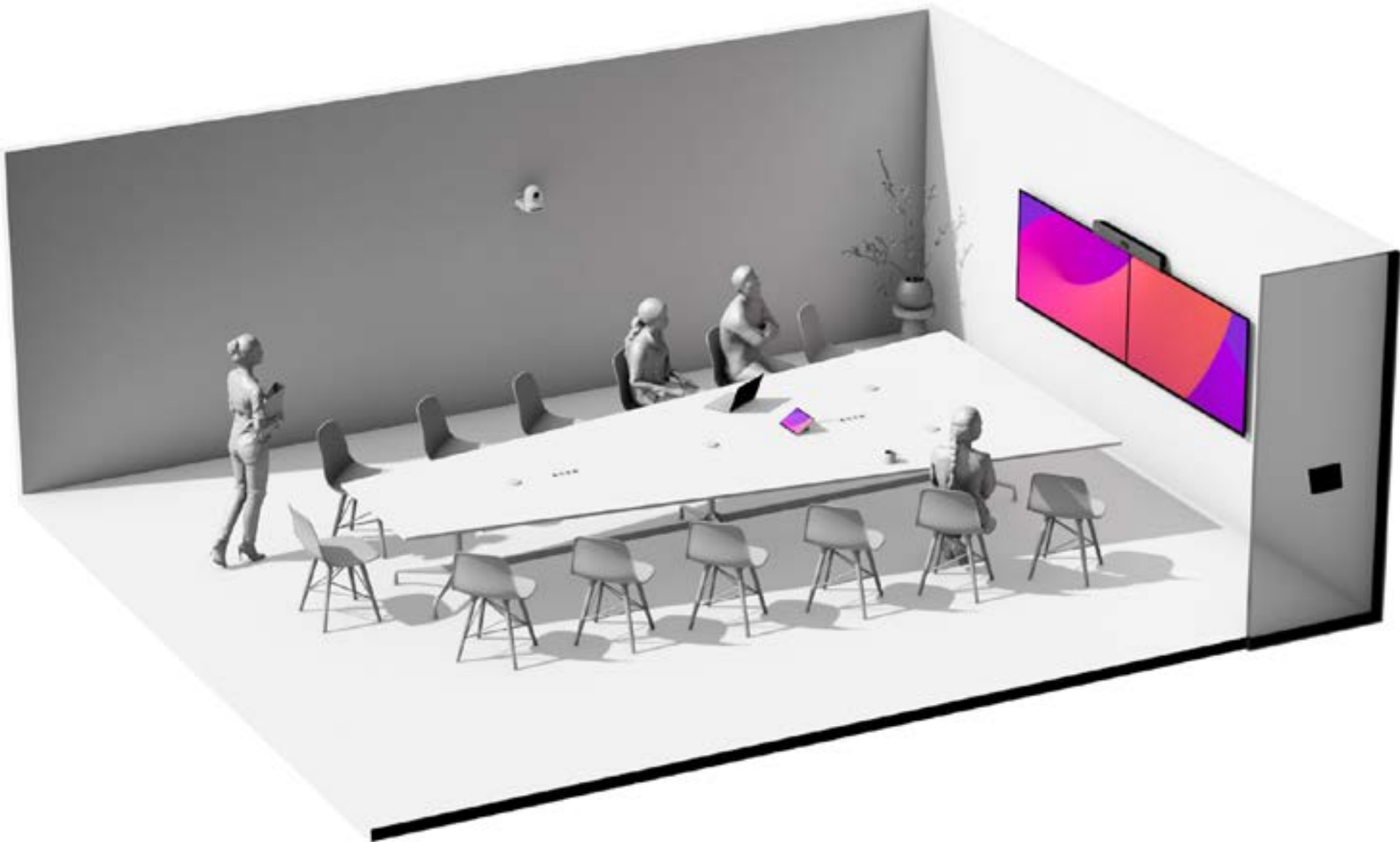
Cross View



As specified in this design document, Cisco’s new Cinematic feature called Cross View can be added to this room.

With cross-view, remote participants will see the best view of the people in the room from different angles through two additional PTZ cameras mounted on both side walls. The Cross View Room Preparations Guideline document provides specific room design considerations for this capability.

Cross View Room
Preparations Guidelines



Commissioning-User Acceptance Testing (UAT) Criteria

OT/Space Testing

- ☐ Verify manual adjustment of lights, shades and environmental controls are operational from wall controls.
- ☐ Confirm lighting occupancy sensor is functional.
- ☐ Check any tabletop power and data functionality.
- ☐ Verify any smart buildings integrations are working properly.

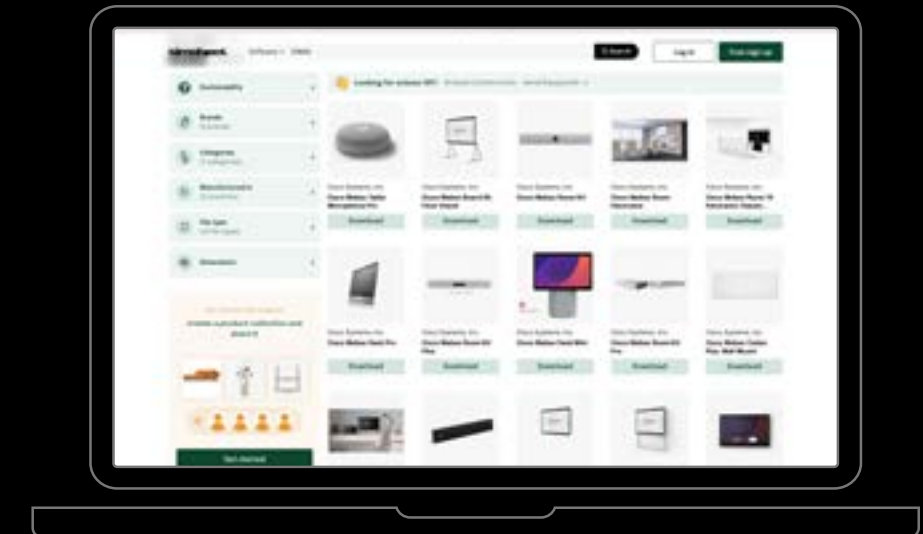
IT Testing

- ☐ Internet connectivity of Cisco Collaboration device.
- ☐ Initiate test calls on video endpoint (via Room Navigator, Webex app and voice controls).
- ☐ Validate environmental metrics are being displayed on collaboration device and Room Navigator.
- ☐ Confirm help videos are loaded.
- ☐ Confirm that Room Navigator for Wall is powered and that booking function is working properly. Check that booking function is also available within the room via the Room Navigator for Table.
- ☐ Verify the Cisco Smart Workspaces display is showing proper presence status.



Design Files

Design files (Revit, AutoCAD, Sketch up, Rhino3D, etc.) for Cisco's collaboration devices, network switches, wireless access points and Meraki security cameras can be found at www.bimobjects.com, search "Cisco."



Resources

Guide: Best Practices for Creating Effective Video-enabled Rooms

Cisco Room Bar Pro Data Sheet

Cisco Room Kit EQX Data Sheet

Cisco Room Kit EQX Room Preparations Guide

Cisco Room Kit EQX Installation Guide

Cross View Room Preparations Guidelines

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The intent of this document is to highlight the details, components and partners used in the creation of a Large Collaboration Room. Any reference herein to any specific commercial products or service does not necessarily constitute or imply its endorsement or recommendation.

Version 27 (June 25, 2025)

