




Table 2

FOR REFERENCE - WORKPLACE TRANSECT PALETTE				
	Example	Solid Color	Standard Opacity	Alt Opacity for Addt'l Work Groups
APPROACH	Entry Outdoor Seating Vestibule			
WELCOME	Reception Hospitality			
CIRCULATION	Walkways Elevators Stairs			
GATHER	Piazza Workcafe Fitness/Yoga			
CONNECT	Meeting Workshop Huddle			
PH: Most Open	Workgroups			
PH: More Open	Workgroups			
PH: More Open	Workgroups			
PH: More Private	Workgroups			
PH: More Private	Workgroups			
PH: Most Private	Workgroups			
FOCUS	Focus Meditation Wellness			
SUPPORT	Toilet Rooms Storage/Mail/Copy Mech			

Instructions: Categorize the spaces in your program per the workplace transect above & assign colors accordingly. Workgroups should be assigned colors based on general level of openness/privacy required. Example program on left has space for 12 work groups - you can delete or add more as needed. If you add new rows, you must update the area calculation formulas.

To assign colors from the Transect table above to your program table at left:

1. Select the cell above that you want to match
2. In the Format  sidebar, click the 'Cell' tab
3. Under 'Fill' click on the color swatch next to the color wheel, drag to the cell you wish to fill in your program table, and release.