

## FLEXSPACE QUICK CARD

<b>The Challenge</b>	Campus decision makers charged with planning, purchasing, designing, building, and implementing learning spaces are crunched for time and resources, and often have limited experience in this area. They need swift access to a variety of examples of innovative, flexible learning space designs that support active learning pedagogies and assessment strategies. FLEXspace can help.
<b>What is FLEXspace?</b>	FLEXspace, the Flexible Learning Environments eXchange, is a free <u>tool</u> and <u>community network</u> that can help campus leaders kickstart projects, inform designs and planning, inspire experimentation and innovation, and connect with stakeholders and colleagues. Learn more at FLEXspace.org.
<b>What's so great about it?</b>  (See FLEXspace.org for latest user stats.)	<p>The FLEXspace database is a robust, open access repository with examples of learning spaces from institutions across the globe. Each record contains:</p> <ul style="list-style-type: none"> <li>• <b>High-resolution images</b> and/or videos, spec sheets, floorplans, inventories, research papers, and more.</li> <li>• <b>Detailed information</b> on three main aspects of the space: learning &amp; assessment strategies; technology and equipment; facilities and furnishings.</li> <li>• <b>Campus contact information</b> to learn more about the space and get the inside scoop.</li> <li>• <b>Learning Spaces Rating System (LSRS)</b> score that objectively measures a design's strength to support active learning (<i>new this year</i>).</li> <li>• <b>Peer reviews and ratings</b> that highlight effective and favorite designs (<i>coming soon</i>).</li> </ul>
<b>How can it help me?</b>	<ol style="list-style-type: none"> <li>1. BROWSE AND SEARCH FLEXspace to:       <ul style="list-style-type: none"> <li>• <b>Get design ideas, conceptual floor plans, and thought starters</b> to jumpstart conversations with designers, facilities, architects, tech specialists, and faculty.</li> <li>• <b>Search for specific examples</b> that may be similar to your needs, such as:           <ul style="list-style-type: none"> <li>○ Learning scale or capacity (labs, large lecture, small lecture, seminar, studios, &lt;50, &lt;15/20, 500+)</li> <li>○ Space Design Type (classroom, clinic, corridors, lecture hall, auditorium, media lab, music, etc.)</li> <li>○ Learning activities enabled (case study, collaborative, demonstration, maker spaces, physical movement, informal learning, etc.)</li> <li>○ Key words (technologies, furnishings, facility details, vendors, campuses, etc.)</li> <li>○ Date most recently renovated/implemented</li> </ul> </li> <li>• <b>Create image groups</b> to organize your favorites. Export image groups to a PowerPoint deck or URL to share with others and drive conversations.</li> </ul> </li> <li>2. UPLOAD AND CONTRIBUTE spaces to FLEXspace to:       <ul style="list-style-type: none"> <li>• <b>Promote transparency</b>, especially important at public schools.</li> <li>• <b>Gain recognition and entice potential donors</b> by featuring your spaces (e.g., "We need more spaces like this, and we need your help!")</li> <li>• <b>Connect and contribute</b> to this growing community of practice.</li> </ul> </li> </ol>

## HOW TO GUIDE

<p><b>Search</b></p> <p><i>Use these search terms in FLEXspace</i></p>	<p>Use <b>ADVANCED</b> Search with various terms:</p> <ul style="list-style-type: none"> <li>• Key words (specific technologies, furnishings, facility details, vendors, campuses)</li> <li>• Date most recently renovated/implemented</li> <li>• Space Design Type</li> <li>• Learning Activities Enabled</li> <li>• Learning Scale (room capacity)</li> <li>• Use wildcards to expand search             <ul style="list-style-type: none"> <li>• E.g., room* = room, rooms, etc.</li> <li>• E.g., \$room = room, classroom, Music room, Lab room, etc.</li> </ul> </li> </ul> <div style="display: flex; justify-content: space-around; margin-top: 20px;"> <div data-bbox="391 674 818 1241" style="border: 1px solid #ccc; padding: 5px;"> <p><b>Space Design Type</b></p> <ul style="list-style-type: none"> <li>Art Studio</li> <li>Case room - fixed continuous counters</li> <li>Classroom - fixed tables (e.g round tabl...</li> <li>Classroom - flexible tables</li> <li>Clinic</li> <li>Computation Lab</li> <li>Corridors and spaces created within cor...</li> <li>Digital Media Lab</li> <li>Language Lab</li> <li>Lecture Hall/Auditorium - fixed continu...</li> <li>Lecture Hall/Auditorium - theater style</li> <li>Lecture Hall/Auditorium - two rows per ...</li> <li>Music Classroom</li> <li>Other</li> <li>Prototyping Lab</li> </ul> </div> <div data-bbox="834 632 1151 1241" style="border: 1px solid #ccc; padding: 5px;"> <p><b>Learning Activities Enabled</b></p> <ul style="list-style-type: none"> <li>Artistic expression</li> <li>Case Study</li> <li>Collaborative</li> <li>Critiques</li> <li>Demonstration</li> <li>Experimental</li> <li>Fabrication (maker spaces)</li> <li>Formal Lecture</li> <li>Informal learning</li> <li>Informal Lecture</li> <li>Peer learning</li> <li>Physical movement</li> <li>Problem Solving</li> <li>Remedial</li> <li>Seminar</li> </ul> </div> <div data-bbox="1170 968 1435 1241" style="border: 1px solid #ccc; padding: 5px;"> <p><b>Learning Scale</b></p> <ul style="list-style-type: none"> <li>Labs (&lt;50)</li> <li>Large lecture (500+)</li> <li>Seminar (&lt;15/20)</li> <li>Small lecture</li> <li>Studios (&lt;50)</li> </ul> </div> </div>
<p><b>Sort</b></p>	<p>DISPLAY OPTIONS -&gt; SORT by -&gt; Campus, Space Design Type, Date...</p>
<p><b>Create Image Groups</b></p>	<ul style="list-style-type: none"> <li>• Select desired images, then</li> <li>• ORGANIZE -&gt; SAVE Selected Images to -&gt; New or Existing image group.</li> </ul>
<p><b>Export Image Groups to PPT</b></p>	<ul style="list-style-type: none"> <li>• Open image group, then</li> <li>• TOOLS -&gt; Export image group to PPT or Download ZIP file</li> </ul>
<p><b>Share Image Groups with URL</b></p>	<ul style="list-style-type: none"> <li>• Open image group, then SHARE -&gt; Generate image group URL</li> <li>• Choose to copy "HTML hyperlink to the thumbnail page" then share that URL as you like. In order to view the image group, the user will need a FLEXspace account and be logged into FLEXspace.</li> </ul> <p>For example, go to FLEXspace.org and click "Spaces in the Spotlight." There you'll see the image thumbnail and link that will take you to the image group that can be viewed once logged into FLEXspace.</p>