

# AI-Readiness Guide

Elevating collaboration today to be future-ready tomorrow

AI might seem complex and intimidating, but at its core, it's simply a tool — a powerful one — that can greatly enhance the audiovisual systems we rely on in today's hybrid workplaces. With in-room collaboration technology, you can track room usage, participant engagement, and content data. AI can then analyze this information to provide valuable insights into how your spaces are used — how often, for what purposes, and by whom.

Achieving these insights requires high-quality components, so if you're considering making updates to your technology, think about investing in premium technology that can optimally utilize AI and leverage its many benefits. As your organization lays the foundation for smarter collaboration, we encourage you to give some thought to the key points outlined in this checklist.

## 1. AI can be a big help in meeting rooms

AI is rapidly evolving. That said, it can be integrated into your spaces today and instantly enhance efficiency and productivity and "wow" the C-suite. Better meetings today; more AI-ready for the future. Collaboration technology can help with:

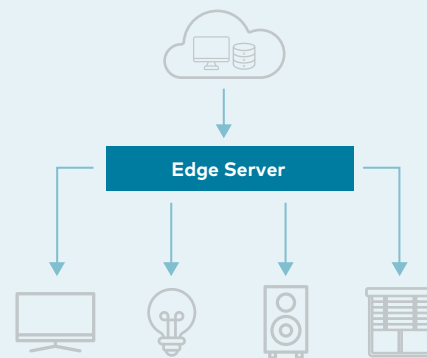
- Meeting transcriptions and recaps
- Personalized action items
- Natural language queries for rooms/technology usage reports

### ? What is Edge AI?

Edge AI is reactions-based and uses camera/video throughput data to quickly make decisions about camera cuts and angles, and includes features like facial detection, speaker tracking, presenter tracking, and zones. It can be used instead of Cloud AI in cases where the data throughput is too high or too latent for the cloud.



**Cloud AI:** Information processing occurs strictly over an internet connection.



**Edge AI:** Information processing takes place over the local network.

## 2. Quality in = Quality out

Camera and microphone type, quantity, placement, features, and quality can either enhance or interfere with an AI agent's ability to process and deliver room data.



### How do I ensure a good meeting transcription?

For services like Microsoft® Copilot AI assistant, meeting transcriptions can be accurately rendered only if the microphones in the room are of high enough quality and placed in the optimal positions to clearly capture every speaker in the room. Microphones with noise suppression capabilities are ideal.

Zoom Rooms® video conferencing software has a feature called "Intelligent Director" which uses AI to understand in-room speakers and direct the camera feed according to who is speaking. Zoom also has an AI platform: Zoom® AI Companion.

#### When choosing camera systems, keep in mind:

- PTZ cameras deliver maximum flexibility to capture interactions
- Optical zoom produces clearer images at a distance than digital zoom
- Built-in AI features available in some cameras can enhance intelligent video functions such as group framing, presenter tracking, and multi-camera switching
- Multi-camera systems offer flexibility for capturing individuals from multiple angles to ensure a clear view

#### When choosing microphone systems, keep in mind:

- Tabletop mics pick up individual speakers without external interference, however, they're visible and take up valuable table space
- Ceiling tile mics are unobtrusive and take up zero table space; a single microphone offers wide coverage so fewer mics are needed. However, they must be precisely planned, installed, and positioned for proper coverage.
- Lavalier mics pick up individual speakers without interference and enhance tracking when paired with face/motion tracking software. Limited to one user, so multiple microphones are needed for larger groups and users must wear a mic.
- Pendant mics can cover a large area, so fewer mics are needed. But large coverage makes it difficult to identify individual speakers and they are not a good option for intelligent video systems or AI agents.

### 3. Interoperability is key

Data collected should be able to be shared across multiple systems, products, and platforms. Verify that the technology you are planning to implement allows data to be shared with centralized management systems and accessed by other in-room technology. Look for:

- Standard data exchange protocols:** Such as USB, Bluetooth® communications, Wi-Fi® wireless technology, or Ethernet
- Open APIs:** These allow different systems to communicate and integrate seamlessly
- Compatibility lists:** You can save time by seeing if the manufacturer has a list of compatible devices or ecosystems that their products work with
- Firmware and software updates:** Ensure that the devices can receive updates, which can improve compatibility and add new features
- Certifications and compatibility:** Look for compatibility indicators such as "Certified for Microsoft Teams® software" or "Zoom® software certified".

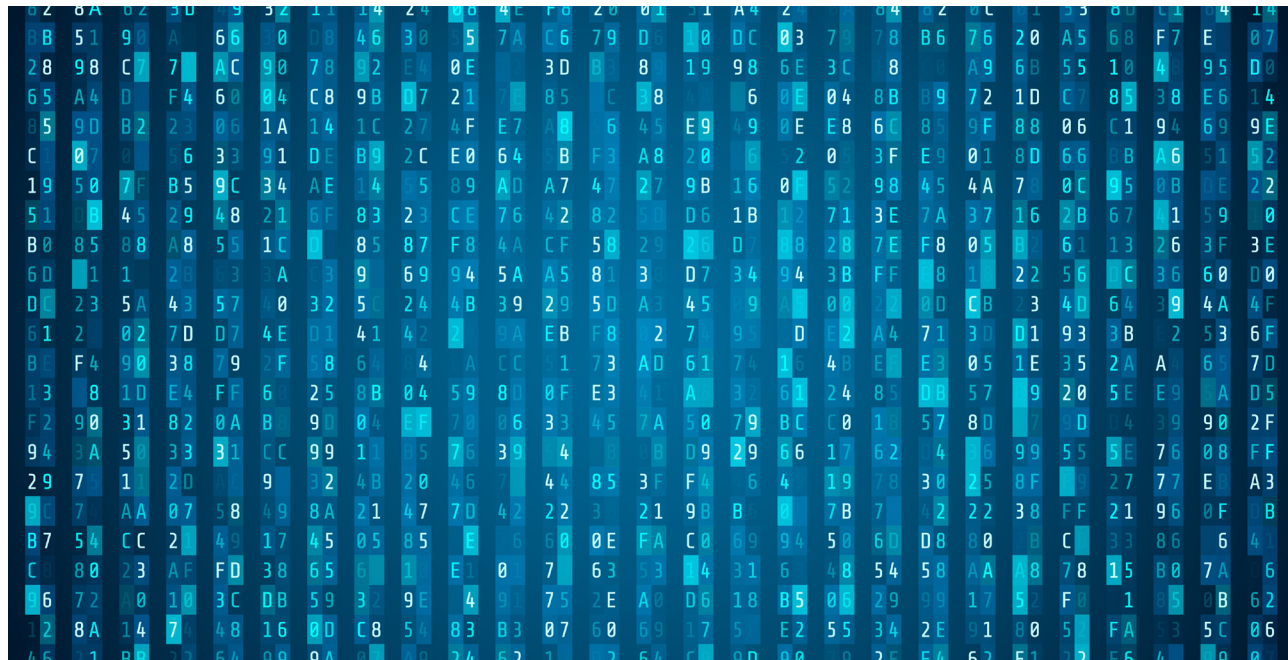
#### Will all this technology work together?

To ensure interoperability, choose a full-stack vendor for all your meeting room needs. When one vendor provides cameras, microphones, speakers, content sharing, and control solutions, it helps ensure everything will work together and mitigates complications from third-party devices.

### 4. Uptime can be increased with system management and cloud monitoring

Connect the system being deployed to remote monitoring and management systems and make sure they provide full visibility through dashboards and cloud-based monitoring systems. Look for:

- Real-time system health and status
- Component- and room-level operational status and usage data
- Maintenance schedules



## ❓ How is all this data being used?

The data collected by cloud management services could be fed into AI large language models as proprietary data sets to train AI systems. AI could use that data to help you make faster, smarter decisions about room usage and technology investments in the future.

## Future-ready collaboration starts here

We hope this guide provides valuable insights into creating meeting space that enhances collaboration today and prepares your organization for the AI-driven innovations of tomorrow. Through our network of trusted professional dealers and integrators, we offer custom solutions that fit the needs of organizations of every size and industry. Whether you're upgrading a single room or designing a multi-site deployment, we're here to help you achieve your vision. Let's shape the future of collaboration, together.

Learn more or find a professional at [crestron.com](https://crestron.com)



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