

# Small rooms. **Big ideas.**

A 2025 survey with knowledge workers  
around the world to understand how small  
meeting spaces shape modern work

Small rooms. Big ideas.

## Introduction

What makes a great meeting? Feeling heard. Check. Feeling seen. Check. Feeling confident enough to share your ideas. Absolutely. But in today's hybrid work environment, these essentials are no longer a given. Technology – or the lack of it – often stands in the way of what used to feel so natural when we gathered face-to-face.

It's not normal to struggle to hear someone we're talking to or miss seeing their reactions when collaborating. Yet, in many small meeting rooms, that's exactly what happens.

Small meeting rooms hold incredible potential. They're where meaningful conversations happen, ideas are born and refined, and teams build trust and connect on a personal level. Let's face it: most of the work that keeps businesses moving forward doesn't require lots of people to work together at the same time. It's driven by small teams collaborating in focused sessions. It's little wonder that most meetings happen in small meeting rooms. But too often, these spaces are underutilized due to outdated technology and poor design.

In January 2025, Jabra surveyed knowledge workers around the world to explore why small meeting rooms matter. We wanted to better understand not only the ways they are used, but also the challenges they face and the strategies that businesses can adopt to turn them into high-performing hubs of collaboration.

**01** Small rooms. Big ideas.

# Why small rooms matter

**Think about the last time you were in a productive meeting. Chances are, it wasn't in a boardroom but in a more cozy, focused space. It was likely a small meeting room – an environment that has a knack for making us feel more connected and engaged. For the purposes of this study, a small room was classified as having space for up to 8 people.**

It's no surprise, then, that 94% of employees we surveyed in early 2025 said they regularly choose small meeting spaces because they offer the ideal environment for collaboration – personal, distraction-free, and focused.

While mid and large meeting rooms serve an important function in the modern office, small spaces are uniquely positioned to encourage participation. Our findings show that medium and large meeting rooms are most often used for one-way dialogue – typically presentations – whereas small rooms are where two-way collaboration takes place.

Our research shows that in a small room, everyone feels like their voice matters. 73% of employees say these spaces help them collaborate more effectively.

It's not just about the size – it's about how these rooms make people feel included and valued. 74% of employees report that small rooms strengthen team dynamics, fostering an atmosphere where ideas flow freely, and trust grows naturally.

In fact, 70% of employees told us that their most enjoyable meetings happen in small rooms, with 65% agreeing that their most innovative ideas take flight in these intimate settings.

So, what does this all mean for businesses in 2025? In a nutshell, it quantifies what we perhaps already anecdotally knew: that small meeting spaces are where most day-to-day work happens. It's critical, then, that those spaces are properly equipped for great work to happen.

## Small rooms are in high demand

**94%**

of employees rely on small rooms for meetings

**73%**

say small rooms boost collaboration

**74%**

feel they foster trust and better team dynamics

02 Small rooms. Big ideas.

## Tasks that thrive in small rooms

According to our latest research, small meeting rooms are particularly suited to tasks requiring intense collaboration, focus, and teamwork.

Employees most commonly use these spaces for:

43%

Brainstorming with colleagues

41%

Collaborating with colleagues

37%

Coaching and mentoring

29%

Solving difficult work tasks

29%

Seeking inspiration and new perspectives

21%

Focusing and maximizing productivity

03 Small rooms. Big ideas.

# Small rooms drive creativity, innovation, and teamwork

**Small rooms are where creativity comes to life. They provide the perfect setting for brainstorming sessions, with 65% of employees saying they generate their best ideas there. Why? Because small spaces strip away the formality and pressure of larger meetings.**

They make it easier to experiment, share, and refine ideas in a more psychologically safe environment – an essential factor for employee wellbeing and performance.

74% say that meetings in small rooms allow for more equal participation amongst people compared with medium or large rooms. It's unsurprising, then, that 73% say that it is easier to collaborate in small meeting spaces.

29% of employees said they feel most authentic in small spaces, with 23% highlighting that these rooms are where they feel most creative.

Psychological safety also fosters stronger team dynamics. 70% of employees said conflicts are resolved faster in small rooms, and 72% reported better group dynamics in smaller settings compared to larger rooms.

The role of small rooms can't be underestimated, particularly in a year that looks to be defined by Return To Office (RTO) mandates. The role that small rooms play in enhancing team productivity and mental wellbeing is clear if we are to create spaces that draw employees back.

## Teamwork thrives in small rooms



72%

report better team dynamics



04 Small rooms. Big ideas.

# The challenges facing small rooms

**Small meeting rooms are always in demand – and for good reason. As we’ve seen, they’re the go-to spaces for quick huddles, brainstorming, and collaborative discussions.**

But there’s a catch: there simply aren’t enough of them. 80% of employees report wasting time searching for an available room. And even when they find one, 50% of the time it’s missing the tools they need to collaborate effectively. Our survey showed that just 1 in 3 small meeting rooms have any type of video conferencing tool installed. Under half have any type of speaker phone. Ultimately, if you’re not physically in the room, you’re highly likely to be unable to join a team session in a small room remotely.

Hybrid work has amplified these challenges. Teams need spaces that support both in-person and virtual collaboration, but over half of small rooms (51%) lack the necessary technology.

In fact, only 30% of employees are confident they can consistently see or hear all participants during hybrid meetings. That means two-thirds of meetings are affected by poor visibility, sound, and – by extension – productivity.

When technology fails, employees are left scrambling. 58% resort to taking calls at their desks, while 33% turn to hallways – neither of which are ideal for focused collaboration.

These challenges underscore the urgent need for investment in better tools and smarter design.

## Small rooms can be hidden productivity killers

80%

waste time looking for an available room

50%

of the time the room is not properly equipped



Only 1 in 3

employees feel hybrid meetings in small rooms are as productive as in-person ones

05 Small rooms. Big ideas.

# Maximizing the potential of small spaces

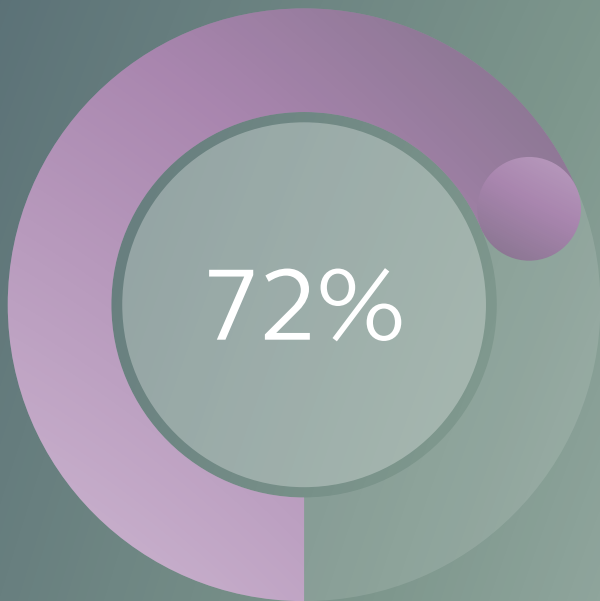
**Imagine walking into a room where everything just works – the video conferencing system connects in seconds, the audio is crystal clear, and the layout feels comfortable and inviting. That’s the kind of space employees want.**

72% of employees believe better-equipped rooms would significantly boost their productivity. And it’s not just about convenience. When hybrid meetings run smoothly, remote participants feel just as engaged as those in the room. This inclusivity builds confidence – 70% of employees say the right tools make them

more comfortable sharing ideas. 67% agree that a well-designed room fosters innovation and collaboration.

The case for investing in small rooms is clear. Employees universally agree that better equipment would significantly improve their ability to do their best work in small meeting spaces. Leaving these rooms ill equipped is likely costing businesses in lost productivity – a loss that could be quickly remedied with appropriate tech to ensure that all meetings, in-person or hybrid, can happen any time.

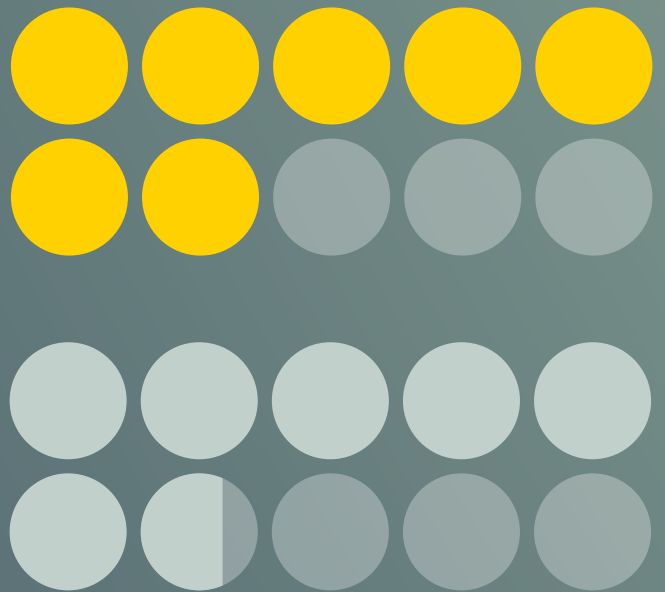
## Better-equipped rooms boost productivity



think better equipped rooms would significantly boost productivity

70%

say the right tools make them more comfortable sharing ideas



67%

agree that a well-designed room fosters innovation and collaboration

06 Small rooms. Big ideas.

## The bigger picture: building a balanced workplace

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While small rooms are indispensable for certain tasks, they're just one piece of the puzzle. Medium and large meeting spaces also play critical roles, supporting activities like team-wide presentations, workshops, and strategy sessions. The key is balance.

Aligning room design with employee needs  
creates a workplace ecosystem that maximizes  
efficiency and innovation

### Small rooms

shine for  
collaboration,  
problem-solving,  
and creativity

### Larger spaces

excel in accommodating  
broader discussions and  
information-sharing



07 Small rooms. Big ideas.

## The business case for small meeting rooms

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Organizations that prioritize small meeting rooms see tangible benefits, from higher productivity to stronger team dynamics. As hybrid work continues to evolve, these spaces will only grow in importance.

### Employees most commonly use these spaces for:

1.

#### **Faster decision-making**

Employees spend less time coordinating and more time acting

2.

#### **Improved collaboration**

Teams can focus on what matters without distractions

3.

#### **Greater innovation**

An appropriate environment makes it easier to generate and refine ideas

4.

#### **Enhanced employee satisfaction**

Well-equipped rooms reduce frustration and improve the overall work experience

## Conclusion

Small meeting rooms are an essential part of the modern workplace.

They support the way people work today – with flexibility, focus, and collaboration at the forefront. By investing in thoughtful design and reliable technology, organizations can unlock the full potential of these spaces, creating environments where teams can thrive.

At Jabra, we understand the importance of creating spaces that inspire productivity and innovation. Our solutions are designed to make every meeting seamless, whether it's happening in a small room or across a hybrid setup. Let's reimagine how we work, one room at a time.

Discover how Jabra can transform your meeting spaces today.

# Find out more

If you have any questions about Jabra products, please contact your Jabra representative or visit [Jabra.com](https://www.jabra.com)

## Who we are

At Jabra, we engineer for those who care more about 'knowing the best' than following the 'crowd'. We engineer to bring you technology you can trust, wherever and however you work. Whether you're taking meetings on the move, running conference calls from the office, or catching up from the couch – we engineer for every version of you, so you're free to work your way.

**Jabra. Technology for life's new rhythm.**

