



Conferencing Solution Consultation Form

Find Your Perfect Video Conferencing Solution

Complete this form to receive a personalized recommendation for your meeting room needs. Our experts will analyse your requirements and provide options that best match your specific environment.

Contact Information

Full Name: _____

Company Name: _____

Email Address: _____

Phone Number: _____

Best time to contact you: ☐ Morning ☐ Afternoon ☐ Evening

Meeting Room Details

1. How many meeting rooms are you looking to equip?

☐ 1 room ☐ 2-5 rooms ☐ 6-10 rooms ☐ 11+ rooms

2. What size are your meeting room(s)? (Select all that apply)

☐ Small/Huddle Space (2-4 people) ☐ Medium Room (6-12 people) ☐ Large Room/Boardroom (12-20 people) ☐ Extra Large Conference Room (20+ people)

3. What are the approximate dimensions of your primary meeting room?

Length: _____ m Width: _____ m Height: _____ m

4. What type of seating arrangement do you use?

☐ U-shaped conference table ☐ Rectangular conference table ☐ Round table ☐ Classroom style ☐ Flexible/Reconfigurable ☐ Other (please specify):

Technical Requirements

5. Which video conferencing platforms do you use? (Select all that apply)

☐ Microsoft Teams ☐ Zoom ☐ Google Meet ☐ Cisco Webex ☐ Other (please specify):

6. What is your network connectivity in the meeting room?

☐ Wired Ethernet ☐ Wi-Fi ☐ Both ☐ Not sure

7. Do you have any specific security requirements?

☐ No special requirements ☐ Enterprise-level encryption ☐ Compliance with specific regulations (please specify): _____ ☐ Other (please specify):

Feature Priorities

8. Please rank the following features in order of importance (1 = most important, 8 = least important):

___ Video quality ___ Audio clarity ___ Ease of use ___ Integration with existing systems
___ Content sharing capabilities ___ Room analytics and insights ___ Remote management
___ Cost-effectiveness

9. What's your preferred method for controlling meetings?

☐ Dedicated touch panel ☐ Remote control ☐ Mobile app ☐ Voice commands ☐ Room computer/display interface ☐ No preference

System Integration & Additional Components

10. Is this video conferencing solution part of a larger system? (Select all that apply)

☐ No, standalone video conferencing only ☐ Yes, integrated with room scheduling system ☐ Yes, integrated with digital signage ☐ Yes, integrated with room automation/control system ☐ Yes, integrated with audio system ☐ Other (please specify):

additional components are you interested in? (Select all that apply)

- ☐ Interactive touch display ☐ Additional microphones for extended coverage ☐ Ceiling microphone array ☐ Additional speakers for larger rooms ☐ Wireless presentation devices ☐ Room control system ☐ Electronic whiteboard capabilities ☐ Room booking panels ☐ BYOD (bring your own device) connectivity options ☐ Other (please specify):

Brand Preferences & Budget

12. Do you have specific brand preferences or existing equipment? (Select all that apply)

- ☐ No specific preference ☐ Yealink ☐ Logitech ☐ Poly ☐ Cisco ☐ DTEN ☐ Neat ☐ Jabra ☐ Other (please specify):

13. Are you open to comparing multiple brands to find the best solution?

- ☐ Yes, I want to see options from different manufacturers ☐ No, I prefer to stick with a specific brand (please specify):

14. What is your approximate budget per room?

- ☐ Under \$2,000 ☐ \$2,000 - \$5,000 ☐ \$5,000 - \$10,000 ☐ \$10,000 - \$20,000 ☐ Over \$20,000 ☐ Not yet determined

Timeline & Installation

15. What is your timeframe for implementation?

- ☐ As soon as possible ☐ Within 1 month ☐ Within 3 months ☐ Within 6 months ☐ Planning for next year ☐ Just researching options at this stage

16. Are you interested in professional installation services?

- ☐ Yes, full installation and setup ☐ Yes, installation with staff training ☐ No, self-installation preferred ☐ Not sure yet

Additional Information

17. Are there any specific challenges or requirements not covered above?



18. How did you hear about us?

☐ Web search ☐ Referral ☐ Social media ☐ Industry event ☐ Other (please specify):

Next Steps

Please return this completed form to:

- Email: sales@kickstartcomputers.com.au
- Phone: 0416 353 501

Our video conferencing specialists will review your requirements and contact you within 1 business day with personalized recommendations. We'll provide options from Yealink and, if requested, comparable solutions from other manufacturers to ensure you find the perfect fit for your needs.

Thank you for considering Kickstart Computers for your video conferencing solutions. We look forward to helping you create effective collaboration spaces.

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