

Leede Research has always been committed to providing an outstanding in-person research experience, and while we adjusted our facilities to accommodate today's needs at the beginning of this pandemic – now we've taken it a step further.

Here is what you can expect to see on your next visit to Leede Research facility.

First, we are staggering group times to ensure limited overlap between group start and end times. We have suspended our catering, and will be offering menu-only options, which will be delivered to you as they are provided to us.

In addition, you will see some significant differences in how we manage the flow of our work and the spaces inside your suite:

#### **COMMON AREAS**

- We will have the minimum amount of staff on site during the research
- Staff members health screened prior to admission to facility
- Staff will be regularly cleaning all areas of the facility (including, doors, desk tables, chairs, kitchen areas and lobby)
- Staff will wear masks and gloves
- Sanitation using the most advanced products
- Sanitization schedules posted through facilities and internal restrooms
- Acrylic shields at reception desk
- Remote re-screening done prior to arrival
- Remote check in
- Text confirmations sent upon arrival for entry into facility

#### **FOCUS ROOM/USABILITY LAB ROOM**

- Group sizes will be limited
- Staff will be sanitizing before and after each group
- Research room will have acrylic dividers
- Boxed, pre-packaged participants meals/snacks in focus rooms (when appropriate)
- Individualized participant packet to include water, paper, stimulus, pens, etc.

#### **CLIENT SUITE ADJUSTMENTS**

- Socially distanced seating for clients in viewing rooms and lounges
- Pre-wrapped, individual snacks available upon request
- Client food will be individually packaged, handed directly to client, there will be no re-plating.
- Individually packaged silverware provided