

SHOEBOX Testing Environment and Room Selection

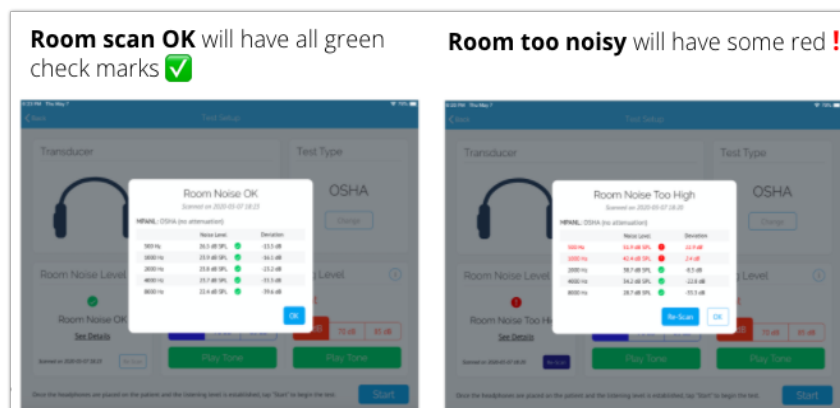
Room selection should be addressed several days prior to the scheduled Go Live date for testing. The recommendations may require some research, planning, and/or involvement from other departments. Watch this quick [video](#) on how to select a room.

STEP 1 - Room Selection

- Choose a room with a solid table and at least two chairs.
- The noise level is important; choose a room that is quiet, private, and interruption-free.
- The sound level of the room must be at 40dB or below to meet the OSHA standard (suggest achieving 38dB or below).
- White noise and loud air vents can affect the ability to pass a room scan.

STEP 2 - Room Verification

1. Run a room scan using your SHOEBOX App and external Microphone to verify the room will work for testing.
2. Review the scan results, if any of the frequencies fail check the following:
 - a. 500Hz - 1000Hz - White Noise or Ventilation System
 - b. 1000Hz and above - External Room Noise (e.g. people chatting outside of the room, equipment causing noise, etc)



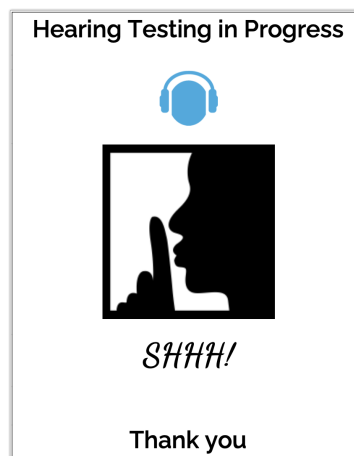
STEP 3 - Determine Noise Factors

1. White Noise or Ventilation System

- a. Return Air Duct (Heat/Air blowing from vents)
 - Ensure the iPad is on a secure table, a couple feet away from any air vents (wall and ceiling), try different locations within the room
 - *See solutions below*
- b. Refrigerator, freezer, printer or other equipment in the room
 - Ensure you do not place the iPad on or right beside equipment that is on. You may need to turn it off during testing if there is a humming noise.
- c. Fluorescent lights
 - Sometimes fluorescent lights will generate a slight humming noise, if this is the case you may need to turn them off or find a different room.

2. External Room Noise - *See some solutions below*

- a. Machines running outside the testing room
 - If this is an issue you may need to find a different room or test when the machines are not running.
- b. Loud talking outside the testing room
 - You may need to place signage outside the room, or move to a new location.



STEP 4 - Determine Appropriate Solution

Ventilation System - Discuss with the Site HVAC Technician

1. See if there is a damper already installed in the room's supply duct and if so, choke the damper down to reduce airflow and noise.
2. If no damper is installed in the supply duct, consider installing a damper and choke it down to reduce airflow and noise. (In most plant/factory settings dampers are already installed)
3. Confirm the diffuser (HVAC vent) design CFM (cubic feet per minute) and ensure that it has the correct airflow. If there is more air coming through the diffuser than the design specifications, it will be extremely noisy.
4. Determine if the fan noise can be insulated at the air handler.
5. Air duct silencers/mufflers can reduce Air Noise traveling through HVAC Ductwork and Air Ventilation Systems without restrictions.
6. If all of the above fail or are not feasible, consider turning the unit off for the duration of the testing.

External Room Noise - Discuss with the Site Manager

1. Acoustic Panels Studio Soundproofing Foam Wedge Tiles (48BLACK) by HPKL999) 48 Pack 12"x12"x1"
[Amazon Link](#)
2. VaRoom Acoustic Partition, Sound Absorbing Desk Divider – 24" W x 24"H Privacy Desk Mounted Cubicle Panel, Linen
[Amazon Link](#)
3. Noise panels: JARDEON Acoustic Panels White Polyester Soundproof Padding Beveled Edge Tiles for Echo Bass Insulation 12"x12"x0.4", 6 Pack
[Amazon Link](#)
4. Booth: Booth option by Whisper Room
[WhisperRoom](#) - Model [MDL4872 S](#)
5. Booth: Booth option by Room
[Phone Booth](#)