



GoWork App Coworking Etiquette New Normal Protocols

Jakarta | Nov 2021



GOWORK

Your Access to **Awesome Office Space** Is Now in Your Hands!











go-work.com



GOWORK

GoWork is Indonesia's leading premium coworking space with a mission to help people be their best.

Our Advantages







Members network &

High speed internet

6

Spacious lounge area





World-class

Printers



& Workshop







Free hand-brewed





Ergonomic chairs

Strategic central location

beverages



Locations & Operational Hours

GoWork Operational Hours:

Monday - Friday | 9 AM - 4 PM (Closed on public holidays)

Central Jakarta

- 1. GoWork Plaza Indonesia
- 2. GoWork Chubb Square
- 3. GoWork Sahid Sudirman
- 4. GoWork Senayan City
- 5. GoWork fX Sudirman

South Jakarta

- 1. GoWork Millennium Centennial Center
- 2. GoWork Setiabudi
- 3. GoWork Menara Rajawali
- 4. GoWork Sopo Del Tower
- 5. GoWork Menara Standard Chartered
- 6. GoWork Sampoerna Strategic Square

- 7. GoWork Pacific Place
- 8. GoWork Treasury Tower
- 9. GoWork Kemang X
- 10. GoWork Fatmawati
- 11. GoWork Pondok Indah
- 12. GoWork Arkadia
- 13. GoWork XL Axiata Tower

West Jakarta

- 1. GoWork Lippo Mall Puri
- 2. GoWork Central Park

North Jakarta

1. GoWork ASG Tower, PIK

Tangerang

1. GoWork Green Office Park, BSD

Medan

1. GoWork Sinar Mas Land, Medan

Surabaya

1. GoWork MNC Tower, Surabaya

Bali

1. GoWork Park23, Bali



GoWork Coworking Etiquette

- Sit only in allowed and desks spot
- Station yourself in one spot for the whole day
- Limit direct conversations to maximum 2 persons
- Wear your mask at all times
- Practice proper sneeze and cough etiquettes
- Bring your own cutlery (tumblr, lunch box, spoon, fork) and prayer equipment

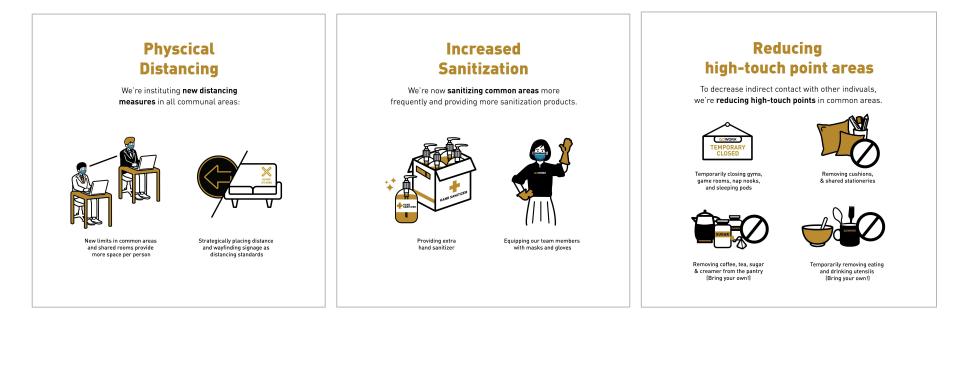


GoWork New Normal Protocols





GoWork New Normal Protocols

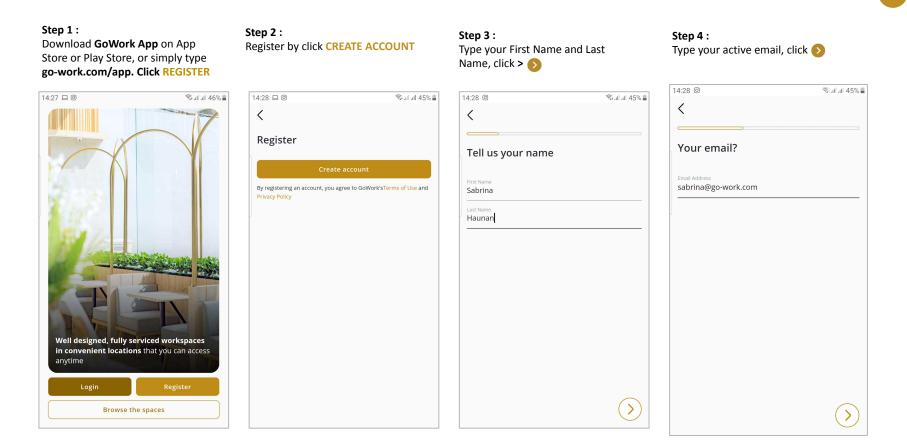




HOW TO REGISTER AN ACCOUNT ON GOWORK APP?

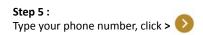


How to Register on GoWork App?





How to Register on GoWork App?



Step 6 : Check your inbox message and input 4 digit of verification code. Click SUBMIT

Step 7 : Create your password, click > 🕥

Step 8 :

There is no coupon code while register. Just proceed to click **REGISTER**

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Please enter your active mobile number, as we will send SMS verification code to you.	<u> </u>		Add coupon +
	code will expire in 56		
			Register
	Verify		

HOW TO BOOK A WORKSPACE ON GOWORK APP FOR UPH STUDENTS?



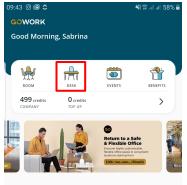
How to Book a Workspace on GoWork App for UPH Students?

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🔟 Today

Step 1 :

You are directed to Home page. To book a workspace, click **DESK**



COMMUNITY FEED



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MY INBOX

MY ACCOUNT

MY BUILDING

Step 2 :

Choose your preferred time (Today or pick a date).





Chubb Square Rp 125.000* *VAT is applicable or 1 credit O 9:00 - 16:00
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Click on the location bar at the top

of the screen to choose your

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Step 3 :

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Step 4 : Choose your preferred location.

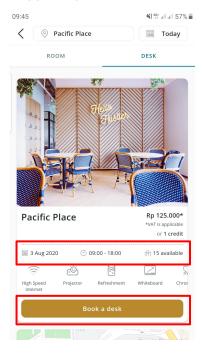
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How to Book a Workspace on GoWork App for UPH Students?

Step 5 :

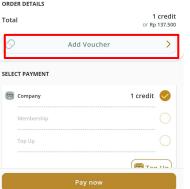
Check your details and make sure the slot is still available. If OK, click **BOOK A DESK**



Step 6 : On Confirmation page, Click ADD VOUCHER

10:28 🗆 🛛 🗇 … ¥{ ∰ .il .il 49% 🛔 < CONFIRMATION DESK Pacific Place 🖮 3 Aug 2020 🕑 09:00 - 18:00 Pacific Place Mall. Level 2 Jl. Jend. Sudirman Kav. 52-53 Jakarta Selatan, DKI Jakarta 12190

ORDER DETAILS



Step 7 : Input the voucher code **UPHSTU1121** and then Click **USE**

10:27 🗆 🛛 🗇 😶 MY VOUCHER Input voucher code Cashback IDR. 25.000 **Voucher: Daily Coworking** Cashback IDR. 25.000 Voucher: Daily VALID THRU Coworking 31 AUG 2020 GOPAY CREDIT CARD BANK TRA

Step 8 :

Promo code applied. There is no charge (FREE). Click CONFIRM

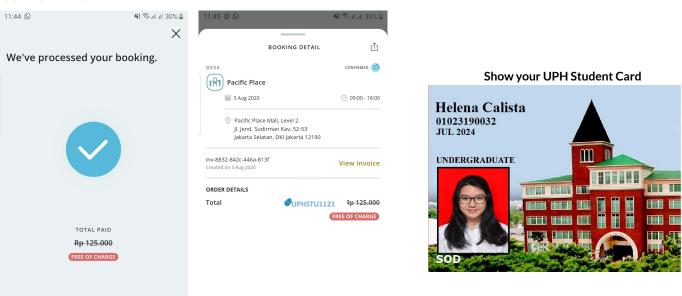
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How to Book a Workspace on GoWork App for UPH Students?

Step 9 :

Your workspace has been booked successfully. Swipe up to CHECK BOOKING DETAILS



Step 10 : Show your booking details here and Show your UPH Student Card to GoWork Operational Team for check-in process

HOW TO BOOK A WORKSPACE ON GOWORK APP FOR UPH LECTURERS/STAFF?



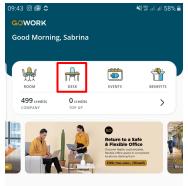
How to Book a Workspace on GoWork App for UPH Lecturers/Staff?

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🔟 Today

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COMMUNITY FEED





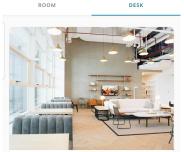
Step 2 :

Choose your preferred time (Today or pick a date).





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Click on the location bar at the top

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preferred location.

Step 3 :

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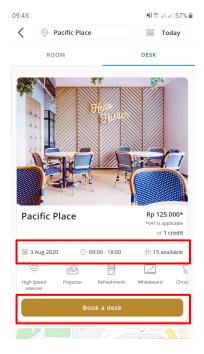
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How to Book a Workspace on GoWork App for UPH Lecturers/Staff?

Step 5 :

Check your details and make sure the slot is still available. If OK, click **BOOK A DESK**

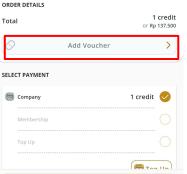


Step 6 : On Confirmation page, Click ADD VOUCHER

10:28 🗆 🛛 🗇 … ¥{ ∰ .il .il 49% 🛔 < CONFIRMATION DESK Pacific Place 🖮 3 Aug 2020 🕑 09:00 - 18:00

Pacific Place Mall. Level 2 Jl. Jend. Sudirman Kav. 52-53 Jakarta Selatan, DKI Jakarta 12190

ORDER DETAILS



Step 7 : Input the voucher code UPHLEC11 and then Click USE

MY VOUCHER

10:27 🗆 🛛 🗇 😶

Cashback

Coworking

IDR. 25.000

GOPAY CREDIT CARD BANK TRA

Voucher: Daily Coworking

Cashback IDR. 25.000 Voucher: Daily

Input voucher code

Step 8 :

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31 AUG 2020

Promo code applied. There is no charge (FREE). Click CONFIRM

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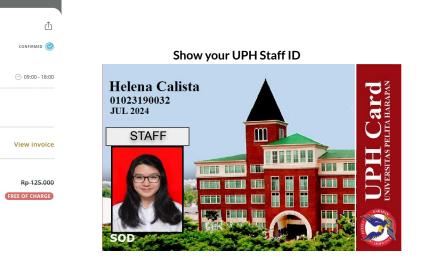
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Step 10 : Show your booking details here and Show your UPH Staff ID to GoWork Operational Team for check-in process

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BOOKING DETAIL

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BOOKING DETAIL

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ORDER DETAILS

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