Discover innovative products for the way you work and live.
The world of work is changing. At Staples, we’ve got your back. We do more than help you keep up — we help you stay ahead.

In this issue of The Loop™, we offer innovative products and ideas to boost productivity, connectivity and inspiration in every part of your workplace. You’ll see how simple actions can keep your team energized and make Worklife better for everyone.

Because success in a changing world takes fresh thinking and smart solutions. Plus a whole lot of gamechanging.

The Staples Team

Explore more

Check out The Loop online. staples.com/theloop or staplesadvantage.com/theloop
ONBOARDING

THERE’S NOTHING LIKE A WARM WELCOME. WHETHER THEY’RE SETTLING BACK IN OR JUST JOINING THE TEAM, GET THEM READY AND EXCITED. BECAUSE A GREAT DAY 1 CAN LEAD TO A GREAT DAY 1,000.

Great onboarding improves employee retention by **82%**

Source: 2015 Glassdoor Talent Acquisition Study
NOTETAKING

THERE’S A REAL NOTETAKING RESURGENCE. THAT’S BECAUSE IT’S THE BEST WAY TO REMEMBER KEY POINTS AND GET THE IDEAS FLOWING. TRU RED™ HAS THREE STYLES OF JOURNALS TO HELP YOU DO EVERYTHING FROM TAKE NOTES AND OUTLINE TO STORYBOARD AND MIND MAP (YES, IT’S A THING).

1. TRU RED™ STARTER JOURNAL, HARDCOVER, LARGE Staples No. 24421837 (Black), 24421833 (Gray), 24421834 (Red)
   TRU RED™ STARTER JOURNAL, HARDCOVER, MEDIUM (NOT SHOWN) Staples No. 24421820 (Black), 24421821 (Gray), 24421835 (Red)  
   2 TRU RED™ ROLLERBALL PEN, CONICAL, 0.5 MM, ASSORTED, 5/PACK Staples No. 24419535

1. TRAVEL COMPANION
   Airplane safe so you can take notes at any altitude

2. CARD HOLDER
   Handy spot for your ID or business cards

3. ELASTIC CLOSURE
   Keeping your notes secured is a snap

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**Explore Journal**

For the trailblazer who wants to try out new notetaking styles

**Big brainstormer?** Connect your thoughts with a mind map.

**Structured thinker?** Go with a bulleted outline.

**Hourly planner?** Stay on schedule with a clock format.

---

**Welcome.**

To your TRU RED™ inspired journal!

We believe that notetaking expands your mind and journals are thinking tools.

This journal is designed to help you take notes wherever inspiration strikes. It’s full of helpful tips, tools and methods to help you capture your best ideas easily, so you can review them and come up with even better ideas.

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**1. TRU RED™ EXPLORE JOURNAL, HARDCOVER, MEDIUM** Staples No. 24421809 (Black), Staples No. 24421810 (Gray)

**TRU RED™ EXPLORE JOURNAL, HARDCOVER, LARGE (NOT SHOWN)** Staples No. 24421816 (Black), Staples No. 24421818 (Gray)

**TRU RED™ EXPLORE SQUARE JOURNAL, HARDCOVER, LARGE (NOT SHOWN)** Staples No. 24421814 (Black), Staples No. 24421815 (Gray)

**2. TRU RED™ RETRACTABLE QUICK DRY GEL PENS, MEDIUM POINT, 0.7 MM, BLACK, 5/PACK** Staples No. 24377035

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The most helpful notes are a summary of insights, not just a transcript.

Darren Chait, cofounder and COO of Hugo
Source: Staples® Worklife Magazine Spring 2020, p. 59

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Dual personality
Bullet or chisel tip? Fine or ultra-fine? Pink or yellow?
With dual-tip markers and highlighters, the choice is always both.

INK-LEVEL INDICATOR
Clearly see how much life is left in your pen

TIP-TYPE INDICATOR
Identify the right tip without removing the cap

SQUIRCLE SHAPE
Designed to stay put and not roll away

1. TRU RED™ DRY ERASE MARKER, CHISEL/FINE, DUAL TIP, 4/PACK Staples No. 24417738 (Black), 24417736 (Blue), 24417742 (Red), 24417744 (Assorted) | 2. TRU RED™ HIGHLIGHTERS, CHISEL, DUAL TIP, ASSORTED, 3/PACK Staples No. 24417737 | 3. TRU RED™ PERMANENT MARKER, FINE/ULTRA FINE, DUAL TIP, 4/PACK Staples No. 24417734 (Assorted), 24417735 (Black) | TRU RED™ PERMANENT MARKER, FINE/ULTRA FINE, DUAL TIP, 12/PACK Staples No. 24417741 (Black), 24417743 (Blue), 24417739 (Red), 24417740 (Green) | 4. TRU RED™ ROLLERBALL PEN, CONICAL, 0.5 MM, ASSORTED, 5/PACK Staples No. 24419535 | 5. TRU RED™ ROLLERBALL PEN, NEEDLE, 0.5 MM, 12/PACK Staples No. 24419533 (Black), 24419530 (Blue) | 6. TRU RED™ ROLLERBALL PEN, CONICAL, 0.5 MM, 5/PACK Staples No. 24419532 (Black), 24419531 (Blue), 24419534 (Red)

NOTETAKING

10 THE LOOP
KICK-START AN OFF-THE-CUFF BRAINSTORM. HOST AN ON-THE-SPOT VIRTUAL MEETING. AND BRING ON THE 9 AM STAND-UP. THE BEST MEETINGS ARE OPPORTUNITIES TO CONNECT AND SHARE AT A MOMENT’S NOTICE.

1. WORKPLACE2.0™ LOW RIGHT CREDENZA, PINNACLE  
Staples No. 24400203 |

2. WORKPLACE2.0™ 6’ X 3’ PORCELAIN MOBILE DRY-ERASE BOARD  
Staples No. 24393547 |

3. TRU RED™ FINE TIP DRY ERASE KIT, ASSORTED COLORS  
Staples No. 24398947 |

4. NXT TECHNOLOGIES™ UC-5100 SPEAKERPHONE, BLACK  
Staples No. 24381076 |

5. WORKPLACE2.0™ SQUARE LAMINATE CUBE TABLE, PINNACLE  
Staples No. 24400231 |

6. WORKPLACE2.0™ MINI SQUARE OTTOMAN  
Staples No. 24417752 (Ocean), Staples No. 24400240 (Charcoal), Staples No. 24400235 (Passionfruit), Staples No. 24400236 (Esmeralda)

Write, think, erase, repeat
This dry-erase kit mounts easily to any wall or whiteboard. And it even comes with a cloth and cleaner. 

ADD EXTRA SEATING  
Create a space for any size audience

STAIN-RESISTANT SURFACE  
Start with a clean slate for every brainstorm

See page 29 to learn how you can visualize this in your space.

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Power station
Now everyone in the room can charge their devices with four USB ports and four AC outlets.

1. NXT TECHNOLOGIES™ 4-OUTLET PLUS USB SURGE PROTECTOR, 8’ BRAIDED CORD, 500 JOULES
   Staples No. 24429643
2. WORKPLACE2.O™ NESTING TRAINING TABLE, 24” X 60”, SILVER MESH
   Staples No 24393616
3. NXT TECHNOLOGIES™ USBC TO HDMI ADAPTER
   Staples No. 24400032
4. NXT TECHNOLOGIES™ HDMI-VGA ADAPTER
   Staples No. 24400008
5. NXT TECHNOLOGIES™ HDMI CABLE, GOLD, 12’
   Staples No. 24400005

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Show and tell

NXT Technologies™ has the right adapters, hubs and cables so you can connect and share anywhere.

1. NXT TECHNOLOGIES™ HDMI CABLE 12’ Staples No. 24400005
2. NXT TECHNOLOGIES™ HDMI-VGA ADAPTER Staples No. 24400008
3. NXT TECHNOLOGIES™ USB-C 4-PORT USB-A HUB Staples No. 24401662
4. NXT TECHNOLOGIES™ USBC TO HDMI ADAPTER Staples No. 24400032
5. NXT TECHNOLOGIES™ 6’ BRAIDED LIGHTNING TO USB-C CABLE, WHITE Staples No. 24411020

STEP UP YOUR SETUP

Staples® IT Services can help you pick the right tech for your connected collaboration space. And also provide expert installation and support.

For more information, contact your Account Manager.

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COFFEE HOUSING

BRING IN THE COFFEEHOUSE AND TAKE OUT THE COFFEE RUN. CREATE A WARM, INVITING SPACE THAT BREWS UP SPONTANEOUS COLLABORATION, SMILES BY THE CUPFUL — OH, AND LOTS OF CAFFEINATED CREATIONS.

1. PERK™ PAPER HOT CUP, 12 OZ., 50/PACK
   Staples No. 24375253 Additional sizes (8 oz., 10 oz., 16 oz.)

2. PERK™ PLASTIC HOT CUP LID, 10/12/16 OZ., 50/PACK
   Staples No. 24404337

3. PERK™ PLASTIC STIRRERS, 1000/PACK
   Staples No. 24393962

4. PERK™ PAPER HOT CUP SLEEVE, 500/PACK
   Staples No. 24394122

85 million people routinely leave the office to get coffee.

The average coffee run takes about 30 minutes.

Source: Staples® Breakroom Survey

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STREAMLINING

SAY YES TO SIMPLE. MAKE MULTIPURPOSE YOUR MANTRA. BY CHOOSING TOOLS THAT HELP YOU CREATE A SMALLER FOOTPRINT, IT’S EASY TO TAKE EVERYTHING WITH YOU AND WORK FROM ANYWHERE.

1. TRU RED™ 8.5" X 11" COLOR PRINTER PAPER, 20 LB., 96 BRIGHTNESS, 500/REAM, 5 REAMS/CARTON
   Staples No. 1147484
2. TRU RED™ 8.5" X 11" PRINTER PAPER, 20 LB., 92 BRIGHTNESS, 500/REAM, 3 REAMS/CARTON
   Staples No. 24359552
3. TRU RED™ PREMIUM FULL-STRIP STAPLER
   Staples No. 24418173
4. TRU RED™ PERMANENT MARKER, FINE/ULTRA FINE, DUAL TIP, 4/PACK
   Staples No. 24417734 (Assorted), 24417735 (Black)
5. NXT TECHNOLOGIES™ 5000 MAH 1 USB PORT POWERBANK, BLACK
   Staples No. 24385183
6. NXT TECHNOLOGIES™ 3.0 FLASH DRIVES, 32GB, 10/PACK
   Staples No. 24399051
7. SCOTCH™ CLIP & TWIST DESKTOP TAPE DISPENSER, GRAY
   Staples No. 24403724

EXTRA STORAGE
Easily refill your stapler when you're running low

SHEET INDICATOR
Find the right tool to staple every stack

TAPE ANYWHERE
Clip to your desk for one-handed dispensing

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SPACE CHANGING

SQUARE FOOTAGE? IT’S A NUMBER, NOT A LIMITATION. LET’S MAKE YOUR WORKSPACES WORK EVEN BETTER. SCALE AS YOU GROW, FLEX FOR TEAM MEETINGS AND SHAPE-SHIFT FOR A NEW FLOW. BECAUSE SPACES SHOULD ADAPT TO YOUR TEAM, NOT THE OTHER WAY AROUND.

1. ESSENTIALS™ DESK LAMP WITH PENCIL CUP, WHITE
   Staples No. 24411240

2. ESSENTIALS™ 75”H COAT RACK, BLACK
   Staples No. 24411251

3. WORKPLACE2.0™ SINGLE-SEAT ARMLESS LOUNGE CHAIR, CHARCOAL
   Staples No. 24400241

4. WORKPLACE2.0™ SQUARE LAMINATE CUBE TABLE, PINNACLE
   Staples No. 24400231

5. WORKPLACE2.0™ OTTOMAN, ESMERALDA
   Staples No. 24400239

FLEX APPEAL
Rearrange and reimagine your space

84% of workers with flexible spaces are more engaged.
Source: 2015 Small Business Labs Survey

MULTI-TALENTED
Works as a seat, side table or footrest

84% of workers with flexible spaces are more engaged.
Source: 2015 Small Business Labs Survey

See page 29 to learn how you can visualize this in your space.

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22 THE LOOP
Furniture as versatile as your team

Find the right fit for any-sized office. Plus mix and match Union & Scale™ collections for more options.

workplace2.0™ essentials™
by UNION & SCALE™

1. ESSENTIALS™ 5-SHELF 31”H LAMINATE LOW BOOKCASE, ESPRESSO
Staples No. 24398954
2. WORKPLACE2.0™ LOW LEFT CREDENZA, PINNACLE
Staples No. 24400210
3. WORKPLACE2.0™ LAMINATE HUTCH, PINNACLE
Staples No. 24400196
4. MIDMOD™ 12” WALL CLOCK, GOLD
Staples No. 24411462
5. ESSENTIALS™ 119”H FLOOR LAMP, ESPRESSO
Staples No. 24411252
6. WORKPLACE2.0™ WRITING DESK 24” X 60”, PINNACLE
Staples No. 24400216
7. MIDMOD™ FABRIC MANAGER CHAIR, CREAM
Staples No. 24398961

WORKPLACE2.0™ WRITING DESK 24” X 72”, PINNACLE (NOT SHOWN)
Staples No. 24400207
WORKPLACE2.0™ 1-SHELF 49”H LAMINATE STORAGE TOWER RIGHT-FACING, PINNACLE (NOT SHOWN)
Staples No. 24400206
WORKPLACE2.0™ 1-SHELF 49”H LAMINATE STORAGE TOWER LEFT-FACING, PINNACLE (NOT SHOWN)
Staples No. 24400215
WORKPLACE2.0™ 2-DRAWER VERTICAL FILE CABINET, PINNACLE (NOT SHOWN)
Staples No. 24400198

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Work the way you want
Furniture for shared spaces that easily flexes for any situation.
READY FOR A REFRESH?

Get your office furniture delivered in 2–7 business days. Assembly not included. Delivery timeline depends on the volume of the order.

For full terms and conditions, or to order, visit staples.com®, staplesadvantage.com or contact your Staples® representative.

SEE IT IN YOUR SPACE

Use our augmented reality (AR) preview to visualize different looks in your office.

To get started, download the Staples® or Staples Business Advantage® app, then click on the camera icon and select AR Loop Magazine.

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SUPERBRANDING

ARE YOU A SUPERBRANDER? YOU CAN BE. PUT YOUR LOGO ON EVERYTHING FROM SPEAKERS TO SUNGLASSES AND BUILD BRANDING KITS TO SHARE WITH THE WORLD. IT’LL TURN CLIENTS AND TEAM MEMBERS INTO FULL-ON BRAND AMBASSADORS.

1. WIRELESS SPEAKER
   • Works with any Bluetooth® enabled device up to 30’ away. 8 hours of playtime, built-in microphone. Rechargeable 4000 mAh battery. 8”W x 8”H x 2”D

2. NON-WOVEN GEOMETRIC SHOPPING TOTE
   • Laminated non-woven, coated water-resistant polypropylene. Reusable. Recyclable. 20” handles. Spot clean/air dry. 13”W x 15”H x 10”D

3. 20 OZ. STAINLESS STEEL BOTTLE
   • Stainless steel outer and inner. Double-wall construction for insulation of hot or cold liquids. Vacuum insulated. Unique spill-resistant, push-button sip-through lid. Non-slip bottom. BPA free. Hand wash recommended. 10” H

4. WOODTONE SUNGLASSES
   • Made of ABS-PMMA material. UV400 lenses provide 100% UVA and UVB protection.

LOVE IT? CUSTOMIZE IT NOW.
StaplesPromo.com or call 800-369-4669.
FACILITIES MANAGERS SUPPORT THE ENTIRE BUSINESS FROM BACK OF HOUSE TO FRONT OF HOUSE AND EVERYWHERE IN BETWEEN. THAT’S WHY INNOVATIVE SOLUTIONS AREN’T A NICE-TO-HAVE. THEY’RE A MUST-HAVE.

EASILY FIND YOUR ASSORTMENT
staples.com, staplesadvantage.com or your online ordering system
Efficient on every shipment

Combine a Coastwide Professional™ tape dispenser with the right tape for sealing any box.

1. COASTWIDE PROFESSIONAL™ NATURAL RUBBER CARTON SEALING TAPE, 1.89 IN X 54.6 YDS, 36 ROLLS/CASE Staples No. 559222*

2. COASTWIDE PROFESSIONAL™ BOX SEALING TAPE DISPENSER, 2 IN Staples No. 2728017

3. COASTWIDE PROFESSIONAL™ HOT MELT CARTON SEALING TAPE, 1.89 IN X 109.3 YDS, 36 ROLLS/CASE Staples No. 24330719*

4. COASTWIDE PROFESSIONAL™ ACRYLIC CARTON SEALING TAPE, 1.89 IN X 109.3 YDS, 36 ROLLS/CASE Staples No. 2846645*

*Coming Summer 2020
Your clean team

Coastwide Professional™ offers a complete tool solution for every square foot of your facility.

1. COASTWIDE PROFESSIONAL™ LOOSED-END WET MOP HEAD, RECYCLED BLEND: LARGE, 5" HEADBAND, BLUE Staples No. 24420787
2. COASTWIDE PROFESSIONAL™ 60" CLAMP-STYLE FIBERGLASS WET MOP HANDLE, PLASTIC HEAD Staples No. 24420012
3. COASTWIDE PROFESSIONAL™ COMMERCIAL 12" ANGLED BROOM, GRAY Staples No. 24419999

Janitorial cart and additional Click-Connect accessories available online

BLENDED FIBERS
For absorption, performance and durability

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Change agents

Tools from Coastwide Professional™ include orange touchpoints, highlighting where your team can make adjustments to maximize efficiency.

Looking for more options and sizes? Check out the full assortment online.

1. COASTWIDE PROFESSIONAL™ MICROFIBER WET MOP
   EXTENDABLE HANDLE, ALUMINUM
   Staples No. 24419998

2. COASTWIDE PROFESSIONAL™ 15.75” MICROFIBER WET MOP
   FRAME, ALUMINUM
   Staples No. 24420013

3. COASTWIDE PROFESSIONAL™ MICROFIBER WET MOP PAD, 5” X 18”
   BLUE
   Staples No. 24418776

4. COASTWIDE PROFESSIONAL™ DUST MOP FRAME, 18” X 5”
   BLACK
   Staples No. 24418787

5. COASTWIDE PROFESSIONAL™ 64” DUST MOP HANDLE,
   WOOD
   Staples No. 24418776

6. COASTWIDE PROFESSIONAL™ CUT-END DUST MOP HEAD, 18” X 5”
   COTTON, WHITE
   Staples No. 24418759

7. COASTWIDE PROFESSIONAL™ 60” CLAMP-STYLE WET MOP HANDLE,
   WOOD
   Staples No. 24420004

8. COASTWIDE PROFESSIONAL™ 60” SIDE-GATE WET MOP HANDLE,
   FIBERGLASS
   Staples No. 24418780

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When it comes to productivity, there are so many ways to change the game. That’s why we packed plenty of inspiring ideas, products and solutions into this issue of The Loop™. We hope you feel inspired to energize your team and make Worklife better for everyone.

Here’s to game-changing! Let us know how we can help.

The Staples Team
Bringing you the newest products to help boost productivity, inspire you and your teams, and keep you connected wherever your Worklife takes you.