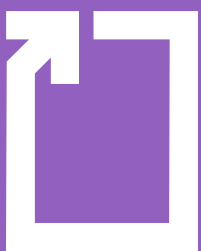# DOCKING STATION
guide

GOOD TO KNOW

Versatility:
Connectivity requirements evolve quickly. Choose a station that can adapt to your changing needs.

Power supply:
Most docking stations have the potential to charge laptops even as other devices are being used. The available charge will depend on the model.

Size and design:
Choose a docking station that is the right size and design for your desk space.

DOCKING STATION

A docking station allows you to connect your laptop to a set of peripherals and other accessories such as:

Mouse • Keyboard • Screens
Printer • External hard drive

What to consider when choosing a docking station:

- **How the office space is set up***

- **Compatibility:**
  Needs to be compatible with the laptop.

- **Ports and Connectivity:**
  What will the station be used for and what connectivity do you need? (**USB-A, USB-C, HDMI, Ethernet, 3.5mm audio, etc.**)

- **Number of monitors.**

- **Accessories: cable, adapter, etc.**

*As work culture evolves, so do office spaces. Whether your office is a shared workspace or has assigned desks, the right docking stations will provide your users with the comprehensive functionalities that will allow them to be productive.

MAIN MODELS

Basic universal docking station
Allows you to connect multiple display screens, audio devices, Ethernet cable and other USB devices through a single USB port connection to the laptop.

Look out for:
You will need a more advanced model to connect two or more screens a keyboard, and a mouse to the computer.

Be sure to check the connection type:
- USB-C
- USB-C and USB-A
- Thunderbolt 3 & 4

Hybrid station
Increasingly popular because they offer a wide range of port options, making it possible to connect different models of laptops. However, they should also have the ports to connect with various peripherals (monitor, printer, charger, keyboard, etc.) The hybrid station supports USB-C ports, including Thunderbolt ports, as well as USB-A ports.

PORTS AND COMPATIBILITY

Laptop model
Some docking stations are compatible with Windows or Apple and some are compatible with both which can be useful if different types of laptops need to be connected.

Port types
Older laptop models have several ports while newer ones have two (or even just one) oval-shaped USB-C ports with several functions: charging, connecting to a screen, a USB key, or a docking station.

CONNECTIVITY

Different models of docking stations have different connectivity options. Choose the number of ports according to the number of devices you need to connect and your performance requirements.

The main peripherals and their ports:

- Monitor/projector (HDMI, USB-C and sometimes DisplayPort or VGA)
- Storage devices (USB-A, USB-B, USB-C, micro-USB, etc.)
- Keyboard and mouse (USB-A)
- Wired connection to the Internet (Ethernet)
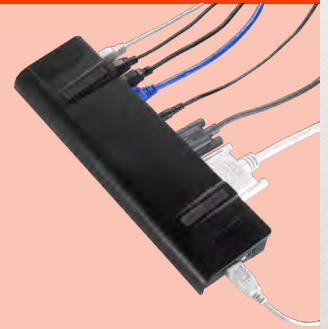- Headphones
- Power supply

Additional features:

- Video output: a consideration if one or more 4K monitors will be used
- SD or microSD card reader
- Wireless connectivity: recent laptops have wireless capabilities that can compensate for the absence of certain connections on a docking station (display projection, web camera, document sharing, etc.)

Look out for:
The different generations of USB ports (USB-A; 2.0, 3.0, USB-C: 2.0, 3.1 Gen 1, 3.1 Gen 2, Thunderbolt) will help you identify the connection possibilities and the docking station that is best suited to your needs.

Good to know:
The latest version of the USB-C port supports the Thunderbolt standard that delivers best in class capabilities in both power and flexibility. Thunderbolt 4 is now available.

HUBS, CABLES, AND ADAPTERS

Hub: Mobile Docking

The docking station is designed for fixed workspaces. A mobile station, also called a Hub, is a good option for remote users because it is both compact and portable while still offering multiple ports.

Cables

Choose cables based on the interface specifications.

Adapters

You don't need to buy a new computer to get more connectivity. Instead, use adaptors to link new and older generation devices. Adapters can also be used to connect an additional peripheral.

Examples :
- USB-C to USB-A adapter
- USB-C to HDMI adapter
- USB-C to Ethernet Adapter
- USB-C adapter to more than one port

Tip:
Make sure the adapter can cover the distance between the dock and the laptop. That way you won't have to buy a separate cable.

TOUT pour le travail !

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