



## ROOM SET UP OPTIONS

There are a variety of spaces on campus that can be customized for your next event. Below are some of our most popular set up options.

### CONFERENCE OR BOARDROOM

A conference set-up is ideal for strategic or brainstorming meetings. The set-up provides plenty of workspace for each attendee.

### U-SHAPE / HORSESHOE

A U-shape arrangement is well-suited for small-to-medium groups of participants. It's a popular choice for training or instructional sessions or discussions.

### HOLLOW RECTANGLE

A hollow rectangle sparks interaction and seats more people than a U-shape. However some attendees will have their backs to the presentation.

### CRESCENT ROUNDS

Round tables with chairs facing the

### CLASSROOM

Classroom set-ups are good for lectures or trainings. The rows of tables allow participants to take notes, refer to materials, or work on a computer.

### THEATRE / LECTURE

Rows of chairs facing the front of the room. It's ideal for larger groups where writing is expected to be limited.

### BANQUET

Round tables with chairs all the way around the tables. This set-up is well suited for an event featuring a meal or small discussion groups.