

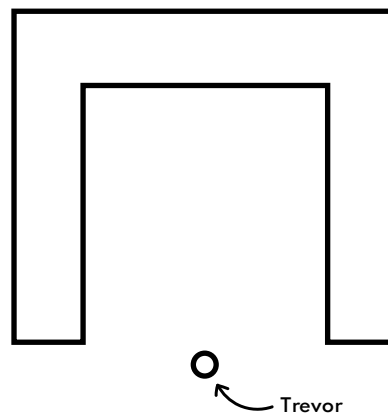
Training/Small Groups Set Up

Training (Up to 20 people) :

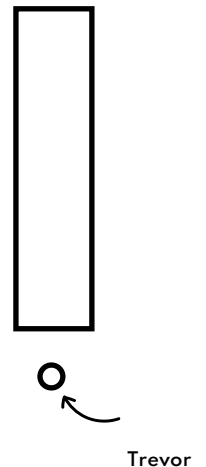
- HDMI Cord preferred or bluetooth
- U-Shape or Boardroom style seating preferred
- No mic needed
- White board or flip chart required
- Trevor brings his own equipment

Training may not be recorded

U-Shape seating style



Boardroom Style Seating



Speeches/Large Groups Set Up

Stage (20 people upwards):

- White board or flip chart requirement
- HDMI Cord preferred
- Own equipment preferred (can use facilities).
- Own clicker provided
- Auditorium seating style preferred
- Mic preferences:
 - 1st level
 - 2nd handheld
 - 3rd lecturn
- Room temperature water
- No lecturn required

Training may not be recorded

Auditorium Style Seating

