

AC Resources:

Resources provided:

- Chairs and tables
- A whiteboard 16' x 4' on the front wall
- Ceiling mounted projector with standard connections for use with: notebook, DVD/VCR, document camera
- Ceiling mounted retractable viewing screen
- Ceiling mounted speakers
- Podium with: microphone, light, notebook connection, and control panel
- Wireless microphone
- Document camera
- Physical data connection (contact OIT, 614-265-7082)
- Wireless data connection (contact OIT, 614-265-7082)
- Tech Support Needs* (wireless mic, remote controls for projector, DVD/VCR & document camera)

*These can be picked up and signed out in the D1 Organizational Development Section

Resources NOT provided:

- Computer, monitor, keyboard, mouse
- Flip charts, poster paper, erasable markers, transparencies, easels, etc.
(Note: nothing may be pinned, taped, pasted, or attached to the walls.)
- Breakout rooms
- Telephone, fax, or copier (State Printing Copy Center available on DNR campus)
- Facilities for food preparation or storage/city is responsible for setting up all tables and chairs.

The person reserving the facility is responsible for setting up the room and returning it to its original condition.