

Venue	Floor	Default Layout	Capacity	Catering	Video Conferencing	Telephone Conferencing	AV	Notes
Albert Theatre	GF	Boardroom	100	x	x	x	✓	
Atrium	GF	No fixed layout*	-	✓	x	x	x	
Cheyne Lecture Theatre	GF	Tiered Theatre	186	x	x	x	✓	
O'Flanagan Lecture Theatre	GF	Tiered Theatre	400	x	✓	x	✓	<i>VC for teaching use only</i>
President's Meeting Room	GF	Boardroom	18	✓	✓	✓	✓	<i>Group to supply own laptop</i>
Robert Smith Room	GF	Boardroom	16	✓	x	✓	✓	<i>Group to supply own laptop</i>
TR4	GF	Classroom	40	x	x	x	✓	
Exam Hall	F1	No fixed layout*	-	✓	x	x	<i>Limited</i>	<i>No fixed AV. On request only</i>
Harold Browne Lecture Theatre	F1	Tiered Theatre	80	x	x	x	✓	
Houston Lecture Theatre	F1	Tiered Theatre	194	x	x	x	✓	
Board Room	F1	No fixed layout*	-	✓	x	x	<i>Limited</i>	<i>No fixed AV. On request only</i>
College Hall	F1	No fixed layout*	-	✓	x	x	✓	<i>Group to supply own laptop Interlinks with Board Room</i>
Sir Thomas Myles Room	F1	Boardroom	12	✓	✓	✓	✓	<i>Group to supply own laptop</i>
TR1	F1	Classroom	28	x	x	x	✓	
TR2	F1	Classroom	31	x	x	x	✓	
TR3	F1	Classroom	44	x	x	x	✓	<i>Microphone in place</i>
TR8	F1	Classroom	40	x	x	x	✓	
VC Room	F1	Boardroom	30	x	✓	✓	✓	<i>Group to supply own laptop</i>
Newman Study	F2	Classroom	30	x	x	x	✓	
Nightingale Theatre	F2	Flat Theatre	60	x	✓	x	✓	<i>VC for teaching use only</i>
TR5	F2	Classroom	50	x	x	x	✓	
<b>Other venues:</b>								
2 <sup>nd</sup> Floor Boardroom (121)		Boardroom	14	✓	✓	✓	✓	
Kiran Pathak Lab (York House)		Lab	60	x	x	x	✓	
Damer Hall (under Unitarian Church)		Classroom	60	x	x	x	✓	<i>Group to supply own laptop</i>

- It is essential to add all requirements to your meeting at the time of booking. **If you do not confirm your requirements, we cannot guarantee that your needs will be met.**
- **AV in classrooms and lecture theatres:** Data projector & PC
- **AV in meeting rooms:** Plasma screen only, groups must supply their own laptop
- \*Layouts for use within these rooms must be approved suitable by the Conference & Events team.
- TR 1/2/3 are multi use rooms. The rooms can be used together or singly. The master AV system is in TR3 therefore only TR 2/3 or TR 1/2/3 can be opened up into a larger space
- There may be occasions when items are unavailable within venues due to maintenance or other reasons.

Venue	Layout	Capacity	Catering	Video Conferencing	Telephone Conferencing	AV	Written Exam	Notes
– 1 Desmond Auditorium	Theatre	540	x	✓	x	✓	x	8 wheelchair spaces
– 1 Breakout Area	No fixed layout*	180	✓	x	x	x	x	
F3 Mutchnik Teaching Lab 302	Fixed Layout	50	x	✓	x	✓		
F3 Tutorial Room 321	Classroom	18	x	✓	x	✓	10	
F3 Tutorial Room 322	Classroom	18	x	x	x	✓	10	
F3 Tutorial Room 323	Classroom	18	x	✓	x	x	10	
F3 Tutorial Room 324	Classroom	18	x	x	x	✓	10	
F3 Tutorial Room 325	Classroom	18	x	✓	x		10	
F3 Tutorial Room 326	Classroom	18	x	✓	x	✓	10	
F3 322 + 323, 324 + 325	Classroom	40	x	✓	x	✓	20	
F3 Concourse	No fixed layout*	60	✓	x	x	x	x	
F4 Tutorial Room 421	Classroom	18	x	✓	x	✓	x	
F4 Tutorial Room 422	Classroom	18	x	x	x	✓	10	
F4 Tutorial Room 423	Classroom	18	x	✓	x	✓	10	
F4 Tutorial Room 424	Classroom	18	x	x	x	✓	10	
F4 Tutorial Room 425	Classroom	18	x	✓	x	✓	10	
F5 Tutorial Room 426	Classroom	18	x	✓	x	✓	10	
F4 422 – 423, 424 - 425	Classroom	40	x	✓	x	✓	20	
F4 Concourse	No fixed layout*	30	✓	x	x	x	x	
F5 Boucher-Hayes Auditorium	Theatre	50	x	✓	x	✓	x	
F5 Concourse	No fixed layout*	40	✓	x	x	x	x	

- It is essential to add all requirements to your meeting at the time of booking. **If you do not confirm your requirements, we cannot guarantee that your needs will be met.**
- **AV in tutorial rooms:** Plasma, PC and whiteboard
- **AV in lecture theatres:** Data projector, PC and microphone.
- \*Layouts for use within these rooms must be approved suitable by the Conference & Events team.
- TR 1/2/3 are multi use rooms. The rooms can be used together or singly. The master AV system is in TR3 therefore only TR 2/3 or TR 1/2/3 can be opened up into a larger space
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Venue	Layout	Capacity	Catering	Video Conferencing	Telephone Conferencing	AV	Notes
<b>G01</b>	Classroom	150	✓	✓	✓	✓	Limited Availability 2x projection screens. Room sub dividable 2 x 75 pax
<b>G06</b>	Fixed U Shape	13	✓	✓	✓	✓	Plasma screen, no Pc
<b>G07</b>	Training Room	10	✓	✗	✗	✓	Plasma screen, no Pc
<b>102</b>	Training Room *	13	✓	✗	✗	✓	Projector & PC. Room with partition which can be opened
<b>103</b>	Training Room *	13	✓	✗	✗	✓	Projector & PC. Room with partition which can be opened
<b>104</b>	Training Room *	14	✓	✗	✗	✓	Projector & PC. Room with partition which can be opened
<b>105</b>	Fixed U Shape	13	✓	✗	✗	✓	Plasma screen & PC
<b>108</b>	Meeting Room	10	✓	✗	✗	✓	Plasma screen & PC
<b>109</b>	Fixed U Shape	10	✓	✓	✓	✓	Plasma screen & PC
<b>110</b>	Fixed U Shape	12	✓	✗	✗	✓	Plasma screen & PC
<b>111</b>	Fixed U Shape	15	✓	✗	✗	✓	Plasma screen & PC

- It is essential to add all requirements to your meeting at the time of booking. **If you do not confirm your requirements, we cannot guarantee that your needs will be met.**
- **AV in Study / training rooms:** Plasma & PC
- There may be occasions when items are unavailable within venues due to maintenance or other reasons.
- \* 102 / 103 / 104 open up into one large room to seat 40pax
- G01 – There is very limited availability for this room.