

RCSI 121 & 123 St Stephen's Green Venue Layout & Facilities

- There may be occasions when items are unavailable within venues due to maintenance or other reasons.
- 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
- *Layouts must be confirmed suitable by the Conference & Events team.
- **VC Option for MS Teams Meetings** - Please refer to instructions on the staff portal

Venue	Layout	Capacity	Catering	Video Conferencing - MS Teams	Telephone Conferencing	AV	Notes	MS Teams available in Venues Room Email address
2 nd Floor Boardroom (121)	Boardroom	14	✓	✓	✓	✓		poly121boardroom@rcsi.com
Albert Theatre	Boardroom	100	✗	✓	✗	✓		polyalbertt@rcsi.com
Atrium	No fixed layout*	-	✓	✗	✗	✗		
Board Room	No fixed layout*	-	✓	✗	✗	Limited	No fixed AV. On request only	
Cheyne Lecture Theatre	Theatre	186	✗	✗	✗	✓		
College Hall	No fixed layout*	-	✓	✗	✗	✓	Group to supply own laptop	
Damer Hall	Classroom	60	✗	✗	✗	✓	Group to supply own laptop	
Exam Hall	No fixed layout*	-	✓	✗	✗	Limited	No fixed AV. On request only	
Harold Browne Lecture Theatre	Theatre	80	✗	✗	✗	✓		
Houston Lecture Theatre	Theatre	194	✗	✗	✗	✓		
Kiran Pathak Lab	Classroom/Lab	60	✗	✗	✗	✓		
Newman Study	Classroom	30	✗	✗	✗	✓		
Nightingale Theatre	Theatre	60	✗	✓	✗	✓		polynightingalelt@rcsi.com
O'Flanagan Lecture Theatre	Theatre	400	✗	✓	✗	✓	.	polyoflanaganlt@rcsi.com
President's Meeting Room	Boardroom	18	✓	✓	✓	✓	Group to supply own laptop	polypresmeetingroom@rcsi.com
Robert Smith Room	Boardroom	16	✓	✗	✓	✓	Group to supply own laptop	
Sir Thomas Myles Room	Boardroom	12	✓	✓	✓	✓	Group to supply own laptop	polythomasmyles@rcsi.com
TR1	Classroom	28	✗	✗	✗	✓	Microphone in place	
TR2	Classroom	31	✗	✗	✗	✓	TR 1/2/3 partitions in each.	
TR3	Classroom	44	✗	✗	✗	✓	The master AV system is in TR 3 so only TR 2/3 or TR 1/2/3 can be opened up into a larger room.	
TR4	Classroom	40	✗	✗	✗	✓		
TR5	Classroom	50	✗	✗	✗	✓		
TR8	Classroom	40	✗	✗	✗	✓		
VC Room- Dr Mary Emily Dowson Room	Boardroom	30	✗	✓	✓	✓	Group to supply own laptop	polydowsonroom@rcsi.com

RCSI 26 York Street Venue Layout & Facilities

- There may be occasions when items are unavailable within venues due to maintenance or other reasons.
- 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 and Lecture Theatres: Plasma & PC, Whiteboard
- **Layouts must be confirmed suitable by the Conference & Events team.*
- **VC Option for MS Teams Meetings** - Please refer to [instructions](#) on the staff portal

Venue	Layout	Capacity	Catering	Video Conferencing - MS Teams	Telephone Conferencing	AV	Written Exam	Notes	MS Teams available in Venues Room Email address
B – 1 Desmond Auditorium	Theatre	500	x	✓	x	✓	x		polydesmondlt@rcsi.com
B – 1 Breakout Area	No fixed layout*	180	✓	x	x	x	x		
F3 Mutchnik Teaching Lab 302	Fixed Layout	50	x	✓	x	✓			poly302mutchnik@rcsi.com
F3 Tutorial Room 321	Cabaret	18	x	✓	x	✓	10		polytr321@rcsi.com
F3 Tutorial Room 322	Cabaret	18	x	x	x	✓	10	Partition can open to create room to hold 18pax	
F3 Tutorial Room 323	Cabaret	18	x	✓	x	x	10		polytr323@rcsi.com
F3 Tutorial Room 324	Cabaret	18	x	x	x	✓	10	Partition can open to create room to hold 18pax	
F3 Tutorial Room 325	Cabaret	18	x	✓	x		10		polytr325@rcsi.com
F3 Tutorial Room 326	Cabaret	18	x	✓	x	✓	10		polytr326@rcsi.com
F3 Concourse	No fixed layout*	60	✓	x	x	x	x		
F4 Tutorial Room 421	Cabaret	18	x	✓	x	✓	x		polytr421@rcsi.com
F4 Tutorial Room 422	Cabaret	18	x	x	x	✓	10	Partition can open to create room to hold 18pax	
F4 Tutorial Room 423	Cabaret	18	x	✓	x	✓	10		polytr423@rcsi.com
F4 Tutorial Room 424	Cabaret	18	x	x	x	✓	10	Partition can open to create room to hold 18pax	
F4 Tutorial Room 425	Cabaret	18	x	✓	x	✓	10		polytr425@rcsi.com
F5 Tutorial Room 426	Cabaret	18	x	✓	x	✓	10		polytr426@rcsi.com
F4 Concourse	No fixed layout*	30	✓	x	x	x	x		
F5 Boucher Hayes Auditorium	Theatre	50	x	✓	x	✓	x		poly502boucherhayes@rcsi.com
F5 Concourse	No fixed layout*	40	✓	x	x	x	x		

Mercer Building

- There may be occasions when items are unavailable within venues due to maintenance or other reasons.
- 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.
- 102/103/104 open up into one large room to seat 40pax
- G01 – There is very limited availability for this room.
- **Layouts must be confirmed suitable by the Conference & Events team.*
- **VC Option for MS Teams Meetings -** Please refer to [instructions](#) on the staff portal

Venue	Layout	Capacity	Catering	Video Conferencing - MS Teams	Telephone Conferencing	AV	Notes	MS Teams available in Venues Room Email address
G01	Study Room	150	✓	✓	✓	✓	Limited Availability 2x projection screens. Room sub dividable 2 x 75 pax	polymercersstudyhall@rcsi.com
G06	Meeting Room	13	✓	x	✓	✓	Plasma screen, no Pc	
G07	Training Room	10	✓	✓	x	✓	Plasma screen, no Pc	polymercersug07@rcsi.com
102	Training Room	13	✓	x	x	✓	Projector & PC. Room with partition which can be opened	
103	Training Room	13	✓	x	x	✓	Projector & PC. Room with partition which can be opened	
104	Training Room	14	✓	x	x	✓	Projector & PC. Room with partition which can be opened	
105	Training Room	13	✓	x	x	✓	Plasma screen & Pc	
108	Meeting Room	10	✓	✓	x	✓	Plasma screen & Pc	polymercersroom108@rcsi.com
109	Training Room	10	✓	x	✓	✓	Plasma screen & Pc	
110	Training Room	12	✓	x	x	✓	Plasma screen & Pc	
111	Training Room	15	✓	x	x	✓	Plasma screen & Pc	