

Schoening Conference Center Features and Services

Overview

The Schoening Conference Center is designed to cater to a wide range of events with its state-of-the-art technology and versatile spaces. This document outlines the features and services provided to ensure a successful and seamless event.

Provided Equipment and Services

Integrated Technology

- **Projection Systems:** Three ceiling-mounted projection systems allow for simultaneous display across all screens.
- **Audio System:** Advanced audio setup with both wired and wireless microphone systems.
- **Sound for Music and Videos:** Available for presentations requiring multimedia sound.
- **Connectivity:** Networked for computers, Wi-Fi, video, and conference calling.
- **On-site Technical Support:** Available as needed.
- **Additional Equipment:** Available upon request.

Presentation Equipment

- **Provided Equipment:** Computers, lectern, and a clicker for presentations. Microphones such as gooseneck, handheld, lapels, and over the ear.
- **Personal Laptops:**
 - Inform us ahead of time if you plan to use your own laptop to schedule a compatibility walkthrough.
 - For Mac users, ensure your device has HDMI and 3.5mm audio connections. If not, please bring appropriate adapters (e.g., USB Type-C to HDMI and USB Type-C to 3.5mm headphone jack adapters).
- **Presentation Management:** Ensure you have a team member to manage your presentation at the center where the computer will be stationed.

Venue Details

Lighting and Ambiance

- **Column Lights:** Adjustable to match event themes.
- **Light Bars and GOBO Light:** Available for customized lighting effects, including school logos and decorative designs.

Space Configuration

- **South Wing:** Features one screen and projector, along with column lights. This section does not include light bars or the GOBO light.
- **North Wing:** Includes two screens, all lighting options, and is suitable for larger events.

For any additional information or specific requirements, please contact our support team. We are here to ensure that your event is equipped with all necessary technology and resources.

Frances Morris Boardroom Features and Services

Overview

The Frances Morris Boardroom is a sophisticated and intimate venue, ideal for smaller meetings and conferences. This room is equipped with state-of-the-art technology to facilitate seamless presentations and video conferences.

Provided Equipment and Services

Integrated Technology

- **Large, Mounted TV:** State-of-the-art for high-definition displays.
- **Dedicated Computer:** A dedicated rack with a computer for all your presentation needs.
- **Video Coverage:** Two cameras, one at the front and one at the back, for comprehensive video coverage.
- **Ceiling Microphones:** Ensure clear audio during video conferences.
- **Advanced Audio System:** Enhances audio quality for presentations and conferences.
- **Connectivity:** Networked for computers, Wi-Fi, video, and conference calling.
- **Portable Sound System:** Available to enhance audio output.
- **Additional Microphones:** Extra microphones available upon request (quantity depends on ceiling mic usage).
- **On-Site Technical Support:** Available as needed.
- **Additional Equipment:** Available upon request.

Presentation Equipment

- **Provided Equipment:** Clickers for presentations.
- **Optional Equipment:** Lectern and mics available upon request.
- **Personal Laptops:**
 - Inform us ahead of time if you plan to use your own laptop to schedule a compatibility walkthrough.
 - For Mac users, ensure your device has HDMI and 3.5mm audio connections. If not, please bring appropriate adapters (e.g., USB Type-C to HDMI and USB Type-C to 3.5mm headphone jack adapters).
- **Presentation Management:** Ensure you have a team member to manage your presentation at the center where the computer will be stationed.

Event Space

- **Size:** 1140 sq. ft.
- **Capacity:** 1-70 persons.
- **Set-Up:** Highly intricate or custom set-ups may incur additional charges.

The Frances Morris Boardroom provides everything necessary to ensure a successful and professional event.

East Meeting Room Features and Services

Overview

The East Meeting Room is a compact and efficient space, perfect for smaller gatherings and meetings. Despite its size, it is equipped with advanced technology to support both presentations and video conferences.

Provided Equipment and Services

Integrated Technology

- **Large, Mounted TV:** State-of-the-art for high-definition presentations.
- **Dedicated Computer:** A computer for all your presentation needs.
- **Video Coverage:** Two cameras, one at the front and one at the back, for comprehensive video coverage.
- **Ceiling Microphones:** Ensure clear audio during video conferences.
- **Advanced Audio System:** Enhances audio quality for presentations and conferences.
- **Connectivity:** Networked for computers, Wi-Fi, video, and conference calling.
- **Portable Sound System:** Available to enhance audio output.
- **On-Site Technical Support:** Available as needed.
- **Additional Equipment:** Available upon request.

Presentation Equipment

- **Provided Equipment:** Clickers for presentations.
- **Optional Equipment:** Lectern available upon request.

Event Space

- **Size:** 562 sq. ft.
- **Capacity:** 1-40 persons.
- **Set-Up:** Highly intricate or custom set-ups may incur additional charges.

The East Meeting Room offers a high-tech solution for smaller meetings, providing everything necessary to ensure a successful and professional event.

Classroom Features and Services

Overview

Our classrooms provide essential amenities to support meetings and presentations, tailored to meet your professional needs.

Provided Equipment and Services

Integrated Technology

- **Projectors:** Available in all classrooms for high-quality presentations.
- **Computers:** Provided for your presentation needs.
- **Video Coverage:** Varies by classroom; capabilities may differ.

Additional Services

- **On-Site Technical Support:** Available to assist with setup and troubleshooting.
- **Connectivity:** Networked for computers, Wi-Fi, video, and conference calling.
- **Request Equipment:** Clickers for presentations.

Event Space

- **Size:** Varies by classroom.
- **Capacity:** Suitable for various group sizes.

For more information or to utilize our classroom facilities, please contact our conference & events team. We are committed to providing functional spaces equipped with essential amenities for your professional gatherings and presentations.