

# Capacity Chart

<u>Conference</u>	<u>Theatre</u>	<u>Classroom</u>	<u>U-Shape</u>	<u>Rounds</u>
20	40	20	20	35-48

## Room Set up Examples

### **Rounds, Banquet**

Generally used for meals and sessions involving small group discussions. A round table seats eight to 10 people comfortably.



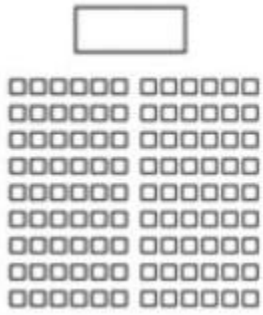
### **E-Shape, U-Shape and T-Shape**

These are best for interaction with a leader seated at the head of the setup. Audiovisual is usually best set up at the open end of the seating.



### **Theatre**

Appropriate for large sessions and short lectures that do not require extensive note-taking. This is a convenient setup to use before breaking into discussion or role-playing.



### Classroom

The most desirable setup for medium to large-size lectures.

Tables provide attendees with space for spreading out materials and taking notes.

