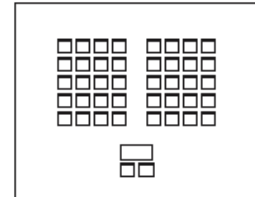


Room Layouts

THEATRE STYLE

Rows of chairs (no tables) arranged with all participants facing towards the front of the room. This setup generally has a centre aisle for ease of delegates.

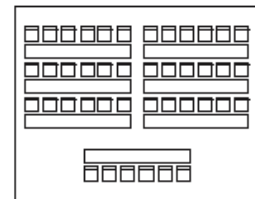
- Used for product launches, presentations, displays
- Used to present to large numbers of delegates
- Allows for optimal room occupancy



CLASSROOM STYLE

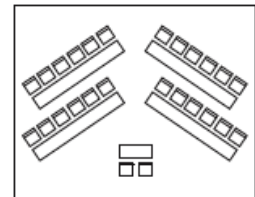
Rows of tables arranged with all participants facing towards the front of the room.

- Used to present to small to medium groups
- Delegates (in ones or twos) have own workspace
- Ideal for testing and individual training



HERRINGBONE / CHEVRON STYLE

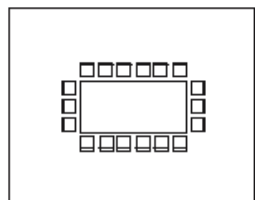
- As Classroom or Boardroom Style
- Seating is angled towards centre of the room
- Allows more discussion than ordinary classroom layout



BOARDROOM STYLE

Multiple rectangular tables arranged together in the centre of the room to create a single large table space.

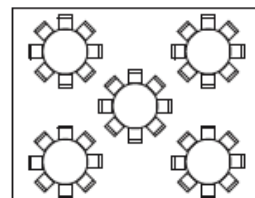
- Classic layout ideal for debate and discussion
- Popular for smaller meetings



BANQUETING STYLE

Standard round tables neatly arranged throughout the room. Participants are seated around the entire perimeter of each table.

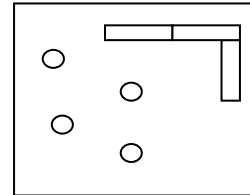
- Flexible layout to requirements
- Dance floor (if required) in central area
- Used mostly for weddings and evening entertainment



RECEPTION / BUFFET STYLE

Rectangular tables placed at edge of the room for food/drinks table. Additional smaller cocktail tables may also be arranged throughout the room for guests to place their drinks.

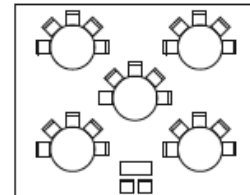
- Ideal for informal occasions
- Allows maximum capacity
- Allows discussion for groups or one-to-one



CABARET STYLE

Standard round tables neatly arranged throughout the room. Participants are seated around 50-70% of each table: no-one has their back to the presenter.

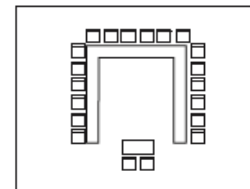
- All delegates facing front-centre on round tables
- Large space in the middle of the room
- Ideal for presentations that involve small-group work



U-SHAPE / HORSESHOE STYLE

Multiple rectangular tables arranged in a large U with open space in the middle. Participants are seated around the outside facing towards the centre of the U.

- Good for training sessions
- Square layout conducive to discussion
- Presentation space in the middle of the room



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