

Ideal Set-up for Presentations.

Good Room Set-up is either classroom or theater style.

Better Room Set-up is chevron classroom or theater style.

Optimal Room Set-up is chevron tables of no more than eight.

Equipment should include a screen, projector, lavalier microphone and table.

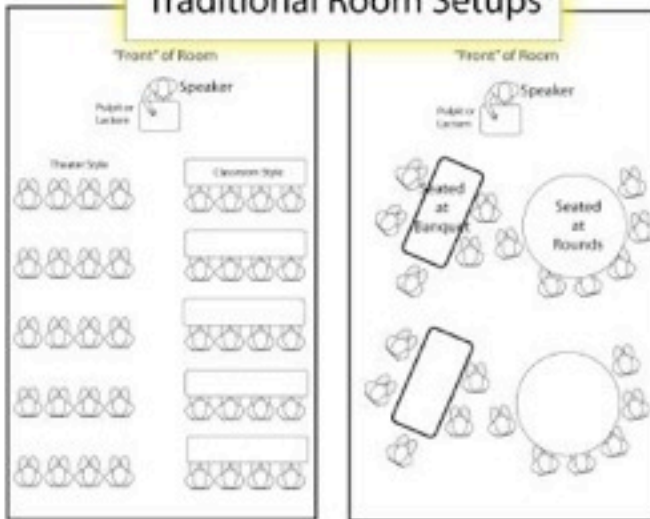
Ideally entrance doors and kitchen doors should be at the rear or side of the room.

Exterior windows should be at the rear of the room.

Lights should be up all of the way.

Note: These are suggestions. Based on the number of participants, size of the room, lighting, blank walls, types of tables, we understand that there may be adjustments. This room set up is all about the audience and their being able to see and hear and participate.

Traditional Room Setups



Room Setup

1. Turn the room so the long wall is used (getting the audience "closer" to the speaker)
2. Lavalier microphone.
3. Have the long wall behind Kordell Norton be blank (no windows, pictures, molding, doors)
4. Have any outside light come in behind the audience
5. Small table at front of room for Facilitator Materials
6. Entrance doors preferred at back or side of room.
7. Kitchen doors preferred at back or side of room (not behind the speaker)
8. Lights up all the way!!!!

Suggested Room Setups for Kordell Norton

