



Deakin University Melbourne City Centre Facilities

Meeting room	Capacity	Facilities
Theatre Room	Boardroom - 16 people Classroom - 16 people U Shape - 14 people Hollow Square - 20 people Team Style - 24 people Theatre Style - 30 people	Audio conference Data/video projector PC DVD Electronic whiteboard available Lectern available Flip chart available Credenza (suitable for catering)
Conference Room	Boardroom - 28 people Classroom - 30 people U Shape - 24 people Hollow Square - 32 people Team Style - 42 people Theatre Style - 84 people	Videoconference Audio conference Data/video projector PC DVD Electronic whiteboard available Lectern available Flip chart available Credenza (suitable for catering)
Function Room (Theatre Room/Conference Rooms combined)	Classroom - 42 people Team Style - 66 people Theatre Style - 114 people	Videoconference Audio conference Data/video projector PC DVD Electronic whiteboard available Lectern available Flip chart available Credenza (suitable for catering)
Boardroom	14 people	Videoconference Audio conference LCD display Data/video projector PC DVD Electronic whiteboard available Flip chart available Credenza (suitable for catering)
Meeting Room 1	12 people	Videoconference (mobile) Audio conference LCD display PC DVD Glass board Electronic whiteboard available Flip chart available Credenza (suitable for catering)
Meeting Room 2	12 people	Videoconference (mobile) Audio conference LCD display PC DVD Glass board Electronic whiteboard available Flip chart available Credenza (suitable for catering)

Meeting Room 3	14 people	Videoconference (mobile) Audio conference LCD display PC DVD Glass board Electronic whiteboard available Flip chart available Credenza (suitable for catering)
Meeting Room 4	8 people	Videoconference (mobile) Telephone Glass board Electronic whiteboard available Flip chart available Credenza (suitable for catering)
Meeting Room 5	8	Videoconference (mobile) Telephone Glass board Electronic whiteboard available Flip chart available Credenza (suitable for catering)
Meeting Room 6	8	Videoconference (mobile) Telephone Glass board Electronic whiteboard available Flip chart available Credenza (suitable for catering)
Hot offices 5 and 6	1-2	Standard office furniture White board Telephone (Extension Mobility UserID and Pin required)
Breakout Room	4	Standard office furniture Glass board Telephone
Facilitator Room	1-2	Standard office furniture White board
Hot Desks 1-14	1 per desk	Standard workstation accessories Power, data (via wireless or cable) and phone (Extension Mobility UserID and Pin required)

When considering your preferred room configuration, please keep in mind any visibility requirements to the projection screens or presenters, to avoid your guests needing to strain to see.

Please refer to the *DUMCC Room Configuration Options* document for examples of the room arrangements.

