

Murphy Seminar Room Standard Layout

This diagram shows the standard arrangement of the Murphy Seminar Room. This arrangement is adaptable for a variety of gatherings.

Capacity: The seminar room can accommodate a maximum of 61* for theatre style seating or standing receptions and a maximum of 32 for seated dining (* fire code limit).

Furniture:

Work orders are required for any furniture rearranging.

- 2 wicker hampers, one for recycling and one for trash
- 4 expandable square tables (36 x 35 or 36 x 70 when needed)
- 2 sofas
- 2 square ottomans with trays
- 8 cushioned wicker armchairs
- 16 leather dining chairs
- 2 black tray end tables
- 1 telephone stand and campus phone
- 2 sofa tables
- 14 vinyl chairs (stored in the back closet)

Audio/visual:

HelpDesk work order required for system setup.

- 1 PC with wireless keyboard and mouse
- 1 wired lectern on wheels (stored in the AV closet)
- 1 remote control device operates all equipment
- Wireless microphone equipment
- 1 floor box to connect laptop and lectern to AV system and power
- 2 wired connections to campus computer network (one on east wall, one in floor box)
- Wireless internet connection also available on east patio and inside room
- Campus phone located on the east wall.

