

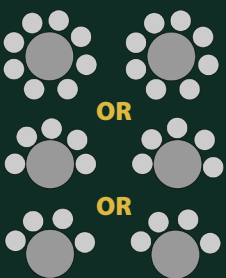
ROOM SETUP DIAGRAMS, CAPACITIES & REFERENCE INFORMATION

Note: Room capacity will be affected by equipment and room configuration



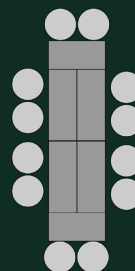
Space Capacities	Lecture	Classroom	Board Room	Banquet	U-Shaped	Hollow Square
Riverview Classroom		30				
• Riverview Classroom		30				
Riverview Elderberry & Beetle Room	60	48	36	72	30	30
• Riverview Elderberry	60	48	36	72	30	30
• Riverview Beetle	60	48	36	48	30	30
• Riverview Elderberry & Beetle Rooms	120	48	36	120	60	60
American River Courtyard	120	48	48	80	48	48
• American River Courtyard Conference Room 1021A & 1021B	120	48	48	80	48	48
• American River Courtyard Conference Room 1021A	60	24	24	40	24	24
• American River Courtyard Conference Room 1021B	60	24	24	40	24	24
• American River Courtyard Small Conference Room 1000C			14			

ROOM LAYOUT & LAYOUT DEFINITION



Banquet

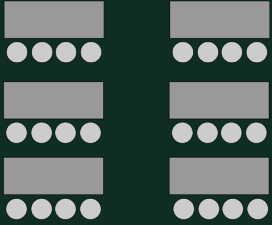
Banquet floor plans are commonly calculated based on round tables that hold eight people using 6' round tables. Banquet style allows for small group interaction at each table.



Board Room

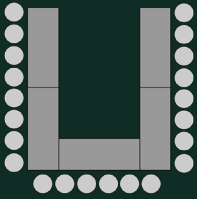
Boardroom floor plans structure the room with all attendees sitting around a closed table environment. Boardroom set-up is structured for attendees to have close interaction. These room sets are designed for smaller groups of attendees.

ROOM LAYOUT & LAYOUT DEFINITION



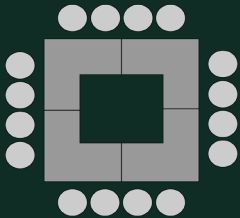
Classroom

Classroom floor plans include rows of tables and chairs. Six-foot tables can comfortably hold two people per table. The tables are typically arranged in rows joining two tables in length, and then incorporate an aisle for people to access the seats. This set up typically takes up a lot of space and requires a large room.



U-Shaped

U-shaped floor plans layout tables and seating to form a “U” toward the front of the room where the speaker will lead a discussion. U-shaped floor plans are good for smaller gatherings in rectangle-shaped rooms.



Hollow Square

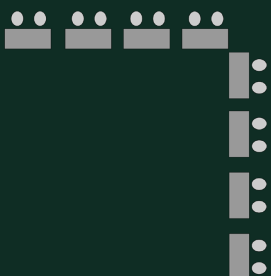
Hollow square floor plans are similar to u-shape floor plans but simply closes off the fourth side to form a closed square or rectangle. It also has an open space in the middle of the table. Hollow square floor plans are better for mid-sized rooms to hold a reasonable number of people who may interact with each other throughout the meeting.



Lecture

Lecture style floor plans line up rows of chairs and space aisles depending on the width of the room and the total seating needed. Lecture floor plans allow for the maximum number of people to fit into a meeting room. Typically at the front of the room, you might have a podium or a projection screen.

Note that the room occupancy goes down with the addition of podiums and projectors.



Resource Fair

Resource fair floor plans typically set-up six-foot tables lined around the perimeter of the room with two chairs behind them facing the interior of the room. These room setups are designed for attendees to walk around the room, stopping at each table and then allowing the open middle for discussion/socializing.

