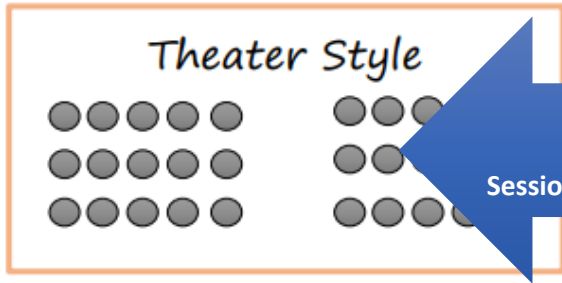
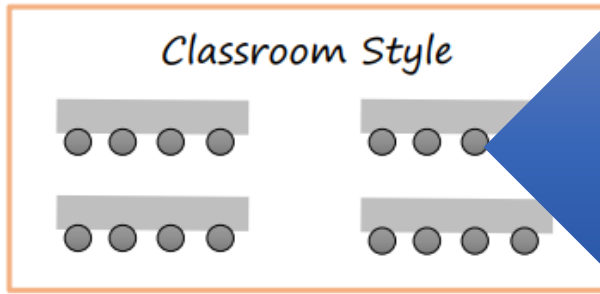


# ESA Meeting Room Setup Styles



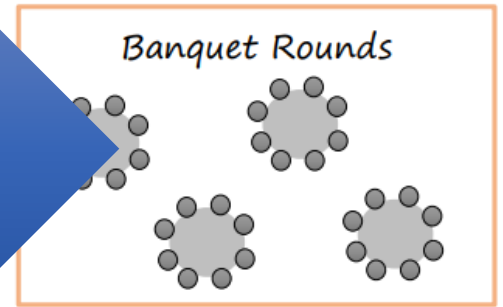
Standard Scientific Session with AV

**Theater:** rows of chairs (no tables) arranged with all participants facing towards the front of the room



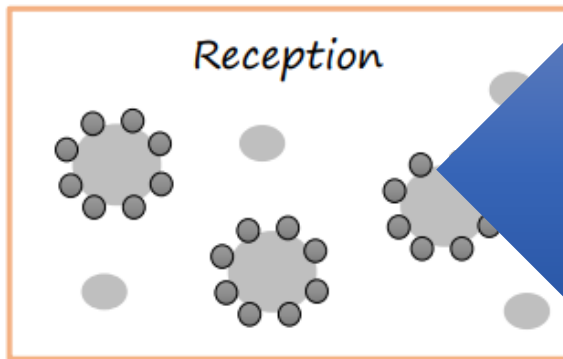
Optional Workshop Setups

**Classroom:** rows of tables arranged with all participants facing towards the front of the room



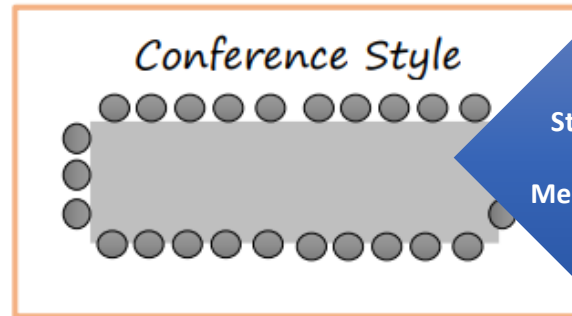
**Banquet Rounds:** round tables arranged throughout the room. Participants are seated around the entire perimeter of each table

*\*ideal for groups that include meal service in the same room*



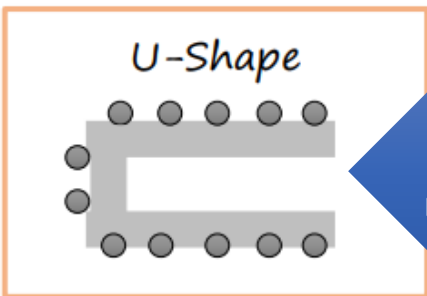
University Mixers

**Reception:** a combination of round tables and smaller cocktail tables neatly arranged throughout the room



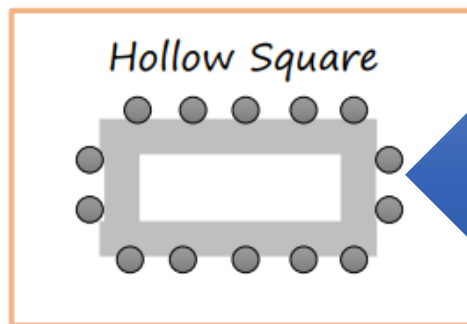
Standard Small Committee Meeting with AV

**Conference:** tables arranged together to create a single large table



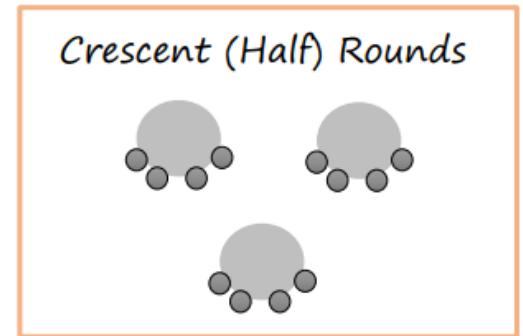
Standard Large Committee Meeting with AV

**U-Shape:** tables are arranged in a large U with open space in the middle. Participants are seated around the outside facing the center of the U



Committee Meeting without AV

**Hollow Square:** tables are arranged in a square with chairs along the outside facing an empty center



**Crescent (Half) Rounds:** seating around half of the table so all participants are facing the front with no one's back to the presenter

*\*ideal for groups that include meal service in the same room*