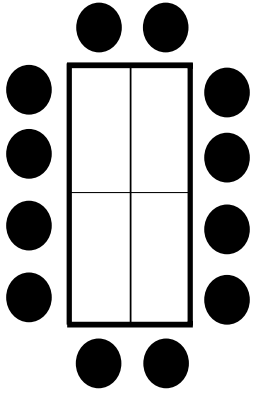
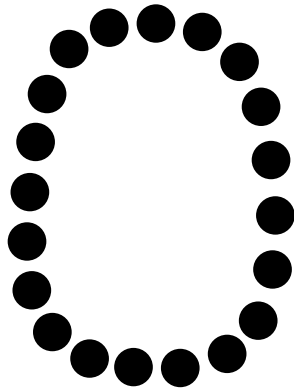


# Secrets to Setting Up the Perfect Meeting Space



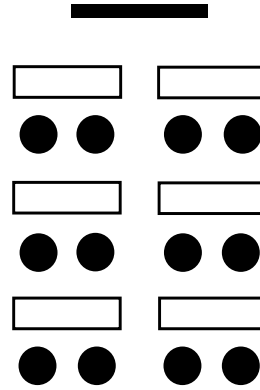
**BOARD ROOM**

All business with ample workspace for all



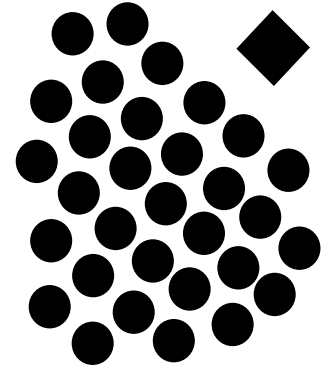
**CIRCLE**

Promotes eye contact and easy conversation



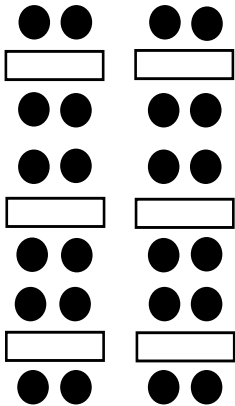
**CLASSROOM**

Tables allow attendees to easily take notes



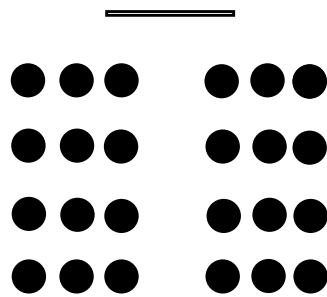
**DIAGONAL LECTURE**

Accommodate big groups in small spaces



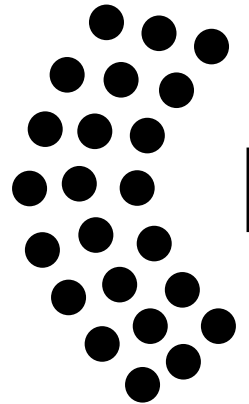
**DINING**

Small groups encourage easy networking



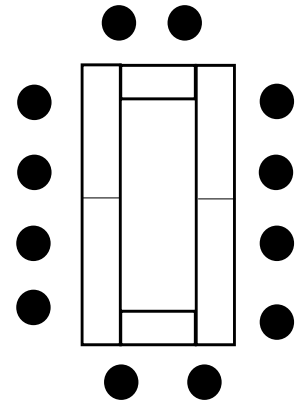
**LECTURE**

Wide aisle allows for easy access to seats



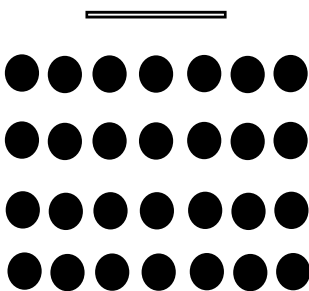
**SEMI CIRCLE**

Keeps attendees in close proximity to speaker



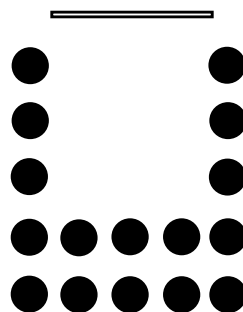
**SQUARE**

Extra elbow-room for longer, working meeting



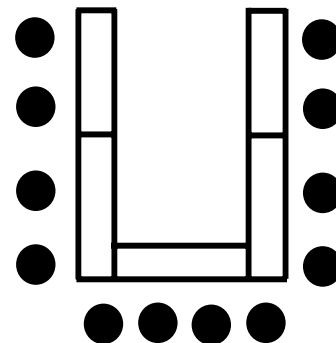
**THEATER**

Classic set-up and efficient for assigned seating



**U CHAIRS**

Easy way to encourage interaction with speaker



**U TABLES**

Allows presenter to address attendees individually