

UW-La Crosse, University Reservations

Room Setup Types



Classroom Style

Rows of tables with 2- 4 chairs at each one. Tables are arranged to face the front of the room. Appropriate for workshops and meetings where participants may: take extensive notes, take tests, utilize workbooks, etc.



Theater

Rows of chairs facing the front of the room, usually divided by center and/or side aisles. Maximizes meeting room space utilization. Theater works well when the audience needs to take minimal notes and/or the presentation is 2 hours or less in length.



Conference

Six-foot conference tables placed in a rectangular outline with open space in the middle. Chairs are placed around the perimeter of the square. Small "brainstorming" sessions when the group does not have a designated presenter/leader. They provide plenty of workspace for each person and good communication/visual lines for each participant.



Conference U-Shape

Conference tables placed end to end in the room to form the shape of a U. Chairs are placed around the outside of the U. For groups that require conversations between the presenter and audience, as well as conversations between the participants.



Banquet

Used for catered functions. Oval & round tables with seating for 4-8.

