Event Operations: Creatively Using Space and Equipment to Enhance a Program
Overview

• Event Spaces on Campus
• Event Equipment
• AV Equipment
• Maximizing Your Event Potential
Available Outdoor Spaces

- Xavier Yard
- Upper Yard
- GSC Amphitheater
- Arrupe Patio
- Hailstones Patio
- Academic Mall

- Rec Field
- Volleyball and Basketball Courts
- Husman and Kuhlman Courtyard
- Hoff Patio
Reservable Indoor Spaces

• Kennedy Auditorium
• Alter 203/204
• Alter 03/04
• Various Lounge/Atrium Areas
• Connoton Boardroom
• Logan 100
• Hailstones 100
• Nieporte Lounge

• CFI
• Classrooms
• Cintas (Cost)
• Gallagher:
  • The Arrupe Overlook
  • Clock Tower Lounge
  • Lower Level Atrium
  • Conference Rooms
• GSC Theater
Under Utilized Spaces on Campus

- Outdoor Spaces
- GSC Atrium
- The Arrupe Overlook
Using Equipment to Enhance a space

- Tables
  - Rounds, Rectangular, Cocktail
- Stage Risers
- Pipe and Drape
Using AV Equipment To Enhance an Event

- **PA Systems**
  - Microphones, audio, live music

- **Projection**
  - Movies, presentations, slide shows, logos

- **Lighting**
  - LED up lights

- **On Campus AV Resources:**
  - Gallagher Student Center
  - Classroom Technology
  - Cintas (only events within Cintas)
  - External
  - Aux Services (inflatable screen)
Tips

• Use what is available to you.
• Work with me!
• Be creative in what spaces you utilize
• Experiment with space, set up, equipment, and AV
• Have a vision
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ALL FOR ONE