

MEETING ROOM SCHEDULE FOR GEELONG CAMPUS AT WAURN PONDS

MEETING ROOMS	CAPACITY	LOCATION	BOOKING CONTACT	FACILITIES	PHONE POINT	KITCHEN ACCESS	WHEELCHAIR ACCESS
jb2.107 (exUB16.04) Central Meeting Room	14	Level B Admin Bldg 1	Online meeting room booking service	Whiteboard Video Conference Facilities Document Camera Active Digital phone point (NOT Voicepoint compatible) Active Network Point Videoconference Meeting Room	72335	No	Yes
jb3.302 (ex UC40) Central Meeting Room	16	Level C Admin Bldg 1	Online meeting room booking service	Whiteboard Voicepoint Active Digital phone point Active Network point (via the digital phone point)	72055	No	Yes
lc1.003 (ex BA.51) FMSD Meeting Room	16	Level 1 FMSD Bldg 14	Online meeting room booking service	Electronic Whiteboard TV/VCR Voicepoint Active Network Point Data Projector	75000	Yes	Yes
kc1.205 Gallery Meeting Room	20-25 (Chargeable)	Foyer IKE Bldg 6	Thomas Lindberg Ext 73464 Trish Mahoney Ext 72375	Electronic Whiteboard TV/VCR/DVD Digital/analogue phone points OHP Plasma Screen Active Network Point Voicepoint unit bookable via IKE	Yes	No. Can book catering via Spotless or the Institute's catering service	Yes
jb3.111 HR Training Room	15	Level C Admin Bldg 1	Reception Human Resources Ext 72774 Denise Jokic	TV/VCR, Screen Whiteboard Phone point – voice point compatible Air Conditioner	72223	Yes (Staff Lounge)	Yes
da2.004 KD Multi-function Room	35-180 (Chargeable)	Level B KD Stewart Centre Bldg 5	KD Stewart Centre Ext 72711 Data Projector	TV/VCR/DVD Whiteboard OHP Active Network Point	72227 (Function Room) 72284 (Kitchen)	Yes	Yes
da2.014 KD Small Meeting Room	15-26 (Chargeable)	Level B KD Stewart Centre Bldg 5	KD Stewart Centre 72711	Whiteboard OHP TV/VCR Active Network Point	71044	No	No
jb3.326 Large Meeting Room DSA	14	UC21 Level C Admin Building 1	Division of Student Administration Tracy Wootton Ext 73422	Whiteboard Voicepoint Active Network Point Data Projector	72965	No	Yes
ka4.531 Seminar Room Engineering & Technology	12-15	SC534 C Level Building 3	School of Engineering & Information Technology Yvonne Berry 72033 Kirsty Purcell 72134	Double Whiteboard TV/remote Projector & mounted screen Pin board Bar Refrigerator Wall mounted urn	No	Yes	Yes

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Meeting Room information last updated by Facilities Management Services Division – 20 February 2008

MEETING ROOM SCHEDULE FOR MELBOURNE CAMPUS AT BURWOOD

MEETING ROOMS	CAPACITY	LOCATION	BOOKING CONTACT	FACILITIES	PHONE POINT	KITCHEN ACCESS	WHEELCHAIR ACCESS
B2.20 Blue Room	18	Building B Level 2	Online meeting room booking service	OHP Whiteboard Electronic Whiteboard Voicepoint Pull-down screen Credenza (suitable for catering) Adjoining kitchen	46786	Yes	Yes
C2.05.01	12	Building C Level 2	ArtsEd Ext 46041	TV Whiteboard Voicepoint	46330	No	Yes (via Arts C2.05)
C5.09	8	Building C Level 5	ArtsEd Ext 46041	TV/VHS Whiteboard		No	Yes
D1.14	8	Building D Level 1	ArtsEd Ext 46041	Whiteboard	46382	No	Yes
EA1.12	4	Elgar Road Building EA Level 1	Online meeting room booking service	Air Conditioned Whiteboards (2) Pinboard Credenza (suitable for catering) VOIP speaker phone Active Network Point	43911	No	Yes
EA2.01	16	Elgar Road Building EA Level 2	Online meeting room booking service	Whiteboard Pinboard Pull-down screen Overhead Projector VOIP speaker phone Active Network Point	43913	Yes	Yes
EB2.18.01	12	Elgar Road Building EB Level 2	ArtsEd – HDR		46721	Yes	Yes
GA1.28 Meeting Room 2	8	Level 1, Building 2, Greenwood Park	Online meeting room booking service	Electronic Whiteboard Pull-down screen Active Network Point (Contact 68139 to book Voicepoint unit at Greenwood Park)	68141	No	Yes
GA1.29 HR Training Room	28	Level 1, Building 2, Greenwood Park	Online meeting room booking service	Videoconference Electronic Whiteboard Electronic screen Television VCR DVD Document Camera Data Projector Overhead Projector Active Network Point iLecture	68140	No	Yes
GA1.30 Meeting Room 1	20	Level 1, Building 2, Greenwood Park	Online meeting room booking service	Electronic Whiteboard Pull-down screen Active Network Point VOIP speaker phone (Contact 68139 to book Voicepoint unit at Greenwood Park)	68138	No	Yes
GA2.02 Meeting Room 3	14	Level 2, Building 2, Greenwood Park	Online meeting room booking service	Electronic Whiteboard Active Network Point VOIP speaker phone (Contact 68139 to book Voicepoint unit at Greenwood Park)	68011	Yes	Yes
GA2.25	14	Level 2,	Online meeting	Electronic Whiteboard	68028	Yes	Yes

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Meeting Room 5		Building 2, Greenwood Park	room booking service	Active Network Point VOIP Speaker phone (Contact 68139 to book Voicepoint unit at Greenwood Park)			
GA2.26 Meeting Room 4	14	Level 2, Building 2, Greenwood Park	Online meeting room booking service	Electronic whiteboard Portable screen Active Network Point VOIP speaker phone (Contact 68139 to book Voicepoint unit at Greenwood Park)	68027	Yes	Yes
he2.018	10	Level 2 Building he Central Precinct	Online meeting room booking service	Air Conditioning Voicepoint Data Projector Active Network Point DVD VHS player Whiteboard Projection Screen	17568	No	Yes
he3.020	10	Level 3 Building he Central Precinct	Online meeting room booking service	Air Conditioning Voicepoint Data Projector Active Network Point DVD VHS player Whiteboard Projection Screen	17569	No	Yes
J3.47	6	Building J Level 3	Health, Medicine, Nursing & Behavioural Sciences (Deans Office)	Voicepoint	17193	No	Yes (via H&BS)
J3.52	12	Building J Level 3	Health, Medicine, Nursing & Behavioural Sciences (Deans Office)	TV/Video Electronic Whiteboard OHP	17783	No	Yes (via H&BS)
K1.03	10	Building K Level 1	Online meeting room booking service	Air Conditioning Whiteboard – Electronic Voicepoint Active Network Point Wireless Network	46892	No	Yes
K2.01	6	Building K Level 2	Facilities Management Services Division Ext. 46246	Air Conditioning Electronic Whiteboard Wireless network Voicepoint – compatible	17779	No	No (via FMDS Reception)
la5.215	14	Elgar Rd Building la Level 5	Online meeting room booking service	Air Conditioning Voicepoint Data Projector Laptop Connection PC DVD VHS player	46117	Yes	Yes
lb2.208	10	Elgar Rd Building lb Level 2	Faculty of Business & Law Ext. 46706	Air conditioning Whiteboard	46297	No	Yes
lb3.103	4	Elgar Rd Building lb Level 3	Deakin Business School Ext. 45525	Air conditioning Whiteboard	45532	No	Yes
lb3.201	10	Elgar Rd Building lb Level 2	Deakin Business School Ext. 45525	Air conditioning Whiteboard Voicepoint	46230	No	Yes

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lb3.210	24	Elgar Rd Building lb Level 3	Online meeting room booking service	Air Conditioning Voicepoint Data Projector Laptop Connection PC DVD VHS player	46210	Yes	Yes
lb3.301	6	Elgar Rd Building lb Level 3	Deakin Business School Ext. 45525	Air conditioning Whiteboard	46103	No	Yes
lb3.421	8	Elgar Rd Building lb Level 3	Deakin Business School Ext. 45525	Air conditioning Whiteboard	45316	No	Yes
lb4.320	8	Elgar Rd Building lb Level 4	School of Information Systems Ext. 46125	Air conditioning Whiteboard Voicepoint	46386	No	Yes
lb4.403	4	Elgar Rd Building lb Level 4	School of Accounting, Economics & Finance Ext. 17743	Air conditioning Whiteboard	45087	No	Yes
lb5.103	4	Elgar Rd Building lb Level 5	Bowater School of Management & Marketing Ext. 46549	Air conditioning Whiteboard	46371	No	Yes
lb5.201	10	Elgar Rd Building lb Level 5	Bowater School of Management & Marketing Ext. 46549	Air conditioning Whiteboard	17355	No	Yes
lb5.403	4	Elgar Rd Building lb Level 5	Bowater School of Management & Marketing Ext. 46549	Air conditioning Whiteboard	46439	No	Yes
M1.07	13	Building M Level 1	Online meeting room booking service	Videoconference Electric Screen Data Projector DVD VCR Document Camera Active Network Point	46641	No	Yes
M2.13	10	Building M Level 2	School of Education Ext 46281	Whiteboard	46282	Yes	Yes (via Lift in Bldg M)
N3.05	12	Building N Level 3	School of Education Ext 46281	OHP Whiteboard Voicepoint Pull Down Screen	43708	No	Yes (via lift in Bldg M)
P4.45	8	Building P Level 4	ArtsEd Ext 17245	Whiteboard		No	Yes
S2.04	12	Building S Level 2	Online meeting room booking service	OHP Whiteboard Voicepoint-compatible Active Network Point	43826	No	Yes
S2.10	10	Building S Level 2	Health, Medicine, Nursing & Behavioural Sciences Ext 17777	OHP Whiteboard	No	No	Yes
T3.05	12	Building T Level 3	Science & Technology Ext 17457	Electronic Whiteboard Portable Whiteboard OHP TV		Yes	Yes
V3.67	8	Building V Level 3	Library Ext 46503	Electronic Whiteboard Data projector Screen OHP TV/VHS		Yes	Yes (via Library Administration)

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V3.80	20	Building V Level 3	Library Ext 46503			No	Yes (via Library Administration)
Y1.29	10	Building Y Level 1	Nursing Ext 46578	Whiteboard OHP	46869	Yes	Yes
Y2.08	16-20	Building Y Level 2	Nursing Ext 46578	Whiteboard	46107	No	Yes (via lift Bldg W)

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MEETING ROOM SCHEDULE FOR WARRNAMBOOL CAMPUS

MEETING ROOMS	CAPACITY	LOCATION	BOOKING CONTACT	FACILITIES	PHONE POINT	KITCHEN ACCESS	WHEELCHAIR ACCESS
B318	12	Building B Level 3	Online meeting room booking service	Whiteboard Voicepoint Active Network Point	33334	Yes	Yes
D230	8	Building D Level 2	Online meeting room booking service	Whiteboard OHP Voicepoint-compatible Active Network Point	33156	Yes	Yes
D232	14	Building D Level 2	Online meeting room booking service	Electronic Whiteboard OHP TV/VCR Voicepoint Active Network Point	33485	Yes	Yes
J219 S&T Mtg Room	6	Building J Level 2	Janet Keith Life & Environmental Sciences 33311		33145	No	Yes
J220 Large Mtg Room	35	Building J Level 2	Online meeting room booking service	Electronic Whiteboard Data Projector OHP, TV/VCR Small Fridge Active Network Point	33090	No	Yes
J222 Videoconf Mtg Room	14	Building J Level 2	Online meeting room booking service	Videoconference Meeting Room Whiteboard	33165	No	Yes
J345 Arts Mtg Room	8	Building J Level 3	Monica Templeton Arts 33489	Voicepoint Whiteboard	33533	Yes	Yes
J420 B&L Mtg Room	6	Building J Level 4	Alison Pollock Business & Law 33510	Voicepoint Whiteboard	33116	Yes	Yes
K112 FMSD Meeting Room	6	Building K Level 1 (adjacent Car Park 9)	Facilities Management Services Division 33431	Whiteboard Voicepoint Active Network Point	33065	Yes	Yes

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MEETING ROOM SCHEDULE FOR GEELONG WATERFRONT CAMPUS

MEETING ROOMS	CAPACITY	LOCATION	BOOKING CONTACT	FACILITIES	PHONE POINT	KITCHEN ACCESS	WHEELCHAIR ACCESS
D2.167 Seminar Room	24	Level 2 D2.167	ITS Jennifer Day Ext: 78854	Electronic Whiteboard Voicepoint OHP Active Network Point	78118	Yes	Yes
D2.202	16	Level 2 D2.202	Online meeting room booking service	Electronic Whiteboard OHP, Screen, Whiteboard Voicepoint Polycom – available from the Security office Active Network Point Telephone – ext. 78036	78037	Yes	Yes
D4.203 Meeting Room 1	8	Level 4 D4.203	Online meeting room booking service	Electronic Whiteboard Voicepoint Polycom Videoconference meeting room	78598 (handset not provided)	Yes	Yes
D4.205 Meeting Room 2	18	Level 4 D4.205	Online meeting room booking service	Active Network Point Phone point – Voicepoint compatible Videoconference meeting room	78563 (handset not provided)	Yes	Yes

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