

Capacity Chart



Convert Meters | Reset

Meeting Room	Dimensions (LxWxH)	Area (sq ft)	Theater	Schoolroom	Conference	U-Shape	Reception	Banquet
Salon C	35x23x0	805						
Salon D	70x35x0	2,450						
Salon E	70x35x0	2,450						
Salon F	35x23x0	805						
Conference Center	298x96x26	28,608	2700	1585			3800	1500
Michigan	99x96x0	9,504						
Wisconsin	46x96x26	4,416	519	283			600	312
Geneva	51x48x0	2,448						
Mendota	51x48x0	2,448						
Ballroom	140x70x16	9,800	1194	652			1200	717
Salon A	35x23x0	805						
Salon B	35x24x16	840	60	40	30	30	80	40
Salon G	35x24x0	840						
Salon H	35x23x0	805						



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GB/MIL/LAX	64x26x12	1,664	125	75	40	40	150	90
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Green Bay	26x21x12	546						
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Milwaukee	26x22x12	572						
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La Crosse	26x21x12	546						
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Greenway	39x32x10	1,248	89	48	40	40	150	53
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Madison Boardroom	23x14x10	322	16		16			
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Middleton	26x24x9	624	45	30	25	25	45	30
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Monona	55x52x10	2,860	150	90	42	30	225	150
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Atrium	0x0x0	2,453						
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Private Dining Room	12.5x20x8	250						
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Atrium	0x0x0	2,453						
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Private Dining Room	12.5x20x8	250						
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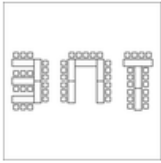
Conference Center Pre Function Foyer and Adjacent Halls	0x0x0	3,609						
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Ballroom Pre Function Foyer and Adjacent Halls	0x0x0	2,928						
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Pool Patio	0x0x0	3,940						
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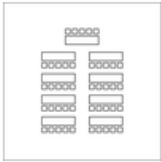
Lacrosse Room Hallway	0x0x0	1,047						
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Room Set-Up Examples



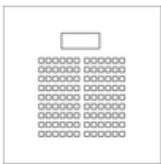
E-SHAPE, U-SHAPE AND T-SHAPE

Appropriate for groups of fewer than 40 people. These are best for interaction with a leader seated at the head of the setup. Audiovisual is usually best set up at the open end of the seating.



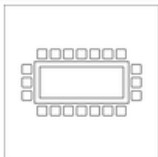
SCHOOLROOM OR CLASSROOM

The most desirable setup for medium to large-size lectures. Requires a relatively large room. Tables provide attendees with space for spreading out materials and taking notes.



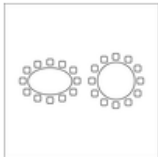
THEATER

Appropriate for large sessions and short lectures that do not require extensive note-taking. This is a convenient setup to use before breaking into discussion or role-playing groups because chairs can be moved.



CONFERENCE AND HOLLOW SQUARE

Appropriate for interactive discussions and note-taking sessions for fewer than 25 people. Many hotels have elegant "boardrooms" for 10 to 20 people, equipped with full audiovisual capabilities, a writing board, cork board and a flip chart.



OVALS AND ROUNDS

Generally used for meals and sessions involving small group discussions. A five foot round table seats eight people comfortably. A six foot round table seats 10 people comfortably.



BANQUET

Generally used for meals and sessions involving small group discussions. A five foot round table seats eight people comfortably. A six foot round table seats 10 people comfortably.



RECEPTION

Stand-up social function where beverages and light foods are served. Foods may be presented on small buffet tables or passed by servers. May precede a meal function.

