

Audio-visual services

Through the online request system, you will be responsible for advising the Congress 2013 team of the audio-visual equipment and services your association will require throughout Congress. This includes access to equipment that may be built in to rooms as well as special equipment that needs to be brought in to a meeting room.

Default presentation package

The default presentation package, described below, is automatically selected in the online request system for every room you book. This package includes data projector, projection screen, ethernet cable and Internet access, and sound system only. **Note: The default presentation package does not include a laptop or desktop computer.**

If you do not want the default presentation package for any of your room bookings, you must remove it from your basket by March 29, 2013. If you do not remove it from your basket by this date, your association will be charged the full amount for this package.

Audio-visual items available

Audio-visual equipment packages are rented for 4-hour or full-day periods.

Default presentation package

Includes data projector, projection screen, ethernet cable and Internet access, and sound system only. \$25.00 for half day (4 hours) \$50.00 for full day (8 hours)

Laptop Computer

\$15.00 for half day (4 hours), \$30.00 for full day (8 hours) + Default presentation package

DVD/VCR

\$10.00 for half day (4 hours), \$20.00 for full day (8 hours) + Default presentation package

Document camera

\$75.00 for half day (4 hours), \$150.00 for full day (8 hours) + Default presentation package

Overhead projector

\$5.00 for half day (4 hours), \$10.00 for full day (8 hours) + Default presentation package

Slide projector (35mm)

\$20.00 for half day (4 hours), \$40.00 for full day (8 hours) + Default presentation package



Video conferencing room

Please contact av@uviccongress2013.ca to complete this request.

Webcasting

Available upon request on a first-come, first-served basis. Please contact av@uviccongress2013.ca to complete this request. Prices will be determined based on your event details.

PA sound system

Please contact av@uviccongress2013.ca to complete this request. Prices will be determined based on your event details.

Special equipment requests

If you require a flipchart, CD/cassette player or any other specialized equipment, please contact av@uviccongress2013.ca.

Technical support

Technician requests for sessions

Requests for a technician can be made via the Congress 2013 booking system when booking your room(s). If you would like a technician present for your session, the rate is \$35.00 per hour (minimum of 2 hours).

Technician requests for events

All events will be led by a qualified audio-visual technician. Depending on the size of the event, additional supplemental staff may be required. Costs associated will be covered by the basic hourly rate of \$35 per hour.

