Please discuss all A/V needs with a McKnight staff person at least a few days prior to your meeting. There are no fees associated with using the in-house A/V equipment listed below.

<table>
<thead>
<tr>
<th>A/V Equipment *</th>
<th>Other</th>
</tr>
</thead>
</table>
| • LCD projector and screen (78” x 139”)
• HDMI connection and adapters  
  o Lightning to HDMI  
  o USB-C to HDMI  
  o VGA to HDMI  
  o DisplayPort to HDMI  
  o Mini display port to HDMI  
  o HDMI mini to HDMI
• Presentation remote (plugs into any USB port)
• Polycom speakerphone†
• Lectern with microphone
• 1 wireless handheld microphone
• 1 wireless lavaliere (clip-on mic)
• 2 easels with flipcharts and markers (more available on request)
| • Wifi
• Extension cord
• Power strip
• Hybrid meeting†† |

* **Electronic Presentations:** Please bring a laptop for displaying your presentations or other documents.

† **Conference Calls:** The phone line in the room can handle one other party. If more than one party is calling in or you need to call long distance, you must use a call-in number.

†† **Hybrid Meeting:** McKnight can host Zoom and Teams hybrid meetings. Due to technology in the room, all Zoom and Teams meeting invitations must be generated through the McKnight account before the meeting. A McKnight staff person will work with you to create your meeting invitation.