

| | |
|----------------|-----|
| sender: | |
| company | |
| contact person | |
| address | |
| | |
| phone | fax |
| email: | |

Questionnaire for designing media technology for a conference room/lecture hall:

What are your requirements for media technology in your conference room or lecture hall? This questionnaire helps you determine the most important key points and serves as a base for discussing the design of your media technology. We gladly assist you in specifying your requirements in a one-on-one consultation.

1. Room Specifics

What kind of room is going to be equipped?

meeting conference training lecturing movie theater

How many people does the room allow for? <10 <20 >

room size (approx.) m2

Is a separate room available for system technology? Yes no

2. Image Management (arranging of images within the room)

type and amount of sources (PC systems) fixed mobile

listing of image sources:

type of projection 1 projector 2 projectors LCD solution

3. Equipment Management (controlling the system as well as single pieces of equipment)

How do you prefer operating your system? By use of

keyboard touch panel smart phone tablet PC

Would you like to be able to also control home technology (lighting, blinds, air conditioning, etc.)? yes no

4. Communication Management (communication and sound system)

Do you plan on ...

... an audio sound system including speakers? yes no

... using microphones yes no

... using external conference systems
 yes, audio system yes, audio and video system yes, PC streaming no

5. Organizational Management (room booking)

Do you set store by ...

... using an electronic door plate? yes no

... booking the rooms using software on the PC? yes no

... centrally managing all rooms and parameters over the PC? yes no