



MELBOURNE
BUSINESS
SCHOOL

Conferences & Venue Hire

July 2023

Memorable
events made
easy.



As the University of Melbourne's graduate school in business and economics, Melbourne Business School is where some of the world's brightest minds come together to learn, connect and share ideas.

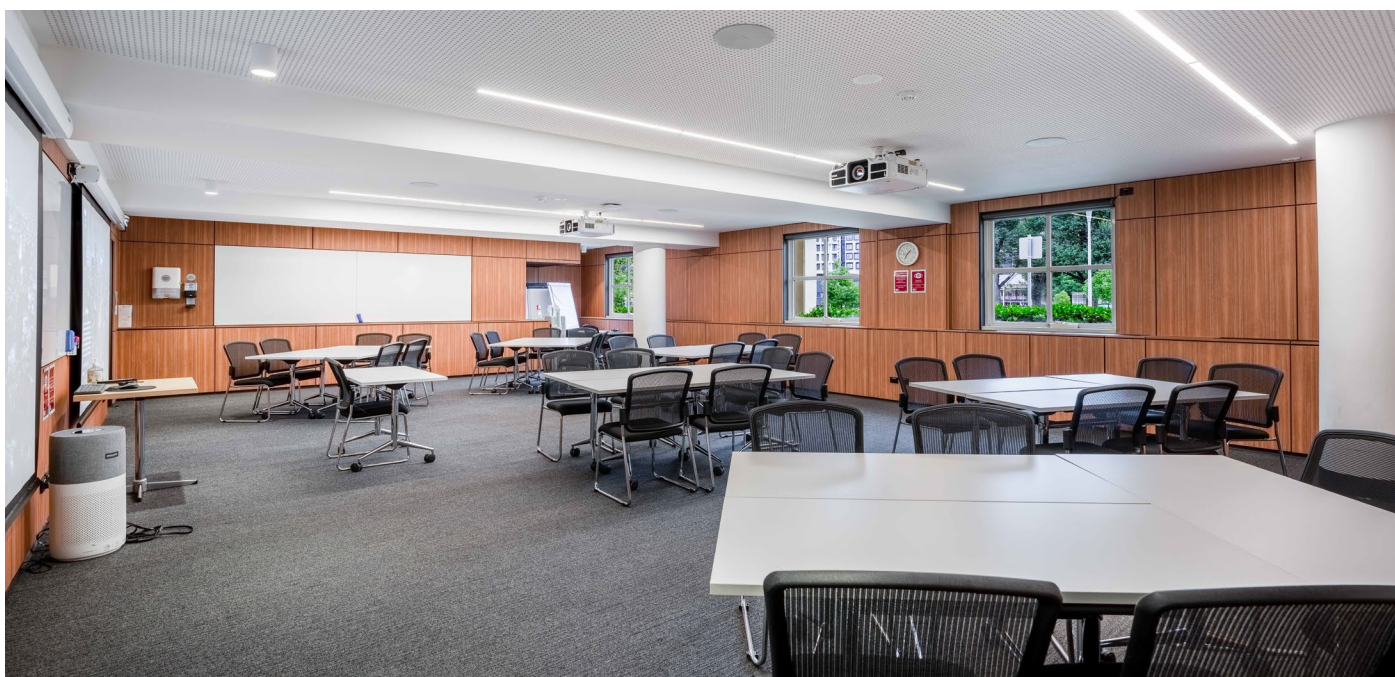
Located in Carlton, just five minutes from the Melbourne CBD, our campus is the ideal venue for important business meetings, conferences, workshops, learning and development programs and corporate events.

We offer a range of exceptional services including catering, from casual to fine-dining options, lunches, regular refreshments and the hire of our versatile lecture theatres and meeting spaces equipped with state-of-the-art AV and multimedia equipment.

Additional catering options include open-air barbecues, intimate cocktail parties and private dinners. It's the perfect environment for a productive and unforgettable event.

Make the most of our versatile spaces to meet, connect, exchange ideas and relax.

Our attentive staff and superb facilities will ensure your event is a great success.



**Meeting
rooms &
venue hire.**





Flat-room configurations and capacities

	Theatre	Classroom	Single Clusters	Double Clusters	U-shape	Boardroom	Open Boardroom
Theatre 101	70	38	45	42	29	30	38
Theatre 105	81	34	45	42	30	40	40
Murra Theatre	50	36	44	32	26	32	40
Grattan Theatre	85	42	50	48	29	36	44
Mill Flat Theatre	70	48	50	48	30	36	42
Pelham Room	106	45	65	54	36	30	40
Bouverie Room	60	30	40	30	26	20	36
Leicester Room	25	15	20	18	15	14	20

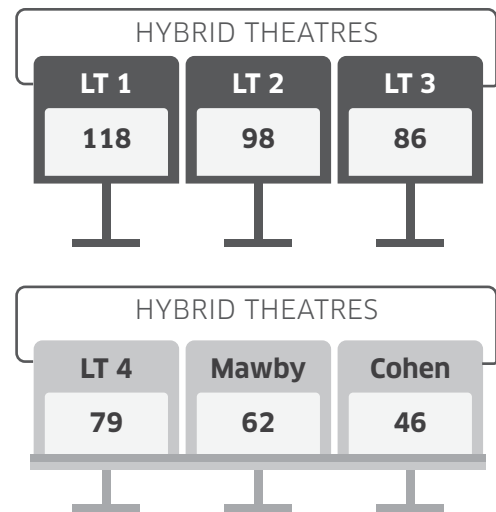
We also have 27 small syndicate/breakout rooms, accommodating 5-10 people each.

Our day package includes:

- Hire of a main meeting room, equipped with modern audio and computer technology, as well as presentation aids, such as whiteboards, data projectors and flipcharts
- Arrival, morning and afternoon refreshments
- Gourmet sandwich, casual grazing style, or seated hot buffet lunch
- Delegate pads, pens, name badges and tent cards
- Conference stationery
- Dedicated Conference Manager
- Accommodation, breakfast and dinner available upon request.



Tiered-theatre capacities



Your personal Conference Manager

Your personal Conference Manager will assist with all aspects of your meeting, providing complete peace of mind before, during and after your event.



Dining-room capacities



Catering.



Our executive chefs are industry specialists who take pride in showcasing their skills, creating delicious and constantly evolving menus for our clients and customers. Our objective is to offer a range of options that can be further tailored to suit your needs, as required, and we pride ourselves on our fresh food philosophy underpinned by the use of seasonal produce.

Fine-dining options

In addition to a buffet or gourmet sandwich lunch as part of our conference packages, we also offer other cost-effective catering options, built around seasonal menus, such as working lunches, courtyard barbecues, cocktail parties or private dinners.



Technology.



Outfitted with the latest audio-visual equipment, our spaces are perfect for your next event.

With the flexibility to turn any in-person event into a hybrid event, our six Harvard-style tiered theatres are fully integrated with Zoom and Teams.

Using lapel and ceiling microphones, anyone in the room can speak with crystal clear sound quality on the receiving end, while remote participants can be displayed on various screens around the room. Participants can see both presenters and audience in high definition, with two adjustable Pan-Tilt-Zoom cameras, perfect for Q&A or Town Hall sessions.

Looking for more flexibility?

Our Flat Floor spaces can now also be used for hybrid delivery, supporting all our room configurations.

Participants can see both presenters and audience with two adjustable Pan-Tilt-Zoom cameras, as well as hear everything in the room with wireless handheld and lapel presenter microphones, and wireless table microphones. We support all major videoconferencing options, including Zoom and Teams.

All meeting spaces come with an on-site, on-call technician, with dedicated event technicians available for extra peace of mind.



Virtual Classroom.



Melbourne Business School's Learning Innovation department has launched a new virtual classroom that brings the physical classroom experience to online learning. Screens within the new learning space can host up to 84 people in life-size proportions, to allow experts and facilitators to engage with learners the same way they would in person.

There may be opportunities for key conference clients to make use of this innovative space.

The centrepiece of the Virtual Classroom is a soundproof, state-of-the-art studio featuring:

- A video wall with 14 interconnected 55-inch Samsung 4k displays
- 1x 65-inch 4k Samsung vertical display
- 1x 65-inch widescreen Samsung interactive touchscreen that can function as a digital whiteboard
- 14x full HD perspective cameras that allow participants to see the presenter's facial expression and body language in high resolution
- A selection of four possible camera angles for viewers
- 2x ground-level confidence monitors
- Video lighting
- Yamaha soundbars for directional sound
- 8x lapel microphones for presenters
- 1x ceiling microphone for presenters
- 1x lectern with a Windows Desktop device for controlling the Virtual Classroom or sharing slides or documents
- System runs on weConnect software by Barco

VC capabilities:

- Multiple breakout rooms
- Attendance and interaction tracking
- Teacher dashboards
- Exclusive concierge support service
- Presentations
- Adaptive Leadership Project

Types of learning the classroom can be used for:

- Peer coaching groups
- Learning insights workshop
- 360 feedback sessions/discussions
- Role-playing
- Well-being exercises
- Problem-solving scenarios
- Networking
- Remote brainstorming
- Meetings
- Assessment
- Discovery
- Town Halls
- Lightning talk
- Group coaching
- Proposal and pitches
- Express workshops



Accommodation.

Residential packages

Our residential options include a modern, comfortable bedroom, breakfast and dinner.

Each of our 41 cosy bedrooms feature an ensuite bathroom, television, complimentary modem access points, radio alarm clock, individual heating and cooling, complimentary toiletries. A room with disability facilities is available.



Conference enquiries.



**Your dedicated
Conference Manager**
Carla McCauley

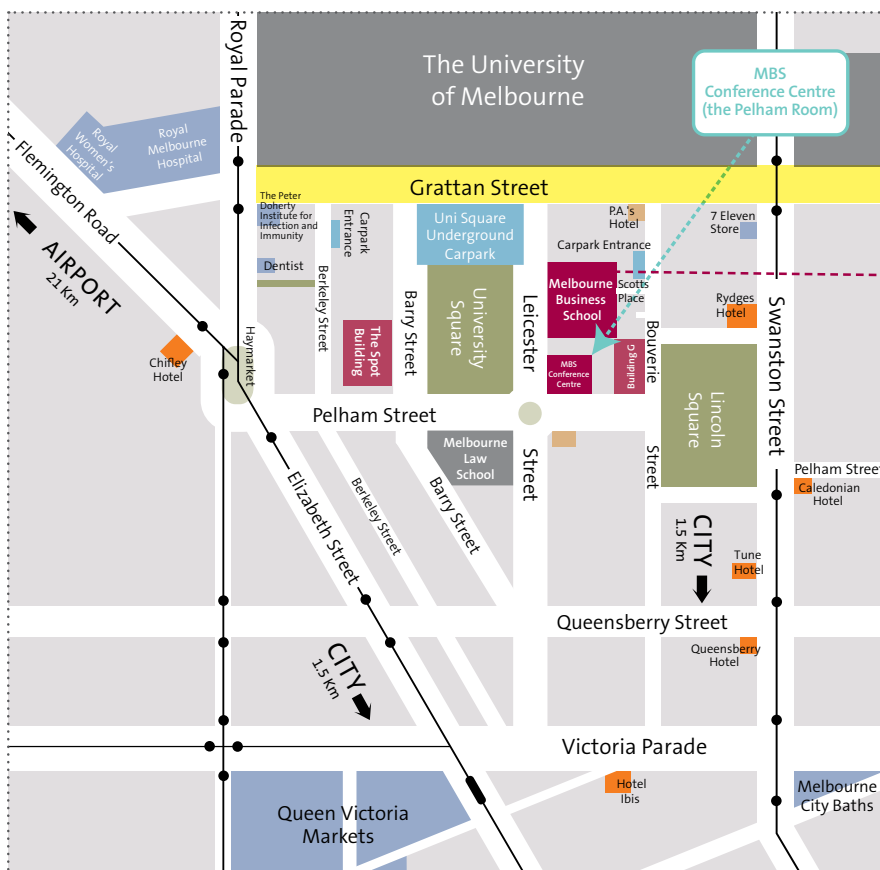


+61 3 9349 8487
(AEST Business Hours)



conferences@mbs.edu

mbs.edu



**Melbourne
Business School**
200 Leicester Street
Carlton Victoria 3053
Australia

CAMPUS LOCATIONS:

HEAD OFFICE

CARLTON

200 Leicester Street
Carlton VIC 3053
Australia

ABN 80 007 268 233 CRICOS 00116K

CONNECT WITH US



@MelbBSchool



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