Meridian Hall - Collegium Helveticum STW B2.4
Terms of Use

General

Size	The usable area of the Meridian Hall is about 65 m^2.
Utilization concept	The Meridian Hall is licensed for 50 to max. 70 people under special conditions (see floor plans): • Option 1 (max. 50 people, 1 EE*) • Option 2 (max. 70 people, 2 EE*) * EE = emergency exit. The occupancy of people depends on the number of available emergency exits. See section «Fire regulations».
Permitted events	Lectures, panel discussions, exhibitions, projections, receptions
Equipment	The Meridian Hall is equipped with the following infrastructure: • Podium • Projector • Screen Flexible furniture must be placed within the usable area according to the attached plan diagrams. Live broadcasts to the Rudolf Wolf Room are possible.

Conditions of use

Fire regulations	The regulations of the fire protection ordinance of the Gebäudeversicherung Kanton Zürich (GVZ) apply, as well as the special fire regulations of the GVZ. The instructions of the fire police of the city of Zurich and those of the ETH SGU, Fire and Explosion Protection Department. Special attention should be paid to the following regulations (see plan diagrams): • Options 1,2: door "EE 3" must be kept open at all times during events. • Option 1: for events with up to 50 people the podium (room width 5m) may be located in front of the emergency exit (EE 1). • Option 2: for events with up to 70 people, all emergency exits (EE 1, EE 2) must be kept clear at all times.

Plan: Floor B, Room 2.4 (Meridian Hall)
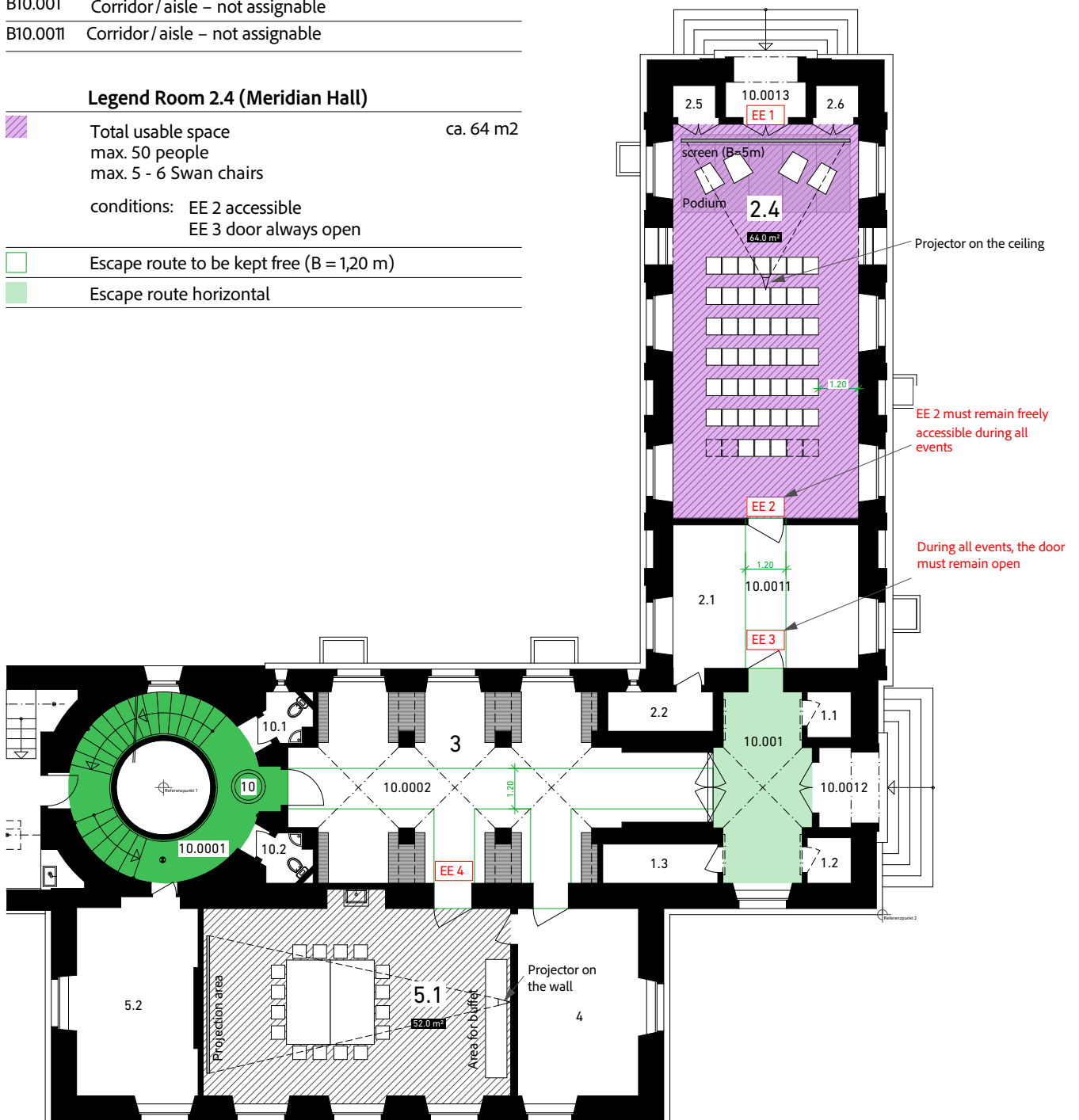## Option 1

Room designations

B2.4	Seminars / events (Meridian Hall)
B3	Foyer
B5.1	Seminars / events (Rudolf Wolf Room)
B10.0002	Corridor / aisle – not assignable
B10.001	Corridor / aisle – not assignable
B10.0011	Corridor / aisle – not assignable

Legend Room 2.4 (Meridian Hall)

Total usable space   ca. 64 m2
max. 50 people
max. 5 - 6 Swan chairs

conditions: EE 2 accessible
EE 3 door always open

Escape route to be kept free (B = 1,20 m)

Escape route horizontal

Plan: Floor B, Room 2.4 (Meridian Hall)
Option 2

Room designations

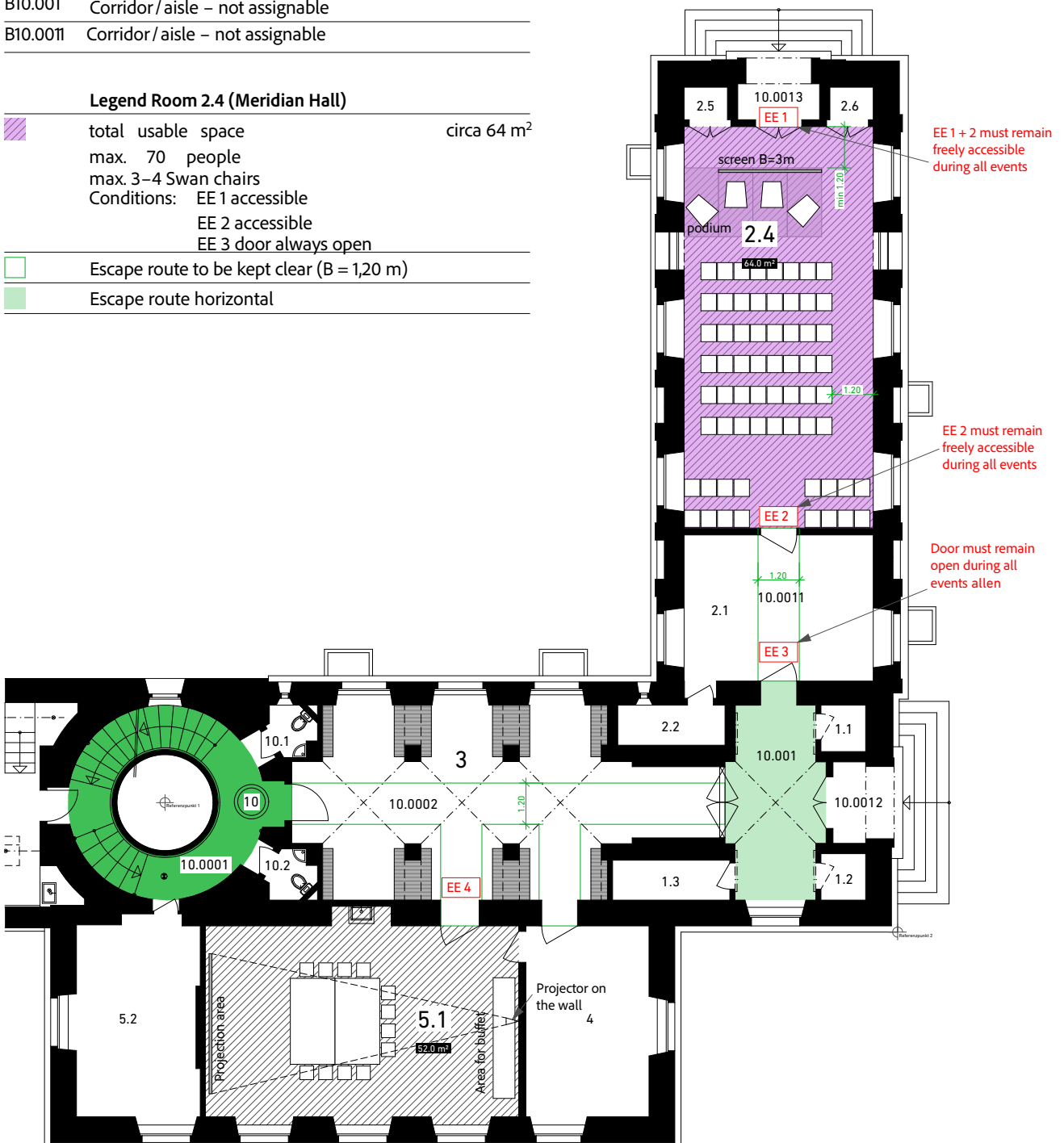|	
B2.4	Seminars / events (Meridian Hall)
B3	Entrance Hall
B5.1	Seminars / events (Rudolf Wolf Room)
B10.0002	Corridor / aisle – not assignable
B10.001	Corridor / aisle – not assignable
B10.0011	Corridor / aisle – not assignable

Legend Room 2.4 (Meridian Hall)

total usable space   circa 64 m²

max. 70 people
max. 3–4 Swan chairs
Conditions: EE 1 accessible
                EE 2 accessible
                EE 3 door always open

Escape route to be kept clear (B = 1,20 m)

Escape route horizontal

EE 1 + 2 must remain freely accessible during all events

EE 2 must remain freely accessible during all events

Door must remain open during all events allen

Technical Possibilities - Meridian Hall STW B2.4
as part of an event taking place at the
Collegium Helveticum/ Observatory

Audio-Web-Conference

The event takes place on-site in the Meridian Hall. It does not necessarily have to be a conference per se, it can also be a lecture or another event format. The audio-web-conferencing simply allows for virtual participation.

Using the presentation laptop (on-site), virtual participants are connected via Zoom or Teams and can participate virtually in the event. Using the screen share function, the virtual participants are projected onto the screen on-site and are thus visible to the audience present in the hall. The sound of the virtual participants as well as the sound of the participants present in the hall is audible through the sound system, though this requires everyone present in the hall to be speaking into a microphone. No additional equipment for further functionalities can be connected to the sound-system.

<u>This is not a real hybrid-version because the virtual participants cannot see the participants present</u> in the hall – except for the person (e.g., speaker) located *directly* in front of the presentation laptop (see fig. 3).

Fig. 1 View of the audience on site on the screen with the virtual participants.*1

Fig. 2: View of the audience on site on the screen with the virtual participants*1 and a shared presentation (by a participant on site)
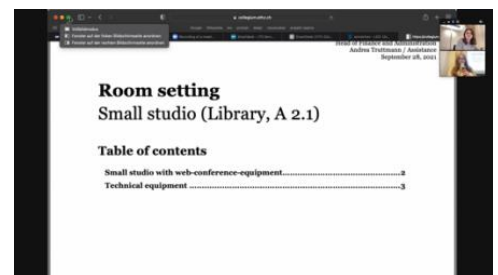

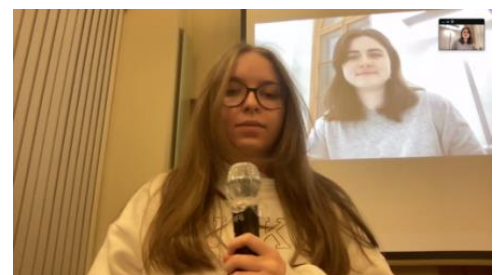Fig. 3: Virtual participants' view of the shared presentation (by a participant on site)

Fig. 4: View of the virtual participants of the room; you can only see the person directly in front of the presentation-laptop.

Impressions

Meridian Hall STW B2.4