

University of Cambridge Department of Engineering  
**Main Site Meeting Room AV Facilities**

						AV Facilities							
Room Number	Room Name	Wheelchair Accessible	Access	Catering Availability	WiFi*	Whiteboard	Data Projector/ TV	PC	Laptop Input	Video Conferencing**	Webcam (to PC or USB cable)	Visualiser/ Document cam	Telephone Conferencing
BE2-23	Board Room	Y	Office hours	Y	Y	N	Y	Y	VGA or HDMI	Y*** UIS MS Teams Room	N	N	Y
BE4-38	CBL Meeting Room	Y	Limited out of hours access	Y	Y	Y	Y	Y (IMac with OS X or Win 7)	VGA	N	N	N	Available on request^
BE5-05	MIL Meeting Room	N	Office hours	N	Y	Y	Y	N	VGA	Y Radvision Dual Screen	N	N	Available on request^
BN2-05/06	Oatley Meeting Room 1	Y	Limited out of hours access	Y	Y	Y	Y	Y	VGA or HDMI (VGA only for half-room projector)	N	N	Y	Available on request^
BN2-07	Oatley Meeting Room 2	Y	Limited out of hours access	Y	Y	Y	Y	Y	VGA or HDMI	N	N	N	Available on request^
IS2-03	EDC Loft Meeting Room	N	Office hours	Y	Y	Y	Y	N	VGA	N	N	N	Available on request^
ISG-14	Hopkinson West Meeting Room	Y	Limited out of hours access	N	Y	Y	Y	N	VGA	N	N	N	Y
IN2-09	Sir Arthur Marshall Meeting Room	Y	Office hours	Y	Y	Y	Y	Y	VGA or HDMI	N	N	Y	Available on request^
JDG-14	Dyson Building Ground Floor	Y	Office hours	Y	Y	Y	Y	N	VGA or HDMI	N	Y to USB	N	Available on request^
JDO-01	Dyson Building Office Floor	Y	Office hours	Y	Y	Y	Y	N	VGA or HDMI	Y*** Cisco Dual Screen / UIS MS Teams Room	N	N	Available on request^
JD1-18	Dyson Building First Floor	Y	Office hours	Y	Y	Y	Y	N	VGA or HDMI	N	Y to USB	N	Available on request^
JD2-18	Dyson Building Second Floor	Y	Office hours	Y	Y	Y	Y	N	VGA or HDMI	N	Y to USB	N	Available on request^
JD3-18	Dyson Building Third Floor	Y	Office hours	Y	Y	Y	Y	N	VGA or HDMI	N	Y to USB	N	Available on request^

Inglis North, Signal Processing & CLIC Meeting Rooms are not available. For capacity numbers please see <http://www3.eng.cam.ac.uk/itservices/bookings/>

\*WiFi access is available via the eduroam and UniOfCam wireless networks. Only users that have devices that have been previously configured to connect to eduroam can utilise this service. The UniOfCam wireless network can either be used by Raven authenticated Cambridge University users or by utilising an appropriate visitor ticket. Where visitor tickets are required for guest access these need to be requested in advance via [helpdesk@eng.cam.ac.uk](mailto:helpdesk@eng.cam.ac.uk)

\*\* To ensure success, video conferences should be booked via [av-support@eng.cam.ac.uk](mailto:av-support@eng.cam.ac.uk) at least 5 working days in advance of the meeting to allow for exchange of technical details between sites and to conduct a test call prior to the main meeting. In order to allow clear liaison between sites during the lead up to meeting, please request the contact details of the remote site's video conference technician when organizing the meeting and notify the Engineering AV team of these details when booking the use of the system.

\*\*\* UIS managed Microsoft Teams Room setup, capable of standard Video Codec H.232/SIP calls. See <https://help.eng.cam.ac.uk/audio-visual/> or <https://help.uis.cam.ac.uk/hybrid-meeting-room-standards/user-guide> for more information.

^ Telephone conference call equipment must be booked at least 2 working days in advance via [av-support@eng.cam.ac.uk](mailto:av-support@eng.cam.ac.uk)

**Further AV enquiries can be made via [av-support@eng.cam.ac.uk](mailto:av-support@eng.cam.ac.uk) or by calling 01223 332660**