

The Boiler House, Newcastle University, Newcastle upon Tyne NE1 7RX**Technical Rider****Installed Video Capabilities – no setup required**

- 4x Video inputs permanently Installed – PC, HDMI Fly Lead, Document Camera, Mersive Wireless Connectivity ([App Required](#))
- 1 large Projection screen (5m width image)
- 1 lectern monitor that permanently displays the venue PC output
- System can be turned on and inputs controlled by the button panel on the lectern without the need for an NUIT AV technician to be present.

Video Expansion Capabilities – NUIT AV Technician Required to Set-Up

- 1x HDMI output can be provided from Lectern Position of content being projected

Installed Audio Capabilities – no setup required

- Program Audio to FOH speakers from selected input.
- 4x Sennheiser Speechline Microphones available to use for voice reinforcement (2x hand held / 2x lavalier)
- Hard of Hearing induction Loop system

Network connectivity in all venues

- The Boiler House has one network connection point available for use by non NUIT AV technicians. This port is labelled PRVT.
- MAC addresses of ALL devices to be connected to this port are required to be provided via NU Service no later than 2 weeks prior to the event. Later than this it can not be guaranteed that your devices will be registered in time to be active for your event. External organisers can send this information to your university contact who will be able to do this on your behalf.
- NUIT AV colleagues are not able to register additional MAC addresses at the time of the event

Frequently Asked Questions

Can external AV be set up in the room?

The only place where external AV can be accommodated are at the designated External AV setup point

Is there network access via an ethernet cable?

There is one network access port at each External AV setup point. To use this facility, MAC addresses will have to be provided to NUIT Networks colleagues no later than 2 weeks prior to the event

Is there Wi-Fi that we can connect to?

There is eduroam (sign up required) and a Guest network. However, for streaming purposes we strongly recommend using the wired connection provided

Do NUIT AV provide a technician to operate/ be available for the duration of the Event?

Unfortunately, we are unable to provide a technician for the duration of any event. NUIT AV technicians can be on hand to assist the rig / de-rig of an event and to make sure that the in-house AV is functioning properly. After this NUIT AV can be contacted on an emergency helpline number within core hours 8am – 5pm for remote support.

Can NUIT AV support be provided outside of core hours?

Yes, subject to availability and minimum charges (2 hours on weekdays, 4 hours on weekends).

Can we see the venue and facilities before our event?

Yes, an NUIT AV technician can be booked to discuss your event AV requirements ahead of your event either in-person or via a MS Teams call.

Can we use the in-house PC?

Yes, a guest login can be provided by the Conference for the duration of your event

Can we Plug a Laptop into the AV system for Content & Audio?

Yes, the HDMI fly lead will provide a video and audio feed into the in-house AV system. Please select 'HDMI' on the lectern control panel to display laptop content.

Can we borrow a laptop from NUIT AV?

We do not have any loan stock. You will need to provide your own laptop if required.

Can we borrow a presentation clicker from NUIT AV?

We do not have any loan stock. You will need to provide your own presentation clicker if required.

Can we run a Hybrid Event in The Boiler House?

The Boiler House is not a hybrid enabled venue. An external AV provider would have to be booked to provide a Hybrid experience and with the attached technical capabilities of the spaces in mind

Can we install additional software on the lectern PC?

PCs connected to AV systems run Windows 10 and light package of software including Office365 & Adobe PDF viewer.

If additional software needs to be installed for your conference, we recommend you provide your own laptop with the software already installed. Any requests for software to be installed on the University PC, will need to be checked and approved by the Cyber Security Team in the first instance and be packaged by the relevant support team.

Can we overflow from the Boiler House to another venue?

There is no direct overflow functionality from this venue

Can we turn up the volume on the in-house microphones?

Where available, the microphones are set at a good level for all venues, however if you feel that they are too quiet or malfunctioning, an NUIT AV technician can investigate issues and increase the volume if necessary.

Can more microphones be added?

NUIT AV do not have loan stock of microphones for this venue, however additional microphones can be added via XLR into the house AV system at the External AV patch points.

Can confidence/comfort monitors be added?

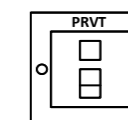
NUIT AV do not have loan stock of monitors and there are no additional patch points to add them. They would need to be provided and cabled by an external AV provider

If Printing, please do so on A3 Paper



External AV setup locations

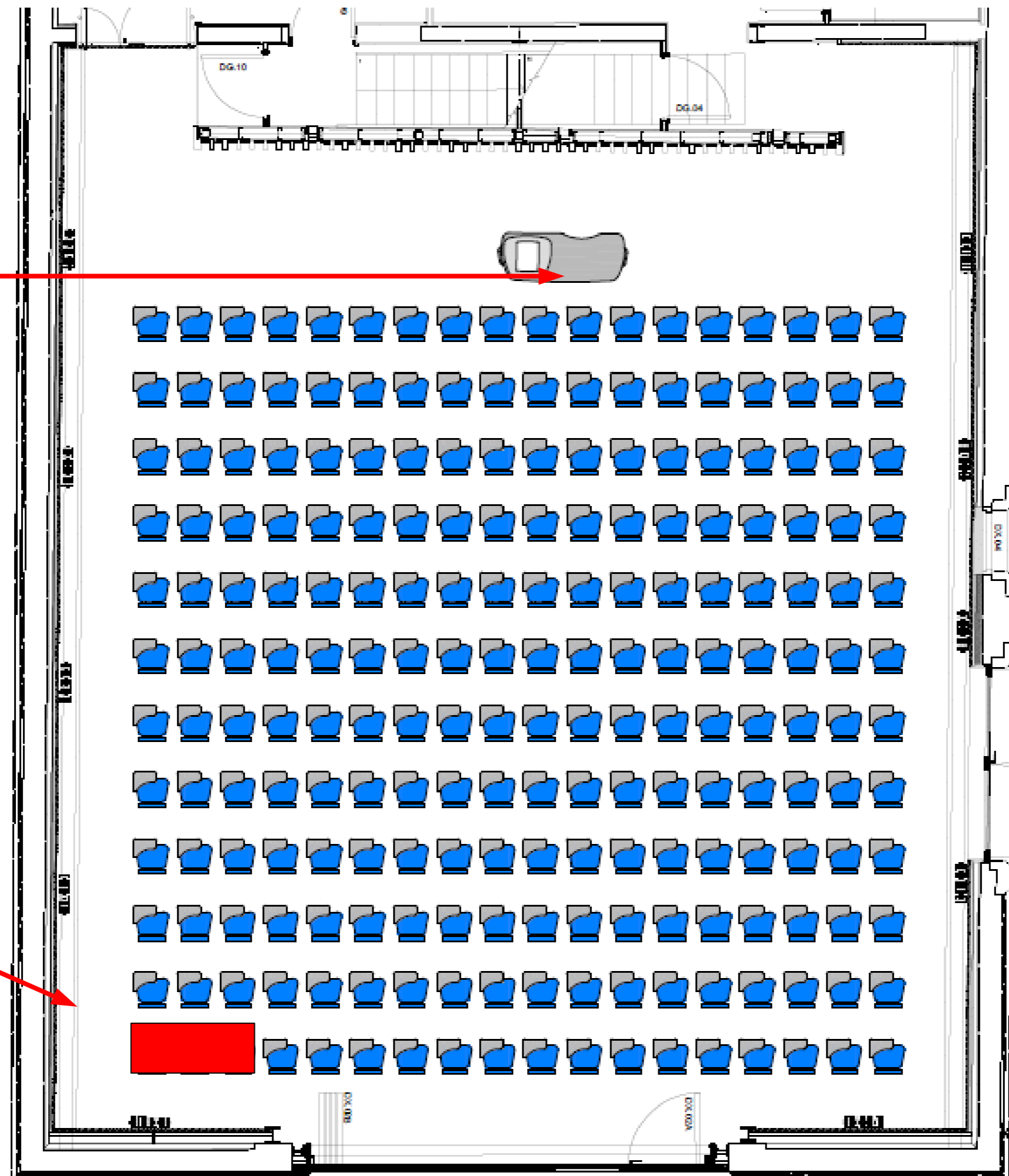
Network Patch Points Contain one ethernet port for use by anyone other than NUIT AV



This is labelled PRVT

HDMI Connection Point

Network Connection Point



AV Conference Setup Location
The Boiler House

Drawn by: Darren Mitchell
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Revision 1

NUIT AV Services