5:23 pm Sat 18 May, 24

ALL Microphone/Projector Needed

Date	Start	End	Group	Event Name	Location	Equipment	Setup Instructions	Contact Full Name	Created By	Last Modified
Mon	6:30	7:30	Board of Education	Community Leaders	O'Plaine - Auditorium	Wireless	For both of	Jeanne Love	Kim Lobitz	2015-01-12
01/12/2015	pm	pm		Focus Group for		Microphone	these meetings,			07:43:12
				Superintendent		(OP	we may need 2			
				Search		gym/auditori	wireless			
						um only)	microphones.			
Tue	7:00	8:00	FBLA	FBLA General	O'Plaine - Auditorium	LCD	Two, 6' tables,		Kelly	2015-01-08
01/13/2015	pm	pm		Meeting	Warren Township HS	Projector -	set up in		Wilkerson	14:24:58
					- O'Plaine	O'Plaine	auditorium foyer			
						Laptop -				
						O'Plaine	Two, 6' tables			
						Podium	with 6 chairs,			
						Wireless	set up at front			
						Microphone	of auditorium			
						(OP				
						gym/auditori	Podium, two			
						um only)	hand-held			
						Table(s)	microphones,			
						Please	computer and			
						specify	projector at			
						under misc	front of			
						options-set	auditorium			
						up notes				
						Security	Please ask			
						Needed	security to			
						(Admin Use	unlock outside			
						Only)	doors to			
							auditorium at			
							6:15 p.m.			
							ADDITIONAL			
							SECURITY IS			
							NOT NEEDED			
							FOR THIS			
							EVENT.			

5:23 pm Sat 18 May, 24

ALL Microphone/Projector Needed

Date	Start	End	Group	Event Name	Location	Equipment	Setup	Contact Full	Created By	Last
							Instructions	Name		Modified
Wed	6:30	7:30	Board of Education	Parents and	O'Plaine - Auditorium	Wireless	For both of	Jeanne Love	Kim Lobitz	2015-01-12
01/14/2015	pm	pm		Community Focus		Microphone	these meetings,			07:43:40
				Group for		(OP	we may need 2			
				Superintendent		gym/auditori	wireless			
				Search		um only)	microphones.			
Thu	6:00	9:00	District 56	Spaulding School	O'Plaine -	Wireless	B & G Assigned		Kim Lobitz	2014-12-08
01/29/2015	pm	pm		Dance Night	Gymnasium	Microphone	is NOT needed.			08:30:19
						(OP	Bleachers need			
						gym/auditori	to be out for this			
						um only)	event. No			
						B&G	additional			
						Overtime	security is			
						Needed	needed for this.			
						(Admin Use				
						Only)				