

General Storage & Orientation

What goes where

Contents

- ▶ A general guide to where equipment rooms are and what goes in each space
 - ▶ It is important equipment goes back to the proper locations and is stored neatly following events
 - ▶ There are diagrams & photos located on the door of most storage rooms to aid in this process
- ▶ Ground Floor Table & Chair Storage - 165H
- ▶ Activity Rooms
- ▶ Second Floor Table & Chair Storage - 269E
- ▶ AV Equipment Storage - 271
- ▶ Crüe Room - 286
- ▶ Squash Courts - 62A

Ground Floor Table & Chair Room

165H

- ▶ This room is located to the right of the stage in the Mustang Lounge
- ▶ Items contained in this room are
 - ▶ 6' Rectangular Tables, Skirt & Carts
 - ▶ 5 Chair Carts w/40 chairs each
 - ▶ Folding Chairs
 - ▶ Rod & Drape - 3' & 8'
 - ▶ Aluminum Easels
 - ▶ Cable Mats
 - ▶ Bike Pump for Table Cart tires

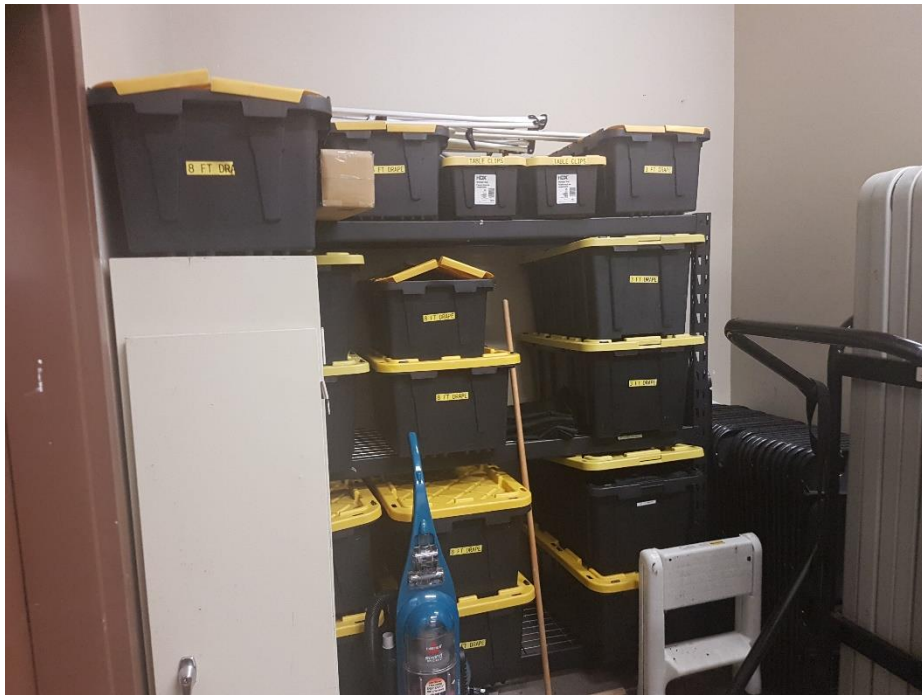
Ground Floor Table & Chair Room

165H - Location



Ground Floor Table & Chair Room

165H - Equipment



Drape Tubs
Folding Chairs
Easels



Tables & Table Carts
Chairs
Cable Mats

Ground Floor Table & Chair Room

165H - Equipment



Chairs
Table Skirt
Drape Hardware
Cable Mats

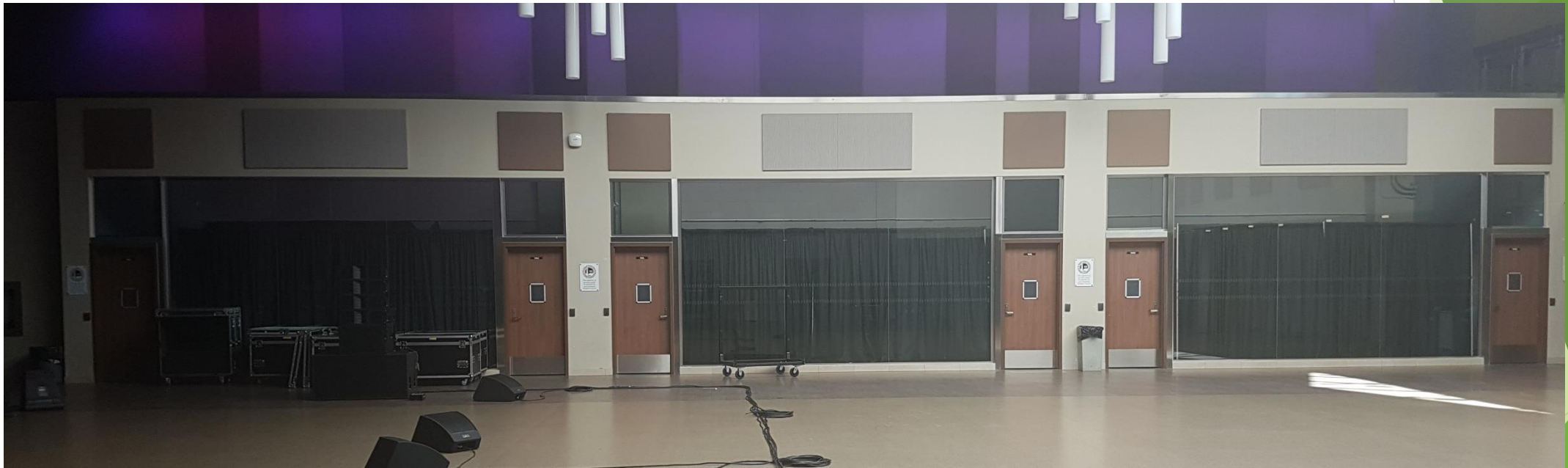


Bike Pump for Table Carts
Table Clips
Cleaning Supplies

Activity Rooms

- ▶ There are 3 Activity Rooms in the Mustang Lounge that are used for storage
- ▶ They are numbered with Activity 1 being closest to the stage and 3 being at the back of the lounge
- ▶ Activity 1 contains various AV Equipment used for larger events
- ▶ Activity 2 contains stage, truss, and stanchions
- ▶ Activity 3 is used for flex storage of goods or furniture

Activity Rooms



Activity 1

Activity 2

Activity 3

Activity Rooms

Stanchion Storage - Activity 2



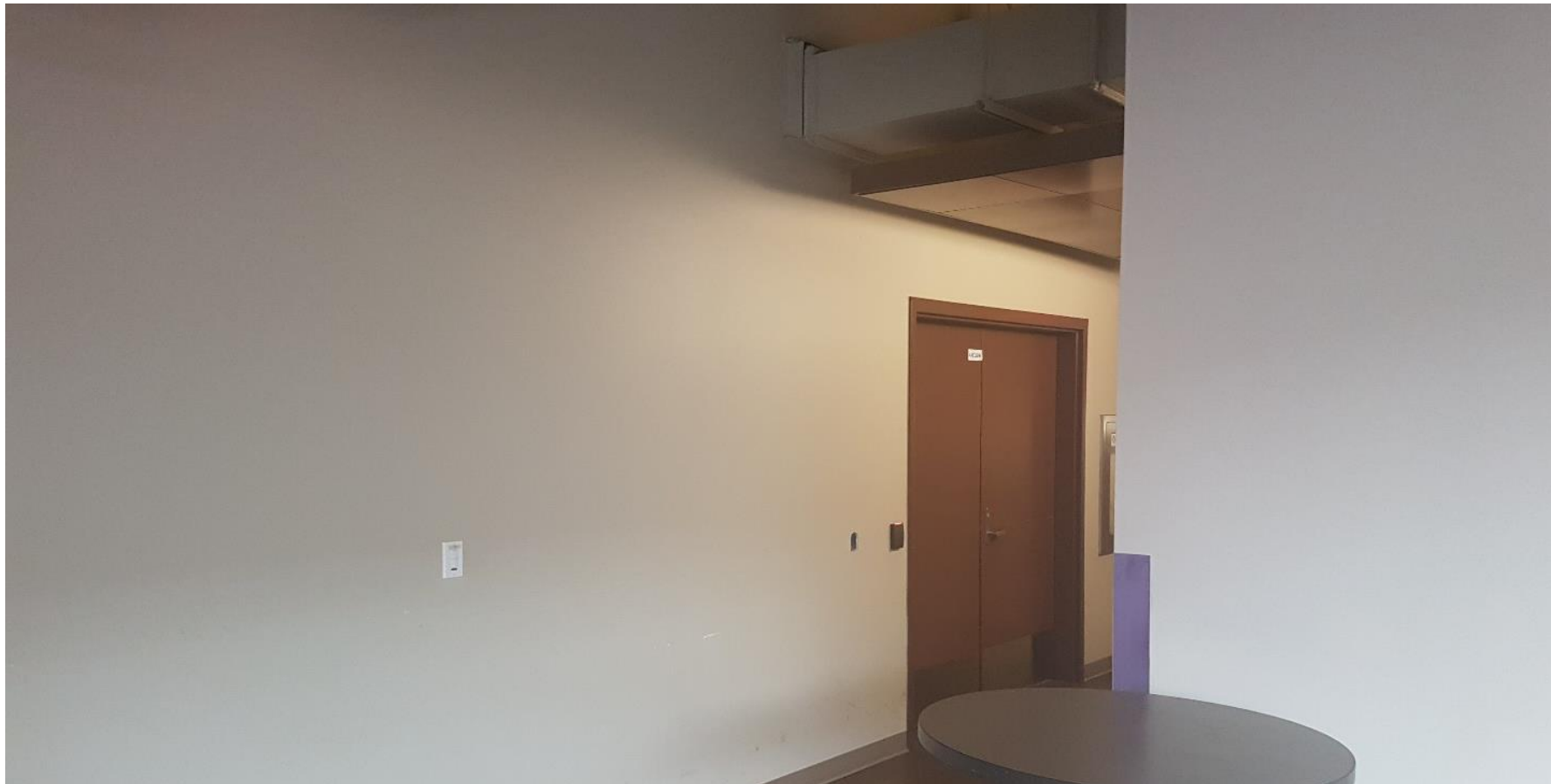
Second Floor Table & Chair Room

269E

- ▶ This room is located on the balcony above the Mustang Lounge
- ▶ Items contained in this room are
 - ▶ 8 Chair Carts
 - ▶ Round Tables & Carts
 - ▶ 4 Serpentine Table - Used for Council meetings

Second Floor Table & Chair Room

269E - Location



Second Floor Table & Chair Room

269E - Equipment



Chairs



Round Tables
Serpentine Tables

General AV Storage

271

- ▶ This room is located on the second floor in the service hallway that connects the elevators to the back of the Wave
 - ▶ Look for the giant USC Logo
- ▶ Items included in this room
 - ▶ XLR, AC & Quad Boxes
 - ▶ HDMI & VGA Cables along with video adapters
 - ▶ Laptops
 - ▶ Small Projector & Screen
 - ▶ TV Carts
 - ▶ Microphones, Speakers & Stands
 - ▶ Various Audio adapters
 - ▶ Keys

General AV Storage

271 - Location



General AV Storage

271 - Equipment



Keys
Cleaning Supplies
Audio & Video Adapter Tubs
Tape



TV Carts
16' Drape
XLR, AC & Quad Box Tubs
Speakers/Stands Etc.

Crüe Room

286

- ▶ This room is located on the second floor opposite room 271
- ▶ Things that can be found in here
 - ▶ Laptop for signing in & out of shift
 - ▶ Shift Instructions
 - ▶ Cleaning Supplies
 - ▶ Steel Toe shoes
 - ▶ OHSA Booklet & Health & Safety Board
- ▶ Carts for moving items around the building can be found in the hallway outside 271 & Crüe Room
 - ▶ Orange-aid - Wood flatbed cart
 - ▶ Aluminum Hand Cart
 - ▶ Green Pallet Jack

Crüe Room

286 - Location



The Squash Courts

62A - Storage

- ▶ The squash courts are located in the basement of the UCC
- ▶ It is under the Mustang Lounge next to the Western Active Learning Space (WALS)
- ▶ It is home to all of the props Andy builds
- ▶ It also contains storage bins for various USC groups such as Theatre Western and Charity

The Squash Courts

62A - Location

