**SLPI Training Workshop Room: Materials, Equipment, & Set-Up**

1. Tables arranged in a manner that allows comfortable seating of trainers and all participants (see diagram).

2. Comfortable chairs with no arms; one for each participant and the two presenters.

3. An easel or whiteboard.

4. Document projector (Elmo, Visualizer, etc.).

5. Two laptop computers and mice with LCD projectors at trainers’ table;

6. Two wheeled carts with DVD payback and large screen TV monitors, or computers and large screens, for rating practice. Remote controls are necessary with DVDs.

7. Table for refreshments (coffee, etc.).
Sample SLPI Training Workshop Room Set-Up

Solid white projection surface. A flat wall, covered if necessary, is better than screens.

- **Document Camera (Elmo, etc.)**
- **Easel or Whiteboard**
- **Trainers’ Table**
  - Laptop w/mouse
  - LCD
  - Laptop w/mouse
- **Six-foot tables for participants**
- **Large Screen TV w/DVD or VCR**
  - Remote required
- **Long table for refreshments**
- **Large Screen TV w/DVD or VCR**
  - Remote required