



Notes for Aberdeen U3A speakers

Updated 20 May 2016

Venue: The Boys Brigade HQ, CRIMON PLACE, ABERDEEN. AB10 1RX

Location: just north of the Huntly Street/ Summer Street, on corner between Skene Terrace and Crimon Place. <https://goo.gl/maps/nMr5P>

Parking- there is no car parking at the venue. There is public parking (meters) on the adjacent streets or in the Chapel Street multi-story, the Summer Street pay and display car parks and the Denburn car parks nearby (behind the Central Library).

Public transport. It is a short walk from Union Street where most of the city buses and longer-distance coaches have bus stops. There are also buses which stop on Rosemount Viaduct and Union Terrace including buses from Inverurie.

Times

Aberdeen U3A have the halls booked from 12 30 pm to 4 pm

Committee members will be there from 12 30 pm, and members start arriving at 1 pm.

The meetings start at 1 30 pm with some announcements. About 1 40 pm the speaker is introduced and speaks for 30 to 40 minutes so that the talk and any questions end about 2 30 pm. Teas and coffees are served and we vacate by 4 pm.

Equipment

In the hall we need to use our wireless PA system. The speaker normally uses a headset microphone to ensure that our aurally challenged members can hear. A wireless hand-held microphone is also available.

Projector and presenter. We have a projector and a digital controller. We will be projecting onto the wall – so the pictures will not be high quality.

The projector will take VGA inputs or USB inputs from a computer and can also show image files from a USB stick. If you want to use USB input, please contact us in advance to check compatibility between your computer and the projector.

The digital controller we can supply requires you to put our USB receiver into the computer you are using so that you can control the presentation remotely.

[You can also find user guides online: Projector Epson EBX-11; Logitech Wireless Presenter R400]

If you need us to provide a computer, please let us know a week in advance.