

August 2019

Thank you for your interest in the Harrell Medical Education Building! Below is a brief overview of the building's available rooms and usage policies. For more information and details, please see the Harrell Medical Education Rental Policy document.

The Harrell Medical Education Building (HMEB) opened July 2015. It is located on the University of Florida campus, between the McKnight Brain Institute and the Health Professions, Nursing and Pharmacy (HPNP) Building. The address is 1104 Newell Drive, Gainesville, FL 32611.

The HMEB is home to the College of Medicine's MD and PA programs. When the building's space is not being used for medical education, many areas are available for use by other entities within the College of Medicine, the University of Florida and the Gainesville area.

- Reservations of the learning studios, conference rooms, classrooms and meeting rooms are managed by Shawn Murphy: smurphy21@ufl.edu
- Reservations of the Scott Commons are managed by Chad Roth: chadroth@ufl.edu
- For information regarding the UF Health Shands Center for Experiential Learning & Simulation, the Anaclerio Learning & Assessment Center or CSSALT please contact us using our group email account: simulation@med.ufl.edu

The HMEB schedule may be viewed in the UF Health Virtual EMS room scheduler:

<http://rooms.ahc.ufl.edu/VirtualEms/>

Log in with your Gatorlink credentials, and hover over *Browse* to see options. You may request space in the building via the *Reservations* tab; hover over *Reservations* and choose *Room Request*.

Please keep in mind that the Harrell Building is used by students for studying and congregating at all hours. If, as is common, you find students in the space you have reserved, simply let them know that you have a reservation for a meeting or event.

The following rooms are available to request (please note that the room numbers begin with the floor they are on – 125 on first floor, 240 on second floor, etc.):

Room	Setup	Capacity	A/V	Restrictions	Fee
Scott Commons	Lobby / Atrium	241	Air media (provide your own computer)		Yes
125	Learning Studio	160	Computer provided	Food limited	Yes
135	Learning Studio	160	Computer provided	Food restricted	Yes
240 / 250	Class (may be divided)	64	Computer provided	Eve / Wkend only	Yes
128	Conference	32	Computer provided / Videoconference avail		Yes
460	Conference	24	Air media (provide your own computer)		Yes
331	Class / Meeting	20	Air media (provide your own computer)		No
332	Class / Meeting	20	Air media (provide your own computer)		No
333	Class / Meeting	20	Air media (provide your own computer)		No
320	Class / Meeting	12	Air media (provide your own computer)		No
323	Class / Meeting	12	Air media (provide your own computer)		No
324	Class / Meeting	12	Air media (provide your own computer)		No
325	Class / Meeting	12	Air media (provide your own computer)		No
328	Class / Meeting	12	Air media (provide your own computer)		No
329	Class / Meeting	12	Air media (provide your own computer)		No
338	Class / Meeting	12	Air media (provide your own computer)		No
420	Class / Meeting	12	Air media (provide your own computer)		No
423	Meeting	10	Air media (provide your own computer)		No
322	Meeting	8	Air media (provide your own computer)		No
422	Meeting	8	Air media (provide your own computer)		No
335	Meeting	5	Air media (provide your own computer)		No
459	Meeting	5	Air media (provide your own computer)		No

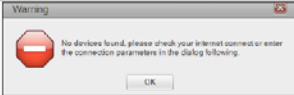
We recommend that you familiarize yourself with the building's Audio/Visual systems prior to your scheduled event.

AirMedia – Connect to All with a PC

Navigate to www.crestron.com/airmedia and download the Windows client (you will need to scroll down to find the installers)

Each time you run the application, no devices will be found. You will have to manually add the device.

Type in the IP address and the code from the top of the display.

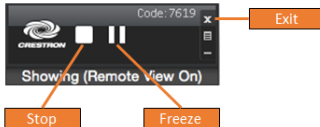
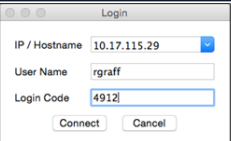


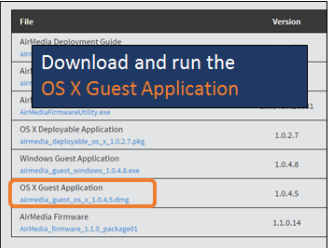


AirMedia – Connect to All with a Mac

Navigate to www.crestron.com/airmedia and download the Windows client (you will need to scroll down to find the installers)

Each time you run the application, no devices will be found. You will have to manually add the device.

Type in the IP address and the code from the top of the display.



To arrange assistance with A/V (8am-5pm, Mon – Fri), please contact:
Charles Poulton: wcp@ufl.edu
Robert Jewell: rjewell@ufl.edu