



# MCEC Technology and AV Inclusions

Technology Guide





# Working together to amplify your show

We partner with some of the best minds in the entertainment industry to deliver electrifying experiences for the people on stage and in the crowd.



Our in-house technology team can provide in-house creative solutions or work directly with suppliers to amplify your event, from sourcing the latest technical innovations to stage and set designs. We're all about finding ways to elevate your guests' experiences.



## Our standard inclusions

- A dedicated Technology Planner
- Pre-installed technology
- Free visitor WiFi
- 24/7 onsite technical support

### Pre-installed technology

Pre-installed equipment is included as part of your venue hire. This includes a high definition projector and screen, presentation computer with internet access, sound system and intelligent lectern with attached microphones.

Plenary and Goldfields Theatre include state-of-the art rigging for your audio, lighting and production elements.



# Bringing your event to life

Your Technology Planner will work with you to find exciting ways to incorporate the latest trends and technologies into your event, enhancing your audience's experience and elevating the impact of your performers.

### Audio

We offer a selection of digital audio sound system packages and speaker accessories to boost audio and add impact to your show. Options are available for single speakers, intimate soloists, concerts and large scale productions.

### Staging and production

Our accredited rigging team can install your production equipment and assist with production elements such as stages, drapes and cloths.

### Rigging

As rigging is a high risk activity, organisers, production companies and exhibitors are required to select a rigger from a list of MCEC accredited rigging companies. Your Technology Planner will provide you with a list of accredited riggers.

Your rigger will be required to submit detailed plans to MCEC no later than 10 business days prior to the commencement of rigging works.

### Vision

Our spaces are designed with maximum flexibility. We can accommodate a range of screen sizes and layouts ensuring unobstructed sight lines for your audience.

We also offer vision switching solutions, ensuring presenter and video content displays seamlessly on screen.

### Lighting

Enhance your guests experience with a high impact lighting design. Your Technology Planner can create a custom lighting design for your show.







Our innovative technology can extend your event experience, showcasing your onstage performers to your audience.

## Recording and broadcasting

### Camera to screen

Add impact to your event and improve sight lines by broadcasting your presenter on the main screen.

### Web streaming

Reach and engage with a wider audience by streaming your show online with perfectly synchronised audio, video and on screen content. There are a range of services available.

### Audio recording

Turn your show into a podcast or keep an audio recording to listen to later. There are a number of options available to ensure you capture the best sound.

### Broadcast camera recording

A broadcast camera provides you with a high quality recording of your event with multiple file types available.

### Main screen recording

A main screen record provides you with a high definition recording of the screen content of your event. This option is enhanced when your content includes multiple vision sources such as camera, presentations and video.

### Synchronised content recording

Capture your screen content and performer using a broadcast camera with perfectly synchronised audio, video and presentation slides.







## Signage and branding

### Digital signage and door cards

Digital way finding signage is located throughout the venue to guide your audience to the correct event space. Digital door cards at the entrance of your event space display your event branding and session information.

### Digital totems

There are four Digital Totems located in Convention Centre as part of our wayfinding system. The totems are fitted with LCD screens that can be used to promote your event. Use of the totems are subject to your space hire plan and availability.

### Banners

There are options available for hanging banners in most meeting spaces and foyers.

## Technical considerations

Your Technology Planner can provide advice on supplier inductions, test and tagging and cable management. We can also provide onsite equipment such as boom lifts and elevated work platforms to get to those hard to reach ceiling points.





# Plenary

Combining world renowned design with immersive acoustics, Plenary makes a big impact while still feeling intimate, enriching the experience for both performers and the audience.

Plenary has been home to some of the biggest international and local acts, ranging from Neil Young to the Melbourne Symphony Orchestra, with the ability to comfortably support crowds of 5,000 and more. Best of all, its innovative design gives you the versatility to shape the space to your liking, with both standing and seated configurations available.

## Pre-installed technology

Included in your space hire is the following pre-installed technology in standard configuration:

- Christie Boxer 4K30 UHD projector (30,000 lumens)
- Widescreen projection screen (10.6m x 6.0m) – flown on line 16 (midstage)
- Tormentor screens 2 x LED screens (4.0m x 2.5m, 6.0mm pitch)
- Intelligent lectern with 22" LCD preview monitor
- 2 x lectern microphones
- Barco S3 vision switcher
- Holding slide computer
- Presentation computer with internet access
- 2 x DVD players

5 x operator talkback belt pack with headset:

- 1 x fixed master station with headset
- 3 x cabled belt pack with headset
- 2 x wireless belt pack with headset

Presenter lighting (square 1 rig) comprising the following control equipment:

- ETC Smartfade 2496 lighting console

Front of house mix position:

- Digico SD10
- 2 x CD players

Concert and presentation PA system:

- Nexo line array
  - 24 x Geo D10 cabinets, and
  - 4 x Geo Sub cabinets.
- Stage in-fill
  - 6 x Nexo PS8 speakers on main stage
- Fixed tier fill
  - 4 + 6 + 4 x Nexo PS8 speakers
- Balcony fill
  - 4 + 6 + 4 x Nexo PS10 speakers



Stage measurements and specifications

Plenary (combined)	Measurement
Width of stage overall	34.94m
Width between tormentors at setting line	18.10m
Depth from setting line to rear wall	12.07m
Depth from setting line to upstage tab	11.35m
Stage lifts (x4) dimensions	18.00m x 3.02m
Height of stage above flat floor (standard)	1.00m
Forestage Pit front to setting line	5.35m
Proscenium height from raised stage	9.50m
Grid height from fixed floor	15.90m
Clear height under fly gallery (wings)	5.10m
Clear height under fly gallery (upstage)	6.20m
Stage rake	0 degrees
Surface – reconstituted wood fibre (Masonite) painted black	

**Please note**  
Stage dimensions are approximate and measurements should be confirmed on-site. The setting line (zero line) of the stage in Plenary is drawn between the downstage corners of the tormentors.

Additional equipment

Depending on your event and the level of production involved, it may be necessary to supplement our pre-installed technology with additional lighting, sound and vision equipment to meet your event requirements. Please discuss this with your Technology Planner.

Technicians

A minimum of two MCEC operators are required to assist with the operation and production of your event. If you need to bump in additional production equipment, a minimum of three duty technicians must assist with access, installation and integration of equipment.

Additional operators or technicians may be required depending on the complexity of your event and the level of production involved.

Control position

Audio, vision and lighting control desks are located front of house amongst the tiered seating and comes complete with a control surround kit.

Main screen position

The standard position for the main screen is line 14.  
  
The alternate main screen positions are typically line 3 (downstage) and line 26 (upstage).  
  
Labour charges will apply for relocating the screen from the standard position before your event and restoring it to standard position afterwards.





## Plenary 2

Boasting all the same features of the full Plenary, this intimate configuration provides the perfect environment for everything from single speakers to fullscale productions.



### Pre-installed technology

Included in your space hire is the following pre-installed technology in standard configuration:

- Christie Boxer 4K30 UHD projector (30,000 lumens)
- Widescreen projection screen (10.6m x 6.0m) – flown on line 16 (midstage)
- Intelligent lectern with 22” LCD preview monitor
- 2 x lectern microphones
- Barco S3 vision switcher
- Holding slide computer
- Presentation computer with internet access
- 2 x DVD players

5 x operator talkback belt pack with headset:

- 1 x fixed master station with headset
- 3 x cabled belt pack with headset
- 2 x wireless belt pack with headset

Presenter lighting (square 1 rig) comprising the following control equipment:

- ETC Smartfade 2496 lighting console

Front of house mix position:

- Digico SD11
- 2 x CD players

Concert and presentation PA system:

- Nexo line array:
  - 12 x Geo D10 cabinets, and
  - 2 x Geo Sub cabinets.
- Stage in-fill
  - 4 x Nexo PS8 speakers on main stage
- Fixed tier fill
  - 6 x Nexo PS8 speakers
- Balcony fill
  - 6 x Nexo PS10 speakers

Its innovative design gives you the versatility to shape the space exactly to your liking, with both standing and seated configurations available. And with a green room and VIP suites waiting in the wings, we have everything you need to make your performers feel right at home.

The stage is adaptable and consists of four lifts which may be tiered or level depending on the requirements of the production. The thrust stage apron may become an orchestra pit by lowering its two lifts.





Stage measurements and specifications

Plenary 2	Measurement
Width of stage overall	34.94m
Width between tormentors at setting line	18.10m
Depth from setting line to rear wall	12.07m
Depth from setting line to upstage tab	11.35m
Stage lifts (x4) dimensions	18.00m x 3.02m
Height of stage above flat floor (standard)	1.00m
Forestage Pit front to setting line	5.35m
Proscenium height from raised stage	9.50m
Grid height from fixed floor	15.90m
Clear height under fly gallery (wings)	5.10m
Clear height under fly gallery (upstage)	6.20m
Stage rake	0 degrees
Surface – reconstituted wood fibre (Masonite) painted black	

**Please note**  
Stage dimensions are approximate and measurements should be confirmed on-site. The setting line (zero line) of the stage in Plenary is drawn between the downstage corners of the tormentors.



Additional equipment

Depending on your event and the level of production involved, it may be necessary to supplement our pre-installed technology with additional lighting, sound and vision equipment to meet your event requirements. Please discuss this with your Technology Planner.

Technicians

A minimum of two MCEC operators are required to assist with the operation and production of your event. If you need to bump in additional production equipment, a minimum of three duty technicians must assist with access, installation and integration of equipment.

Additional operators or technicians may be required depending on the complexity of your event and the level of production involved.

Control position

Audio, vision and lighting control desks are located front of house amongst the tiered seating and comes complete with a control surround kit.

Main screen position

The standard position for the main screen is line 14.  
The alternate main screen positions are typically line 3 (downstage) and line 26 (upstage).  
Labour charges will apply for relocating the screen from the standard position before your event and restoring it to standard position afterwards.



## Plenary 1 or 3

Boasting all the same features of the full Plenary, this intimate configuration provides the perfect environment for everything from single speakers to full-scale productions.

Its innovative design gives you the versatility to shape the space exactly to your liking, with both standing and seated configurations available. And with a green room and VIP suites waiting in the wings, we have everything you need to make your performers feel right at home.

### Pre-installed technology

Included in your space hire is the following pre-installed technology in standard configuration:

- Christie Boxer 4K30 UHD projector (30,000 lumens)
- Widescreen projection screen (8.3 x 4.8m)
- Intelligent lectern with 22" LCD preview monitor
- 2 x lectern microphones
- Barco S3 vision switcher
- Holding slide computer
- Presentation computer with internet access
- 2 x DVD players

5 x operator talkback belt pack with headset:

- 1 x fixed master station with headset
- 3 x cabled belt pack with headset
- 2 x wireless belt pack with headset

Presenter lighting (square 1 rig) comprising the following control equipment:

- ETC Smartfade 2496 lighting console

Front of house mix position:

- Digico SD11
- 2 x CD players

Concert and presentation PA system

- Nexo line array:
  - 8 x Geo D10 cabinets
  - 2 x Geo S12 cabinets, and
  - 2 x Geo Sub cabinets
- Stage in-fill
  - 4 x Nexo PS8 speakers on main stage
- Fixed tier fill
  - 4 x Nexo PS8 speakers
- Balcony fill
  - 4 x Nexo PS10 speakers





Stage measurements and specifications

Plenary 1 and 3	Measurement
Width of stage at widest point (down stage)	17.5m
Width of stage at narrowest point (up stage)	10.2m
Depth at centre line from edge	9.0m
Height of stage above flat floor (standard)	1.0m
Grid height from stage	9.5m
Stage rake	0 degrees
Surface – reconstituted wood fibre (Masonite) painted black	

**Please note**  
Stage dimensions are approximate and measurements should be confirmed on-site. The setting line (zero line) of the stage in Plenary is drawn between the downstage corners of the tormentors.

Additional equipment

Depending on your event and the level of production involved, it may be necessary to supplement the pre-installed technology with additional lighting, sound and vision equipment to meet your event requirements. Please discuss this with your Technology Planner.

Technicians

A minimum of two MCEC operators are required to assist with the operation and production of of your event. If you need to bump in additional production equipment, a minimum of three duty technicians must assist with access, installation and integration of equipment.

Additional operators or technicians may be required depending on the complexity of your event and the level of production involved.

Control position

Audio, vision and lighting control desks are typically located front of house amongst the tiered seating and comes complete with a control surround kit.





# Goldfields Theatre

A versatile 1,000 seat theatre with fully automated retractable seats and adjustable acoustically treated walls. Perfect for education sessions and keynote speakers, it offers the latest technology and rigging facilities.



## Measurements

Goldfields Theatre	Measurement
Length	39m
Width	33.5m
Height	11.5m

## Pre-installed technology

Included in the room hire charge is the following pre-installed technical equipment in standard configuration:

- 1x Panasonic PT-RQ32KE 4K Laser Phosphorus Projector (32,000 lumens)
- 1x widescreen projection screen (14.5m x 8.1m)
- AMX touch panel room control system
- Intelligent lectern with 22” LCD preview screen and 2x fixed microphones
- Barco S3 vision switcher
- Holding slide computer
- Presentation computer with internet access
- Media player
- 5 x operator talkback belt pack with headset:
  - 1 x fixed master station with headset
  - 3 x cabled belt pack with headset
  - 2 x wireless belt pack with headset
- Presenter and stage lighting including:
  - 16 x Moving light fixtures (stage wash, spots and banners)
  - 1 x Moving light console
- Audio control and playback includes:
  - Digico SD9 audio console
  - Digico SD rack
- Multimedia and presentation PA system includes:
  - Nexo Line Array
- Stageright Z system stage (16m x 5m):
  - 2 x Stairs with handrails
  - 1 x Accessible ramp

## Additional equipment

Depending on your event and the level of production involved, it may be necessary to supplement pre-installed technology with additional lighting, sound and vision equipment to meet your specific event requirements. Please discuss your requirements with your Technology Planner.

## Technicians

During set-up, pack-down, rehearsal and show times there is a minimum of three MCEC operators/Duty Technicians that are required to assist with the production elements. Additional operators/technicians may be required depending on the complexity of your event and the level of production involved.

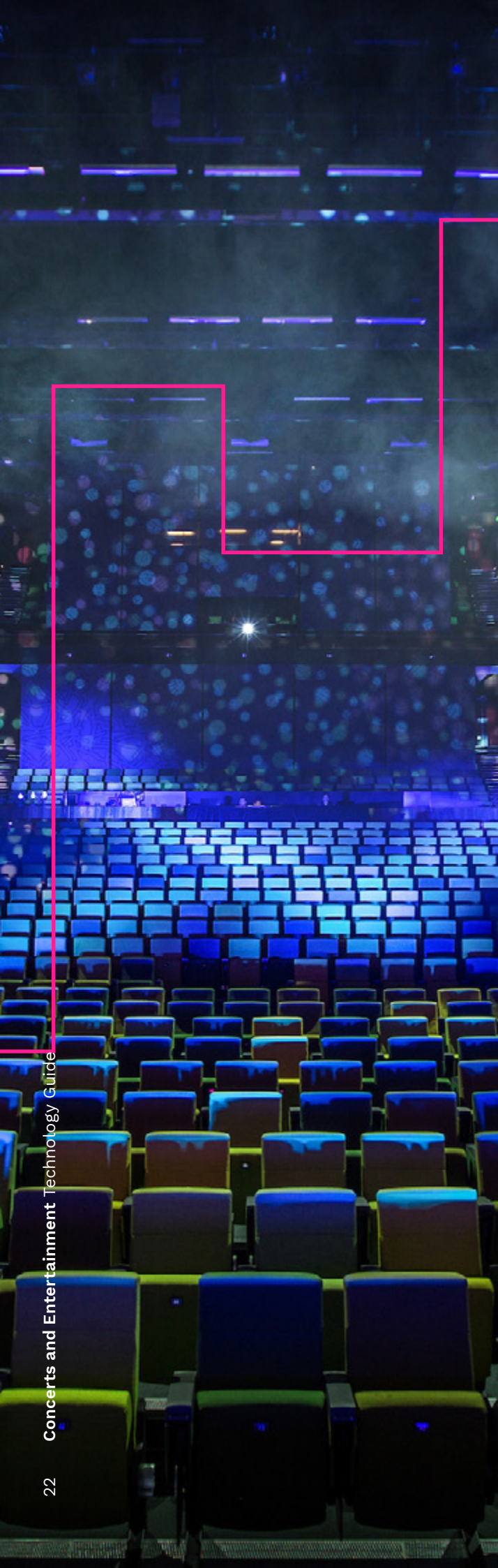
## Control position

Goldfields Theatre does not have a fixed control position. Vision control positions are located either side of stage or with audio and lighting control positions, front of house or at the rear of the room.

A row of Stageright Z decks is placed to create a level platform that measures approximately 8.2m x 1.8m.







## Provision of service

MCEC Technology Services is responsible for and oversees:

- All technical activity onsite at MCEC
- All audio-visual (AV) and lighting services within MCEC
- Specialised AV requirements not provided by MCEC, including performance-related lighting and sound equipment installation and operation which may be utilised at the discretion of the Technology Operations Manager or their appointee (such items may be subject to inspection and approval to ensure safe and proper use and MCEC retains the right of refusal).
- Technical support for specialised activities not provided by MCEC. Applicable charges will apply based on the requirements of these services.



## External technical production companies

All work carried out by approved technical production companies, including bump-in and bump-out, needs to occur within the event license time as specified in the event space hire and charge plan. Any request for additional access outside these specified times will be subject to availability at the time of the request and will attract additional space hire charges.

Technical production companies and their staff will be subject to MCEC induction training and will need to supply Workplace Health and Safety (WH&S) information.

Your Technology Planner will be able to provide you with a copy of the Technology Services Contractor Information Document which outlines the requirements that need to be met by approved technical production companies.

To ensure safety, interoperability with MCEC equipment and infrastructure and satisfaction for our customers and attendees, any equipment proposed to be provided by an external contractor must be approved by MCEC Technology Services during the planning process.

## Production requirements

Initial production requirements – lighting, sound, AV, staging, rigging and broadcast requirements – should be submitted no later than 28 days prior to arrival and bump in of the event. Production information and requirements should be finalised no later than 10 business days out to ensure requests can be accommodated.

Unless by prior arrangement, the event organiser will cover all costs and penalties arising as a result of:

- Delay in conveying production requirements
- Delay in providing necessary information as per
  - Specified cut-off times, or
  - Late changes or cancellation.



# MCEC Technology Team

## Technology Planner

Your Technology Planner will work with you to make the most of your event space and the technology available at MCEC.

They'll assist you in planning the technical elements of your event and provide you with a range of options to enhance your event.

## Technology Services Employees

We value a safe working environment for all employees, guests and visitors to the venue. Consequently, regulations exist regarding hours of work and methodology including minimum staff numbers for certain tasks.

In consultation with you, we will determine the final number of MCEC system/duty technicians required for your event. We are always very conscious of event organiser costs so we monitor technician usage during events and sign-off technicians if applicable to help with cost savings. However, we do not do so at the detriment of venue or event management.

To help with your production planning and avoid the possibility of additional charges, please consider the following guidelines for Technology Services Technicians when preparing your production schedules:

- Half-hour meal breaks after working 4½ hours;
- 11 hour break between shifts\*; and
- Shifts must not exceed 12 hours.
- Should your event run over time, through no fault of MCEC, and a technician receive less than the minimum 11-hour break between shifts (as required by MCEC's EBA), the employee will be charged at double time for the subsequent shift (or shifts) until they are released for an 11-hour break.

Please note that all MCEC technicians remain under MCEC's direction at all times and event organisers and contractors may not work within certain areas unsupervised.

## Technology Services Manager

The Technology Services Manager will be your contact while you are on-site. They will monitor all technical staff and oversee the technical activities associated with your event.

Technology Services Manager oversee:

- Presentation and aesthetic standards (equipment and personnel)
- Front of house and back of house standards and procedures
- Ensuring contractors adhere to agreed schedules (bump-in, set, rehearsal, operate, strike and bump-out)
- Additional contractor requests and client changes, and
- Room resets to standard MCEC configurations post-event.

## Duty Technicians

Duty Technicians monitor all technical contractor activities and help contractors with facility and system enquiries while on-site.

Duty Technicians oversee:

- Induction cards
- Mobile plant licences and operating standards (EWP's)
- Venue system integration (internal patching)
- Access to restricted areas
- Front of house and back of house standards and procedures
- Room resets to standard MCEC configurations post-event, and
- Pre and post facility and system checks and sign-offs.





# Start planning your next event

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