



karstens

Computer Rooms Information Kit





“Our technical staff can arrange, configure software and set up access permissions to suit your requirements”

Karstens Computer Rooms offers you and your organization the absolute best in ambience, facilities and service. Our in-depth understanding of the hospitality and IT industries ensures that the individual needs of every patron and the importance of your event is thoroughly understood and meticulously catered for. This, combined with the latest IT equipment and superbly appointed, comfortable training rooms, makes Karstens the best possible choice for your next computer training. Our technical staff can image, configure software and setup access permissions to suit your requirements. Whether you require a secure network, remote access or client-trainer monitoring software, we can assist.

All our classroom style rooms have natural light and are fitted with ergonomically designed furniture comfortably seating two people. Each desk is fitted with 2 wide-screen monitors and a centre monitor for easy viewing of the presentation. Karstens Computer Rooms are conveniently located on three floors at 118 Queen Street, Melbourne and one floor at 111 Harrington Street Sydney, accommodating 8 to 20 participants and presenter. Our computer rooms offer your participants the luxury of spacious 'breakout' areas filled with natural light. These spaces with comfortable chairs, freshly brewed espresso coffee and tea, is perfect for your morning, afternoon tea and lunch breaks. We offer flexible catering packages to suit your requirements.



Our Features & Facilities

- Centrally located in Melbourne and Sydney CBD's, close to public transport
- Fully equipped computer rooms
- Large communal break-out areas, to enjoy our in-house catering
- Abundance of natural light in all rooms
- Complimentary wireless internet access
- Car parking, hotel and restaurants within our centres
- IT support team available to all clients
- Video conferencing facilities

Our Computer Room Facilities

Karstens Computer Rooms has standard rooms for 8,12,14 and 20 participants plus presenter.

- Natural light in all rooms
- Air conditioning
- Ergonomically designed furniture to ensure optimum comfort
- Ceiling mounted data projector
- Communal break-out area
- Large in-house catering menu
- Help phone in each computer room for immediate assistance
- Dedicated local area network in each room
- Espresso coffee and a large selection of Twining teas
- Access to printers, storage, photocopier, telephones and fax
- Laptop and peripheral connections

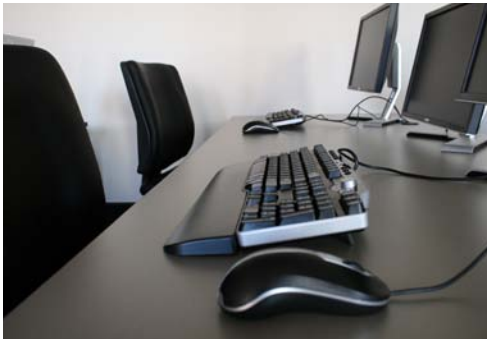
Included In Room Hire

- Single image load per booking
- Water, mints & lollies
- Complimentary coffee, tea and biscuits
- Complimentary wireless internet access for laptops
- Whiteboard and markers
- Karstens 'black box' filled with a selection of stationery for presenter

Computer Specifications

Our standard computer configuration is;

- Dell - Intel Core 2 Duo 2.4GHz (2MB cache, 800 MHz FSB)
- 4GB DDR2 RAM
- 250 GB SATA (7200) Hard Drive
- Dedicated 256MB Graphics Card
- 22" LCD ultra sharp Monitor
- DVD +/- r/w Dual Layer
- Multi-card Reader
- Microsoft XP Professional/Vista Business/Windows 7 Professional
- MS Office Standard 2003/2007
- All desks equipped with 22inch shared viewing monitors



IT & Audiovisual Prices

Karstens can provide a range of the latest audiovisual equipment to enhance your event. We have a dedicated in-house technical team to setup and assist you with your IT and audiovisual requirements.

Item	1/2 Day	1 Day	2 Days	3-5 Days
AV Technician	\$70 ph	–	–	–
Image Build	\$110 ea	–	–	–
Flipchart	\$29	\$39	\$68	\$96
Laptop	\$73	\$124	\$197	\$270
Electronic Whiteboard	\$110	\$166	\$275	\$375
DVD Player	\$29	\$48	\$77	\$106
Mini Hifi System, CD	\$30	\$45	\$60	\$75
Cordless/Lapel Mic	\$96	\$138	\$210	\$295
Conference Phone	\$95	\$138	\$210	\$340
Internet Access (secure)	\$70	\$125	\$200	\$300
Video Conferencing	POA	–	–	–

All prices are inclusive of GST.



Karstens Catering Packages

We know that your participants are looking forward to their breaks so we provide fresh, healthy and delicious food with a variety of catering options for your event.

Karstens offers a seasonal rotating menu for multiple day bookings. This will ensure you receive a variety of catering items for morning tea, afternoon tea and lunch. Our catering team always caters for vegetarians and can provide other dietary requirements on request.

We offer complimentary self-serve espresso machines for the coffee connoisseurs with skinny or full cream milk, hot chocolate and a selection of Twining teas.

Prices are per person, per day.

Full day Package 1

\$34.90

• Continuous coffee, tea and biscuits	complimentary
• Morning tea with a selection of bakery items	\$6.50
• Lunch selection of mini rolls, wraps, fruit & cheese platter and juices	\$21.90
• Afternoon Tea with a selection of slices and cake	\$6.50

Full day Package 2

\$16.50

• Continuous coffee, tea and biscuits	complimentary
• Lunch selection of mini rolls, wraps and juices	\$16.50

Looking for something extra?

• Seasonal fruit platter	\$5.50
• Breakfast: Selection of Danishes, sweet & savoury muffins, mini croissants, warm egg and bacon mini quiches, fruit platter, orange juice, tea & coffee	\$16.90
• Mini Magnums	\$3.90
• A selection of fruit and plain yoghurts	\$3.50

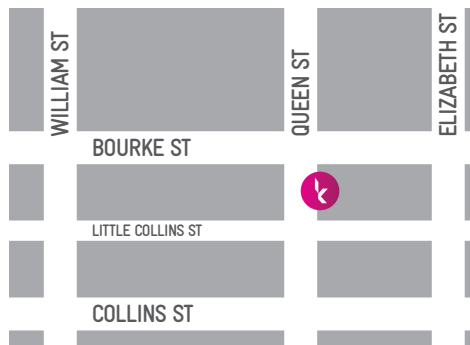
These are our most popular menu choices; contact us for our full list of catering options.



Our Location & Contact Details

Melbourne Computer Rooms

118 Queen Street Melbourne
t: 1300 008 710
f: 1300 507 126
e: info@karstens.com.au
w: www.karstens.com.au



Parking

There are a number of car parks in the vicinity of Karstens. Parking is available in the same building, with the entrance on the corner of Queen and Little Collins Street. Hourly or daily rate applies. Telephone (03) 9613 0000.

Tram

Numerous trams connect to the city, trams 31, 109 and 112 travel along Collins Street, the closest tram stop is on the corner of Queen and Collins Street. Trams 86, 95 and 112 travel along Bourke Street, the closest tram stop is on the corner of Bourke and Queen Street. For more information travel visit www.melinkmelbourne.com.au

Train

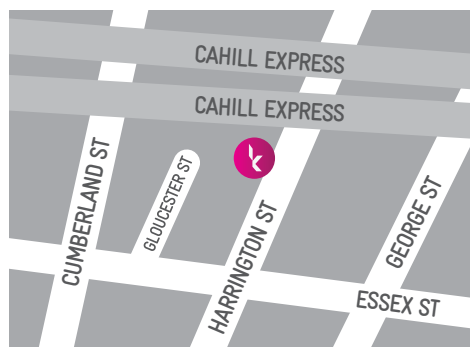
Catch any service into the city. Less than 10 minutes separates you from two of Melbourne's busiest stations; Southern Cross Station and the Melbourne iconic meeting spot Flinders Street Station. For more travel information visit www.melinkmelbourne.com.au

Walk

Only 3 minutes walk from Bourke Street Mall, 6 minutes from Southern Cross Station and 8 minutes from Federation Square and the Casino. Get connected with Melbourne's CBD within a 10 minute walk from Karstens. For more travel information visit: www.melbourne.vic.gov.au

Sydney Computer Rooms

111 Harrington Street Sydney
t: 1300 008 710
f: 1300 507 126
e: info@karstens.com.au
w: www.karstens.com.au



Parking

There are a number of car parks in the vicinity of Karstens. Parking is available in the same building, Wilson Carparking. Hourly or daily rates apply. Telephone 1800 727 5464.

Bus

Catch any bus service up George Street heading north towards Circular Quay. Located just 800 metres from the CBD and just minutes from Circular Quay train station. For more information visit www.cityofsydney.nsw.gov.au www.sydneybuses.info/

Train

Heading from Circular Quay station head west along Alfred Street, turn left down George Street, right at Essex and right into Harrington Street. For more information visit: www.sydney.vic.gov.au www.cityrail.info/

Walk

About 8 minutes walk up George Street from the heart of Sydney's CBD heading north towards Circular Quay. Or just a short 5 minute walk from Circular Quay. For more information visit: www.cityofsydney.nsw.gov.au



Other Facilities

Karstens Conference Rooms

All our rooms have natural light, air-conditioning and are fitted with the latest audiovisual equipment. Ensuring your event will be a success.

Karstens Mediation Rooms

Our facilities are an ideal and secure environment for your mediation or arbitration. We offer spacious, well-appointed rooms with adjoining breakout rooms.

Melbourne:

Large Groups & Events - CQ functions

An exciting space able to accommodate functions for up to 1200 guests (cocktail), with the latest PA and audio visual equipment, CQ functions is the choice for larger conferences or events.

Restaurants - Lanai & cuisine Restaurants

Lanai Bar and Restaurant offers a Mon to Fri lunchtime buffet. cuisine is open Mon-Fri for lunch and dinner offering a modern Australian cuisine with a large selection of Australian and imported wines.

Nightclub & Music Venue - Blue Diamond Club

A meeting place for people to come together to drink, talk, relax and to be entertained in a sophisticated lounge environment. Located on the 15th floor of 123 Queen Street, it has breathtaking views over Melbourne.

Accommodation - CitiClub Hotel

CitiClub is a 71 room hotel located at 113 Queen Street - a perfect hotel for the business and leisure traveller. Karstens will gladly make all necessary arrangements should you require accommodation for your training or event.