

Moodmaker

Snap the Moment

Venue / Logistics / Equipment / Timing



Snap the Moment



Watch video

Dear Partner,

This document provides everything you need to ensure a successful Moodmaker Snap the Moment team building activity.

Feel free to reach out if you have any questions or if any requirements outlined here cannot be met.

We look forward to creating an exceptional team building experience together.

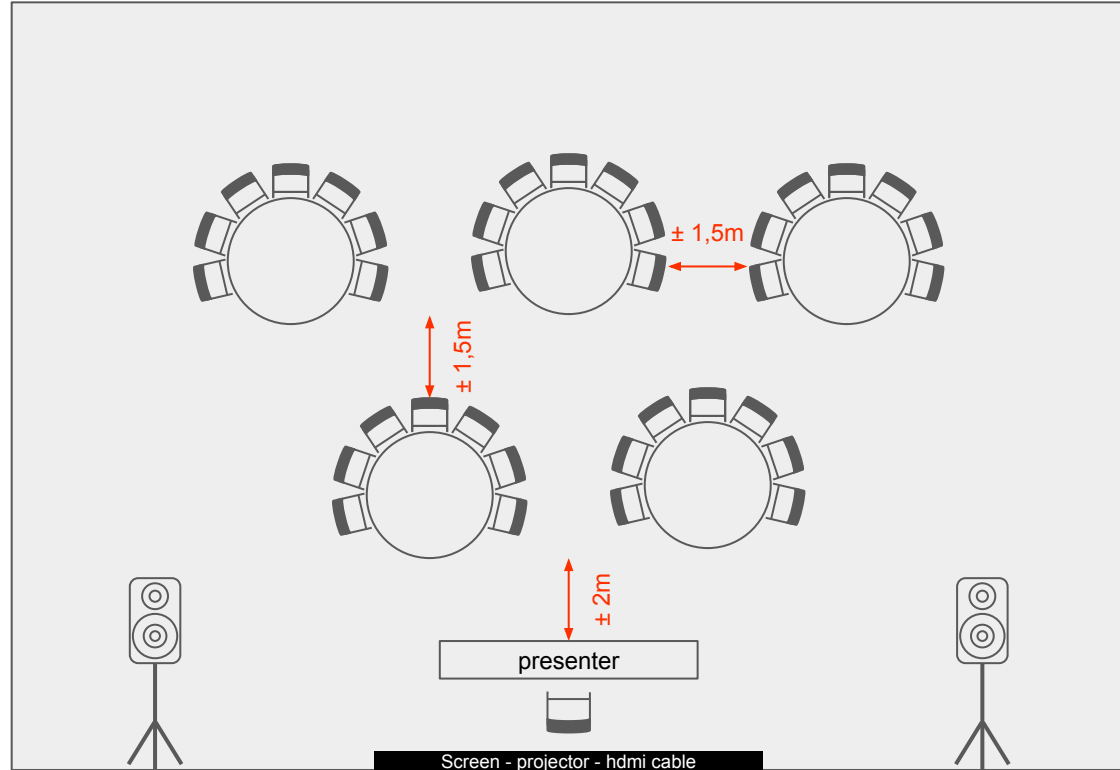
Ideally what's needed from the Venue



- **Surface** : $\pm 2\text{m}^2$ per person (min. 60m^2). Larger is always better.
- **Room Setup** :
 - One (round) table per group of 5-7 people.
 - Contact Moodmaker for the exact number of groups.
 - Ensure sufficient space between tables for group “privacy” and easy movement.
- **Presenter’s table** in front of the room :
 - Screen & projector
 - Rectangular table, equipped with electricity, HDMI cable and mini-jack.
 - Notify us in advance if using wireless technology (e.g., Barco ClickShare).

Venue : Room Setup

- (Round) tables for the groups :
 - Groups of 5 - 7 people
 - Contact Moodmaker for the exact number of groups
 - Ensure sufficient space between tables and between the first row of tables and the Presenter's table
- Presenter's table in front of the room :
 - 1 power socket
 - HDMI-cable
 - Screen & projector



Timing



- **Setup** : 1,5 to 2 before the event
 - If the room is used prior to Snap the Moment, ensure personal items (laptops, bags, coats, etc.) are neatly stored.
 - The venue should clear tables of materials (glasses, pens, paper, etc.).
- **Event** : Snap the Moment takes approximately 2,5 to 3 hours.
- **Cleanup** : 30 minutes after the event.

Need faster setup or takedown? Let us know your timing preferences.

The stop-motion videos can be projected after the event (please allow time for preparation). Alternatively, we can send the videos via WeTransfer for screening at a later time.

- Checklist Snap the Moment -

Food & Drinks



No Alcohol Before or During the Activity :

Alcohol signals the end of the business portion and can lead to unprofessional behavior during the team building.



YOU CAN'T BUILD SUCCESSFUL TEAMS
BUT YOU CAN INCITE THEM **TO EMERGE !**

Contact us for more information.

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