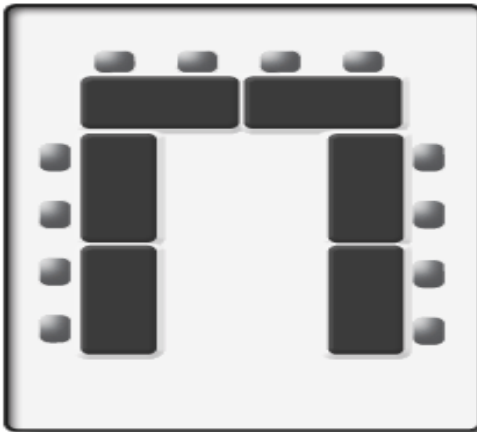


## Linda Keith CPA - Training Room Setup

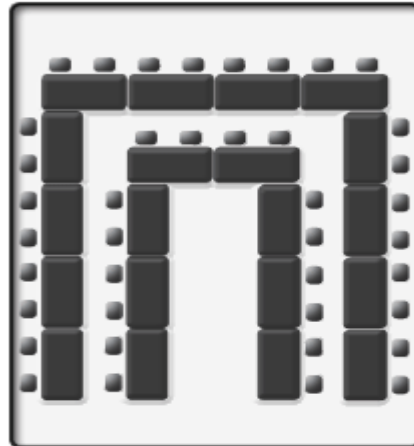
We have discovered through experience the room set-up that optimizes the interaction crucial to our training. Please talk with Kimberly Meyer if one of these will not work for you.

- 1) Provide a table for projector
- 2) Screen for projector
- 3) Disable any lights directly above screen as lights are left on during training
- 4) 4x6' Headtable for instructor
- 5) 2 people per narrow depth 6' table, 3 people per wide depth 8' table

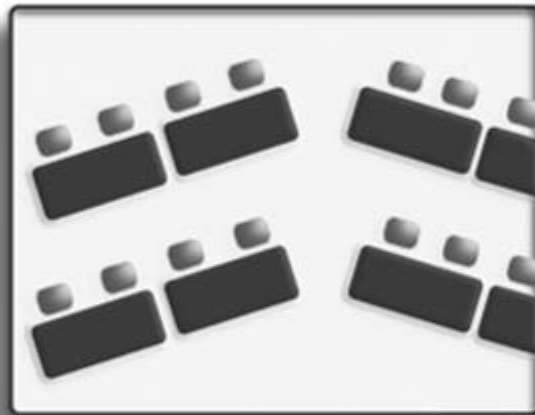
Preferred Room Set up, Wide U-shape:



For larger groups and/or to accommodate size and shape of room:



If the U-Shape cannot be wide enough that Linda has clear eye-contact with everyone, even at the end of the vertical rows, please use a chevron set as indicated below.



For further information or consultation on needs please call Kimberly Meyer, Marketing & Operations Director at 888-441-1569.

Thank you for working with us to maximize the impact of this training session.