

**From:** [Hill, Shannon](#)  
**To:** [Downtown West Project](#)  
**Subject:** FW: Logistics questions for upcoming HLC hearing  
**Date:** Sunday, October 18, 2020 6:48:45 PM

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**From:** Hill, Shannon <Shannon.Hill@sanjoseca.gov>  
**Sent:** Friday, January 3, 2020 10:55 AM  
**To:** Michael Jacinto <michaeljacinto@google.com>  
**Cc:** Andy Wang <wangan@google.com>; Arroyo, Juliet <Juliet.Arroyo@sanjoseca.gov>; Han, James <James.Han@sanjoseca.gov>  
**Subject:** RE: Logistics questions for upcoming HLC hearing

Hi Michael,

I checked with support staff, and they indicated the most common method for presenting in City Council chambers is to save your presentation onto a flash drive. You will not be able to hook up your own laptop with a cable. Another option is to email Juliet Arroyo, the City's HPO whom is cc'd on this email, your presentation before the hearing, so she can set it up before the meeting. However, I suggest saving on a flash drive and bringing it to the meeting as well.

Thanks!

Shannon Hill, Planner  
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City of San José | 200 East Santa Clara Street  
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**From:** Michael Jacinto <[michaeljacinto@google.com](mailto:michaeljacinto@google.com)>  
**Sent:** Thursday, January 2, 2020 4:00 PM  
**To:** Hill, Shannon <[Shannon.Hill@sanjoseca.gov](mailto:Shannon.Hill@sanjoseca.gov)>  
**Cc:** Andy Wang <[wangan@google.com](mailto:wangan@google.com)>  
**Subject:** Logistics questions for upcoming HLC hearing

[External Email]

Happy New Year, Shannon:

I am preparing for the upcoming HLC hearing on January 15 and was hoping to confirm with you what type of A/V hook-ups are available at the speaker dias for the purpose of making a slideshow presentation? Does a presenter have an opportunity to hook up a laptop via USB (or other cable type) in order to broadcast a slideshow? If so, does a cable already exist at the ready for this

purpose? If not, could you confirm what the most common method is for presenting slide shows in the council chambers?

Thank you!

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