



Corporate event management solutions from A to Z

Overview, Objectives, Content

www.unifest.ru
mice@unifest.ru

Project Overview



Hospitality

- Destination
- Hotel
- Transportation
- Meals
- Venues and events

Content

- Meeting objectives
- Meeting schedule
- Presentations
- Technology
- Branding

Content:



Meeting Objectives:

- Education
- Networking
- Motivation

•Meeting Schedule

•Presentations:

- Expertise
- Tie and connect
- Energise
- Reaction and interaction

•Technology

- Opening video
- Networking Tools, Voting systems
- AV equipment

•Branding

- Before
- During
- After



www.unifest.ru
mice@unifest.ru

Meeting objectives:



	Objectives	Grade	How	When	Tools	Assessment
Education						
Networking						
Motivation						



Presentation:

- **Expertise and professionalism:**
 - Best speakers
 - Unified format
 - Timing
- **Tie and connect**
 - Review of last year
 - Extension of main subjects
 - Set the theme of net year
- **Energise**
 - Facilitators
 - Games
 - Open space
 - Wiki
- **Reaction and interaction:**
 - Voting tools
 - Discussion sessions
 - Feedback



www.unifest.ru
mice@unifest.ru

Technology:



- Opening Video:**

- Existing or new
- In-house or outsourced
- Timing

- Tools**

- Voting systems
- Networking tools
- Registration tools
- Bar codes

- AV Equipment**

- Projection – wide screen or standard
- Sound
- Cameras and recorders –(DVD burners)



Branding:



- Before:**

- Teasers
- Announcement email
- Hard copy invitations

- During:**

- Roll up stands
- Banners
- Badges and schedule

- After**

- Copies of presentation and supplemental material
- ‘Achievement’ banners or flags
- DVDs



Events and Venues

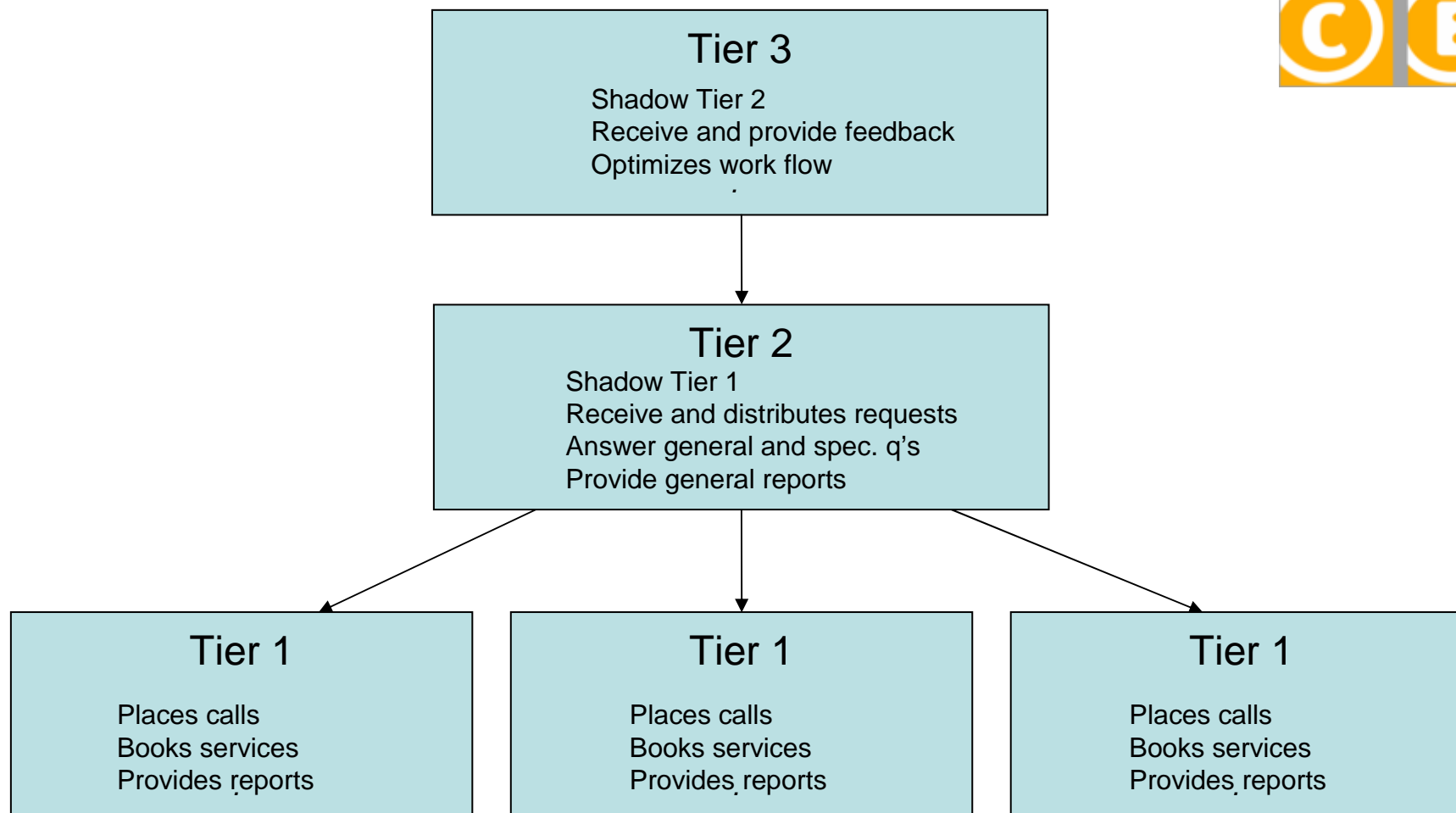


- Gala dinner options
- Activities
- Events



www.unifest.ru
mice@unifest.ru

Division of responsibilities



Next Steps:



- Division of responsibilities
- Content components according to objectives
- Time lines



www.unifest.ru
mice@unifest.ru

Our events



www.unifest.ru
mice@unifest.ru

Our events



www.unifest.ru
mice@unifest.ru

Our goal:



To thrive through our clients' success!

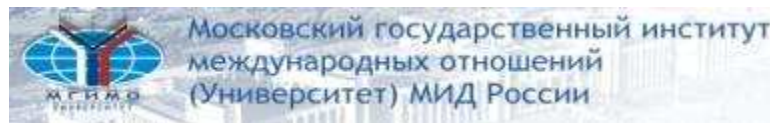
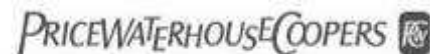


www.unifest.ru
mice@unifest.ru

Our clients:



Heineken



www.unifest.ru
mice@unifest.ru

Our Pride!



www.unifest.ru
mice@unifest.ru

Contact info:



16/2, build. 3-4, Komsomolsky Prospekt
119021 **Moscow, Russia**

tel: +7 (495) 234 6555
fax: +7 (495) 234 6556

www.unifest.ru
mice@unifest.ru



www.unifest.ru
mice@unifest.ru