

Are you ready?

The conference environment has changed

AND SO HAVE WE!

We offer over 40 years' experience
in hosting YOUR spectacular events

Events • Conferences • Launches •
Online meetings • Webinars •
Online Conferences • Hybrid Events

It could be frustrating to navigate the 'new normal' of conferences, virtual events and hybrid models, but with UCT CMC, it's easier than you think!

The UCT CMC offers a **Total Event Management Solution**. We really are a one-stop-shop for Conferencing. With specialist services in all areas; from accommodation and registration to the latest technology solutions and design, we have everything you need **in-house**.

[CLICK HERE](#) to visit our website and find out more

Contact our awesome team on +27 21 406 6330 or cmc@uct.ac.za to discuss your requirements, request a quote or book an online appointment.



CAN'T MEET IN PERSON? LET THE CMC SUPPORT YOUR EVENT ONLINE

TIME TO GO ONLINE it's the smart way to connect!

In these times of uncertainty online events are the smart way to connect and ensure the human connection is not lost.



Thanks to inexpensive technology and tools any event of any size can be online.



Hosting events online allows you to bring together a wider audience from across the globe.



Tracking who is watching is much easier, when everyone is tuned in online.



TOP TECHNOLOGY with Microsoft Teams & Zoom

We are making use of these platforms as our preferred means for virtual events. They deliver a secure meeting experience with high-quality audio, video, and screen sharing features.



The platforms offer chat-based collaboration, calling, meetings and live events to expand the audience of your meetings.



The live events features enable users to broadcast video and meeting content to a large online audience.



Accessibility features allow those with hearing difficulties to read speaker captions in real time.

Earn CPD points. T&Cs apply.

YOUR EVENT IS OUR BUSINESS

The CMC will manage your entire virtual event via Zoom, including:

- Live polling
- Note taking / favourite slides
- Recorded content
- Feedback surveys



THE CMC CAN ALSO ACTIVELY MANAGE THE OTHER ELEMENTS OF YOUR EVENT TO ENSURE SUCCESS.

Invitation Management

- We create your online invite with registration link.
- We manage the invites, reminders and RSVPs.
- We encourage audience interaction with Q&A requests for speakers.

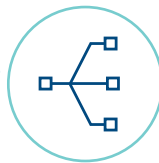


Event Advertising

- We advertising your event on various social media platforms and the UCT website.
- We actively market to all affiliated associations, UCT Departments via email campaigns.

Database Management

We safely and securely manage your client data.



Speaker Management

We manage speaker invitations and logistics (i.e. availability, time, date, IT requirements, etc.).



Post Meeting

We send your documents and slide packs and coordinate delegate feedback.



CPD Management

We will apply for Continuing Professional Development (CPD) and manage certificates.

FREE SERVICE

CMC is offering basic online event services at no charge during the worldwide COVID-19 pandemic.

Standard charges will be applicable for additional requirements, i.e. CPD accreditation, website design, etc.

For more information call **021 406 6733** or email cmc@uct.ac.za or visit www.uct-cmc.co.za

