CONTINUING AND PROFESSIONAL EDUCATION

VIRTUAL EVENT SERVICES

A virtual event allows speakers, attendees and sponsors to interact in a safe, online environment from anywhere in the world. Keeping people engaged from the safety and comfort of their own personal space to educate, discuss or celebrate requires a new level of skill and organization. **Virginia Tech Continuing and Professional Education** is here to help.

cpe.vt.edu | cpeinfo@vt.edu

THE FIRST STEPS

Our meeting experts will help you design an engaging event. We'll work with you to develop a budget and timeline, choose a platform, and prep your speakers. We can also provide virtual backgrounds and creative ideas for incorporating event sponsors.

GETTING THE WORD OUT

We'll build a custom website for your event and handle all the details of registration, including collection of fees and pre-event communication.

SETTING THE STAGE

Our team will develop the links and verify settings, check audio/video quality, and address any attendee access issues.

BEHIND THE SCENES

Our staff will provide an intro video, monitor breakout sessions, moderate Q&A, launch polls and manage recorded content. We'll even mail snack boxes or event swag to participants prior to the event to enhance their experience.

AFTER THE FACT

We will edit and post recorded content, provide meeting stats and post-event surveys, issue certificates/CEUs, and manage all the finances.

Contact us today to share your vision and start planning your virtual event

VT

OUTREACH & INTERNATIONAL AFFAIRS
CONTINUING AND
PROFESSIONAL EDUCATION
VIRGINIA TECH™

cpe.vt.edu | cpeinfo@vt.edu