**Meeting with Marisa from DEI**

* There will have to be a division between Workshops and Speeches
* Parallel Events for Code Challenges: one room is enough (possibly B120)
* Lunch and coffee break tent is not worth it for just one day
* Possibility of having lunch at the Minas bar or under the auditorium (maximum 120 people)
* Stands can be a maximum of 3 m x 2 m or 1.5 m x 2 m, and can only be in aisle B.
* It can only be a mini stand near the auditorium, but we can have roll-ups, etc.
* Coffee break will be around 4 euros, and lunch will be about 10 euros (not final yet).
* Use Last2Ticket to register for the event, as it has associated check-in machines, and allows direct entries of money on the platform (no fees). We also have the contact of Emilia Simões, familiarised with this system.
* Possibility for sponsorships to pay catering directly as a sponsorship
* If we use loans, we have 10% interest, that is, it is cheaper to pay directly to the supplier company
* Rooms etc. can be with loans, but external services are not suitable
* We have the contact of César Sanches, with experience in Design and Graphics
* Think about the closing social event (Drink a Bit)
* The program must be closed as soon as possible
* FeupTV for streaming
* Events Center: D008, 2:30 pm - 5:30 pm