You

This is who I'm trying to target CORPORATE EVENT PLANNER S.R.L. . They're established funded. They are doing 47.593 lei anually plus. They are in the Romania. I want you to create a typical day and give me what they're doing morning to night. Detailed list please.

Copilot

Sure, here’s a hypothetical schedule for a typical day at CORPORATE EVENT PLANNER S.R.L.:

**Morning:**

1. **8:00 AM:** Arrive at the office. Begin the day by checking emails and messages. Prioritize and respond to urgent communications.
2. **8:30 AM:** Review the day’s schedule. Prepare for the first meeting.
3. **9:00 AM:** Daily stand-up meeting with the team to discuss the status of current projects and distribute tasks.
4. **10:00 AM:** Meeting with a client to discuss their team building or workshop requirements and expectations.
5. **11:00 AM:** Research and outreach to potential venues and facilitators for upcoming team buildings and workshops.

**Afternoon:**

1. **12:00 PM:** Lunch break.
2. **1:00 PM:** Site visit to a team building or workshop location for inspection and planning.
3. **2:30 PM:** Follow-up calls/emails with clients to provide updates on their event’s progress.
4. **3:30 PM:** Review event budgets and contracts. Ensure all expenses are within the client’s budget.
5. **4:30 PM:** Brainstorming session with the team for creative team building or workshop ideas and problem-solving.

**Evening:**

1. **5:30 PM:** Wrap up the day’s work. Update the event planning checklist and prepare the schedule for the next day.
2. **6:30 PM:** Sometimes, attend networking events or industry workshops to stay updated with the latest trends in event planning.

Please note that this is a generalized schedule and the actual activities may vary based on the specific events they are planning and their business operations. Also, event planners often have irregular schedules as they might have to work on weekends or evenings depending on the events.