



CONFERENCE AND EVENT SERVICES ARE AVAILABLE!

Take the stress out of hosting your next conference or event



CAS

COLLEGE
OF
ARTS +
SCIENCES



SAVE TIME AND RELY ON US TO HANDLE ALL OF THE DETAILS.

Get expert conference and event coordination

The College of Arts and Sciences provides a shared service to all CAS departments for a minimal fee. See CASevents.uoregon.edu for additional information.

TYPES OF EVENTS WE CAN ASSIST YOU WITH

SPEAKER SERIES Set up all the travel and lodging for your speakers including creating their personal service contracts.

SYMPOSIUMS Provide eye-catching marketing to increase attendance.

RECEPTIONS Select seasonal food and beverages and secure live music.

FAIRS Manage vendor relationships.

MULTIPLE DAY CONFERENCES Cover all the logistics from creative layouts and use of venues to booking social events.

OTHER EVENTS Help with onsite event management and creative ways to enhance your event.

EVENT RESOURCES CENTER

There are resources available to help you with the process, contact Bethany to set up a consultation.

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CAS

COLLEGE
OF
ARTS +
SCIENCES

EXPERTISE IN PROJECT MANAGEMENT | SAVE TIME AND ENERGY | REDUCE STRESS

OUR GOAL IS TO MAKE THE ENTIRE EVENT EASIER FOR YOU.



UNIVERSITY OF
OREGON

College of Arts and Sciences

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