

Some elements are included as standard within the service – please enquire for details.



Robinson College
University of Cambridge

To book or for more information call the conference office on
01223 332859 or email conference@robinson.cam.ac.uk

media+

Ensure people talk about your event before, during and after. We can support this by getting your key messaging across.

- ✓ PR support to deliver promotion in the run up to and after your event
- ✓ Planning and execution of the event's social media strategy
- ✓ Production of a post-event case study for testimonial use or future promotion

team+

With our preferred partner, Off Limits Corporate Events, we tailor team-building solutions to suit your needs.

- ✓ We provide ice-breaker activities to engage your delegates
- ✓ We offer a unique team-building activity, The Graduate Challenge
- ✓ We listen to your requirements and produce a programme around your budget and needs

college+

We provide your delegates with accommodation outside term time, or arrange rooms with nearby branded hotels.

- ✓ Administrative support in the lead-up to and during your event
- ✓ Transport is provided between Robinson College and hotels
- ✓ Catering takes place at Robinson College, facilitating networking between delegates

tech+

Make use of the provided audio visual equipment, with assistance from an AV expert throughout your event.

- ✓ Data projectors, screens and PA systems included as standard
- ✓ Live streaming to reach audience members unable to attend the event
- ✓ Meet with our AV team before your event to discuss specific requirements

event+

Designed for the infrequent conference organiser, we offer a range of event management services to support you.

- ✓ Preparation for the arrival of your delegates is taken care of by us
- ✓ Leave all the admin to us, but still keep control of your event
- ✓ We can deliver full event management, including post-event support

delegate+

You've planned the programme, scheduled the date and venue. Now you need to get delegates booking!

- ✓ An easy-to-use booking and payment tool
- ✓ Tailor-made packages to suit your individual event
- ✓ A reports facility to track delegates' acceptances and changes, booking numbers and payments

membership+

A specific service for membership organisations, to allow you to create a tailor-made programme.

- ✓ A choice of two packages: membership+ ESSENTIALS and membership+ EXTRA
- ✓ We can connect your event with the city, suggesting Cambridge inspired activities
- ✓ Logistics and arrival support including a Robinson College hosted drinks reception

green+

Help us meet our strategic sustainability goals to reduce the impact of our activities on the environment.

- ✓ Zero waste to landfill – our waste is reused, recycled and composted
- ✓ We produce our own environmentally positive bottled water
- ✓ Committed to reducing our carbon footprint through sustainable behaviour and initiatives