VIRTUAL EVENTS – BALLOON

INTRODUCING **BALLOON**, OUR VIRTUAL EVENT PLATFORM!

Balloon supports elements of a traditional event and can be customized to fit everything from a lecture to an expo/exhibit set. The platform is best suited for events with multiple sessions and interactive event experiences.
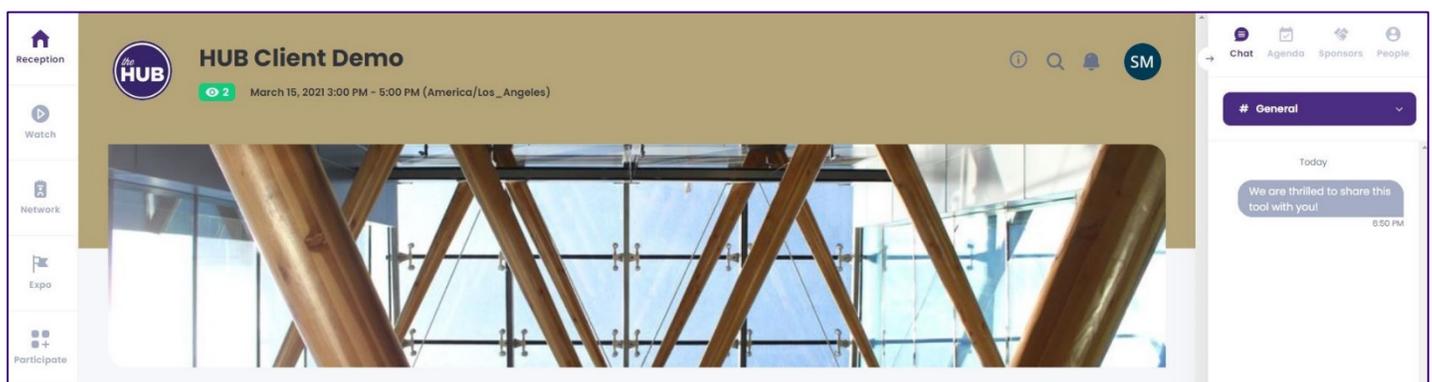
PRICING

Price = base planning fee + upgrade(s) + hourly event support + total number of attendees

	Student	Department
Base Planning Fee	$500	$600
Expo Upgrade	$250	$300
Breakout Sessions Upgrade	$250	$300
Sponsorship Upgrade	$100	$150
Hourly Event Support	$28	$40
Price Per Attendee	$0.75	$0.75

*Pricing listed above is for events occurring before 6/30/2021 and are subject to change for events after this date. Attendee fees will be charged after the event occurs and will only account for those who attended the event.

FAQ

➢ **Do I have to build the virtual event myself?**
Nope! HUB EVIS staff will assist you at every step.

➢ **Can the virtual event be accessed with a mobile device?**
Yes! The platform is best suited for use on a computer, but does function on a mobile device via the browser.

➢ **What happens if there are technical issues on the day of the event?**
HUB EVIS will have a staff member logged into the event at all times. They will be able to help troubleshoot problems or escalate them to Balloon as necessary.

➢ **How do I prevent unwanted 'guests'?**
Events can be made public, private, or hidden. A private event requires a password be entered before the event can be accessed. Event moderators also have the ability to remove attendees.

➢ **Can the event be recorded?**
Yes, the event can be recorded and shared for playback.

➢ **Does this work for multi-day events?**
Yes, pricing is based on events lasting up to two consecutive business days. Additional days may be purchased.

VIRTUAL EVENTS – GATHER

EXPLORE THE HUB WITH THE INTERACTIVE PLATFORM, GATHER!

Host your event in the virtual HUB's Main Street and Lounge. Participants can move through the space and video chat with other guests nearby or enter a private space to video chat in smaller groups! This platform is great for networking, information fairs, poster sessions, and short presentations.

PRICING

Price = base planning fee + upgrade(s) + hourly event support

	Student	Department
Base Planning Fee	$100	$150
Tabling Upgrade	$100	$125
Poster Session Upgrade	$100	$125
Speaker Upgrade	$50	$75
Networking Upgrade	$50	$75
Hourly Event Support	$20	$25

*Pricing is based upon a 100-person room capacity. Events over 100 attendees can be accommodated for an additional $2 per person and must be requested in advance.

FAQ

➢ **Do I have to build the space myself?**
No! HUB EVIS staff will set up the space for the chosen event type.

➢ **Can I add logos to the exhibit tables?**
Yes! HUB EVIS staff can add logos and images to exhibit tables and poster boards (size restrictions apply).

➢ **How do I prevent unwanted guests?**
There are several options for this: add a password, limit attendees to only those with an @uw.edu email address or upload a guest list (only those listed will have access)

➢ **Can this platform be accessed on a mobile device?**
Gather works best on a desktop computer or laptop with video and camera access. The Gather mobile site is in beta testing and is not recommended at this time.

➢ **What happens if there are technical issues on the day of the event?**
HUB EVIS will have a staff member logged into the event at all times. They will be able to help troubleshoot problems if they arise.

VIRTUAL EVENT DEFINITIONS

> Base Planning Fee: For Balloon, this includes the use of the Keynote and Networking features and for Gather, the standard-set HUB Street.

> Hourly Event Support: This is required for all virtual events and covers the cost for a HUB staff member to support any technical concerns that arise.

> Booking an Event: Log in to the HUB reservation website and select the Virtual Event option. Select the room labeled 'Virtual Event' for Balloon and 'Virtual HUB' for Gather.