NEW EVENT SUPPORT AND SERVICES

TCC is currently offering three virtual and two hybrid event packages with associated support services to help you pivot to virtual and hybrid events. All package sessions include a dedicated Host and AV Tech, as well as all the support and services listed here:

- ✓ Scheduling Zoom sessions for the event
- ✓ Scheduling virtual rehearsal with presenters
- ✓ Assisting in assigning breakout rooms
- ✓ Assisting in setting up polls
- ✓ Downloading the attendee reports
- ✓ Assisting attendees with AV issues during the event
- ✓ Assisting presenters with presentation and AV issues during the event
- ✓ Creating custom event landing page
- ✓ On-demand recordings

BUILD YOUR VIRTUAL EVENT PACKAGE

1. SELECT YOUR FORMAT

	Virtual Meetings	Virtual Webinars
	Meetings are perfect for smaller groups seeking an intimate discussion or face-to-face conversations.	Large groups can utilize the webinar features for plenary sessions, panel sessions, keynote speakers and more.
Max Attendees	100	500
Additional Reports	✓ Polling	✓ Q&A ✓ Polling
Zoom Features	✓ Two-way communication ✓ Private chat feature ✓ Breakout rooms ✓ Polls ✓ Screen share	✓ One-way communication ✓ Chat feature ✓ Polls ✓ Q&A window ✓ Screen share

2. DETERMINE YOUR NUMBER OF SESSIONS

	SMALL		MEDIUM		LARGE	
Sessions	Includes (5) scheduled 90-minute sessions		Includes (10) scheduled 90-minute sessions		Includes (20) scheduled 90-minute sessions	
Virtual Rehearsal	Includes (5) virtual rehearsals (1-hour each)		Includes (10) virtual rehearsals (1-hour each)		Includes (20) virtual rehearsals (1-hour each)	
Prices	*Meeting* *Webinar*	$1,500 $2,000	*Meeting* *Webinar*	$3,000 $3,400	*Meeting* *Webinar*	$5,800 $6,200

3. CHOOSE YOUR OPTIONAL ENHANCEMENTS

- TCC Live Recording - $2,600
  Price will include: up to (4) hour room rental and (4) hour broadcasting to Zoom, confidence monitor, HD camera, up to (4) microphones, (3) stage lights, set design, TCC host and AV tech and (2) hour onsite rehearsal before the live event

- Pre-Recording Packages
  - TCC On-site Pre-Recording - $1,800
    Price will include: up to (4) hour room rental, confidence monitor, HD camera, up to (4) microphones, (3) stage lights, set design, TCC host and AV tech.

  - Virtual Pre-Recording - $60/hour
    Includes a dedicated host to help presenter record the presentation virtually

- On-site rehearsal for recording or pre-recording - $300

- Additional Virtual Rehearsal – $120/hour

- Additional Sessions - $240/session (90 mins max)

- Additional Hours - $60 for every additional 30 minutes in excess of time allotted in package

- Additional Attendee Capacity - *Price Varies*
  Increase your attendee size to 500 for meetings or 1,000 for webinars

BASIC VIRTUAL SUPPORT PACKAGES

Planning a one-time virtual event? Our basic virtual support package can help ensure your presenter(s) are ready and your attendees have live support during your event. In this package, you will have a dedicated Host and AV Tech to help manage your event. A virtual rehearsal is required to get the team working together before the event.

- **Basic Meeting Package - $375**
  Includes one 90-minute meeting session and one-hour virtual rehearsal

- **Basic Webinar Package - $515**
  Includes one 90-minute webinar session and one-hour virtual rehearsal

- **Available Enhancements:**
  - Use of TCC License - $50 per event
  - Custom Landing Page - $100 per page
  - On-demand Recording - $60 per day

TCC HYBRID PACKAGE - *$3,995*

All package sessions include a dedicated Host and AV Tech, access to the TCC auditorium for your in-person attendees, as well as all the support and services listed here:

- ✓ Scheduling Zoom sessions for the event
- ✓ Scheduling virtual rehearsal with presenters
- ✓ Assisting attendees and presenters with AV issues during the event
- ✓ Assisting in assigning breakout rooms and polls
- ✓ Creating custom event landing page
- ✓ On-demand recordings
- ✓ HD camera
- ✓ (3) stage lights
- ✓ Up to (4) mics – choose between lavalier, handheld or surface mic
- ✓ (2) aisle mics for your in-person audience members
- ✓ Continuous 8-hour rental between 8am – 10pm

> **CONTACT YOUR COORDINATOR FOR MORE INFORMATION OR EMAIL US AT TCC@AUSTIN.UTEXAS.EDU**

1. SELECT YOUR FORMAT

	Hybrid Meeting	Hybrid Webinar
	Meetings are perfect for smaller groups seeking an intimate discussion or face-to-face conversations.	Large groups can utilize the webinar features for plenary sessions, panel sessions, keynote speakers and more.
Max Virtual Attendees	100	500

2. PLAN YOUR HYBRID SESSION

Things to consider:	
Single Session	Hybrid package includes one scheduled session of up to (4) hours of broadcasting to Zoom.
Virtual Rehearsal	Hybrid package includes a 4-hour max rehearsal, that all speakers and panelists must attend before the event date
Type of Audience	With the hybrid package, you can choose to have some attendees onsite during the event or have all attendees attend virtually
Set Design	TCC can create different setups for your speakers from fireside chat to panel to keynote

3. CHOOSE YOUR OPTIONAL ENHANCEMENTS

- ▪ Extra broadcasting hours - $300 per hour