



# UNT<sup>®</sup>

# CALL

CENTER FOR ACHIEVEMENT  
& LIFELONG LEARNING

For more information, go to  
**call.unt.edu**  
or give us a call at  
**940.565.2656**

## Professional Event Management for UNT & Beyond

Our Event Coordinators manage conferences of all types and sizes, from complex international gatherings with thousands of attendees and complex events, to intimate workshops with a single focus. Let us take care of the details. We handle the planning, implementation, and coordination of your event while you stay focused on the strategy and content.

- **Comprehensive Planning** - From summer camps to international conferences, CALL provides event management services that make your event professional and problem-free. CALL can arrange meeting and recreational space, housing, dining services, transportation and social events, and all the support services you need for a successful event.
- **Financial Management** - No need to stress over budgeting or financial reports! We work with you to develop a budget, determine appropriate pricing, process payments and expenditures, and prepare final financial statements. Increase your return on investment by decreasing the cost of your event through the use of our professional services.
- **Registration** - We offer online and on-site registration, online credit card registration payments, name badges and conference packets for registrants, and staffing of registration tables on the day of the event. We design a custom registration database for each event and provide you with detailed reports.
- **Marketing** - Our staff will work with you to design both print and electronic promotional materials to market your event.
- **Travel & Entertainment** - CALL can organize any type of entertainment and travel to enhance your event. From Texas-themed ranch fun to multiple options for local tours, we have you covered. Let us manage your hotel arrangements, airport transport, speaker travel and reimbursements.
- **Database Reports/Abstracts** - We design reports to your specifications and give you online access to your event registrations and demographics. A user-friendly abstract submission process is also available.

### A Few Facts About CALL

- CALL has been in business for 30+ years.
- CALL brings 10-15,000 people on campus every year.
- CALL generates over 1 million dollars of profit to the university.
- CALL hosts 2000 of the brightest high school students in Texas on campus for the Spring UIL Regional Meet every year.

### What some of our clients have to say:

*Using CALL and its services is essential to the long-running success of the UNT Higher Education Law Conference. Service-oriented, efficient, professional, and cost-effective. They have it all.*

**-Dr. Marc Cutright – Director, Center for Higher Education**

*CALL is one of the most efficient and enjoyable services on campus. The staff knows what to do and when to do it. I have hosted two major international conferences for chemical educators—one for 750 high school teachers and the other for 1300 university professors...CALL was able to handle all the international travel for the invited guests and attendees and reserve all classrooms and laboratory space that I needed. Working with CALL is by all standards the best deal on campus!*

**-Dr. Diana Mason – Coordinator, Chemistry Education Program**

*CALL has provided consistent service to our Institute for over 16 years. They have taken care of all the details from space, registration, parking to refreshments. The friendly and very responsive staff are outstanding. They will take care of us for as long as we keep delivering our Institute!*

**-Dr. Carolyn Kern, LPCS, NCC – Instructor, Institute in Counselor Supervision**

### Who we serve:

#### Academic Conferences & Executive Programs

- Center for Play Therapy Summer & Fall Workshop Series
- 2010 Biennial Conference on Chemical Education
- International Conference on Parent Education
- BioEnvironmental Polymer Society 20th Annual Meeting

#### Business & Civic Organization Camps

- NCA, UCA, and ACA Cheer Camps
- Student Life Youth Camps
- And many more