

TEAM ND

MEETING PLANNING WORKSHOP

DECEMBER 4
8:30-NOON

ND HERITAGE CENTER
AUDITORIUM • BISMARCK

This session will provide valuable insight for planning highly effective meetings, events and trainings, and give you tools to make your work easier.

- Learn from a 25-year meeting planning veteran
- See the new state tool kit to help with messaging, planning and budgeting
- Find out how you can access templates for presentations and curtain warmers
- Learn how the state Eventbrite system can be used to simplify registration
- Speak with Convention and Visitors' Bureau staff who can offer assistance

WORKSHOP PROVIDED BY

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OF NORTH DAKOTA

FREE EVENT • Register today @ ND.gov/MeetingPlanning