



L-Università
ta' Malta

SUPPORTING YOUR COST MEETINGS & EVENTS

Services offered by
the University of Malta
Conferences & Events Unit

www.um.edu.mt/conferenceunit

L-Università ta' Malta



The Conferences & Events Unit

We offer assistance in planning and organising both local and international conferences, meetings and events.

Our professional team is committed to provide a wide-ranging assistance throughout all the stages of planning as well as during the event itself.

CEU manages all the spaces within the University's main campus, as well as the Valletta campus, ensuring that the most ideal venue is selected for the needs of clients according to the type of event.

www.um.edu.mt/conferenceunit



Our Services

- Conference Website and online registration form, including monitoring of registrations and handling registrations during conference;
- Booking of conference space both at various University venues as well as other venues;
- Drafting and booking of social programme;
- Preparation of conference packs, name-tags and nameplates;
- Signage directing participants to conference hall;
- Video-conferencing and the provision of other audio-visual facilities, including assistance of technical personnel;

Our Services

- Catering services that include business breakfasts, coffee breaks, lunches, dinners and receptions;
- Printing facilities during event;
- Support staff during event;
- WiFi service;
- Negotiation of Accommodation Packages;
- Specialised packages for venue, catering & accommodation at hotels.

The Meeting Website

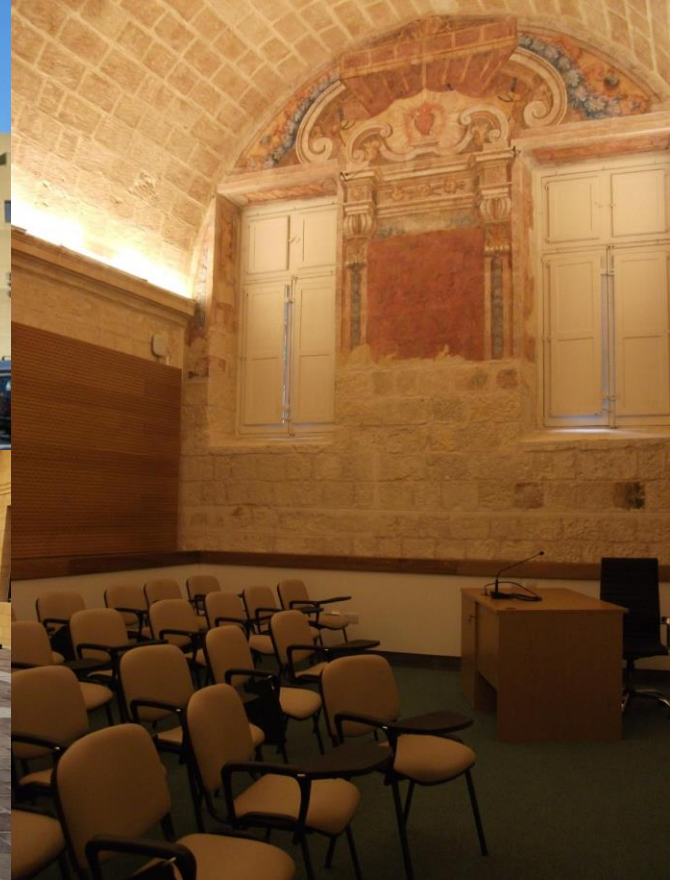
Sample website:

<https://www.um.edu.mt/events/mediterranean2022>

- Professional & corporate presentation of information;
- Online registration portal with secure payment;
- Platform for the uploading of material (abstracts, programme, proceedings, etc);
- Provision of all required travel details and general info.

Our Venues

- The Valletta Campus
- Msida Main Campus
- Other University Venues



The Valletta Campus

- Aula Magna;
- Aula Prima;
- Valletta Campus Theatre;
- Courtyard;
- Corridors;
- Various smaller meeting and lecture spaces.



Msida Main Campus


- Sir Temi Zammit Hall (with a max capacity of 840);
- ICT Hall (with a max capacity of 175);
- Various lecture theatres and classrooms;
- Various boardrooms and meeting rooms;
- MAKS TV Studio;
- Outdoor spaces.



Thank you for your attention.

If you have any questions, now is the right time to ask!
Contact us on the details below for further info:

 Conferences & Events Unit

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 /um.vallettacampus

 conferences@um.edu.mt

