eComm Event Templates [1]

CU branded event templates are accessible to all Cvent users [2] to ensure visual consistency across all events hosted system-wide.

Depending on your event's complexity, users should start with a certain template type [3]. In short:

- **Flex Events** are the most diverse and the choice for events with complex features - like registrants bringing additional guests, sessions, speakers, and post-event surveys. They can be created as 1-page simple registration or incredibly detailed to support a multi-day alumni reunion.
- Express Events are sunsetting Sept. 30, 2024. If you can avoid using Express, do.
  - **Express Ticketing** provides a streamlined registration but with tickets, free or paid. It's one step up from Express Registration, allowing different registration items that can be charged for.
  - **Express Events** are great when your event needs a simple head count without charging for the event.

- Flex Templates
- Express Ticketing Template
- Express Event Template

Simple Event Templates

These two event templates can be customized for you by swapping in your logo and an event image.

University of Colorado

WHEN

March 8, 2020
9:00 AM-2:00 PM

WHERE

5th Floor Conference Rooms
1800 Grant St.
Suite 800
Denver, CO 80203

REGISTER BY
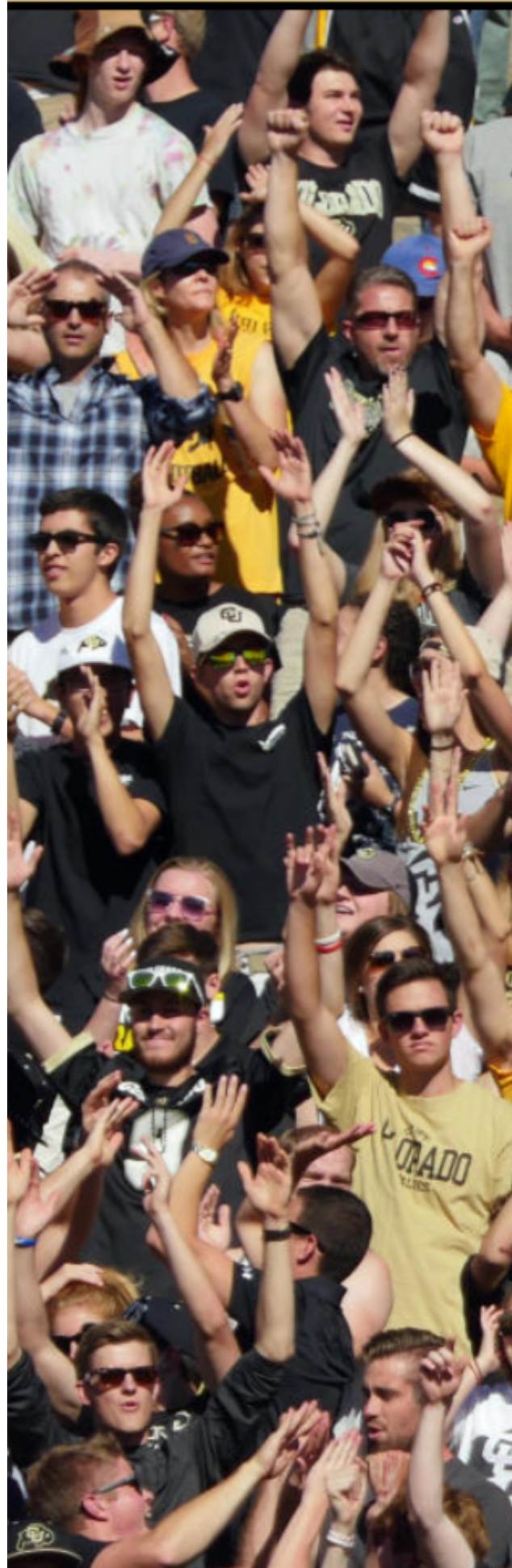
March 6, 2020 5:00 PM

PLANNER

Contact Us

Fill o

* **First Name**

TEMPLATE NAME Flex Event Simple 2-Pager with Full Background Image

Preview Event [4]

YOU'R

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W

COUNTDOWN TO

350
DAYS

3
HOURS

Dece

Tailgate at 5:0

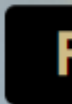**TEMPLATE NAME** Flex Event 1-Pager with Sports Inspiration

Preview Event [5]

Intermediate Event Templates

As you start growing into Flex and using it for your events with more features, intermediate templates are a great place to start.

CU

Flex Event Tit
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aliquip ex ea commodo consequat. Duis
cillum dolo

DATE & TIME

September 27, 2020—September
28, 2020
9:00 AM-2:00 PM

TEMPLATE NAME Flex Event with Three Column Details

Preview Event [6]

Reserve your Seat

Already Registered?

Flex Event Title Here Image With White Overlay

September 16, 2020
9:00 AM-2:00 PM

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex sequat. Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non
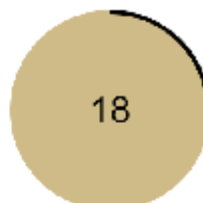
Reserve your Seat

Already Registered?

Contact Us

Countdown to the Event

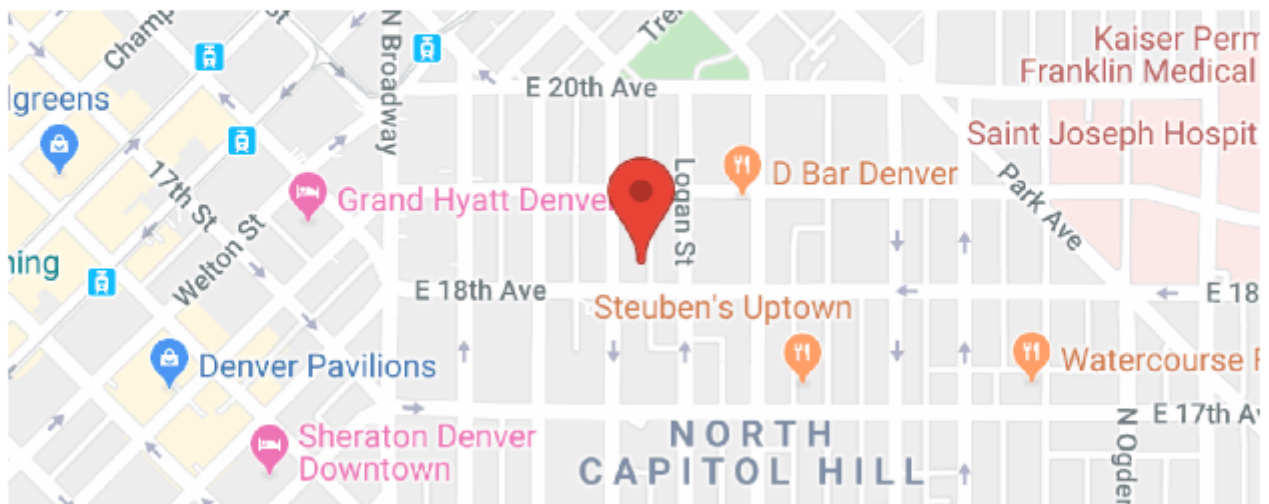| 264	18	10	24
DAYS	HOURS	MINUTES	SECONDS

TEMPLATE NAME Flex Event Image with 50% White Overlay

Preview Event [7]

Advanced Event Templates

While these are the most appealing CU-branded templates available, it will require more expertise and time to customize it for yourself. You'll need multiple graphics, ranging in sizes to give the template your custom look.

Reserve your Seat

Already Registered?

Celebrate!

October 6, 2020
9:00 AM-2:00 PM

Flex Event Title Black with Repeatable Background

Register By
October 4, 2020 5:00 PM

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat.

Reserve your Seat

Already Registered?

WHERE

5th Floor Conference Rooms

1800 Grant St.
Suite 800
Denver, CO 80203

Register By
October 4, 2020 5:00 PM

Contact Us

WHEN

October 6, 2020
9:00 AM-2:00 PM

Countdown to the Event

284	18	7	13
DAYS	HOURS	MINUTES	SECONDS

eComm

Street Address | City, ST 11111

TEMPLATE NAME Flex Event Black with Repeatable Background

Preview Event [8]

Flex Even
UCCS Go

October 11, 201

6:00 PM-10:00 PM

REGISTER NOW →

Already Registered?

Lorem ipsum dolor sit amet
dolore magna aliqua. Ut
aliquip ex ea commodo cil

0

TEMPLATE NAME Flex Event UCCS Gold

Preview Event [9]

Starting with a template doesn't stop you from completely altering the functionality and look - the possibilities are truly endless. Get inspired by the Cvent Flex Showcase [10].

Express Sunsetting

- **September 30 |** All created/launched Express events must be complete.
- **September 30 - December 31 |** Completed Express events will remain available for post-event wrap-up.
- **December 31 & beyond |** All Express events will be archived.

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Express Ticketir
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TEMPLATE NAME Express Ticketing with Gold Background, White Page, Gray Overlay, Gold Buttons

Express Sunsetting

- **September 30 |** All created/launched Express events must be complete.
- **September 30 - December 31 |** Completed Express events will remain available for post-event wrap-up.
- **December 31 & beyond |** All Express events will be archived.

1200 pixels wide x 4

Express Event with White Bac
Gray Overlay, Gol

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January 13, 2018
12:00 PM - 1:15 PM
Mountain Time

TEMPLATE NAME Express Event with White Background, White Page, Gray Overlay, Gold Buttons

Groups audience:
eComm

Source URL:https://www.cu.edu/ecomm/guidelines/ecomm-event-templates

Links
[1] https://www.cu.edu/ecomm/guidelines/ecomm-event-templates [2] https://www.cu.edu/blog/ecomm-wiki/cu-branded-event-templates [3] https://www.cu.edu/blog/ecomm-wiki/how-choose-cvent-event-type
[4] https://cvent.me/0l44qe?tm=khMa-DCUKQ1GLB3cVBhX8PytDl2QjF-1lOrPMohzILw
[5] https://web.cvent.com/event/04d86668-2e85-409d-b564-3bc2610bbbbd/regProcessStep1?tm=amFa-t_ptRkf4h8dicKNSv2IcCw5NrwZn3FKUxWCrEw [6]
https://cvent.me/ZQKveO?tm=oGQ0tmc13fgRsYTsHaj-QqlT9dPcWfoB_wYG7aAK2no
[7] https://cvent.me/YgWWED?tm=lyGQSrWFSHEyvRyuQ1KilXCPuj-oxcvlO-JUIhXIBq8
[8] https://cvent.me/MQnnow?tm=5P6HtGucPJBL1VOmLXHDXpmsimv5Mx4oN054www9W1o
[9] https://cvent.me/Dl00GZ?tm=dmbKGX9Xc7rwXaRM_yCLqt66n5TdA_rLGqc3HT9U2kA
[10] https://www.cu.edu/blog/ecomm-wiki/cvent-flex-showcase