Conference – Event – Destination – Association Management

CPO HANSER® SERVICE





























personal and professional consultancy







Trust and reliability

We guarantee high quality and transparency in all that we do throughout our working relationship. There will be a dedicated contact person with you at all times.



Costs and financing

You will receive a detailed cost and financing plan, and we will show you ways to finance your event. We are also a professional partner for tax issues.







precise
finance management

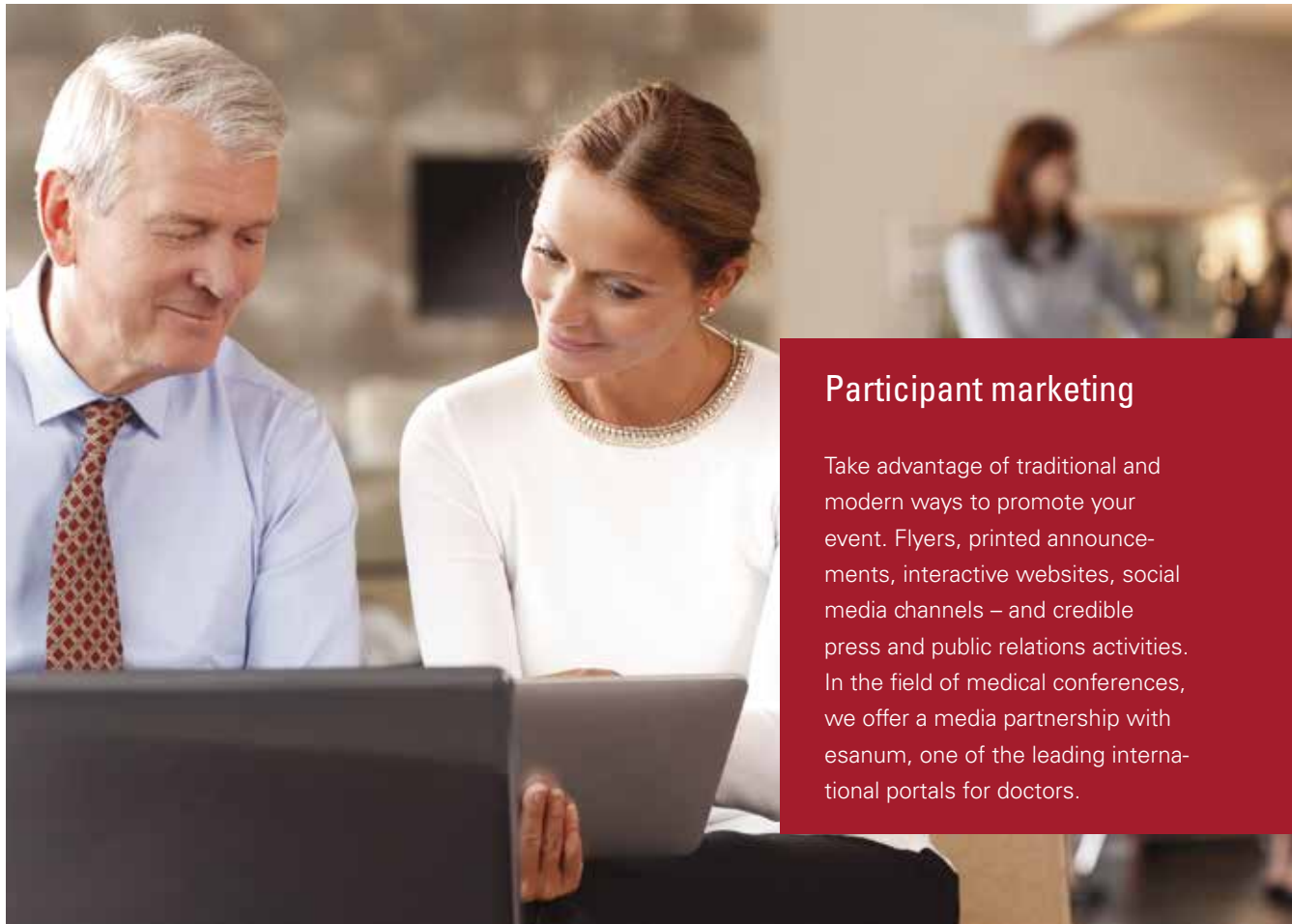




intensive
participant marketing







Participant marketing

Take advantage of traditional and modern ways to promote your event. Flyers, printed announcements, interactive websites, social media channels – and credible press and public relations activities. In the field of medical conferences, we offer a media partnership with esanum, one of the leading international portals for doctors.

Sponsors and exhibitors

Sponsors and exhibitors of your event may be companies, associations, foundations or individuals. From the acquisition of small and large companies and the procurement of public funds to crowdfunding, we provide ideas as to how your event can be supported.







sponsoring and technical exhibitions





professional
hotel management







CO HOTEL ONLINE®

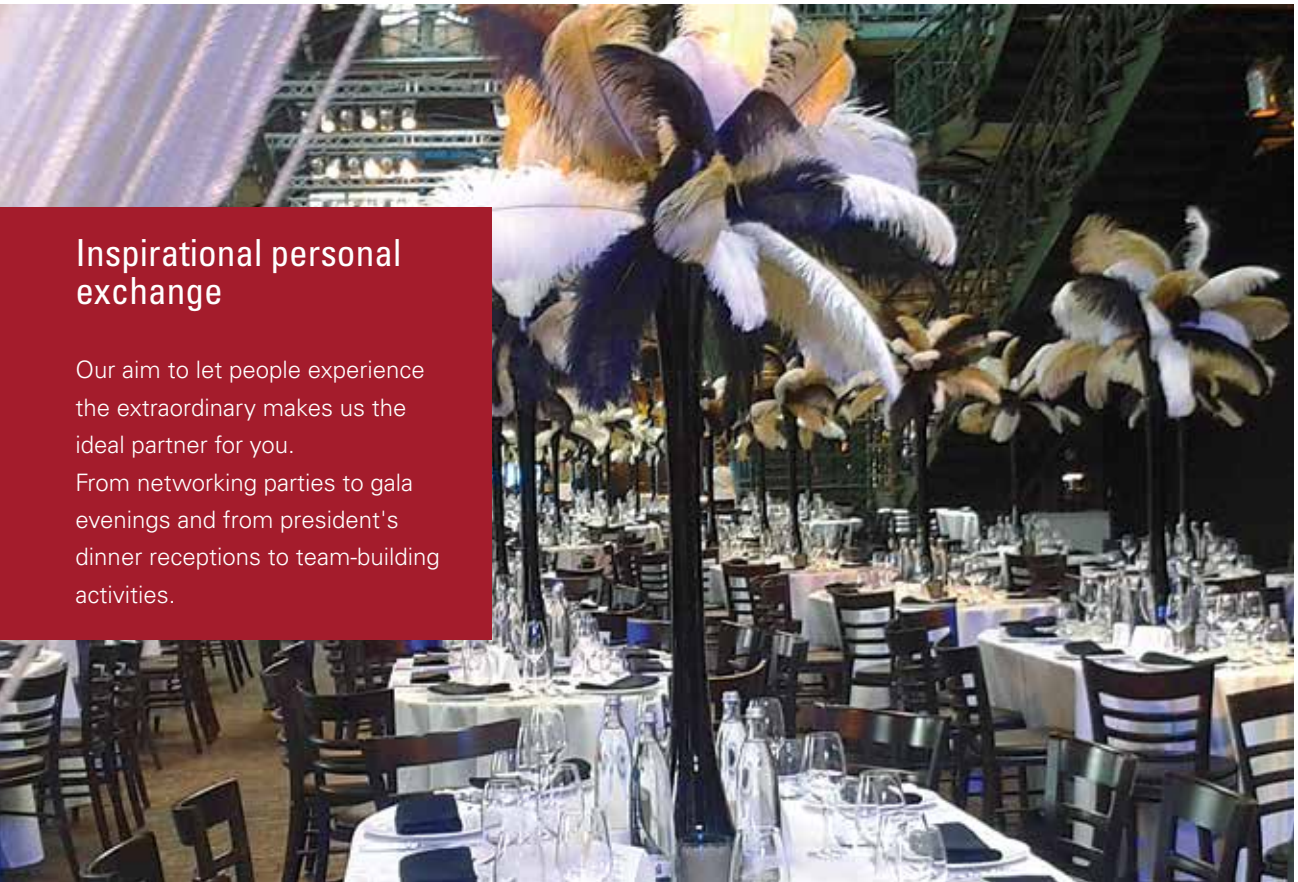
Our hotel reservation portal CO HOTEL ONLINE® allows participants at your event to reserve a room close to the venue at the best possible conditions.

We carry out an exclusive and tailored hotel search for your event.









Inspirational personal exchange

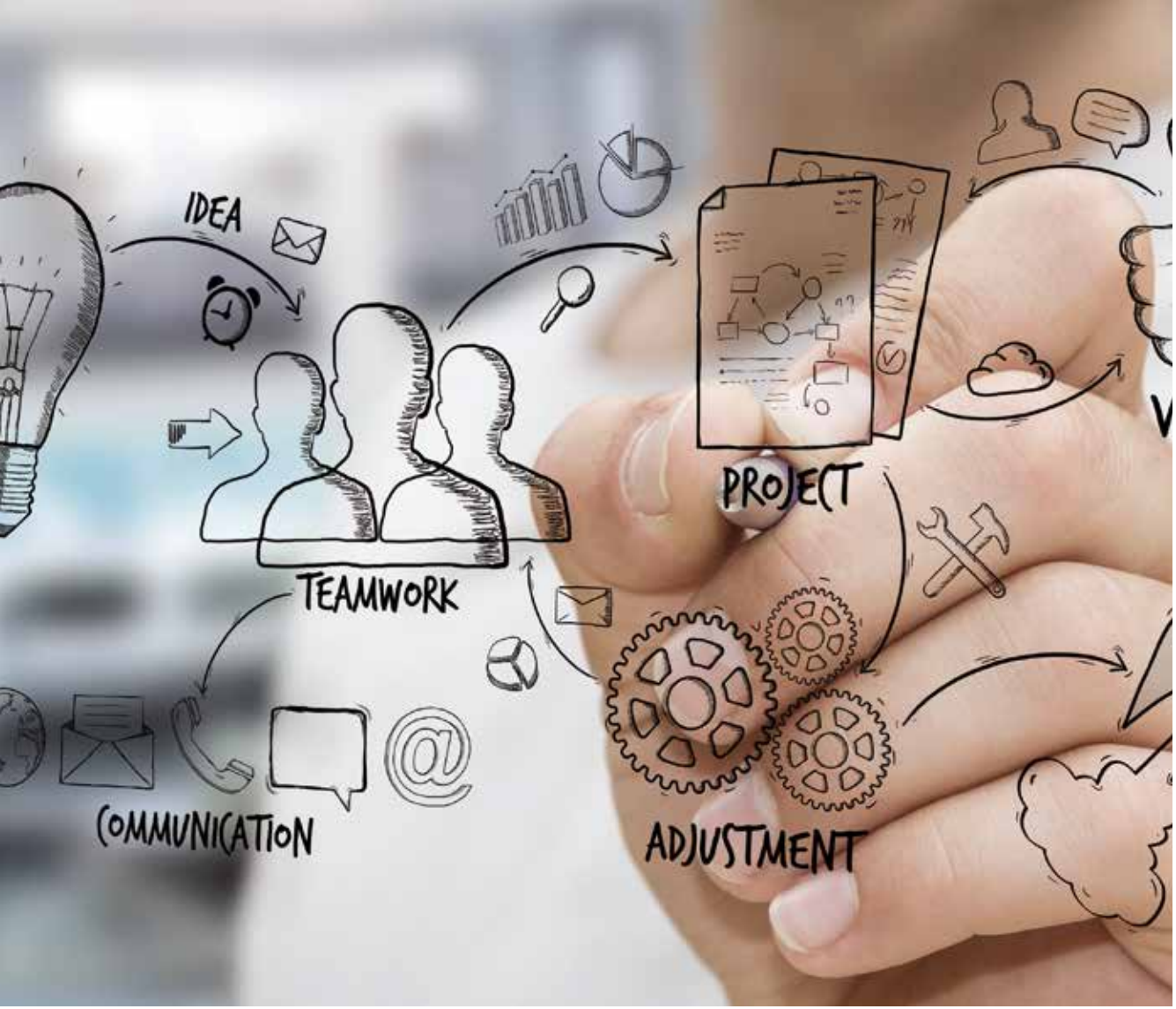
Our aim to let people experience the extraordinary makes us the ideal partner for you.
From networking parties to gala evenings and from president's dinner receptions to team-building activities.





tailored

incentive and event management



creation of
individual concepts



activation of an
international







our network

our graphics department

our IT management team



CPO vision statement

Events should facilitate informal knowledge transfer and an open exchange of views and opinions while strengthening communication and trust between participants.

CPO mission statement

CPO is committed to setting new standards in the organisation of congresses and events.
CPO acts as a role model in the congress and event sector.
We believe satisfied congress participants and customers reflect appreciation of our work.
CPO sees the continuous qualification and coaching of employees as a long-term task that enables the CPO team to be productive and to provide a creative work ethic.

Company values and quality standards

We are committed to our values:

- Responsibility
- Appreciation
- Reliability
- Honesty
- Trust
- Passion
- Teamwork

Our quality management guidelines are also our benchmark.

fairpflichtet

rightandfair

CPO has committed itself to comply with the sustainability code of the German Convention Bureau e.V. (GCB) and the European Association of Event Centres e.V. (EVVC). Together with organisers and venues, we aim to implement the guidelines for ecological, economic and socially responsible business.

FSC www.fsc.org
MIX
Paper from responsible sources
FSC® C020935

This brochure was printed on paper from responsibly managed forests.

We organise your success

Benefit from our 35 years of experience

You will have a personal contact at every stage, from consulting and planning to finance management, participant marketing, speaker support and the execution of events.

CPO HANSER SERVICE GmbH understands the best ways to combine tradition and innovation. In the company's 35-year history, the managing directors, Inge and Hermann Hanser, have encountered a wide range of customer needs and tackled some significant challenges.
When it comes to planning and organising events, we believe it is important that younger staff members also play an active role at every stage, sharing their creative ideas and innovative solutions.
At the same time, we have high standards in regards to the quality of our work.

Conference management

CPO HANSER SERVICE GmbH has gained a high level of professional competence with many years of experience in congress organisation. CPO been active successfully on the national and international market for more than 35 years.
We provide customers with advice, develop the content of congresses and organise events of every size, from board meetings with 20 VIPs to conventions with a few hundred or even several thousand participants in Germany, Europe and around the world.
Knowing what to do, how to do it, and where to do it is a sign of real expertise. Achieving success on every continent is proof of expertise.

Event and incentive management

We work with you to create extraordinary incentive trips and unforgettable events. We can arrange creative programmes on your behalf, tailoring these to your individual needs and preferences. Our employees will track down unique locations and the best possible service for your event. We direct and coordinate your event and ensure that everything is perfectly organised down to the finest detail.

Destination management

Given our many years of experience, we know every major German city and regions, and we have an excellent knowledge of local services. We help you to plan and organise your event on-site.
In addition to finding the right hotel, we arrange all transfers, employ well-trained hostesses and find the right venues for evening events.
We also have something to offer if you would prefer to try something new – a little *je ne sais quoi*. We plan events to meet your expectations, fully tailored to your company and your expectations.

Association management

Association management includes among others membership administration, maintenance of a tailored database with details of all contacts, members and functionaries, the collection of membership fees, forward-looking financial administration and an in-depth understanding of the tax conditions that apply to a scientific organisation.
We manage the secretary office within your association. In addition to providing ongoing, comprehensive advice, we create and support your multi-media online content, be it on the Internet, in networks or as an app.

Innovative technology

GLOBIT
GLOBAL INFORMATION TECHNOLOGY
A CPO HANSER SERVICE GmbH company

EMPOWERING KNOWLEDGE

GLOBIT Informationstechnik GmbH is a software development and consulting company that specialises in integrated application solutions for conferences and congresses run by scientific organisations and corporates. The association organises knowledge transfer with inspirational products that make it possible to disseminate knowledge in innovative formats.

CO CONGRESS ONLINE®

Back in 1997, CPO developed a web-based congress information system together with an institute that now belongs to the Fraunhofer-Gesellschaft. This system was registered as a European trademark under the name CO CONGRESS ONLINE®.
CO CONGRESS ONLINE® allows participants to register for events, submit their contributions, upload posters and review other submitted contributions. Congress programmes are planned in the system and shown here at a later date. Each participant can put together an individual programme.

Online content and social media

CPO will develop a customised web presence and design your websites for your company and association.
It is impossible to imagine communication today without Facebook, Twitter and similar platforms. Social media allows close and direct contact with congress participants – communication that was not possible in this form before.
CPO can provide advice in terms of content and strategy, supporting you in your efforts to set up and manage various media channels, no matter whether you decide on Twitter, Facebook, Google or a group on LinkedIn or Xing.

Congress app

CPO offers a specially developed app for congresses that was created in collaboration with GLOBIT and esanum GmbH. Once downloaded, the app provides reliable support on any mobile device before and during the congress, making it easier for those attending to search for specific sessions and speakers.
The app also makes it possible to send questions and comments during sessions. It enables electronic voting and communication with congress participants.

E-learning portals

Continuing education and training, lifelong learning, knowledge transfer and e-learning are all concepts that determine knowledge management within a scientific organisation.
CPO and GLOBIT have developed a large number of courses and modules for associations and companies, resulting in customised electronic training portals.
This makes it possible to utilize the extensive content of a conference or similar event.

A conference is like a concert — it needs the best director.

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CPO HANSER SERVICE®



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