

25Live Event Types and Calendar Information

	A	B
1	*25Live End Users can select event types with asterisk ; all other event types are accessible only to 25Live approvers/venue mgrs	
2	Event Types (E=Public Facing Cal I=Internal Cal)	Description
3	**Academic Course	**RESTRICTED to: Provost, Colleges, Health Prof Used for courses that are not fed from Banner and manually entered into 25Live by Deans Admins
4	Break Out Session	Used for sessions that are occurring as a part of a main event (i.e. main event in SEC ballroom w sessions in SEC locations)
5	Camp/Clinic (E)	Used to denote either an academic or athletic type of camp or clinic (i.e. science camp, soccer camp)
6	*Campus Visit (E)	Used for prospective student campus tours (i.e. overnights, preview day)
7	*Ceremony (E)	Used for UIW academic or athletic ceremonies (i.e. ring ceremony, award ceremony)
8	*Co-sponsored (E)	Used for events that are sponsored by a UIW internal department and an external entity (i.e. Black History Month, Hispanic History Month)
9	Commercial	Used for events where the sponsor is paying for space rental (i.e. wedding, quince)
10	*Conference/Retreat (E)	UIW sponsored conference or retreat (i.e. student leadership conference, faculty retreat)
11	Deadline/Important Date (E)	UIW important dates and deadlines (i.e. admissions dates, registration dates, add/drop dates, parking lot closures, advising dates)
12	*Exam/Testing (I)	UIW scheduled exam dates or college test dates (i.e. program testing, CLEP testing)
13	Exhibit (E)	Use for UIW academic program exhibits (i.e. Art exhibit)
14	*Fair/Festival (E)	Use for UIW sponsored fairs or festivals (i.e. career fair, spring festival, light the way, vocation fair)
15	*Film/Movie (I)	Use for UIW sponsored events featuring special films or movies to the UIW community
16	*Game/Meet/Tournament/League (E)	Use for UIW sponsored games, meets, tournaments and leagues (i.e. video game, chess, billiards, Football, Soccer)
17	Graduation (E)	Use for UIW graduation event information
18	Health and Wellness (I)	Use for UIW sponsored events focused on health and wellness (i.e. lunch and learns, flu shots, mobile mammograms)
19	*Lecture/Speaker (E)	Use for UIW sponsored program lectures (i.e. Moody Professor, National Society Leadership Success Speaker)
20	Maintenance (I)	Use for events that will close UIW locations due to location maintenance
21	*Meeting	Use for student, faculty, or staff meeting events
22	Mission/Service (E)	Use for UIW sponsored events open to students, faculty, staff and/or public (i.e. Be the match, Meet the Mission, Headwaters, Blood Drive)
23	**Holiday/Closure (E)	**RESTRICTED to: UIW Communications and Brand Marketing Use to denote UIW acknowledged Holidays
24	*Orientation (E)	Use for UIW student and employee orientation events (i.e. transfer student , international student orientation)

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25	Pageant/Show (E)	Use for UIW sponsored events showcasing work of UIW academic programs (i.e. Red Dress)
26	*Performance (E)	Use for UIW sponsored events where students will be performing theatrical or musical events
27	*Practice/Rehearsal (I)	Use for UIW sponsored theatre or music practice or rehearsal events
28	*Practice / Scrimmage (I)	Use for UIW sponsored athletic practice or scrimmage events
29	Press Conference (E)	**RESTRICTED to: UIW Communications and Brand Marketing
30	*Reception/Social Event (E)	Use for UIW sponsored social gatherings (i.e. Cardinal Feast, Retirement celebrations)
31	Religious (E)	Use to denote religious events or services (i.e. Mass, worship, ministry, retreat)
32	**Section	**Restricted use for Banner academic sections fed to 25Live
33	*Student Organization Event (I)	Restricted for use by Student Organizations (i.e. Easter egg painting, FCA huddle, fundraisers)
34	*Tabling (I)	Use for UIW internal events where participants use tables to display information, services, or goods
35	*Training/Workshop (I)	Use for UIW student, faculty, or staff trainings or workshops
36	*Tutoring (I)	Use for UIW student tutoring events
37	Vendor Sale (I)	Use when external vendors will be at UIW selling goods or services