

Museum-University Partnerships

Match Event Venue Brief



National
Co-ordinating
Centre for
Public Engagement

MUPI Match Event: Venue Brief

Having the right space is really important. The venue needs natural light; a space big enough to accommodate at least 60 delegates cabaret style, which is then set up with tables for 40, and space to mingle; a refreshment area preferably in a neighbouring space; lots of wall space to share ideas etc. The extra space is really important!

Things that are essential

- Cabaret style set up – the main aim of the event is to get people talking
- Space for informal and formal discussions
- Accessible, easy to find, well signposted

Things that are recommended

- Natural light – it really helps people feel energised and relaxed
- Plenty of space for discussions – it can get quite noisy when lots of groups are discussing their ideas, so it helps to have space
- Wall space where you can display dialogue cards; themes etc. – this can be done using magic whiteboard if the walls can't be used for sticking things on
- Spare space for mingling; and for the pitching exercise – nice to do this in a circle where possible
- Separate refreshment space



**National
Co-ordinating
Centre for
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The National Co-ordinating Centre for Public Engagement (NCCPE) is internationally recognised for its work supporting and inspiring universities to engage with the public. We work to change perspectives, promote innovation, and nurture and celebrate excellence. We also champion meaningful engagement that makes a real and valued difference to people's lives.

The NCCPE is supported by the UK Higher Education Councils, Research Councils UK and Wellcome, and has been hosted by the University of Bristol and the University of the West of England since it was established in 2008.

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The Museum-University Partnership Initiative (MUPI) was supported by public funding from Arts Council England. It sought to enable museums and universities to meet together and develop mutually beneficial partnerships. A range of resources have been created, drawing on the learning from the MUPI project. You can find all these resources on the NCCPE website.



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