

A bright, modern hallway with a large potted plant in the foreground and a glass door at the end. The hallway has a polished floor, recessed ceiling lights, and a large arched window at the far end. A semi-transparent text box is overlaid on the right side of the image.

Meet. Train. Present. Impress.

CCE'S STATE-OF-THE-ART FACILITIES

Training and conference spaces available for rent at the Birzeit University Center
for Continuing Education, Ramallah

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WELCOME TO CCE'S STATE-OF-THE-ART FACILITIES

CCE manages a state of the art facility Ramallah with the aim of providing a comfortable and enabling environment for training and professional events.

Our headquarters is located in the heart of Ramallah, 300 meters from al-Manara circle. Occupying the 6th and 7th (topmost) floors of the modern Masa building, our facilities offer accessibility, comfort, and spaciousness.

We have six training halls and computer labs that are fully equipped with the necessary tools and equipment including projectors, videoconferencing, video recording and streaming, white boards, fixed and portable





computers, Internet access, instant translation, and video and audio systems. We also have rooms and multiple spaces for group work, two special cafeterias, and two large balconies where trainees can socialize during breaks.

Initially having established for the internal training activities, CCE now is spreading the *Training Best Practices* model, where the training environment is an integral aspect, to other local and international organizations by offering the facilities for short and long term rent.

A team of qualified specialists (in event management, marketing, IT, multimedia, etc) offers a range of support services.







EVENT MANAGEMENT SUPPORT

Coordination

Preparation of invitation lists, sending them out (fax, mail, email, text, hand delivery, etc.), following up with invitees, presenters/ trainers, etc., event registration, payment collections, etc.

Hospitality, Transportation, and Accommodations

Food and beverage, arranging transportation for program participant, organizers, etc. – local and international, and hotel arrangements.

Marketing

Brochure development, newspaper advertisement, banners, etc.

Retreat management

Facilitation and hosting at the beautiful place in the old town of Birzeit.



MEDIA AND TECHNOLOGY

Video and Audio Conferencing

Video conferencing service (IP and over ISDN), in addition to supporting tools such as presentation broadcasting.

Video Streaming

Room activities (training, lectures, etc.) are recorded and streamed (live) for internal internet viewers.

Video Recording

Activities taking place at CCE can be video recorded.

Television and Radio broadcasting

Room activities can be broadcasted over local television stations – live (with prior arrangements). Public call back options and live interview options are available.

Simultaneous Translation

Simultaneous translation can be provided for specific events.

TECHNICAL SUPPORT

Event Evaluation support

CCE can provide expert evaluation support for training events and others being held at CCE. The scope and complexity can vary widely ranging from curriculum review, to trainer evaluation to basic participant scarification questionnaire.

On-line Learning Platform

CCE can provide an on-line learning support platform where training materials, assignments, reading materials, etc. can be placed on an electronic platform which the trainees can access from anywhere and at any time.

Energizing/Ice-Breaking Activities

CCE provides energizing and team work activities to participants during the activities, before or after training sessions. Ice breaking activities help groups get to know each other quickly – or some times during the day (e.g. after a lunch break), get the energy level in the classroom up.

Contact Information

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