



Raytheon Professional Services, LLC

The Importance of Logistics and Event Execution

Benefits

- Hassle-free planning and execution
- Practical approach to logistics and events
- Clear definition of success
- Variable levels of participation
- Demonstrated track record of success
- Broad experience
- Powerful organization
- Personal service

The Raytheon Professional Services (RPS) Logistics and Events Team understands that “Success is a Product, Not a Coincidence”. Today more than ever, your organization’s success is measured by the performance of your people and your ability to extend the skills, tools and knowledge they need across the enterprise – quickly and consistently, while keeping costs low.

Classes, meetings, forums and conferences are crucial to maintaining your business’ competitive advantage. RPS’ approach to managing logistics and events not only assures that we deliver the results critical to your business today, but anticipate challenges so that you can turn them into opportunities.

The RPS logistics team partners with you to define success according to your needs, beginning with a clear and comprehensive Statement of Work or Service Delivery Agreement. The RPS Logistics and Events Team participates as much or as little as you need during each stage of planning, delivery and post-event review.

At RPS, we measure success by results that drive your ROI. Our client satisfaction ratings consistently run in the high 90% range. Our customers ranked us the number one training outsource provider in HRO Today Magazine’s 2009 “Baker’s Dozen in Learning”.

The RPS Logistics and Events Team delivers powerful learning experiences. Our dedicated team of logistics specialists and event organizers focuses their expertise and commitment on making your learning event, conference, exhibition or seminar successful and productive. Our goal is to make you look good every time.

The RPS logistics and events team supported over 2,600 events for Raytheon in 2008.

We take the hassle out of planning and executing great events. With RPS, you truly get the best of both worlds—the talent and expertise of an international organization and the personal attention that results in custom-built solutions.

Raytheon

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Why Choose RPS: Success is in the Details

An event is a personal experience that advertising and corporate materials alone cannot replace. Creating an event that communicates, inspires and achieves goals requires enormous effort and finesse.

The RPS Logistics and Events Team coordinates among disciplines or individual elements. It is attention to detail that differentiates us from all others.

When you transform the way people learn, you don't just create a better way to drive better performance across your business; you build competitive advantage across your entire value stream. The result is a connected enterprise that wins the trust of customers, partners and investors wherever you do business.

The RPS Logistics and Events Team delivers the confidence your business or function needs to deliver bottom line results.



Event Management

- Complete end-to-end logistics, event planning and execution
- Early stage planning of objectives and requirements
- Venue research and selection process
- Contract negotiation
- Catering coordination
- Vendor procurement and management
- Technology (A/V) planning
- Graphic design
- Theme/design management
- Communications planning
- Classroom/event setup and tear down

Project Management

- Cost and budget management
- Learning Management Systems support
- Material and inventory management
- Purchasing planning and management
- IDP data mining and forecasting
- Evaluation coordination and reporting
- Faculty and SME management
- Reproduction planning and coordination
- Classroom setup
- Direct tuition or project billing

Deployment Management

- Deployment of local and national learning programs
- Budget management
- Process engineering and documentation
- Curriculum deployment

To learn more about how Raytheon Professional Services can help your organization, please visit www.rps.com.

About Raytheon Professional Services

Raytheon Professional Services is a global leader in learning services and outsourcing. We improve client's business performance by redesigning how they train their employees, customers, and partners; implementing the new training design; and managing their training in multi-year outsourcing engagements.

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