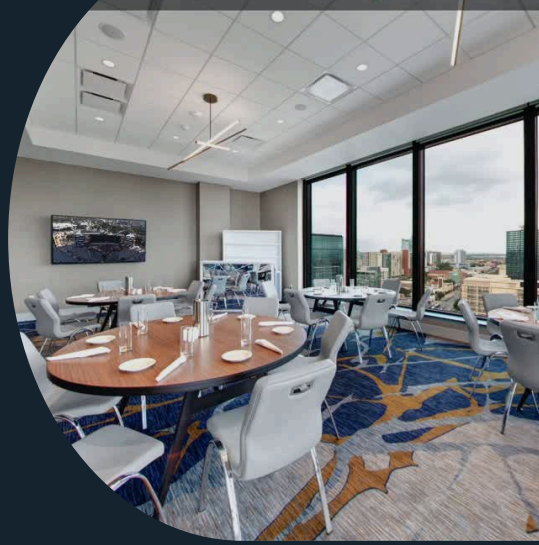# ∿VISITING MEDIA
CGI SetUps Quick Guide

What is CGI?

Computer Generated Imagery (CGI) is a powerful way to bring your event vision to life. When planning an event, visual aids can significantly elevate your pitch and accelerate your planning process.

🔍 Explore our CGI Digital Library to see what's possible.

👁 Want a preview? Check out some of our CGI setups here!

CGI Checklist

Before we can create your CGI visuals, we need a few key items from you. This checklist ensures our team has everything to build an accurate and stunning representation of your space.

☐ **Identify the spaces:** List all rooms and areas that require CGI. (Located on the left menu of our platform.)

☐ **Gather digital collateral:** Submit diagrams, images, logos, and relevant digital files through the CGI Submission Form.

☐ **Provide easy file access:** If your team needs additional files, request a Google Drive link from your Visiting Media representative.

☐ **Color details:** Share exact hex codes for colors you want represented in your setup.

☐ **Stage and projector/screen info:** Specify if your setup includes one or more stages or screens. Include dimensions and indicate if logos should be displayed, submitting high-resolution images as needed.

☐ **Detailed notes:** Add any specific notes or instructions to support a successful CGI setup.

For Custom CGI Assets (*additional fees apply*)

☐ Submit front, back, and side photos of each item.

☐ Provide precise dimensions for each asset.

☐ Include color information and hex codes.

Why is this Information Required?

Our goal is to provide the CGI Project Management Team with everything needed to deliver an accurate, high-quality result the first time. While adjustments are expected, thorough initial information allows us to complete your CGI setup efficiently and reduce turnaround time.

VISITING MEDIA
CGI SetUps Quick Guide

What is CGI?

Computer Generated Imagery (CGI) is a powerful way to bring your event vision to life. When planning an event, visual aids can significantly elevate your pitch and accelerate your planning process.

🔍 Explore our CGI Digital Library to see what's possible.

👁 Want a preview? Check out some of our CGI set-ups here!

How to Get Started

1. Once all materials are gathered, complete our CGI Submission Form.
2. Include as much detail as possible, especially in the notes section.
3. Each CGI setup submission typically takes 10–15 minutes to complete.

Project Timeline

Standard CGI setups take approximately 4–6 weeks from start to finish.

You will receive a preview for review and feedback before final approval.

After you approve your setup, we proceed to the final rendering. At that stage, no further changes can be made.

Once your CGI setups are live, you will be notified immediately.

Contact

For support or additional questions, please email your CGI Project Manager or CSM at Visiting Media. We are dedicated to guiding you through every step of your project.

Transform your event planning with precise, compelling CGI visualizations.
Trust Visiting Media to help you deliver an exceptional experience, every time.