



EventManager™

features

- + The online registration page may be customized to capture the participant data that is important to you.
- + Online registration reports may be viewed in real-time, enabling you to more accurately plan your event and determine the demographics of your audience.
- + ConferencePlus provides an e-mail template that can be used to invite participants to register for your event. The template includes all the information your participants need to complete the registration process.
- + Registrants automatically receive both online and e-mail confirmations that contain all the information necessary for joining the event.

EventManager™ combines the benefits and features of a traditional operator assisted audio conference with the speed and convenience of an automated conference, making your conferencing events even more productive and easier to manage. With exciting new features like advanced participant registration, customization of the registration website and enhanced online event reporting, you can better manage your conference events from start to finish.

With EventManager, participants register online in advance of your event. After registering, participants receive a passcode and personal identification number (PIN). Participants are required to enter the passcode and PIN when they dial-in which uniquely identifies their presence and automatically joins them into the conference.

Website Registration Page Customization

With the assistance of a ConferencePlus Senior Meeting Consultant, you can customize and brand the online registration page for your event.

- + You can add your logo, copy, or promotional graphics to enhance your message.
- + You specify the information to be collected during the registration process by creating the content and style of the requested information. Responses can be identified as optional or they may be required to successfully complete registration.
- + You determine the start and end dates and times for the registration period. Registration can be extended past the start of the event, if desired.

EventManager services are just another way that ConferencePlus can help simplify your business day.

Enhanced Online Reports

Throughout the registration period, real-time online reports are available that show all the gathered advanced registration information.

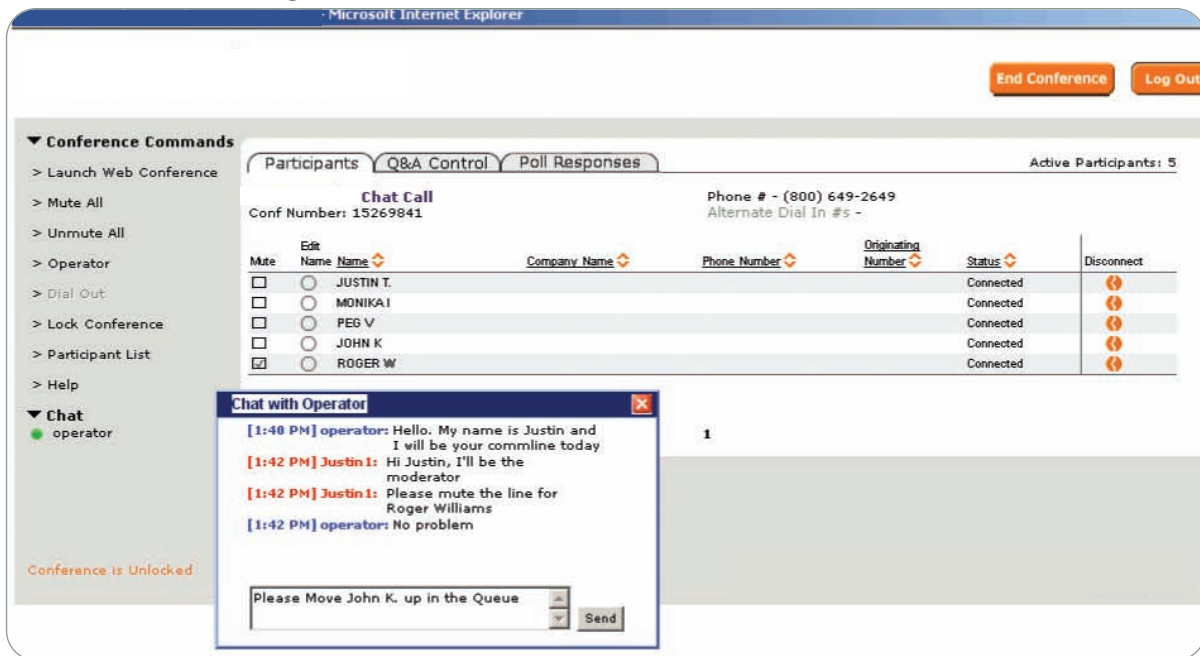
- + You will also receive a pre-event confirmation of the event details with documentation of the specified registration requirements.
- + Complete participant information is provided through MyAccount Dashboard, after completion of the conference.

Web Based Conference Controls

MyAccount Dashboard and ViewPlus are browser based tools that are available with all EventManager conferences. MyAccount Dashboard is used for viewing event reports and managing your account. ViewPlus enables you and other moderators to manage your event online by allowing you to:

- + View a list of all participants on the conference.
- + Manage your Q&A session (Demote, Promote, or Remove participants from queue).
- + Monitor polling results in real-time.

ViewPlus for EventManager



simplify

ConferencePlus believes that conferencing should not only change the way you do business – it should improve your business processes by increasing productivity and simplifying your business day. We are dedicated to making you and your organization look good by providing audio, web and videoconferencing services that help you maximize every meeting opportunity – anywhere, at any time. Our goal is to ensure that each event is a productive, positive, “no surprises” experience.

Call to speak to a sales representative
877 748 SAVE (7283)

Visit us online for more information
conferenceplus-saw.com

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