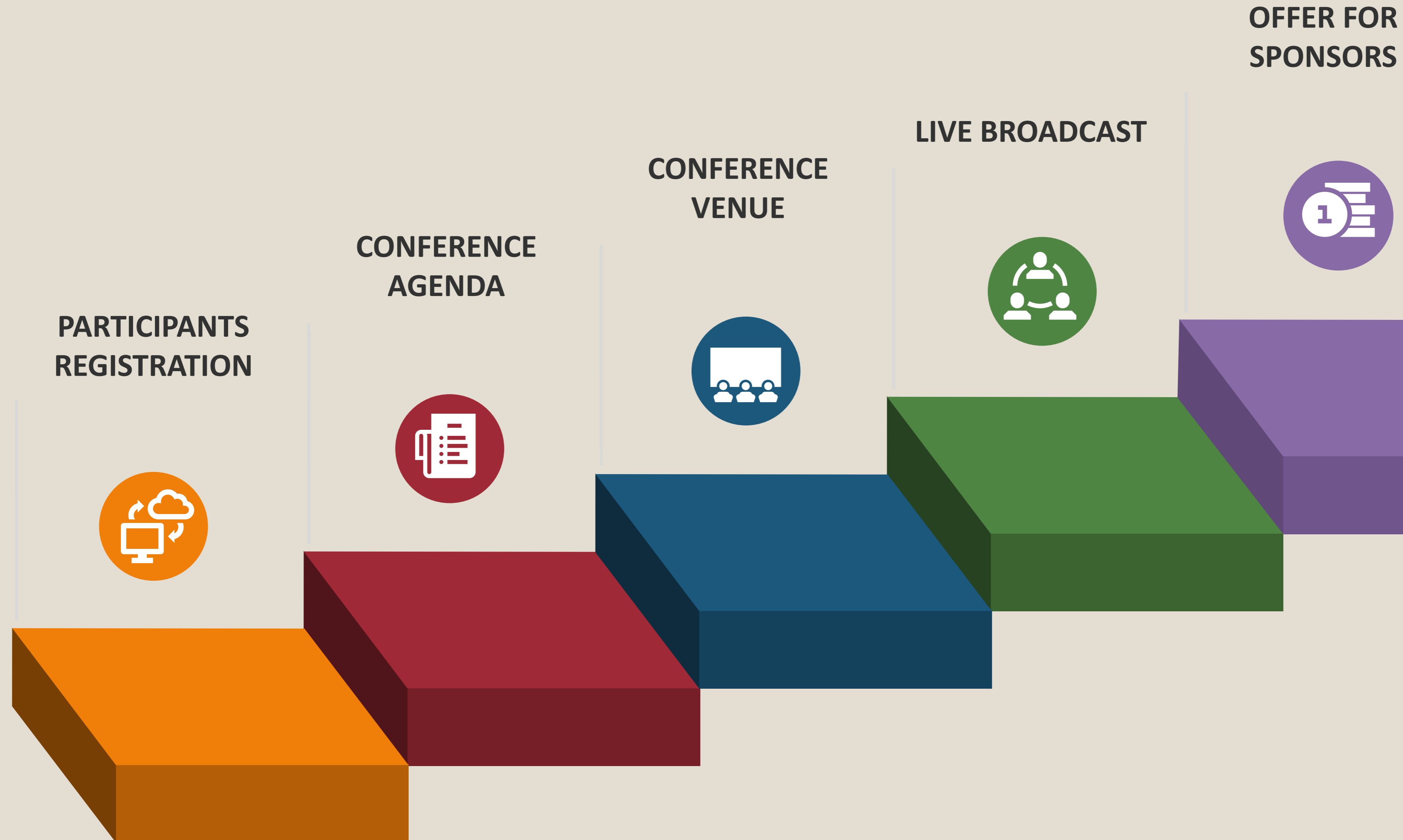


VIRTUAL / HYBRID CONFERENCE

SYMPOSIUM CRACOVIENSE
CONFERENCE & EVENT MANAGEMENT



Expertis credite



VIRTUAL / HYBRID CONFERENCE

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2



PARTICIPANTS REGISTRATION

Registration availability requirements, fees – amount and deadlines, mass registration options, payments

CONFERENCE AGENDA

Online handling of abstracts', articles' and presentations' acceptance and review, agenda on smartphone application and via browser.



CONFERENCE VENUE

Three options of production: completely virtual event, virtual event with use of a recording studio, hybrid conference.

LIVE BROADCAST

Via paid and free streaming platforms, various options for interaction with participants



OFFER FOR SPONSORS

Logos, banners during live transmissions, on an event's website, possibility to schedule one-on-one talks with participants, presentation of promotional videos, quizzes, activating surveys

FINANCIAL SCHEME

Various financial options depending on event's organiser needs





PARTICIPANTS REGISTRATION

Defining and accepting registration online based on:

- Different types of participation (regular participant, association member, student, speaker, etc.)
- Acceptance of payments according to type of participation and registration date (early, regular, late registration)

For every type of participation one can define:

- Availability requirements (unconditional – available for everyone, via common, reusable password, via individual, one-time codes, via company password – reusable, resulting in assignment to given company - payor)
- Payments concealment – payments can be seen or hidden to registering participant
- Mass registration option:
 - group registration – simultaneous registration of two or more persons with identical registration parameters
 - serial registration – simultaneous registration of two or more persons with individual registration parameters.

If participation in the conference is paid, the system enables:

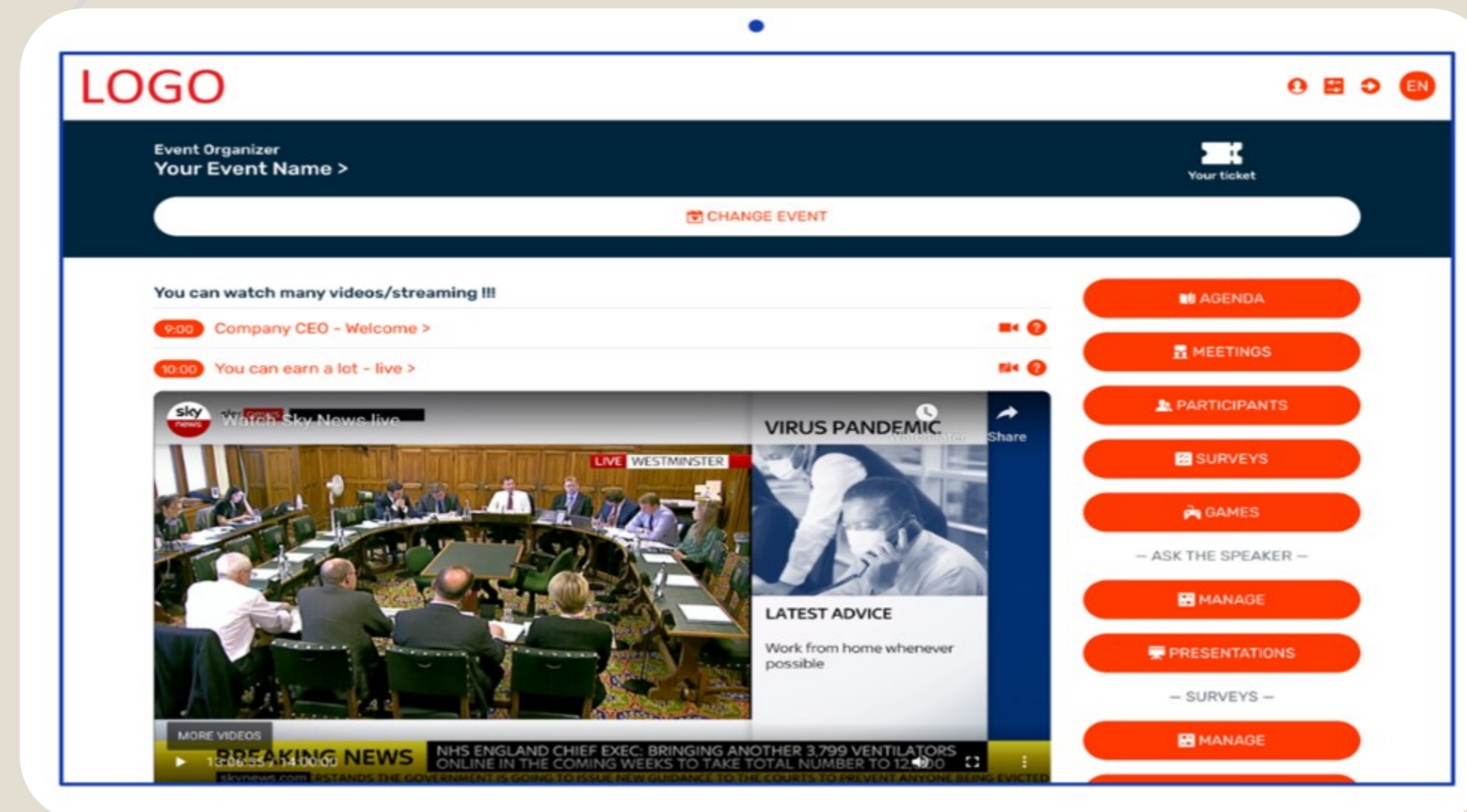
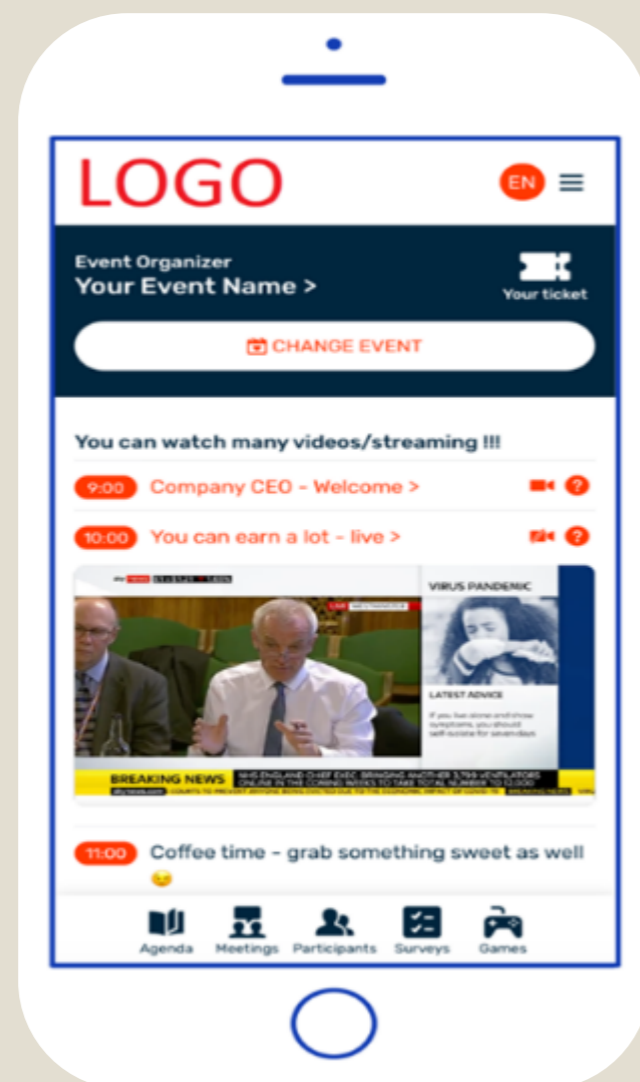
- Hosting payments evidence
- Accepting payments (via credit cards, quick transfers or mobile payments)
- Generating invoices for participants (VAT invoices, pro forma, adjusting)



CONFERENCE AGENDA

Management of abstracts and presentations – the system allows to manage received abstracts, starting with setting entry criteria, assigning reviewers, distributing abstracts to reviewers, classifying abstracts as an article or a poster after review, ending with generating electronic version of conference materials:

- Agenda and collective book of all abstracts posted on the main wall available to download
- Individual articles available to download through the agenda
- Presentations available to download through the agenda





CONFERENCE VENUE

We offer three options of production:

- Completely virtual event (speakers and participants remain at home or workplace)
- Virtual event with use of a recording studio (we offer access to permanent recording studios in Cracow and Warsaw or building professional studio in designated location). We ensure full scenography: stage, lecterns, background material and other.
- Hybrid conference (combining production of conference in chosen venue with streaming of presentations to chosen platform)





LIVE TRANSMISSION

Participant can have an actual influence over the course of the event, dedicated platform enables the participant not only to passively watch transmitted lecture or discussion between invited speakers, but also interact with them. One can:

- evaluate every presentation
- ask questions live
- answer speaker's questions
- partake in contests and quizzes
- download documents and presentations shared by organiser and speakers
- schedule one-on-one talks
- accept one-on-one talk invitations
- replay recorded presentations and discussions after concluded conference



Platforms will be chosen according to event's needs:

- Streaming online via platforms: Facebook, YouTube, Vimeo,
- Platforms for remote work: Google Hangouts, Microsoft Teams, Zoom (enabling sharing live video and audio to groups e.g. discussion panels; sharing files or computer screen)

OFFER FOR SPONSORS



PROMOTION

Placement of promotional videos of a sponsor within the program



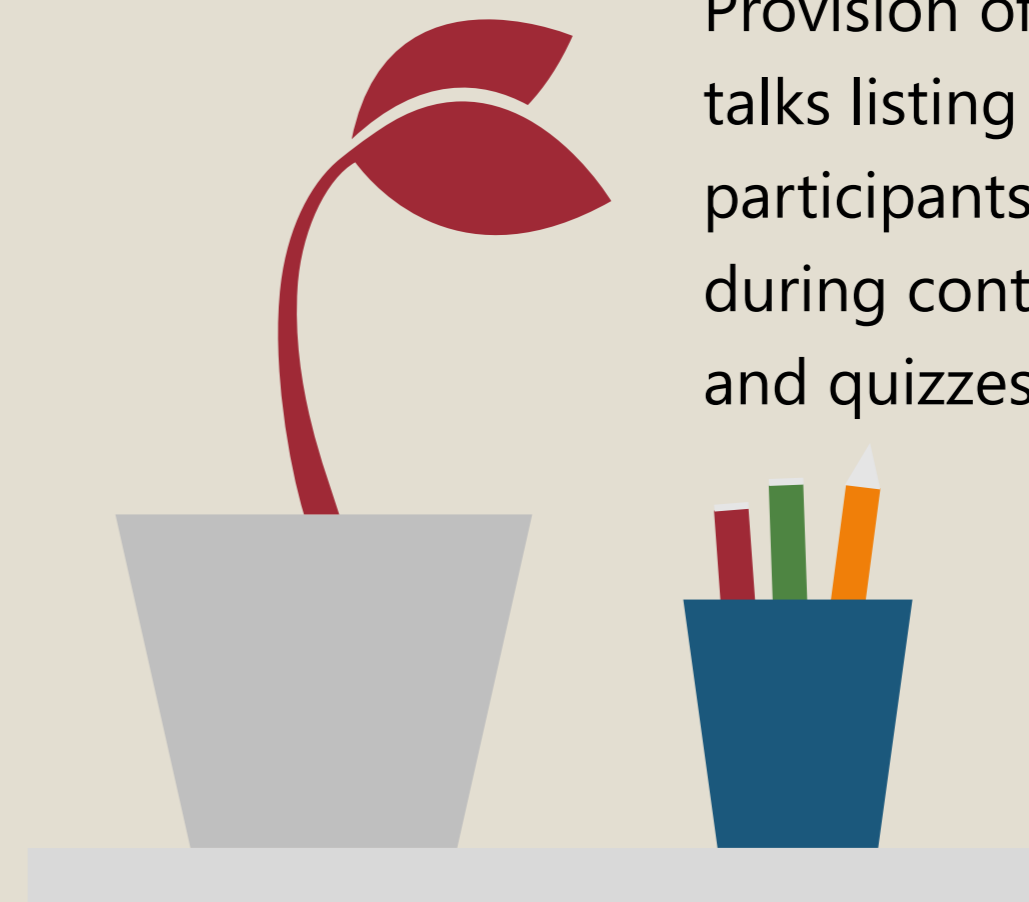
ONE-ON-ONE TALKS

Ability to schedule one-on-one talks with participants during or after a conference



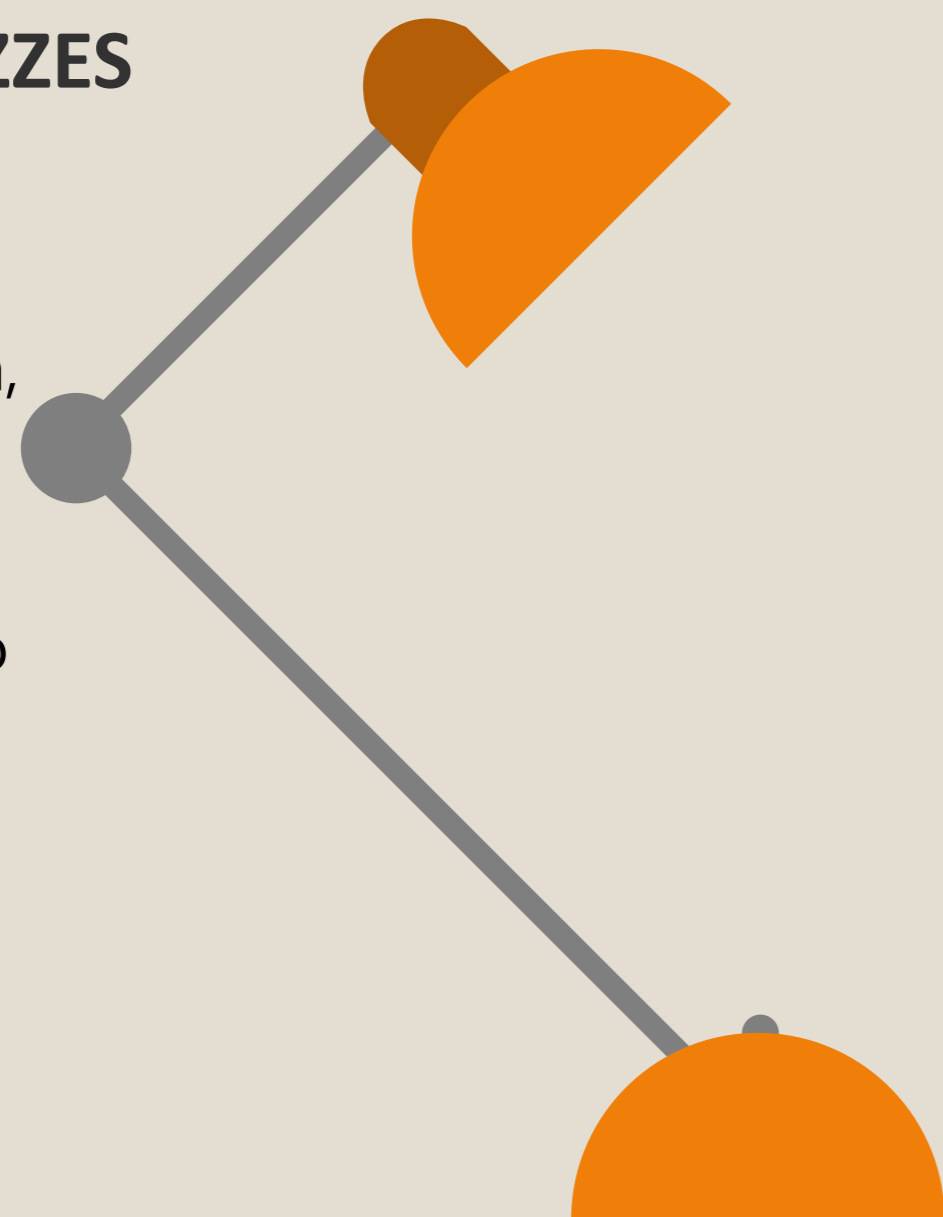
RAPORTS

Provision of one-on-one talks listing and participants' activity report during contests, surveys and quizzes.



CONTESTS, QUIZZES

Placement of, concurrently with a conference's agenda, dedicated contests, surveys, activating quizzes according to sponsor's guidelines



ADVERTISEMENT

Logos, banners during live transmissions, on event's website



SYMPOSIUM CRACOVIENSE

CONFERENCE & EVENT MANAGEMENT

HIGH QUALITY SERVICE

LOVE TO DETAILS

ENTHUSIASM AND COMMITMENT

PROFESSIONALISM

MODERN TOOLS

SYMPOSIUM CRACOVIENSE

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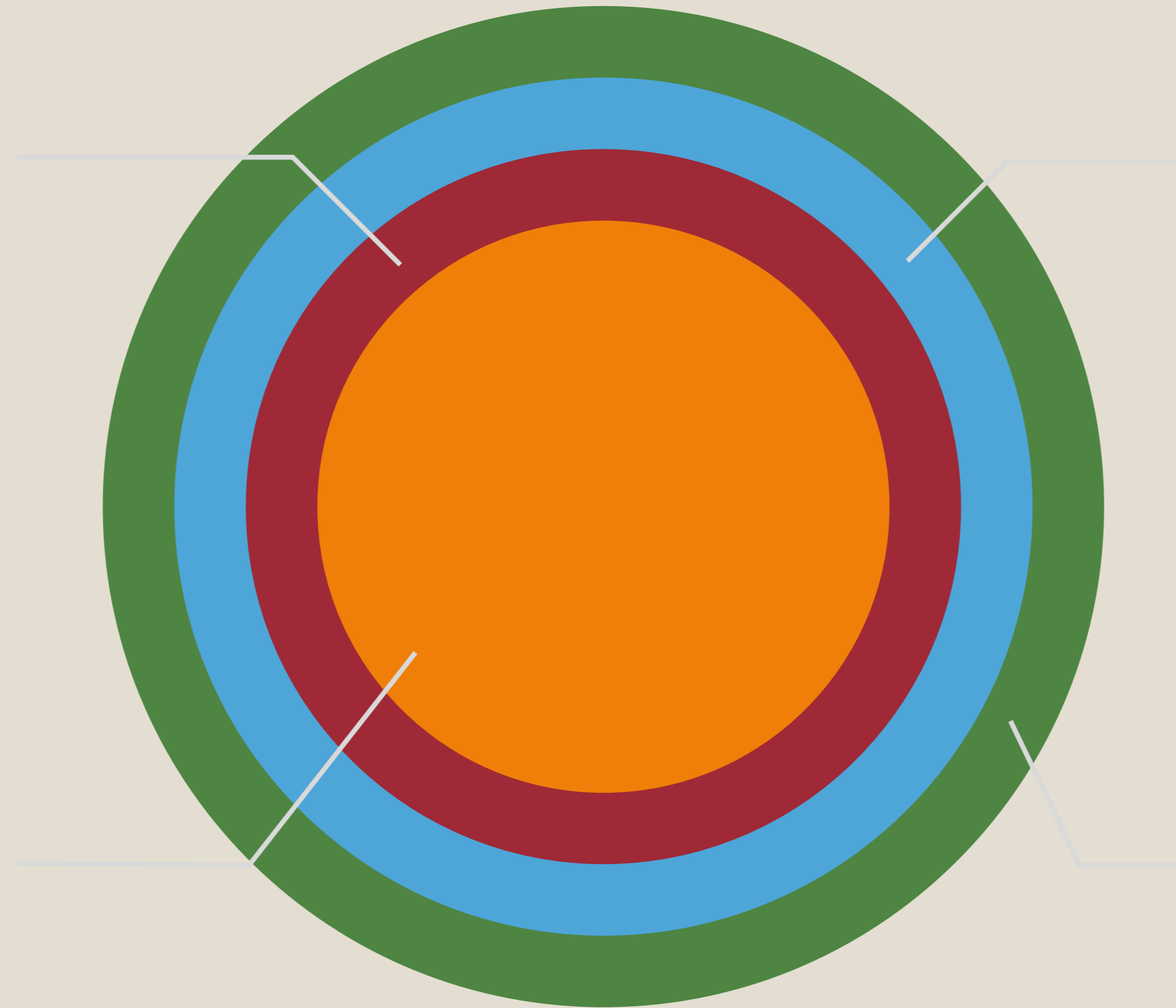
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