

# Virtual Event 360



Virtual events might already be a part of your overall events program or you may be like many who have recently discovered how powerful they are in accomplishing your event goals. They build awareness, engage new and potential customers, and generate revenue if done well. Our Virtual Event 360 services provide additional support in planning and executing an impactful virtual event. Our team will tailor an approach that best fits your needs to ensure your event is polished and professional. Our Virtual Event 360 services include:

### **Event Configuration**

When it comes to creating and setting up your virtual events, there are some key differences from in-person events that are important to consider. To make sure that you are well-prepared, our team of experts offers services to help you set up and configure your virtual events, including:

- Virtual Event Strategy Creation
- Event Build
- Exhibitor and Sponsor Management
- Virtual Session Creation
- · Implementation of Client-Provided Graphics
- Daily and Post-Event Reporting

#### Webcast Support

To ensure a smooth event that wows attendees, we offer support for each stage of the webcast planning and execution process. Rest assured knowing you'll be well-prepared to execute an interactive event that keeps audiences engaged and leaves them impressed.

- Pre-Event Audio and Visual Checks
- Speaker Best Practices Documentation
- Speaker Green Room
- Attendee "Know-Before-You-Go" Emails
- Moderator Training
- Session Monitoring (with Live Polling and Q&A)
- Session Content Management
- Event and Attendee Technical Support
- Post-Event Reporting

#### **Advanced Production**

When an event is virtual, it is especially important to ensure your attendees are engaged and focused on the content you're delivering. Often, this means really enhancing the production quality and value of your sessions. Our Advanced Production services are designed to help you do just that. Our team provides the session support and guidance that you need, so you can focus on executing a great event. Our team of experts offer the following services:

- Session Producer
- Production Strategy
- Custom Graphics and Overlays
- Video Layout Configuration
- · Content Capture and Casting













## Virtual Event 360 Packages

We offer the following packages to support your virtual events. We'll work together to determine the right fit and can also scope out a custom package depending on your needs:

	Express	Professional	Premium
Project Management	•	•	•
Project Playbook	•	•	•
Advanced Production Sessions	0	3	6
Session Configuration	10	20	30
Exhibitor Configuration	20	60	80
Survey/Feedback Configuration	2	2	2
Graphics Upload	•	•	•
Speaker and Exhibitor Training	2 Hours	4 Hours	4 Hours
Webcast and Speaker Support	Add-On	Add-On	Add-On