

STEP BY STEP SPEAKER MANAGEMENT

One site, one login, one place for presenters to submit forms and scheduling preferences, update contact information, upload handouts and bios, author pre/post tests and much more. The speaker portal is the speaker's central source of information about the meeting. The administrative portal is the meeting manager's central tool to manage all speaker communications.

MANAGING SPEAKERS



Speaker Travel

Speaker Compensation

Onsite Presentation Uploads

BENEFITS

Consolidated approach to collection and Management of all presenter related tasks

Email notification system is the communication mechanism for collection of all documents and materials

Flexible and customizable reporting

Online real-time reporting tracks emails, confirmations and submissions