

Detailed Features List

Revised: February, 2014

| | Revised. February, 20 |
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| NODULE | |
| nteractive Floorplan | |
| Attendee Features | |
| Event Map | |
| An interactive and userfriendly floorplan with integrated exhibitor list that includes: | |
| Complete exhibitor list, with alpha index to quick jump to any part of the list | |
| Powerful exhibitor search by name, keyword etc. | |
| Create a list of favorite exhibitors by simply clicking on the star and adding them to My Exhibitors | |
| Map It allows user to quickly find the location of the exhibitor on the floorplan | |
| Color coded floorplan with exhibitor name in the booth | |
| Intuitive zoom using pinch & zoom on touch devices, or scroll wheel on mouse, or using on screen controls | |
| Click on a booth to view exhibitor's information | |
| Print exhibitor list, My Exhibitors, foorplan, or personalized walking map from one easy interface | |
| | |
| Admin Features | |
| Exhibitor Database Management | |
| Manage master exhibitor list for the event, including: | |
| Company Name | |
| Company Contact Prefix | |
| Company Contact First Name | |
| Company Contact Last Name | |
| Company Contact Suffix | |
| Company Contact Title | |
| Address Line 1 | |
| Address Line 2 City | |
| • City • State | |
| • Zip | |
| • Country | |
| Phone | |
| · Toll Free | |
| Fax | |
| • E-mail | |
| • URL | |
| Priority Points | |
| Description | |
| Notes | |
| | |
| Floor Plan Management Easy point-and-click tools to manage all aspects of expo floor plan: | |
| Merge, split, delete, add, and resize booths | |
| Instantly assign booths from the exhibitor database | |
| Reserve, confirm, and cancel booths | |
| Rename/renumber booths | |
| Move an exhibitor from one booth to another. All information for the exhibitor automatically moves to the new boother. | oth. |
| Add a new exhibitor to the database | |
| Display columns, electrical ports, etc. | |
| Measurement Units | |
| Manage your floor plan in Imperial (feet & inches) or Metric (meters & centimeters) units | |
| Non-Exhibiting Space Management | |
| Manage meeting rooms, registration area, lounges, etc. | |
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| Restrictions Management Manage fire aisles, freight-free aisles, etc. where no booths can be placed | |
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| Markings Draw, edit and delete outlines and write text captions on the floor plan using custom colors, fonts and text formattir | Iq |
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| Floor Plan for Supporting On-site Booth Sales Floor plan view that refreshes every 30/60/90 seconds to show prospective exhibitors which booths are available a | and which booths have |
| been sold | |
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| MODULE |
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| Texturing |
| Highlight booths on floor plan by providing relevant criteria, including company, pavilion, sales person, product category/subcategory, competitor/partner, booth area and dimensions |
| Print Wizard |
| Step-by-step wizard for printing of floor plans with custom scale, paper size, views, etc. |
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| Manage Co-exhibitors |
| Manage companies co-exhibiting at your event |
| Reports (Output Formats: HTML, MS Word, MS Excel, PDF, ASCII, XML) |
| Exhibitor Reports |
| Administrators can build reports using powerful and flexible a2z reporting engine |
| Booth Change Log Report |
| Searchable record of all the changes made on the show floor |
| Booth Inventory Report |
| Real-time inventory of booths |
| Contractor Management |
| Contractor Features |
| Real-time Access |
| Provide real-time data access to your Contractors instead of sending lists. |
| Exhibitor List |
| Real-time access to downloadable exhibitor list |
| Booth Inventory |
| Real-time access to booth inventory |
| |
| Booth Change Log Real-time access to all the changes made on the show floor |
| |
| Download for AutoCAD® |
| Download online floor plan to AutoCAD |
| Booth Cancellation Report |
| Chronological list of exhibitors who have cancelled their booths. |
| Move Exhibitor Report |
| Chronological list of exhibitors who have moved from one booth to another. |
| Exposition Marketing & Management Module |
| Attendee Features |
| Exhibitor List |
| An interactive and userfriendly exhibitor list integrated with search, & planning. |
| Complete exhibitor list, with alpha index to quick jump to any part of the list Powerful exhibitor search by name, keyword etc., or advance search using products, country, state/province, pavilion, etc. |
| Create a list of favorite exhibitors by simply clicking on the star and adding them to My Exhibitors |
| Icons indicating the rich content user may see in the eBooth of the exhibitor |
| My Exhibitors integrated in the exhibitor list |
| Print entire exhibitor list, or just your search results, or My Exhibitors |
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| Floor Plan |
| Interactive, printable, real-time, online floor plan with color coded booths in HTML, PDF and CAD-friendly formats with ability to star |
| Tavorites |
| favorites Print Floor Plan |
| Print Floor Plan State-of-the-art floor plan printing option that produces camera-ready, high-resolution PDF files that can also handle large floors |
| Print Floor Plan |
| Print Floor Plan |
| Print Floor Plan State-of-the-art floor plan printing option that produces camera-ready, high-resolution PDF files that can also handle large floors eBooth Allows attendees to find more information on exhibitors while looking at floor plan. Online Booth includes following features: |
| Print Floor Plan State-of-the-art floor plan printing option that produces camera-ready, high-resolution PDF files that can also handle large floors eBooth Allows attendees to find more information on exhibitors while looking at floor plan. Online Booth includes following features: • Company Name |
| Print Floor Plan State-of-the-art floor plan printing option that produces camera-ready, high-resolution PDF files that can also handle large floors eBooth Allows attendees to find more information on exhibitors while looking at floor plan. Online Booth includes following features: • Company Name • Booth Number |
| Print Floor Plan State-of-the-art floor plan printing option that produces camera-ready, high-resolution PDF files that can also handle large floors BBooth Allows attendees to find more information on exhibitors while looking at floor plan. Online Booth includes following features: • Company Name • Booth Number • Welcome Message • Welcome Message |
| Print Floor Plan State-of-the-art floor plan printing option that produces camera-ready, high-resolution PDF files that can also handle large floors eBooth Allows attendees to find more information on exhibitors while looking at floor plan. Online Booth includes following features: • Company Name • Booth Number |
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| Print Floor Plan State-of-the-art floor plan printing option that produces camera-ready, high-resolution PDF files that can also handle large floors eBooth Allows attendees to find more information on exhibitors while looking at floor plan. Online Booth includes following features: • Company Name • Booth Number • Welcome Message • Exhibitor Profile • Contact Information – Contact person, title, address, city, state, zip, phone, fax, & e-mail |

Exhibitor Product Images

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| MODULE |
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| E-mail Exhibitor |
| Attendees can e-mail exhibitors |
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| Exhibitor Videos View videos posted by exhibitors in their online eBooth. Exhibitors with videos are flagged with an icon on the Exhibitor List |
| |
| Event Map Banner Ads |
| View ads of exhibitors that purchased this sponsorship on the interactive event map |
| Exhibitor Features |
| Exhibitor Login |
| Use unique User ID and Password to access exhibitor tools |
| Exhibitor Password Retrieval |
| Exhibitor password retrieval by email |
| Online Booth Setup |
| Enter and modify the information for online booth and printed show directory |
| Video Management |
| Post videos in online booth to boost SEO and enhance eBooth content |
| Booth Personnel Registration |
| Allow your exhibitors to register their booth personnel online |
| Event Map Banner Ads |
| Build visibility with rotating banner ads on the interactive event map |
| Admin Features |
| Manage Exhibitor Profile & Product Categories |
| Let exhibitors do the work and enter all the information for you |
| Booth Confirmation Letters - E-mail or Print |
| Automatically generate confirmation letters for your exhibitors in MS Word or HTML |
| Show Directory Builder |
| Compile all the information for printed show directory with only a few clicks |
| E-mail Broadcast Confirmation Letters |
| Send confirmation letters to multiple exhibitors with just a few clicks |
| E-mail Broadcast Reminder E-mail to Exhibitors |
| Send reminder e-mails to all exhibitors who have not provided information for their online booths and the exhibitor guide with a few clicks |
| Event Map Banner Ads |
| Generate revenue by selling rotating banners on the interactive event map |
| Multiple Layers/Views for Floor Plan |
| Display different views of the base floor plan image to show / hide walls, entrances, floor ports, low-ceiling area, restrooms, etc |
| Manage Multiple Halls |
| Manage floor plans for exhibition facilities with multiple halls |
| Manage Multiple Pavilions |
| Manage all groups of companies presenting as one on the floor plan to increase impact and visbility. |
| Manage Sub-expo |
| Manage groups of booths for reporting purposes, listings, searches etc. |
| Upgrade/Downgrade/Cancellation Management |
| Track the reason for upgrading, downgrading, or cancelling an exhibitor |
| Manage Online Booth Configuration |
| Sell enhanced online booths and generate more revenue for your organization |
| Multiple Company Contacts |
| Multiple Company Contacts |
| Associate and manage multiple contacts for each company |
| Additional Company Information Management |
| Market Segmentation |
| Associate and manage multiple market segments for each company |
| Categorize Prospects |
| Categorize prospects according to the market segment and product categories defined by the exhibitor |
| Tracks Association Memberships |
| Manage association memberships for each company |
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| MODULE |
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| Manage Parent/Child Companies |
| Associate and manage parent and child company relationships for a company |
| Company History |
| Booth History |
| View any and all booths purchased by a Company in various events they participated in |
| Overall Financial History |
| View the overall financial history of a Company across various events they have participated in |
| Order/Item History |
| View all items ordered by exhibitors for all events |
| Reports (Output Formats: HTML, MS Word, MS Excel, PDF, ASCII, XML) |
| Show Directory: Exhibitor Profile Report |
| Profiles of all the exhibitors in the show |
| Show Directory: Product Guide |
| List of exhibitors with booth numbers for each product category |
| Show Directory: Missing Exhibitor Information |
| List of exhibitors who have not provided the information for the show directory |
| |
| Booth Activity Report Provides details of activities in each exhibitor's online booth |
| |
| Booth Personnel Count Report List all prospects according to the criteria specified by the exhibitor |
| |
| History Report View a comparison report between previous year and current year |
| |
| Multi-year History Report |
| View a comparison report between all previous years and current year |
| Parent-Child Report |
| View a list of all Parent-Child relationships between the companies |
| Summary Statistics Report |
| View a summary comparison report for an event for current and previous years |
| Upgrade/Downgrade/Cancellation Report |
| List of all of the upgrades, downgrades, and cancellations along with the reasons |
| Custom Fields |
| Custom Exhibitor Fields |
| Custom Exhibitor Fields |
| Add unlimited Custom Exhibitor Fields |
| Display Admin Only |
| For admin use only; exhibitors do not see these fields. For example, first time exhibitor status. |
| Edit Admin Only |
| For admin use only; exhibitors get to see these fields. For example, tracking various forms received from the exhibitors. |
| Editable by Exhibitor |
| Allow exhibitor to provide marketing and logistics information online. For example, languages spoken in the booth. |
| Searchable by Attendee |
| Allow attendees to search for exhibitors using custom exhibitor fields. For example, languages spoken in the booth. |
| Custom Company Fields |
| Custom Company Fields |
| Add unlimited custom fields for companies and manage these fields on the company level and the event level |
| Custom Booth Fields |
| Custom Booth Fields |
| Provide important information related to exhibitors' booths such as ceiling height restrictions, or access to electric, phone, & water, etc. |
| Enhanced eBooth Packages |
| Admin Features |
| Create and Manage Online eBooth Configuration |
| Sell enhanced online eBooths and generate more revenue for your organization |
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| Exhibitor Logos for Unline eBooths |
| Exhibitor Logos for Online eBooths Allows exhibitors to display their logo in their online booth (similar to adding a logo to their listing in your printed exhibitor show |





| Floor Plan Logo |
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| Sell your exhibitors the ability to display their logo on their booth on the floor plan |
| Attendee Features |
| Product Search |
| Search for the products displayed in the online booths. View name, description and photos of products |
| Press Releases |
| Search & view press releases from exhibitors |
| Show Specials |
| Search & view show specials, deals, contests or giveaways from exhibitors |
| New Product Showcase |
| View new products being showcased at the show |
| Exhibitor Videos |
| View videos posted by exhibitors in their online eBooth |
| Exhibitor Features |
| Product Management |
| Add unlimited product names and descriptions with photos to promote and display in your online booth |
| Press Release Management |
| Publish press releases online |
| Show Specials Management |
| Get additional exposure by promoting your Show Specials (discounts, giveaways, etc.) online |
| New Product Showcase |
| Add unlimited new product announcements to the online booth |
| Floor Plan Logo |
| Display your logo on your booth on the floor plan with sponsorship |
| Exhibitor Social Media Listings |
| Social Media Listings for Exhibitors |
| Exhibitor can provide links to their social media portals |
| Attendence one view and follow Econopoly. Linkadle, Twitter, and other accidence in the for participation authibiters |
| Attenuees can view and follow Facebook, Linkedin, Twitter, and other social media links for participating exhibitors |
| Attendees can view and follow Facebook, LinkedIn, Twitter, and other social media links for participating exhibitors Online Exhibit Contract Management Suite |
| Online Exhibit Contract Management Suite |
| |
| Online Exhibit Contract Management Suite Let technology enable your sales process to expedite and increase your booth sales using flexible and powerful Exhibit Sales & Online |
| Online Exhibit Contract Management Suite Let technology enable your sales process to expedite and increase your booth sales using flexible and powerful Exhibit Sales & Online Contract Management feature |
| Online Exhibit Contract Management Suite Let technology enable your sales process to expedite and increase your booth sales using flexible and powerful Exhibit Sales & Online Contract Management feature Online Booth Reservation/Sales (OBR/OBS) Management This process is ideal for shows that want to highly automate and streamline their sales processes and provide comprehensive ecommerce capabilities to their exhibitors that want to buy booths. It also automates the process of capturing a Booth Space Contract online with electronic acceptance/signature. High level process overview: 1. The exhibitor navigates to your online reservation/sales page (or you can distribute the link selectively, if you choose). |
| Online Exhibit Contract Management Suite Let technology enable your sales process to expedite and increase your booth sales using flexible and powerful Exhibit Sales & Online Contract Management feature Online Booth Reservation/Sales (OBR/OBS) Management This process is ideal for shows that want to highly automate and streamline their sales processes and provide comprehensive ecommerce capabilities to their exhibitors that want to buy booths. It also automates the process of capturing a Booth Space Contract online with electronic acceptance/signature. High level process overview: |
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| Online Exhibit Contract Management Suite Let technology enable your sales process to expedite and increase your booth sales using flexible and powerful Exhibit Sales & Online Contract Management feature Online Booth Reservation/Sales (OBR/OBS) Management This process is ideal for shows that want to highly automate and streamline their sales processes and provide comprehensive ecommerce capabilities to their exhibitors that want to buy booths. It also automates the process of capturing a Booth Space Contract online with electronic acceptance/signature. High level process overview: 1. The exhibitor navigates to your online reservation/sales page (or you can distribute the link selectively, if you choose). 2. The exhibitor logs in as an existing user, or creates a new account. 3. The exhibitor verifies company information, contact(s) information and then makes their booth selection(s). 4. The exhibitor can pay for the booth, submit a deposit, or agree to pay by check. |
| Online Exhibit Contract Management Suite Let technology enable your sales process to expedite and increase your booth sales using flexible and powerful Exhibit Sales & Online Contract Management feature Online Booth Reservation/Sales (OBR/OBS) Management This process is ideal for shows that want to highly automate and streamline their sales processes and provide comprehensive ecommerce capabilities to their exhibitors that want to buy booths. It also automates the process of capturing a Booth Space Contract online with electronic acceptance/signature. High level process overview: 1. The exhibitor logs in as an existing user, or creates a new account. 3. The exhibitor verifies company information, contact(s) information and then makes their booth selection(s). 4. The exhibitor can pay for the booth, submit a deposit, or agree to pay by check. 5. All of these options are fully configurable for your business process. Booth Space Application (BSA) Management This process is ideal for shows that collect booth space applications and then conduct an offsite space draw, using priority points or other similar ranking methods. It automates the process of capturing Booth Space Applications online. At the same time, it gives the option to |





MODULE Consultative Exhibit Sales (CES) Management This process is ideal for shows with a professional sales team that provides high-touch service paired with high-tech capabilities. This approach maximizes the revenue from each of your exhibitors by meeting their booth space and additional needs using a consultative sales process. The high-tech part of the process gives exhibitors the option to pay a deposit or submit full payment, and sign a contract online with electronic acceptance/signature. High level process overview: 1. Your sales team consults with a potential exhibitor to choose a space that is best for them. 2. Your sales team places the selected booth on reserve for the exhibitor. 3. The exhibitor receives a link and password via email. 4. The exhibitor logs on, confirms the booth space, accepts the terms and conditions and pays for the booth by applying a deposit or agreeing to mail a check. 5. These options are fully configurable for your business processes. Multiple Contact Collection Allow your exhibitors the ability to designate multiple contact types for their company (billing, primary, etc.) during the sales process so that you can communicate effectively within that exhibiting organization. High level process overview: 1. During the contract process, the exhibitor has the option of designating contacts that fulfill various roles at their company. 2. The exhibitors can choose from a list of existing contacts in the system or add new contacts. Online Contract Streamline and expedite the process of collecting and managing your Booth Space Contracts using Online Contract with electronic signature/acceptance. Eliminate paper contracts and the filing cabinets that store them. Eliminate the risk of misplacing or losing Booth Space Contracts, and host them in your a2z system instead.Contract. High level process overview: 1. The exhibitor accepts the terms and conditions, provides a name and job title, and clicks "submit" after filling in the appropriate information 2. This process is considered acceptance of a contract. **Dynamic Pricing & Deposit Collection** Maximize your booth space revenue and increase the revenue yields by utilizing a dynamic, variable pricing engine that can automatically calculate the price for the booth, in real-time, for an exhibitor based on location, type, time, and other criteria. Also, expedite your cash flow by collecting a deposit or full payment online at the time a booth space contract is submitted. High level process overview: 1. Specify which attributes contribute to the pricing of your exhibit space. 2. a2z will configure your system to correspond with these attributes. 3. As long as the a2z system knows what to charge without relying on external information, the dynamic pricing engine will calculate the booth price automatically. **Online Sponsorship Sales Management** Let technology enable your sales process to expedite and increase your sponsorship sales using flexible and powerful Online Sponsorship Sales Management module, which is also available as a standalone product. High level process overview: 1. Potential navigates to your online sponsorship sales page (or you can distribute the link selectively, if you choose). 2. The sponsor logs in as an existing user, or creates a new account. 3. The sponsor verifies company information & sponsorship contact (optional). 4. The sponsor can explore and select sponsorship(s) from the list of sponsorships available. 5. The sponsor can pay online using credit card or request an invoice. 6. The sponsor signs online contract for the sponsorships purchased. Inventory Control Built-in inventory control Links to external systems Links to any external systems you may have to display sponsorships, like: 1. Freeman Plantour ® 2. GES Interactive Venue ® Exposition Financial Management Exhibitor Features Real-time Account Access

Real-time access to summary statements, orders, invoices, and payments to exhibitors

Online Payment

Real-time online payment option for exhibitors using PayPal PayFlowPro®





| MODULE |
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| Admin Features |
| Exhibitor Financial Management |
| Manage all aspects of your exhibitor financial info with powerful and flexible reporting tools |
| Manage Event Budget |
| Manage forecast & revenue target for the selected event |
| |
| Setup Rate Card Manage a rate card for the item list, including item name, type, general ledger code, price and inventory, etc. |
| |
| Setup GL Codes Set up General Ledger Codes for the items for sale for integration with in-house accounting systems |
| |
| Bulk Invoicing Create and send bulk invoices within minutes with the click of a few buttons |
| |
| Manage Orders Add, edit and delete orders for a company |
| |
| Manage Invoices |
| Add, edit, delete, print and e-mail invoices for a company |
| Manage Payments |
| Add, edit and delete payments for a company |
| Generate Statements |
| Printable, downloadable statements in MS Word and HTML formats |
| E-mail Broadcast Invoices |
| Send invoices using flexible criteria, such as invoices created in last 2 weeks, unpaid invoices, etc. |
| Lockbox Import (\$) |
| Securely import the lockbox files provided by your bank, and have payments entered against exhibitors' orders. |
| Reports (Output Formats: HTML, MS Word, MS Excel, PDF, ASCII, XML) |
| Financial Summary Report |
| Overall financial summary for each event. |
| Order Reports |
| Build your own configurable report and query the orders for the exhibitors |
| Invoice Reports |
| Build your own configurable report and query the invoices for the exhibitors |
| Account Statement Report |
| View the Account Statement details for each exhibitor for a particular Show |
| Billing Summary Report |
| Accounts Receivables |
| View the balance amount for exhibitors based on the aging of the amount due for a given show |
| Deposit Slip Report |
| View the deposit slip details for a particular show |
| Deposit Slip Summary Report |
| View the summary details for all Payment IDs (Deposit Slip ID's) |
| Transaction Summary Report |
| View the transaction summary details for different items |
| Transaction Detail Report |
| View the transaction details for different items |
| Revenue Summary |
| View the revenue details for each show on the basis of show budget and current projection |
| Summary Report by Item |
| View the summary details for a particular show |
| Detail Report by Item |
| View the payment details for Companies based on the rate plan selected. |
| Financial Revenue By State |
| View the revenue by state for a particular show |
| Revenue by Company |
| View the payment details by company |
| Then are payment addition by company |





| MODULE Second sectors |
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| Sponsorship Report |
| Exhibition Sales Reports - Exhibition Space Revenue View a comparison report on Revenue for current and previous event |
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| Product Category Analysis Report - by Revenue |
| Weekly Sales and Pacing Analytics |
| Weekly Sales and Pacing Analytics |
| Generate a real-time comprehensive report to access Key Performance Indicators (KPI) for your show and analyze their pacing against targets and/or previous show(s) |
| Advanced Exhibitor Management |
| Custom Exhibitor Forms |
| Custom Exhibitor Forms |
| Create and manage forms that can collect information from exhibitors online. |
| Custom Contact Fields |
| Add and manage unlimited custom contact fields |
| Priority Points Management |
| Priority Points |
| Manage priority points for your exhibitors using custom business rules for multiple events |
| Automatically calculate priority points based on your rules for your points program Update the Priority Points field for all Exhibitors who have recently purchased a booth |
| Add new exhibitors to your Priority Points list who have recently been assigned a booth |
| |
| Move-In/Out Management |
| Exhibitor can view Move-In/Out Floor plan (color-coded) online |
| Administrators can manage Move-In/Out Schedule visually |
| Reports (Output Formats: HTML, MS Word, MS Excel, PDF, ASCII, XML) |
| Custom Exhibitor Form Report |
| Report the data collected using Custom Exhibitor Forms |
| Points Override List |
| View a details of all instances where additional priority points were awarded |
| Priority Point Report |
| View Priority Points for Companies for different events. |
| Points Override List |
| View details of all instances where additional priority points were awarded |
| Exhibitor Move-In/Out Report |
| Provides a list of all of the exhibitors along with their Move-In/Out Schedule |
| Exhibitor Appointed/Designated Contractor (EAC/EDC) Management Module |
| Exhibitor Features |
| Submit EDC Information Online |
| Admin Features |
| Manage Master EDC List |
| Add and modify Exhibitor Designated Contractors |
| Manage EDC for Exhibitors |
| Select the EDC appointed by the exhibitor for each of their booths and assess EDC Fee for each booth |
| Manage EDC Insurance Status & Contracts |
| Identify if the Agreements from Exhibitor and EDC have been received or not for each booth |
| Reports (Output Formats: HTML, MS Word, MS Excel, PDF, ASCII, XML) |
| EDC By Exhibitor Report |
| Provides a list of all exhibitors using EDC(s) and a list of the EDC(s) used |
| Exhibitor By EDC Report |
| List of all the EDCs who are serving the exhibitors in the show along with a list of all the exhibitors served by each EDC |
| Conference Management & Marketing |
| Attendee Features |
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| Conference Overview |
| Real-time complete listing of programs, session descriptions, schedules, venues, and more |
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| MODULE |
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| Interactive Program Schedule |
| Searchable list of educational sessions, details with multiple tracks, speaker bios, and photo and contact information |
| Personalized Itinerary |
| Registered attendees can create and print personalized conference itinerary |
| |
| Export Calendar to Outlook |
| Users can export session selections to Outlook directly from your event web site |
| Admin Features |
| Session Management |
| Add or edit a session, edit session title, date & time, venue, and other details in real-time |
| Speaker Management |
| Associate speakers with sessions and manage complete speaker database |
| Handout Management |
| Manage handouts for various sessions |
| Session Type Management |
| Manage not only educational, but all types of events, such as sessions, social events, workshops, etc. |
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| Session Sponsor Logo Display your sponsors' logos on session descriptions |
| |
| Track Management |
| Manage various tracks for the event and associate sessions to tracks |
| Super Track Management |
| Manage various tracks for the event and associate sessions to tracks |
| Association Management |
| Manage list of association memberships by each exhibiting company |
| Custom Session Fields |
| Add custom fields for sessions and manage them at the event level |
| Custom Speaker Fields |
| Custom Speaker Fields Add custom fields for speakers and manage them at the event level |
| |
| Speaker Self Service Portal |
| Speaker Login Use a unique login to view a list of all the sessions at which they are speaking |
| Speaker Bios |
| Add and edit their bios online |
| Handout Upload |
| Allow speakers to upload their handouts online |
| Reports (Output Formats: HTML, MS Word, MS Excel, PDF, ASCII, XML) |
| Session Reports |
| Provide session title, room number, date & time, and other details |
| Speaker Reports |
| Provide complete speaker description |
| Speaker Showcase List of all of the speakers and the sessions in which they are speaking |
| |
| Personal Itinerary Report Provides the number of users who have added a session to their personal itinerary |
| Room Overlap Report |
| Provides a list of all of the sessions by room, sorted by date & time. Overlapping sessions in a room are highlighted |
| Session Description |
| List of sessions in chronological order with their date & time, location, speakers, etc. |
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| NODULE |
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| Speaker Reports |
| View speaker name, photo URL, title, company, address, and any other data collected by the a2z system that you would like to display |
| Missing Speaker Bios |
| List of all of the speakers who have not provided their bios |
| Design and Content Management |
| Content and User Interface |
| Branding and Interface |
| Give your event web site branding that matches your corporate marketing guidelines |
| Content Management (N/A with Microsite) |
| Easily manage the content and navigation of the event web site using a WYSIWYG editor |
| Stats & Traffic Reports |
| Stats & Traffic Reports (N/A with Microsite) |
| Track hits, sessions, page-views, referrals, and much more for your event web site |
| Social Bookmarking |
| Fully integrated with a2z |
| Direct links to major social networking sites such as Facebook, Twitter, reddit, Pinterest, etc. |
| Ability to add more social networking web sites Analytics to view the social networking status of the show website: how many times the website has been added to a social networkir |
| site, to which site, etc. |
| FAQ Management |
| FAQ Management |
| Add & Edit role-based Frequently Asked Questions |
| Public Search & View FAQ |
| Searchable list of frequently asked questions for attendees and exhibitors |
| Press Room Management |
| Manage Press Releases |
| Add & edit event press releases |
| Search and View Press Release |
| Search & view press releases from show management |
| Banner Ad Revenue Module |
| Exhibitor Features |
| Rotating Banner Ads |
| You can set up and offer rotating banner ads on one or more of your a2z show web site pages to one or a dozen different exhibitors. A |
| all ad revenue goes to you |
| Show Web Site Sponsorship Ad |
| Set-up and offer a single exhibitor premium sponsorship of your show web site with their logo displayed discreetly on all pages |
| Admin Features |
| Trackable Banner Ad Reports |
| a2z automatically creates real-time reports so you can track and share how many hits, click-thrus and visits your banner advertisers and |
| sponsors get on your show website |
| CRM Integration Module |
| CRM Integration |
| Web Services |
| a2z's CRM Integration is available via Web Services for most leading CRM providers including but not limited to salesforce.com® and SalesLogix®. |
| From CRM to a2z |
| Following fields can be pulled into a2z from CRM using Web Services in real-time |
| General Account Information Custom Ontions - customize the data null to only null the companies that match the criteria you specify |
| Custom Options - customize the data pull to only pull the companies that match the criteria you specify |
| From a2z to CRM |
| Following fields can be pulled from a2z into your CRM using Web Services in real-time • Booths - list of booths purchased by exhibitors in current and previous shows |
| • Financial Summary |
| Orders - list of orders for active and archived events |
| Invoices - list of invoices for active events |

- Invoices list of invoices for active events
- · Payments list of payments for active events





MODULE

AMS* Integration Module

AMS Integration

Web Services

a2z's AMS Integration is available via Web Services for most leading AMS providers including but not limited to Personify ®, ACGI®, Aptify®, Avectra®, Euclid®, iMIS®, ProTech®.

From AMS to a2z

Following fields can be pulled into a2z from AMS using Web Services in real-time

- Company ID (Primary Key)
- Company Name
- Address Line 1
- Address Line 2
- City
- State
- Zip
- URL
- E-mail
- Contact Name Prefix
- Contact First Name
- Contact Middle Name
- Contact Last Name
- · Contact Name Suffix
- Contact Name Title
- Phone
- Fax
- Toll Free

From a2z to AMS

a2z makes following fields available to AMS via Web Services in real-time:

- Company ID
- · Company Name
- Event Name
- Booth Number
- · Booth Size
- Booth Dimensions
- Date Assigned
- Assigned By
- Sales Person
- Hall
- Pavilion
- Sub-Expo

Financial Export/Integration

Financial Export/Integration

Export financial information to import it into your accounting or other system using GL. It is available as text file as well as web services

General

Technical Specifications

Platform: Microsoft .NET

Database: MS SQL Server 2005

Architecture

3-tier architecture with independent Data Access Layer, Business Logic Layer, and User Interface Layer allows deployment of a2z solutions to other devices, such as smartphones and tablets, with modifications needed only in User Interface Layer

Existing Integrations

AutoCAD®, MS Office®, Registration, and General Service Contractors systems

Search Engine Optimization

Drives more traffic to web site by allowing search engines, such as Google, to find your show information in the a2z system and display them as search results.

Integration Options

Easy integration options are available for leading Association Management Systems (AMS), Customer Relationship Management (CRM), most accounting software, and legacy systems

ecurity & Permissions

2-Dimensional Role-based User Security Permissions

Control staff members' access to specific areas of the a2z system with different user security levels each with its own level of administrative control

