

Utilize our complete Event Conference **RegistrationCenter** solution: a customizable Conference Registration web page, complete with credit card processing, conference confirmation and reminder emails, payment reminders, distribution of handouts, and post-conference surveys.

**GenesisLive's Registration page will make your conference set-up easy and efficient.**

## Conference Registration Web Page

GenesisLive will create a customized online conference registration web page for you that we will host on our secure server. You can advertise your events on your web site and link directly to our registration form or use it to send out conference materials and post-conference surveys. We can customize your registration page with your logos, conference description, and different price points of your events. You can also include pre-conference survey questions to collect information about demographics, interests and more!

### Credit Card processing

To safeguard personal credit card information, all payment processing is handled via PayPal. GenesisLive does not collect or store credit card data. A PayPal account is NOT required to use this service.

### Confirmation Emails

A customizable confirmation email containing conference access instructions is sent out to the registrant immediately upon successful completion of the payment process or when the registration record is uploaded to our **RegistrationCenter** service.

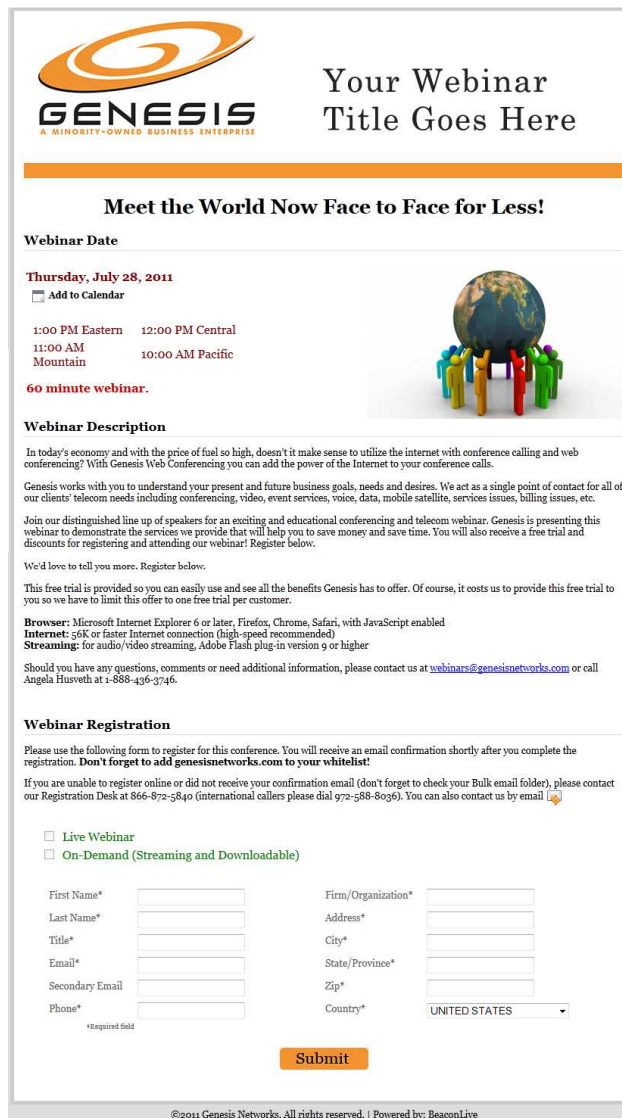
**Reminder E-mails** Customizable reminder emails are automatically sent out 24 hours and 6 hours pre-conference.

### Payment Reminders

BeaconLive will send our Payment Reminder emails to anyone who has registered for a conference but has not completed the payment process.

### Handout distribution

You can send your presentation materials to BeaconLive and we will distribute these handouts to registrants via email.



The screenshot shows a registration page for a webinar. At the top is the Genesis logo and the text "Your Webinar Title Goes Here". Below that is a headline: "Meet the World Now Face to Face for Less!". The date is "Thursday, July 28, 2011" with an "Add to Calendar" button. Time slots are listed for Eastern, Central, Mountain, and Pacific time zones. A "60 minute webinar." note is present. The description mentions a free trial and lists technical requirements for browsers and streaming. A "Webinar Registration" section contains a form with fields for name, title, email, phone, and address, along with a "Submit" button.

### Promotion Codes

You can use different promotion codes on the registration site to offer incentives for your attendees to join and track which ones create the greatest success for you. We'll provide detailed feedback and analysis on different promotion codes when you use them.

### Post-conference survey

A link to a post-conference survey web page can be emailed to conference attendees. The post-conference survey web page is customizable. You can retrieve the survey results via the **RegistrationCenter** administration web page.

### Registration list

You can view the complete list of registered callers via the **RegistrationCenter** administration web page. You can also email the list to yourself or others.

### Speakers and complimentary participants

You can register speakers and complimentary participants via the **RegistrationCenter** administration web page. You can assign PINs to the registrants or have the Registration service do it for you.

**Not sure if you need all that? You can take advantage of our Event Document Delivery (EDD) service, which will send out your conference confirmation and reminder emails, conference materials, and post-conference surveys while you continue to handle the registration and payment process yourself.**

# CONTACT US TODAY!

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