



ONLINE EVENT & PROJECT MANAGEMENT TECHNOLOGY

[PERSONAL EDITION]
EVENT MANAGEMENT

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Managing a growing number of events across a broad geographic range means that you need to share information quickly, efficiently and effectively with all project team members through one central point of access. With ExhibitForce, you can:

- + **Plan Strategically** — From initial planning and scheduling through implementation, ExhibitForce lets you see the big picture, while focusing on the critical event details. Proven value comes from improved visibility and control.
- + **Execute Productively** — Gain control, save time, reduce redundancies and increase productivity while collaborating on the vital tasks within your organization.
- + **Report Consistently** — Fully customizable reports can be tailored to meet your distinct needs.
- + **Measure Effectively** — Prove bottom line results with robust, dynamic measurement tools. Return On Investment, Return On Objectives and Key Performance Indicators are a click away.



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KEY FEATURES & BENEFITS

- + Save time by quickly tapping into all event-related information
- + Reduce task and man hour redundancies
- + Organize tradeshow schedules, graphics, properties and records
- + Meet a multitude of deadlines by event
- + Develop a disaster recovery backup system
- + Communicate show schedules and information
- + Collaborate with team members 24/7 from the show floor, office or on the road
- + Check on inventory availability and location
- + Manage the total cost of an event
- + Access historical information on events including layout, costs and show details
- + Support established best practices and processes in event management
- + Jump-start new employees by providing workflow-based event information
- + Deliver high-impression online marketing programs to all users

WHAT'S INCLUDED

Collaborate 24 / 7 / 365	✓
Real-Time Inventory	✓
Survey and Campaigns	✓
Dynamic Budget and Expenses with Categories	✓
Comprehensive Custom Reports	✓
Tasks with Ability to Sync with Microsoft Outlook	✓
Ajax Technology Automatically Saves New Entries	✓
Updated Inventory Layout for Easy Selection	✓
Expanded Task Functionality	✓
Improved Upload Events Functionality	✓
Improved Resource Functionality	✓
File Approval Process	✓
Improved Home Page Interface	✓
"+" Expandable / Collapsible Info Capability	✓
Expanded Search Options	✓
Summary Tab Displays All Event Information at a Glance	✓
Timelog Tab Tracks Task Time	✓
Timeline Tab Displays Event Milestones	✓
Blog Tab Helps Keep Track of All Notes	✓





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10550 S. SAM HOUSTON PARKWAY WEST, SUITE B
HOUSTON, TEXAS 77071
877.609.6111

www.exhibitforce.com