

Event Hosting Services

Make Elluminate *Live!*® the backbone of your online or blended events!



Whether you're holding a monthly webinar, online workshop, or blended online/onsite conference—for 10 participants or 1000—Elluminate Professional Services (EPS) can help. Our end-to-end Event Hosting Services will ensure you have a worry-free, successful event time after time.

First time you're holding an Elluminate *Live!* event?

EPS is at your service! Our Event Moderators will work with you to determine what settings you need and even disable certain features to meet the needs of your event. We can also help with the organization and flow of your event to ensure accurate timing and a smooth delivery.

Not an experienced online presenter?

No problem! Our presenter preparation includes access to product training and event rehearsals that enable you to navigate your online session with confidence. We can even use Elluminate *Plan!*™ to organize and package your presentation content and activities ahead of time, automating routine tasks. So you can focus on facilitating real-time interaction during the live session.

Interactive recordings—online and offline

EPS will provide and host a recorded archive of each session for subsequent retrieval and playback. Attendees can review content, and those who couldn't attend the original event can participate. In addition, we can prepare industry-standard audio or video recordings with Elluminate *Publish!*™ for offline viewing and archiving.

Pre-event registration to post-event reporting

And everything in between! Our registration service includes session creation, attendee registration, email event reminders, and more. We can even provide a customized registration web portal and detailed reports on participant attendance. What's more, Elluminate technical support is also available before and during the event.

What you get ...

- Complete end-to-end event support
- Conference management
- Custom registration/enrollment web portal
- Content packages for one-click delivery
- Presenter preparation and training
- Pre-event participation communication
- Event moderating
- End user technical support
- Online/offline recording access
- Registration/attendance records

What you can do ...

- Provide best-in-class participant experience
- Reduce expensive, time-consuming travel
- Reach wider audience
- Increase event attendance
- Generate additional revenue
- Ensure event success everytime

Take your next event online with Elluminate. Our experienced team is at your service to ensure your success!

**Contact us today at
consulting@elluminate.com**

