



manage your room's schedule & inventory



plan every aspect of your event. the room scheduling tool allows you to stipulate room set-up, manage inventory and drag-and-drop sessions into various rooms. stay on top of event details and organize rooms correctly!

key features

- ▶ create daily agendas with each room's information
- ▶ detailed inventory tab for all room and A/V equipment information
- ▶ customizable room set-up and seating plan
- ▶ sessions organized and color-coded by room and time
- ▶ drag-and-drop for changes
- ▶ track and report upon updates to your schedule
- ▶ provides framework to send to the venue with event specifications
- ▶ unlimited custom reports
- ▶ export data to spreadsheets or PDF

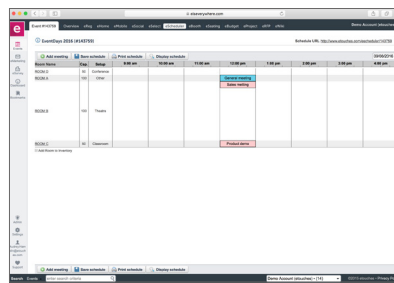
ideal for

- ▶ creating event schedules
- ▶ organizing multiple activities at once
- ▶ meeting room set-up
- ▶ inventory tracking
- ▶ managing event room agendas
- ▶ generating reports for walk-throughs



manage resources, logistics & updates in no time

create rooms, assign resources and equipment



room scheduler sets up your rooms correctly

do you have a session room that needs to convert to an awards lunch?

plan accordingly to specify room set-up change

planning an event with multiple activities occurring simultaneously?

detailed reports allow you to schedule activities using available inventory

planning a walk-through with your staff, clients or vendors?

with the click of a button allocate specific roles to your project team

need to make a last minute change to your sessions?

edit meeting groups, A/V requirements, food, agenda and set up info

hungry for more about room scheduler? our experts have you covered with the virtual tour!

etouches.com/GOroomscheduler

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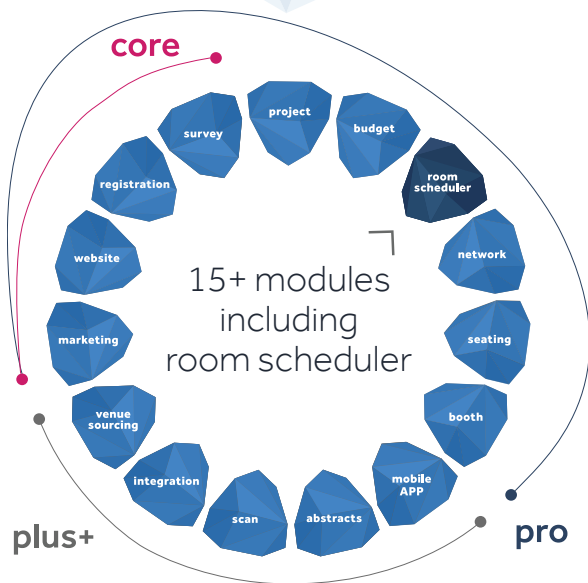
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love your event software™



core

registration | website | marketing | survey

the core package provides the fundamental tools that an organization needs throughout the entire event lifecycle to plan, manage and market their events.



pro

core | project | room scheduler | budget | network | booth | seating

the pro package includes all the **core** modules and adds a layer of productivity and spatial networking tools for total control over the event portfolio.



plus+

scan | abstracts | venue sourcing | mobile app | integration

a-la-carte modules to serve specific components of the event cycle. each module is to be purchased individually for **core** or **pro** customers.

15+ modules to manage all aspects of your event

marketing

core | pro

HTML and text email messaging with click through reporting.

website

core | pro

create and manage your event website through drag-and-drop.

registration

core | pro

attendee, speaker and exhibitor registration and management. badging and custom reporting.

survey

core | pro

customizable, skip logic-enabled surveys.

project

pro

create and manage tasks. view project schedule with visual representation.

room scheduler

pro

visual display of rooms. manage resources and scheduled activities with drag-and-drop ability.

budget

pro

track approved and actual revenue and expenses for your events. retrieve all financial information.

network

pro

manage agenda, attendee directory and links to social. matchmaking with 1-to-1 meetings interface.

booth

pro

graphic floor plan display for exhibitor and sponsor purchases. upsell with logos, colors and descriptions.

seating

pro

design your own seating plans and drag-and-drop registrants based on defined seating rules.

scan

plus+

hand-held badge scanning for lead collection, surveys, session evaluations and door scanning.

abstract submission

plus+

handle speaker and content submissions with customizable review processes. link it to event sessions.

venue sourcing

plus+

venue and hotel sourcing tool to search, select and manage the RFP process from initial inquiry to contract.

mobile app

plus+

state-of-the-art iOS, Android, and hybrid event app that syncs with etouches modules and attendee features.

integration

plus+

plug etouches into your CRM, finance, marketing or housing ecosystem thanks to our integration engine.

key features

- cross event reporting
- data and analytics
- SMMP
- 35+ languages
- multi-currency
- fully customizable

key services

- event consulting
- professional services
- in-house, 24/7 support
- enterprise offers
- free, powerful API
- PCI DSS level 1

recognition

90%+
2014 customer retention

97%+
2015 support satisfaction

Top 3

ranked in event platforms worldwide

award winning platform & company

HR : **Best Places to Work in Events** 2015

growth : **Inc. 5000 list** 2012, 2013, 2014, & 2015

customer service : **Stevie Award** 2013 & 2015

voted best event technology : **Eventex Silver Award** 2015

voted best event software : **Event Technology Awards** 2013