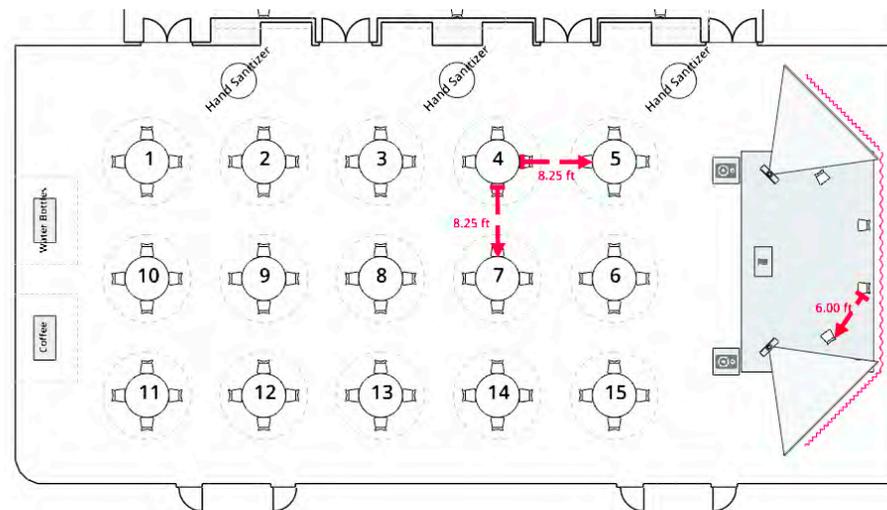


# Safer In-Person Event Experiences



The value of in-person events is undeniable, and event professionals and venues need to be well-prepared when these events resume. More than ever, the wellbeing of your attendees has to be your top priority. You must provide peace of mind to an anxious, reluctant public. The more organizers can build and market a safe experience, the more likely they are to have a successful, well-attended event.

That means careful planning of every part of the event experience, from finding and managing the physical space of the venue to how attendees check-in, move through your event, consume content, and network with one another. Our Cvent solutions were designed to give you total control, so you can plan and execute your events with confidence.



- \*6' minimum 'socially distant' spacing requirement
- \*New 'safe meeting' max capacity in Grand Ballroom = 80 people

Bluecorp  
FUTURE TECHNOLOGIES CONFERENCE  
OCTOBER 23-25 | WASHINGTON, DC

Personal Information

Registration Type

First Name Last Name

Email Address Gender

Mobile phone

Additional Information

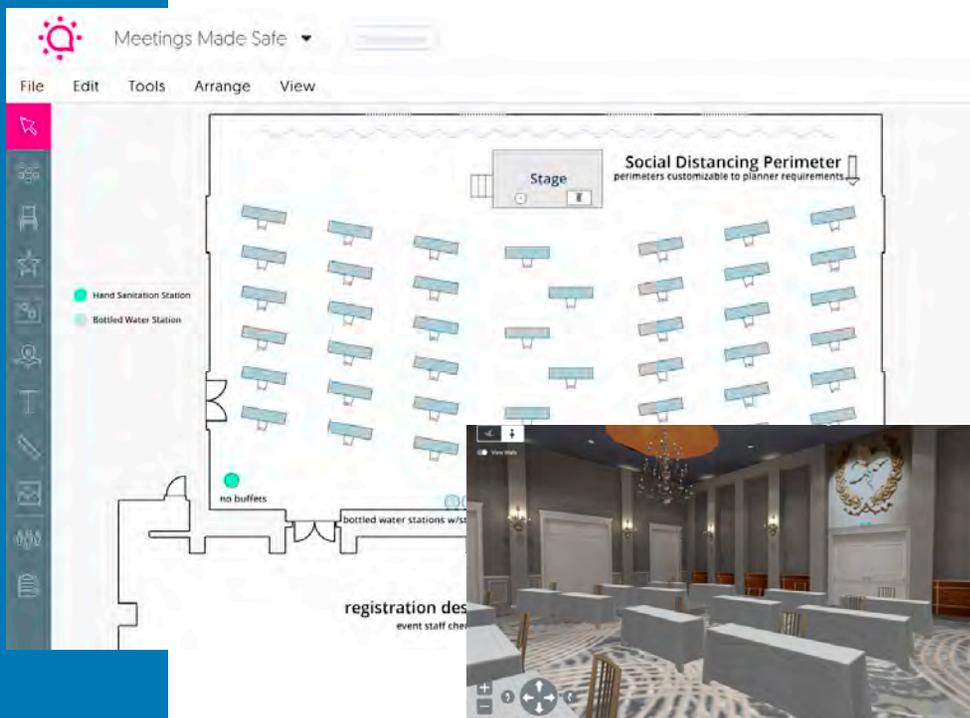
What experiences are you most looking forward to at Blue Corp Future Technologies Conference?

- Hearing from top industry experts
- Learning best practices from top peers
- Having the opportunity for more extensive BlueCorp training
- Meeting 1:1 with an BlueCorp representative
- Taking advantage of unique networking opportunities
- Meeting the BlueCorp senior management team
- Other

## Collect Essential Attendee Information

Before the event, leverage [Event Registration](#) questions to collect critical attendee data so you can:

- Understand the point of origin and travel plans for each attendee
- Keep a record of sessions attended as well as exhibitors or areas visited during the event for each attendee
- Utilize attendee tracking to observe and respond to bottlenecks, over-crowding, and safe spacing needed around sensitive areas



## Design Room Layouts for Social Distancing

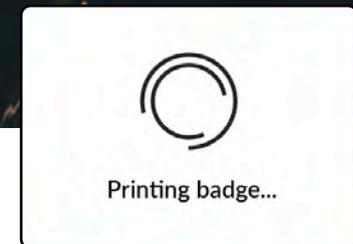
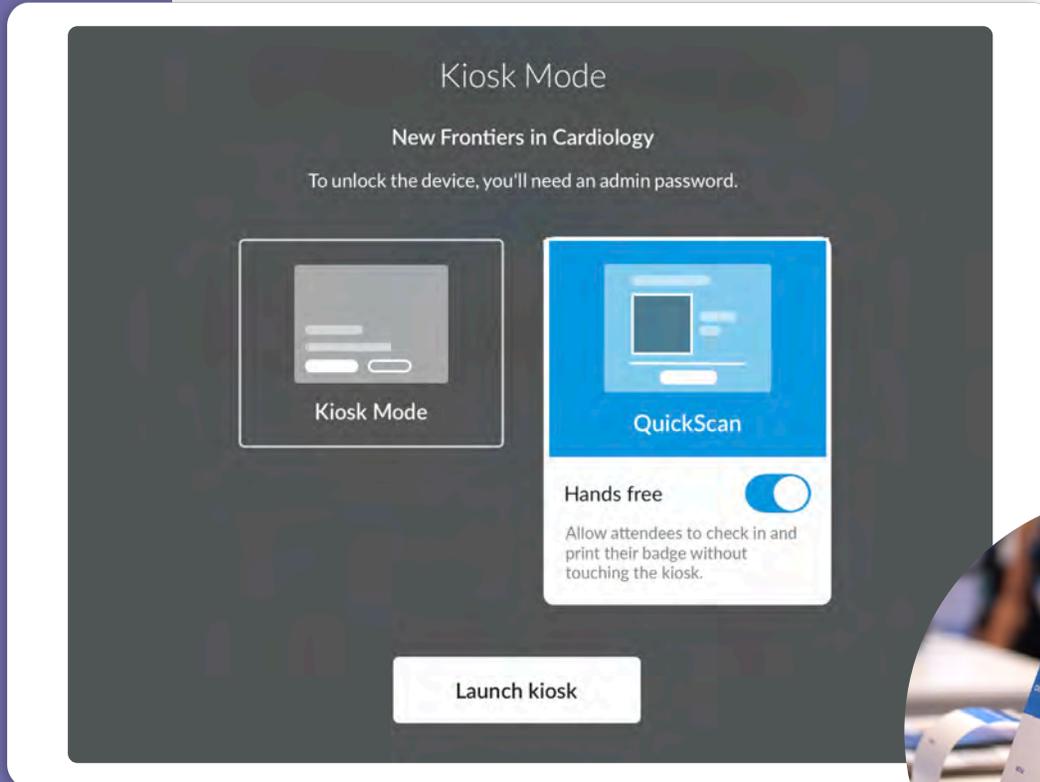
With [Social Tables](#), you'll have the tools to easily design your event to accommodate social distancing and safety guidelines to ensure that you have the right attendee capacities for each space.

- Map out locations of hand sanitizing stations, mask stations, wall-mounted cleanliness stations, and more for public areas
- Run a diagram check to ensure your layout meets designated requirements
- Collaborate with stakeholders and visit your venue virtually to see what your event looks like down to the last detail

# Offer Touchless Event Check-In & Badge Printing

Attendees can use a QR code, Apple Passbook, or Wallet for Android to have a touchless check-in experience with [Cvent OnArrival](#).

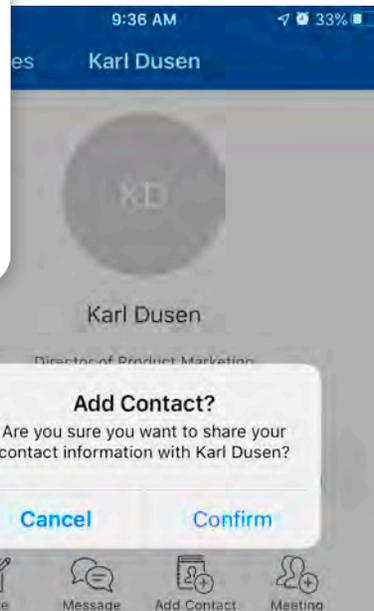
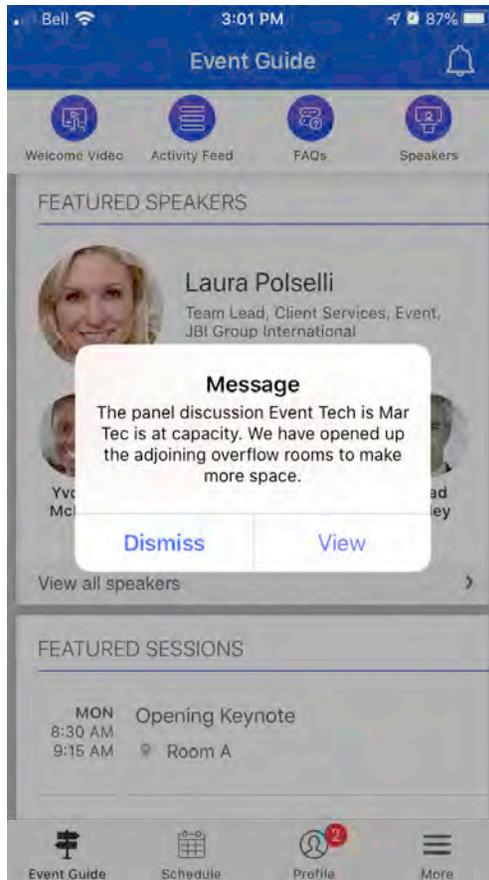
- Attendees receive QR codes or digital wallet information before the event
- Attendees can check-in and print their badge without touching any screens
- Printers can self-cut badges to allow for easy assembly by the attendee



## Quickly and Easily Communicate with Attendees

Planners can leverage the [Event Management Platform](#) and the mobile event app [Mobile Event Apps](#) to keep attendees up to date both before and during your event.

- Emails can be sent regarding key event details or schedule changes to all registrants or just specific session registrants
- Push notifications allow planners to manage overflow rooms for popular sessions
- Dynamic event guide deliver updated alerts on any immediate changes due to health concerns
- Contact exchange promotes in-app networking to share contact information while maintaining privacy and social distancing regulations



# Safely Facilitate Onsite Meetings Between Attendees

[Appointments](#) allow planners to manage the capacity and timing of attendee interactions

- Appointments can be set by the attendee or planner
- Manage your day to meet with only the most critical face-to-face appointments
- Virtual attendees can use the same tools to book appointments
- Appointment meeting rooms can be adjusted within Social Tables to practice social distancing guidelines

The screenshot displays the 'bluecorp Future Technologies Conference' interface. At the top, there is a 'Create Appointment' button and a calendar view for October 23 (Friday) and 24 (Saturday). The calendar shows various sessions and appointments. A specific appointment is highlighted, and a details panel is open on the right. The details panel includes the following information:

- Appointment Type - Edit:** Attendee Networking (30 min time slots available during conference times in The Pavillion. ✓)
- Attendees - Add:** Amanda Aaronson (Marketing Director, Blue Harbor Resort) - Available. Remove
- Time and Location - Edit:** Oct 24, 12:00 PM - 12:30 PM (2 of 2 Attendees Available), Conference Hall, Capacity: Unlimited
- Subject:** 1:1 Meeting with Heather
- Description:** Hi Amanda, Can't wait to see you again at Future Tech 2020! I'm looking forward to hearing about new tech initiatives at the Blue Harbor Resort. Heather
- Private Note - Add:** Send Appointment Invitation

## Enable Touchless Contact Sharing

[LeadCapture](#) can collect contact information with a single scan or wave of an RFID encoded badge at mandated distance regulations.

- Touchless badge scanning
- Send and receive event content and literature digitally
- Attendees can be qualified on their smartphone or a dedicated device for staff

