

# Professional event management

## Management

Best practice for organizers and management

## Volunteers

A modern tool for recruitment and interaction

### An improved working day

- ✓ Complete online access
- ✓ Secure, access controlled and user customized
- ✓ Easy access to MyPage for external users
- ✓ Easy communication using SMS and messages

### A complete solution

- ✓ Document archive and publishing
- ✓ Intranet with project support
- ✓ The project tool ensures quality control and gives a complete view of progress and risk factors
- ✓ Online manual for organizers
- ✓ Equipment handling
- ✓ Homepages and social media
- ✓ Simple accreditation
- ✓ "Pay as you go" – product lease with no expensive upfront purchase

### User groups

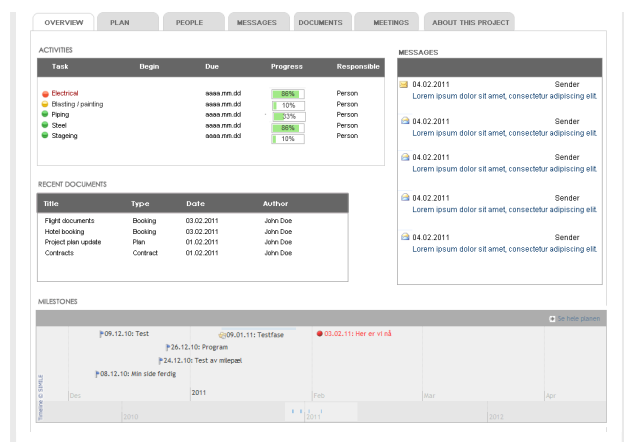
- ✓ Federations and supervisory organizations
- ✓ Clubs and organizers
- ✓ Arena owners

The event management portal is an operational tool for professional administration of organizations and events. It has been developed to facilitate efficient interaction, while ensuring that formal requirements for quality and security are met.

Event management is simplified by the use of thorough work descriptions. These are systematically improved to reduce dependencies on key personnel and to improve the quality of work.

Volunteers will enjoy using a modern, efficient and user friendly solution which will motivate them to keep up the quality of their work.

The system makes it easy to manage equipment and the event will get better public exposure.



Please contact us at [www.iknowevent.com](http://www.iknowevent.com) to get more information about how you can improve your organization – call +4748093191 or email [caroline@iknowevent.com](mailto:caroline@iknowevent.com).

**Quick** - You can start using the tool in a matter of minutes and we will guarantee a fully operational solution in 14 days.

**Flexible and lean** - You or an advisor will configure the work processes and attach tools and facilities.

**Systematic** - Management gets a complete picture and traceability while the organization benefits from an ever increasing knowledge base.

