



# ReadyTalk Event Services

EVENT SERVICES



Ensure your next webinar is flawless with ReadyTalk Event Services, which bundles all the technology you need with the service you want. Our experts can provide guidance and support a la carte or as part of a Web Event Package.

## Expert Advice throughout Your Event

ReadyTalk experts are available to help make the most of your investment before, during and after your event. Available services include:

- Pre-Event Services
  - Pre-event planning
  - Best practices guidance
  - Event scheduling, set-up and customization
  - Kick-off call
  - Dry run and rehearsal
  - One-on-one training

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- In-Event Services
  - Private pre-conference
  - Q&A facilitation
  - Live event monitoring and support
  - Recording set-up and monitoring

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- Post-Event Services
  - Post-event debrief
  - Editing and publishing of recording and podcast
  - Follow-up emails
  - Customized reporting

### Learn More

Contact us at 800.843.9166 or sales@readytalk.com to learn more about how ReadyTalk Event Services can help you put on your next big event with confidence.

Services are available a la carte or as part of a ReadyTalk Web Event Package.

## Web Event Packages Compared

ReadyTalk Web Event Packages include everything needed to host a flawless web event with as many as 3,000 participants at a predictable price point. You pay a flat fee based on the number of participants and the event duration:

	Gold Web Event	Platinum Web Event
Web Conferencing	✓	✓
Operator-Assisted Audio	✓	✓
Broadcast Audio	✓	✓
Recording Archiving	✓	✓
Professional Event Services	Up to 2 Hours	Up to 10 Hours

## About ReadyTalk

ReadyTalk is committed to helping customers conduct successful audio and web conferences of all sizes – from small, ad hoc meetings to large, formal events. Visit [www.readytalk.com](http://www.readytalk.com) to learn more about our full range of technology and services including:

**Audio + Web Conferencing | Web Events + Professional Services | Recording + Syndication**