



# Information brochure

EasyScan,  
your badge reader solution



# Our device, your solution

- With a visible display to make data capture easy for everyone.
- Small and lightweight.
- With enough memory to accommodate an entire day of scanning.
- Handy for gathering market research data, creating lists or numerous other professional data collection tasks.

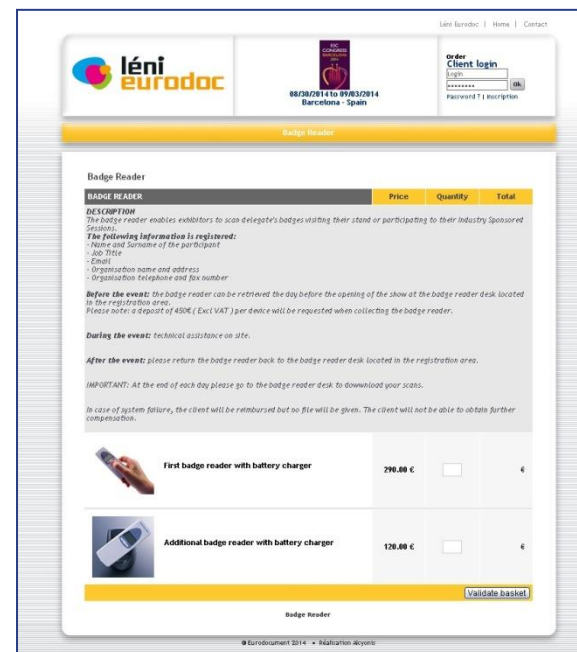


# Place your order

Place your order on [www.events-eurodocument.com/europrevent2015](http://www.events-eurodocument.com/europrevent2015)

Click on «**Bar Code Reader**» and enter your quantities.

Don't forget to validate your basket!

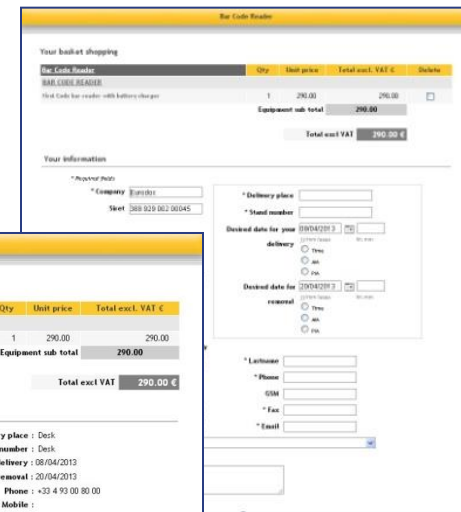


# Pay online

Fill in your information details.

Review and confirm.

Proceed to the payment.



Bar Code Reader	Qty	Unit price	Total excl. VAT €	Select
BAR CODE READER				
First Code bar reader with battery charger	1	290.00	290.00	<input type="checkbox"/>
<b>Equipment sub total</b>			<b>290.00</b>	
			<b>Total excl VAT</b>	<b>290.00 €</b>

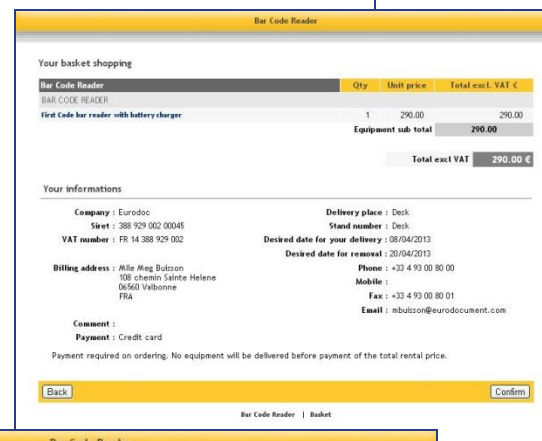
Your information

\*Company: Eurodoc  
Siret: 388 929 002 0045

\*Delivery place: Desk  
\*Stand number: 3889290020045

Desired date for your delivery: 20/04/2013  
Desired date for renewal: 20/04/2013

\*Liquor:   
\*Phone:   
\*GSM:   
\*Fax:   
\*Email:



Your informations

Company : Eurodoc  
Siret : 388 929 002 0045  
VAT number : FR 14 388 929 002

Delivery place : Desk  
Stand number : Desk  
Desired date for your delivery : 20/04/2013  
Desired date for renewal : 20/04/2013

Billing address : Allie Meg Bulson  
108 chemin Sainte Helene  
06560 Valbonne  
FRA  
Phone : +33 4 93 00 80 00  
Mobile :  
Fax : +33 4 93 00 80 01  
Email : mbulson@eurodocument.com

Comment :  
Payment : Credit card

Payment required on ordering. No equipment will be delivered before payment of the total rental price.

[Back](#) [Confirm](#)



Your basket shopping

Bar Code Reader	Qty	Unit price	Total excl. VAT €
BAR CODE READER			
First Code bar reader with battery charger	1	290.00	290.00
<b>Equipment sub total</b>			<b>290.00</b>
			<b>Total excl VAT</b>
			<b>290.00 €</b>

Your order has been recorded.

- Your payment is safeguarded by SSL, please select your card below:

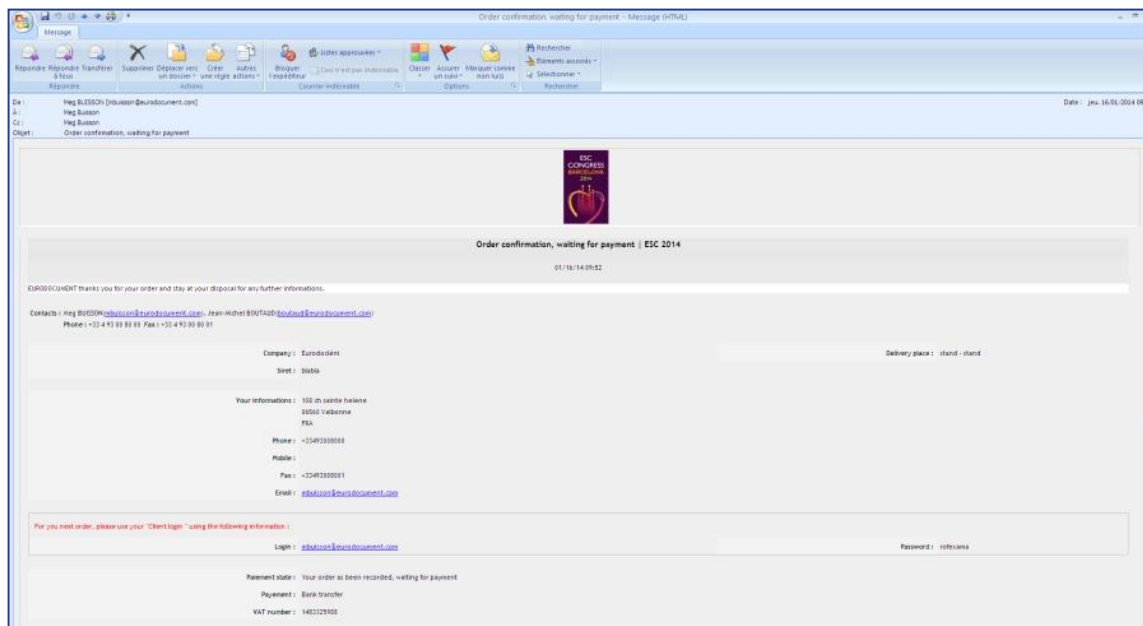


Bar Code Reader | Basket

## Check your mailbox

You will receive a confirmation email with:

- ✓ The summary of your order,
- ✓ Your username and password to log into the EasyScan website.



# Before the event

Log into your account on [www.easy-scan.net/europrevent2015](http://www.easy-scan.net/europrevent2015)

You will be able to assign each badge reader a name for easy identification and create an action codes list for booth usage.



# Rename your badge reader

Click on « **Scan Readers** » and select « **Manage** ».

Edit the name of your badge reader by clicking on .

Fill in the name of your badge reader.

Save your badge reader name by clicking on .



# Create action codes

Click on « **Action code** » and select « **Manage** ».

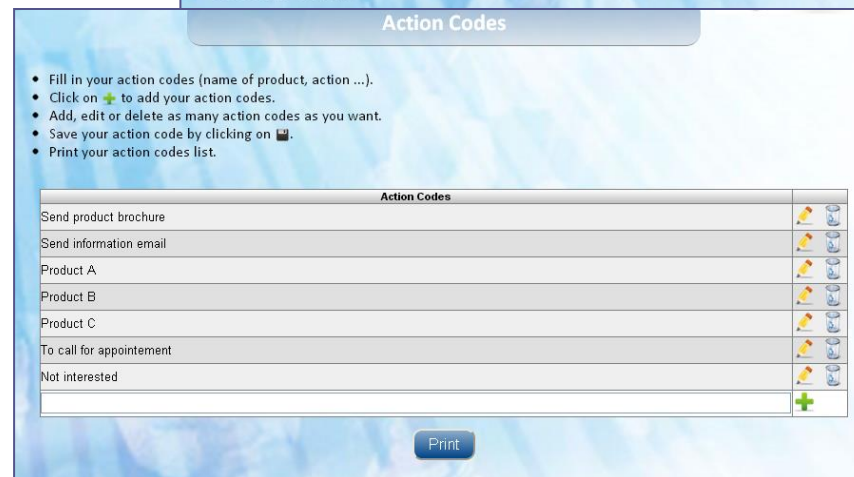
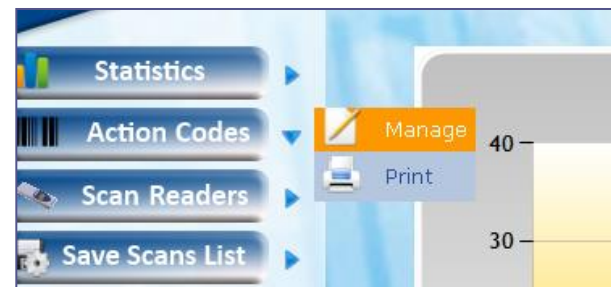
Fill in your first action code.

Click on  to add your action code.

Save your action code by clicking on 

Add, edit or delete as many action codes as you want!

**Print your action codes list.**





# During the event

Get your badge reader(s) to our desk.

During the show, scan your visitor's badge.

You can assign action codes to your visitors.

At the end of each day, return your badge reader(s) to our desk (located in the registration area).

Our team will upload your data every evening onto the EasyScan website.

From your EasyScan area, you can directly download your data in an Excel file and view affiliated statistics.



# Assign action codes

You can assign action codes to your visitors:







**First**, scan your visitor's badge;

Then scan the action code you want to assign to your visitor.

You can impute several action codes to one visitor.

Customer Name: Client1

Select a scan reader

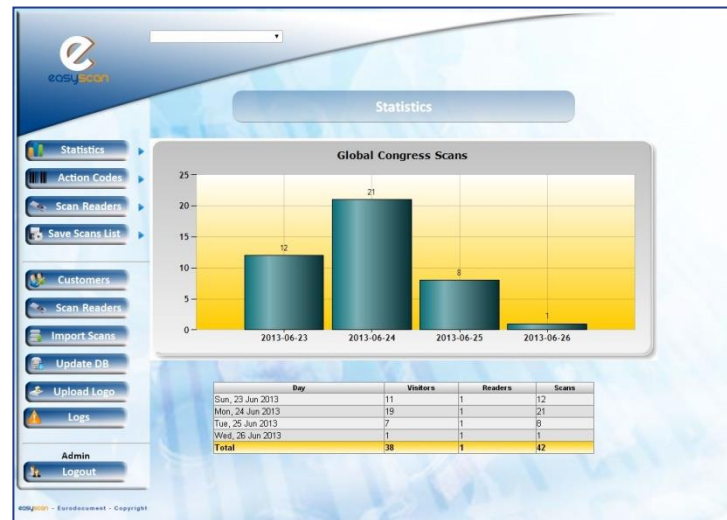
 Send product brochure <input checked="" type="checkbox"/> Print this action code	 Send information email <input checked="" type="checkbox"/> Print this action code	 Product A <input checked="" type="checkbox"/> Print this action code
 Product B <input checked="" type="checkbox"/> Print this action code	 Product C <input checked="" type="checkbox"/> Print this action code	 To call for appointment <input checked="" type="checkbox"/> Print this action code

# Collect your data

Go on «**Save scan List**» and select «**Scan List**»

Select a day and save your scan list per date

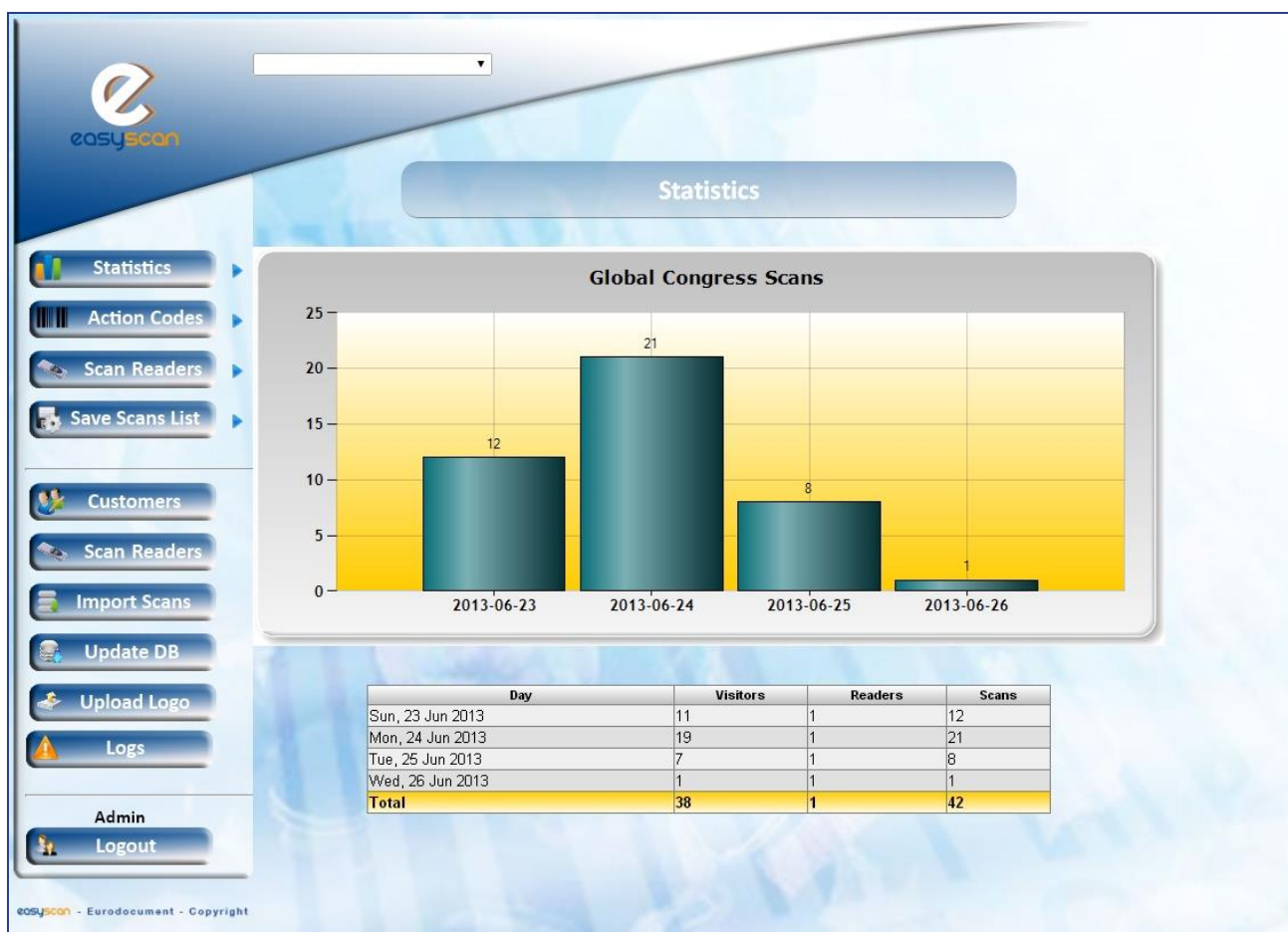
- ✓ Download your data as an Excel file
- ✓ Filter your contacts and/or other category
- ✓ View your statistics



**Scans List**

Hour	ReaderName	Title	Initials	Firstname	FamilyName	Workplace	Address	Activity	Department	Institute	AddressLine1	AddressLine2	AddressLine3
08:14:23	Reader1	Associate	L	Linda	Ernstsen						Assvangveien	29	
08:23:00	Reader1	Associate	L	Linda	Ernstsen						Assvangveien	29	
08:31:37	Reader1	Dr	V	Veronique	Moerman						Frans	Louwersstraat	5
08:40:14	Reader1	Dr	V	Veronique	Moerman						Frans	Louwersstraat	5
08:48:51	Reader1	Dr	V	Veronique	Moerman						Frans	Louwersstraat	5
08:57:28	Reader1	Associate	L	Linda	Ernstsen						Assvangveien	29	
09:06:05	Reader1	Associate	L	Linda	Ernstsen						Assvangveien	29	
09:14:42	Reader1	Dr	V	Veronique	Moerman						Frans	Louwersstraat	5
09:23:19	Reader1	Dr	V	Veronique	Moerman						Frans	Louwersstraat	5
09:31:56	Reader1	Dr	V	Veronique	Moerman						Frans	Louwersstraat	5
09:40:33	Reader1	Associate	L	Linda	Ernstsen						Assvangveien	29	
09:49:10	Reader1	Associate	L	Linda	Ernstsen						Assvangveien	29	
09:57:47	Reader1	Dr	V	Veronique	Moerman						Frans	Louwersstraat	5
10:06:24	Reader1	Dr	V	Veronique	Moerman						Frans	Louwersstraat	5

# Global



# Per day

