

# Heart Failure 2012

Belgrade, Serbia 19 May- 22 May 2012

# Key4lead Advanced Information form



## key4lead Advanced

#### Lead gathering opportunities

- You can now obtain a complete file with the organiser database plus the additional . data from your custom fields
- **Specially designed for :** .
  - $\checkmark$ Gathering a list of visitors on a booth.
  - $\checkmark$ Defining your own custom fields and retrieving the contact details you want: Email (get the personal email address of your contact instead of generic address), Name, Country, Specialties,.....
  - $\checkmark$ Qualifying your contacts with « action codes »
    - Action code examples : to follow up immediately, is interested by,...

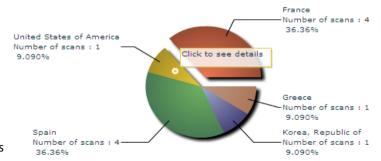
#### The different steps : .

#### Before the event:

- 1. Go to your account (or create your account) on key4events portal and place your order online
- 2. Configure your pocket PC online (see the next page for more details).
- During the event:
- The sales staff should collect their pocket PCs which will be clearly identified at the badge reader desk 1.
- 2. On your booth, scan the badge of your contact If a previously scanned contact comes back to your stand, you can collect information not taken on the first scan.
- First page, fill in the fields you created such as : Email Address, Name, Surname... 3.
- 4. Press the pre-defined action codes to qualify more precisely the nature of the contact
- 5. At the end of the event, please go to the badge reader desk to download your scans
- 6. From your account, you can download the full contacts details in a excel file or view aggregated statistics



key4events



Matthew

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#### How to customize your Pocket PC?



#### At portal.key4events.com, please do the following:

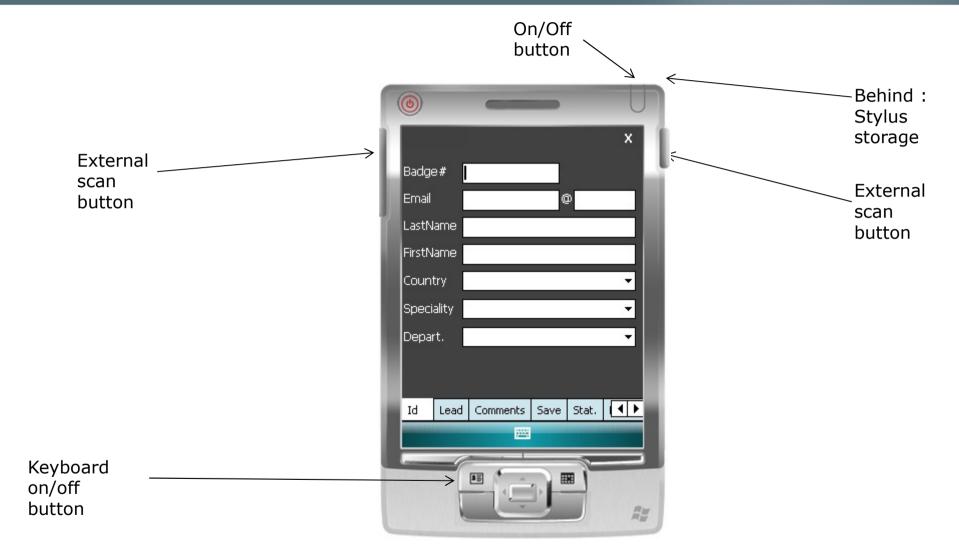
- 1. Login to your account
- 2. Go to "key4lead" tab
- 3. On the left side, select the Event
- 4. Click on Create a configuration Pocket PC
- 5. Click on "setup"
- 6. Configuration:

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- 7. Assign each pocket PC a name for easy identification
  - Configure the ID Tab; 8 fields may be displayed where:
    - You can define each field choosing a title and a type (text, select list, country list, email address)
    - For a select list, you can define the elements
  - Configure your 40 action codes (displayed in the lead tabs)
  - Save
- 8. Create as many configurations as you need
- 9. For each configuration, link a Pocket PC(s)

# key4lead Advanced global features





## key4lead Advanced

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#### How to use the device?

- 1. Scan the bar code
- 2. Fill in the fields you customized in the ID tab with the keyboard
- 3. Go to Lead tab
  - Use Lead 1 or 2 or 3 or 4
  - Click the desired action code button (on/off)
- 4. Go to Comments Tab
  - Fill in the Comments field
- 5. Click on Save button to save your lead

#### Select the « Action Codes »



#### Lead tab



4 "action codes " tabs



Maximum of 10 action codes per Tab

# **Additional Information**

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#### **Comments tab**

Additional comments can be entered and associated with your contact



# Save the Lead



#### Save tab

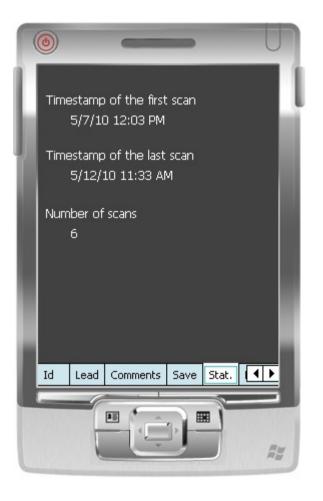


#### **Get Status**

#### **Statistics tab**

•Simple statistics are immediately accessible:

- Scans date and time
- Number of contacts scanned





# **Get Help**



#### Assistance



# **During and After the Event**



#### How to get your data?



#### At portal.key4events.com:

- 1. Login to your account
- 2. Go to "key4lead" tab
- 3. On the left side, select the Event
  - ✓ Download your data on an Excel file
  - Consult your statistics and reports
  - ✓ Sort out your contacts in order to send e-mails

key4events

All scans

	120			
Day	Persons	Readers	Scans	
/29/2010	40	2	43	100 -
1/30/2010	108	2	114	
1/31/2010	20	2	22	80 -
2/1/2010	з	2	з	
-	171	2	182	
				60
				40
				40
				20

Scans

0

2010-1-29

2010-1-30

2010-1-31

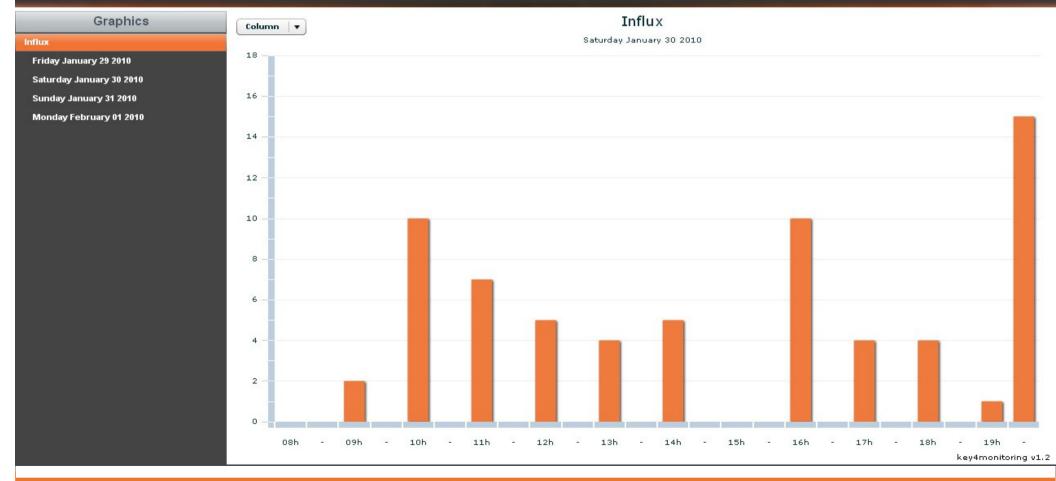
key4events 1	key 4events 2
77	105

key4monitoring v1.2

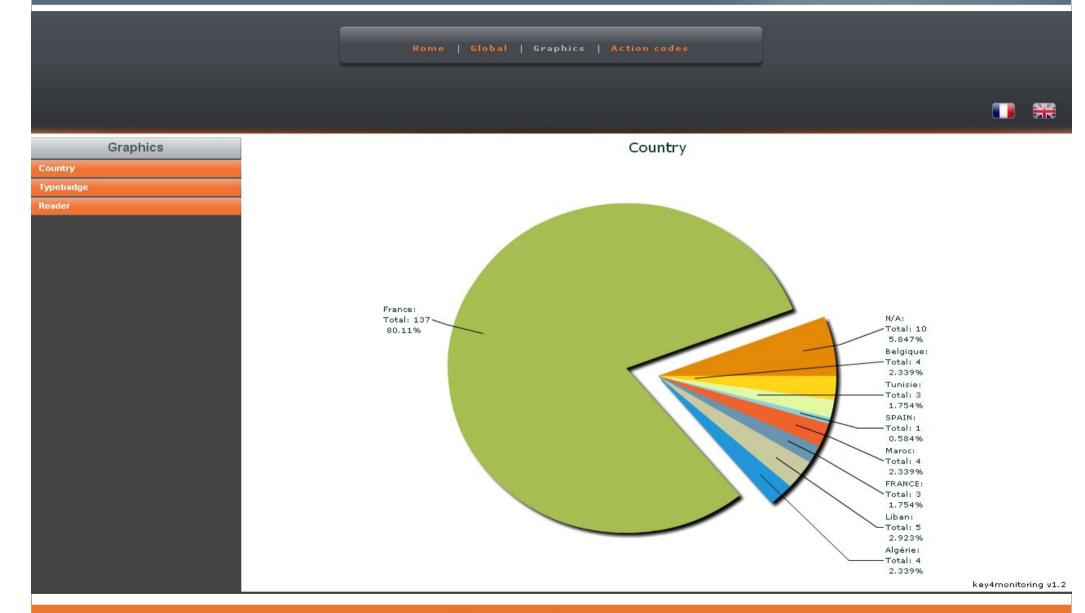
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Home | Global | Graphics | Action codes









AC10:

Filters:	search	20	Reader	•	AC1 -	AC2 V	) (	AC3 -	AC4	-	AC5 -		AC6 -	AC8	•	AC9	-	AC10 -	
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Graphics

Typebadge Reader



Home | Global | Graphics | Action codes

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33 RUE	FOUGERE	Mr	mail@ch-	FirstName	#4	Name5	35300	17/01/20	FOUGERE	Médecin	Dr	(
RUE KE	BREST	Mr	mail@aol	FirstNam€	#5	Name6	29200	03/11/20		Médecin	Dr	(
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6 Avenu	PARIS	Mr	mail@war	Thierry	#21	BODEZ	75019	17/12/20		Médecin	Dr	(
ointe de	ROSCOFF	Mrs	mail@per	Claudine	#22	LEJOSNE	29680	05/01/20	CENTRE E	Conféren	Dr	(
rue de	TADEN	Mr	mail@war	Michel	#23	BARBRY	22100	03/01/20	CABINET	Médecin	Dr	(
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1.754% Liban: — Total: 5 2.923%

Algérie: — Total: 4 2.339%

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To place your order, please go to our platform and create your account on <a href="http://portal.key4events.com/event/hf2012?code=317ae2">http://portal.key4events.com/event/hf2012?code=317ae2</a>

If you need any help, do not hesitate to contact us by mail at <a href="https://www.key4lead@key4events.com">key4lead@key4events.com</a>

# **Key4lead Advanced - Pricing**



FIRST POCKET PC with battery charger	490€ excl. VAT
ADDITIONAL POCKET PC with battery charger	320€ excl. VAT