

EHRA EUROPACE 2011

Madrid, Spain 26 June - 29 June 2011

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 :

- ✓ Gathering a list of visitors on a booth,
- ✓ 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,.....
- ✓ Qualifying your contacts with « action codes »
 Action code examples: to follow up immediately, is interested by,...

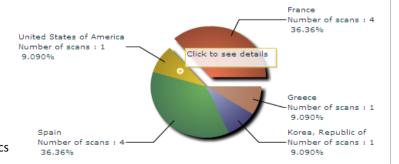
• The different steps:

- ☐ 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:
- 1. The sales staff should collect their pocket PCs which will be clearly identified at the badge reader desk
- 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.
- 3. First page, fill in the fields you created such as: Email Address, Name, Surname...
- 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









Before the Event



How to customize your Pocket PC?

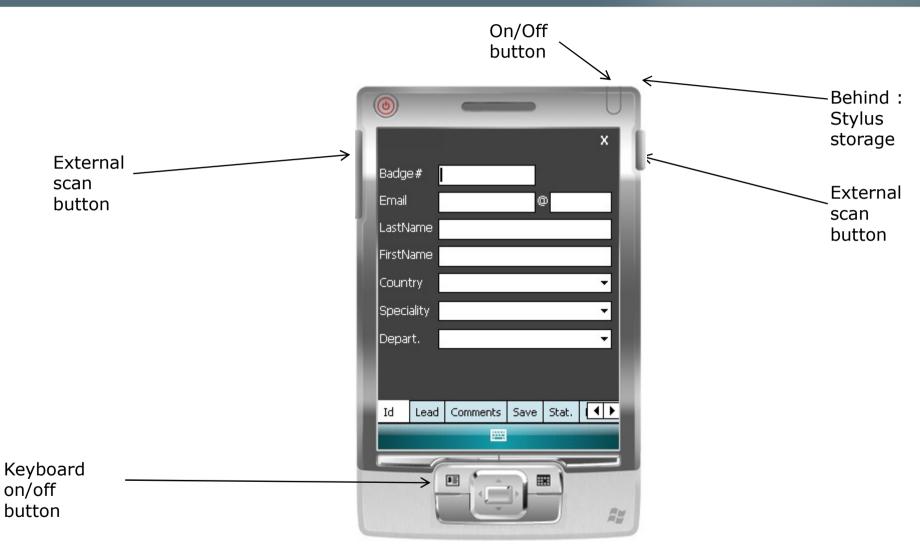


At portal.key4events.com, please do the following:

- 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:
- 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



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



Comments tab

Additional comments can be entered and associated with your contact



Save the Lead



Save tab

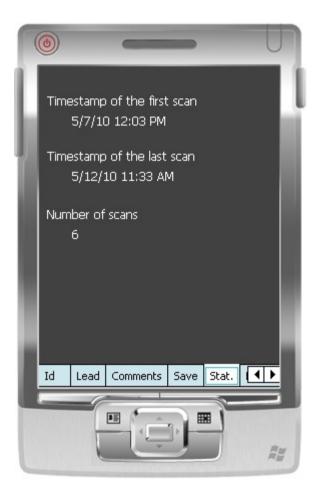


Get Status



Statistics tab

- •Simple statistics are immediately accessible:
 - Scans date and time
 - Number of contacts scanned



Get Help



Assistance







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



Home | Global | Graphics | Action codes

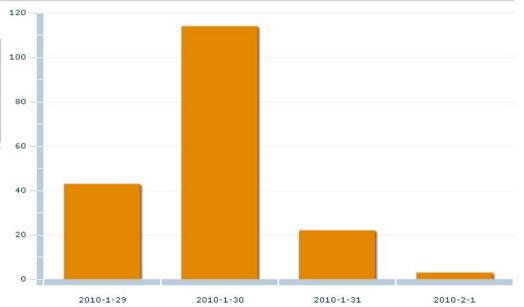




All scans

Global congress information

15	Readers	Scans
	2	43
	2	114
	2	22
	2	3
	2	182
		2



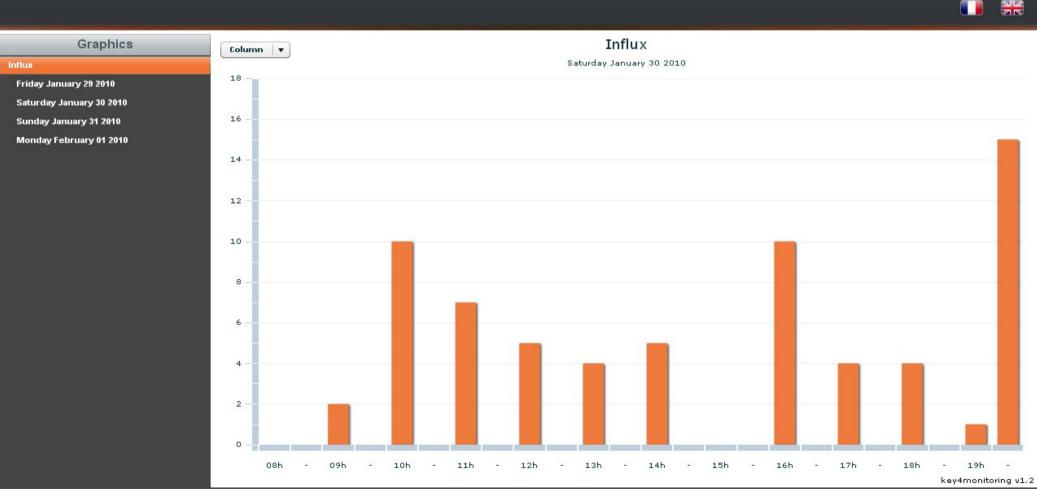
Scans

key4events 1	key4events 2
77	105

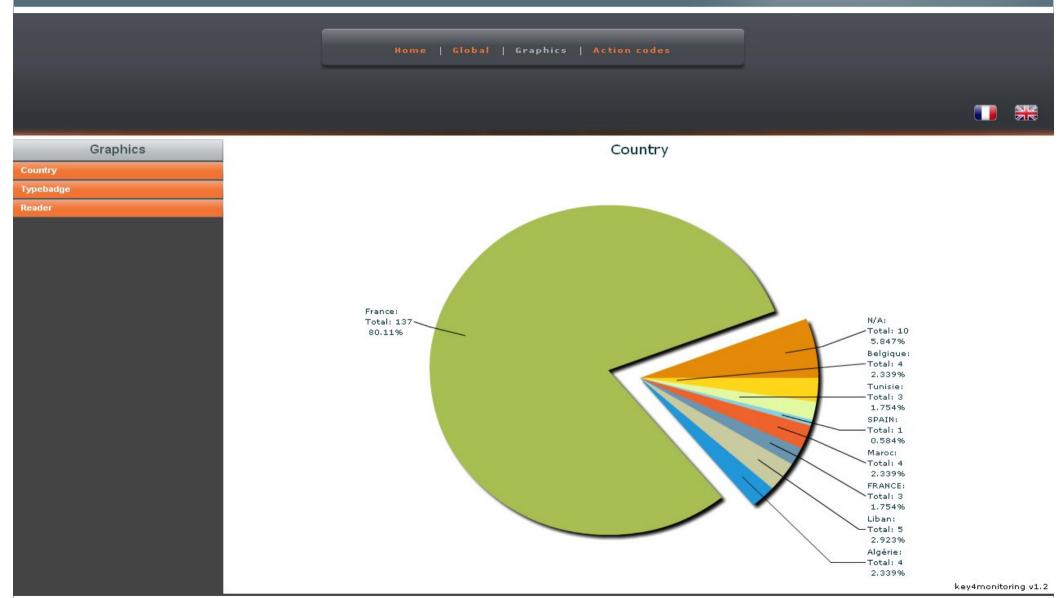
key4monitoring v1.2



Home | Global | Graphics | Action codes







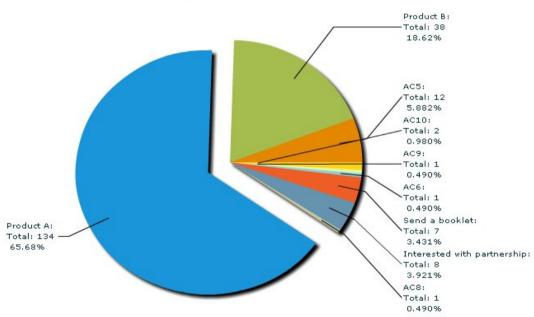








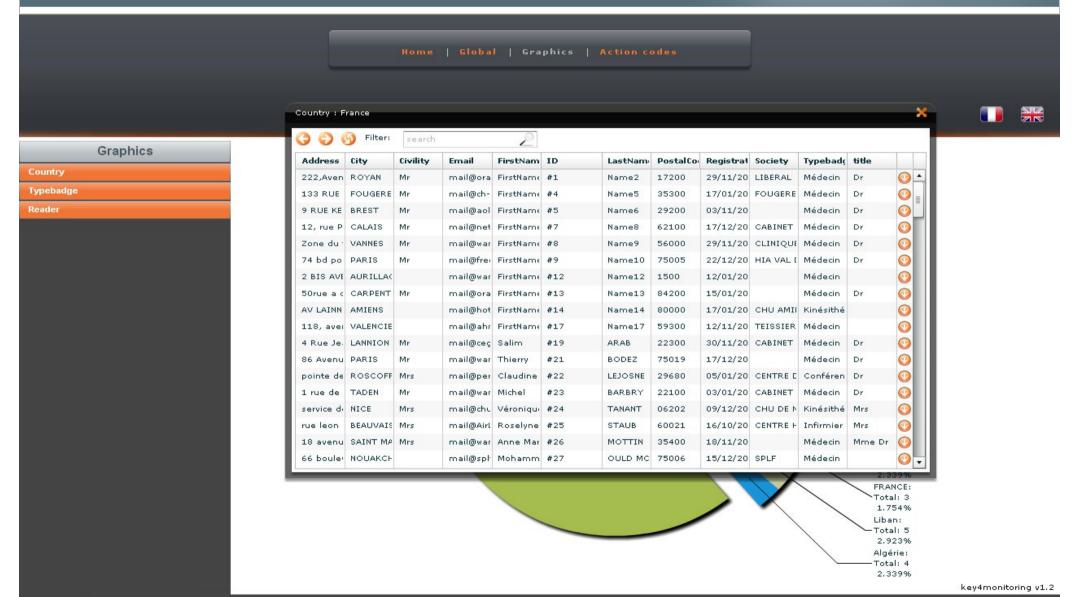
Action codes



	03					12.00			2		100		V-1
Filters:	search	2	Reader	▼	AC1 ▼	AC2 ▼	AC3 ▼	AC4 ▼	AC5 ▼	AC6 ▼	AC8 ▼	AC9 ▼	AC10 ▼

AC1	AC10	AC2	AC3	AC4	AC5	AC6	AC8	AC9	Addm	Adres	Cede:	CellPl	City	Civilit	Count	Email	Fax	First	ID	LastN	Phon	Posta	Read	Read	Regis	Servi	Socie	Typel ti	de
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Key4lead Advanced - Ordering



To place your order, please go to our platform and create your account on http://portal.key4events.com/event/europace2011?code=e99e6d

If you need any help, do not hesitate to contact us by mail at contact@key4events.com





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