

The finer details

streamGo Pro Self Service licence deliverables.

Pre-event setup

- Initial onboarding session with our Project Management team
- An introduction to our Presenter Console with an Event Producer
- A final wrap-up session to make sure you're set for the big day
- Access to help articles to assist you every step of the way
- More help available by email to heretohelp@streamgo.co.uk – 4 working hour response time (though usually much quicker)

Event delivery

- Self-management of the streamGo presenter platform during your event(s)
- Access to chatGo for networking and AI matchmaking, as well as all other key features in our platform

Post-event

- Once your live event is over it can be made available on-demand and searchable within discoverGo with just the click of a button
- On-demand hosting is available for the length of your ongoing Pro contract
- Access to real-time analytics and powerful reports for your event(s)
- Self-built post-event email to attendees or non-attendees



The finer details

Managed virtual event deliverables.

Pre-event setup - template-based design

Support:

- Initial kick-off call with your Project Manager
- Support and check-in calls (as required) to monitor your event build and goals
- Unlimited dashboard logins so you can monitor your registrations and reports and make simple changes to your event
- Collaborative online drive and sheet to track progress and send content to streamGo.
- Access provided to streamGo knowledge base with helpful articles for speakers, moderators and business users
- 3 x tech checks for up to 8 presenters per session with a streamGo specialist
- Drop in tech check service to allow your presenters to check their connection

Registration process:

- UX design and USP-led branded registration page built from the streamGo template library, confirmation email build (we can use the HTML of your existing emails) and calendar file
- Bulk registration if required from your existing data (1 managed upload, unlimited uploads using the streamGo platform)
- Branded reminder emails (we can use the HTML of your existing emails)
- Utilise a custom subdomain (i.e. events.yourevent.com)
- 100 amendments across your entire build
- Allow or deny listing of registrants
- Passcode security options



The finer details

Managed virtual event deliverables.

Event delivery - template-based design, live session

Live session features:

- Implementation of chatGo for attendee to attendee networking including up to 5 group chat rooms and bespoke matchmaking questions.
- Branded event pages: UX design and USP-led branded virtual event pages (lobby, speaker, agenda, session pages) from the streamGo template library – the modifications included are available at streamgo.co.uk/design-deliverables
- Live attendee tech support via text-based live chat during live event hours
- Audience alerts during your event (banner at the top of your page at a scheduled time)
- Content delivered by Global Content Delivery Network and all viewing bandwidth and platform included
- Access to our PresentGo presenter studio to present your event including:
 - Webcam support
 - Playlist functionality (replay pre-recorded content)
 - Native PowerPoint slide support
 - Live Q&A and polling functionality
 - Live push alerts (text etc) to your audience (if required)

Additional fee (please check your service agreement):

- *Post-event edits to your content before it goes on-demand*
- *More than 5,000 attendees*
- *Our managed meeting tool*
- *Event admin outside of the scope of the project*
- *Additional speakers (above the 8 allocated), up to a maximum of 12 speakers per session*
- *'Exhibition Hall' and sponsor 'booth' pages including:*
 - *Up to 5 pieces of resource content (PDFs, links) per sponsor booth*
 - *1 video up to 5 mins per sponsor booth*
 - *Live chat using chatGo*
 - *Description of sponsor*
- *Additional pages available from the streamGo template library*
- *Leaderboard*
- *Moderated social embeds*
- *Web push notifications per session*
- *Bespoke gamification*
- *CTAs and one-click actions*

The finer details

Managed virtual event deliverables.

Event delivery - template-based design, scheduled or scheduled-to-live

Scheduled or scheduled-to-live features:

- 1 pre-recorded session up to 1 hour in length
- Top, tail, trim editing process
- Native PowerPoint slide support
- Full webcam support – no apps needed
- Playback of pre-recorded content and cut to live Q&A or replay only
- Live Q&A and polling functionality
- Live push alerts to your audience (if required)
- Telephone dial in and VOIP support for presenters including usage
- Content delivered by Global Content Delivery Network and all viewing bandwidth and platform included
- On-demand created as quickly as possible
- Up to 8 speakers per session
- Implementation of chatGo for attendee to attendee networking including up to 5 group chat rooms and bespoke matchmaking questions
- Branded event pages: UX design and USP-led branded virtual event pages (lobby, speaker, agenda, session pages) from the streamGo template library – the modifications included are available at streamgo.co.uk/design-deliverables
- Live attendee tech support via text-based live chat during live event hours
- Audience alerts during your event (banner at the top of your page at a scheduled time)

Additional fee (please check your service agreement):

- Additional editing beyond the agreed top, tail, trim editing process
- More than 5,000 attendees
- Post-event transcription, closed captions and subtitles
- Our managed meeting tool
- Event admin outside of the scope of the project
- Additional speakers (above the 8 allocated), up to a maximum of 12 speakers per session
- 'Exhibition Hall' and sponsor 'booth' pages including:
- Up to 5 pieces of resource content (PDFs, links) per sponsor booth
- 1 video up to 5 mins per sponsor booth
- Live chat using chatGo
- Description of sponsor
- Additional pages available from the streamGo template library
- Leaderboard
- Moderated social embeds
- Web push notifications per session
- Bespoke gamification
- CTAs and one-click actions

The finer details

Managed virtual event deliverables.

Pre-event setup - custom design and build

Support:

- Initial kick-off call with your Project Manager
- Support and check-in calls (as required) to monitor your event goals
- Unlimited dashboard logins so you can monitor your registrations
- Collaborative online drive and sheet to track progress and send content to streamGo.
- Access provided to streamGo knowledge base with helpful articles for speakers, moderators and business users
- 3 x tech checks for up to 8 presenters per session with a streamGo specialist
- Drop in tech check service to allow your presenters to check their connection

Registration process:

- Bulk registration if required from your existing data (1 managed upload, unlimited uploads using the streamGo platform)
- Branded reminder emails (we can use the HTML of your existing emails)
- Utilise a custom subdomain (i.e. events.yourevent.com)
- Allow or deny listing of registrants
- Passcode security options

Custom design:

- Bespoke UX design and USP-led branded registration page built from your design brief
- Front-end development of flat pages to full responsive web pages
- Any amendments will be included in the number of hours estimated

Immersive design:

- Unique custom designed 3D page from your brief
- Up to 6 hotspot elements in the page featuring streamGo event features (chat, links, video, resource downloads)
- Any amendments will be included in the number of hours estimated

The finer details

Managed virtual event deliverables.

Event delivery - custom design and build

Live session features:

- Implementation of chatGo for attendee to attendee networking including up to 5 group chat rooms and bespoke matchmaking questions.
- Live attendee tech support via text-based live chat during live event hours
- Audience alerts during your event (banner at the top of your page at a scheduled time)
- Content delivered by Global Content Delivery Network and all viewing bandwidth and platform included
- 1 x Calendly calendar embed (or similar widget)
- Access to our PresentGo presenter studio to present your event including:
 - Webcam support
 - Playlist functionality (replay pre-recorded content)
 - Native PowerPoint slide support
 - Live Q&A and polling functionality
 - Live push alerts (text etc) to your audience (if required)

Additional fee (please check your service agreement)

- Custom design is charged per hour so depending on exact requirements and amendments/brief changes additional charges may apply once the estimated hours included in your service agreement are used
- Management of your Calendly event calendar (unless included in the service agreement)
- 'Exhibition Hall' and sponsor 'booth' pages including:
 - Up to 5 pieces of resource content (PDFs, links) per sponsor booth
 - 1 video up to 5 mins per sponsor booth
 - Live chat using chatGo
 - Description of sponsor
- Leaderboard
- Moderated social embeds
- Web push notifications per session
- Bespoke gamification
- CTAs and one-click actions
- Event chat features

The finer details

Managed virtual event deliverables.

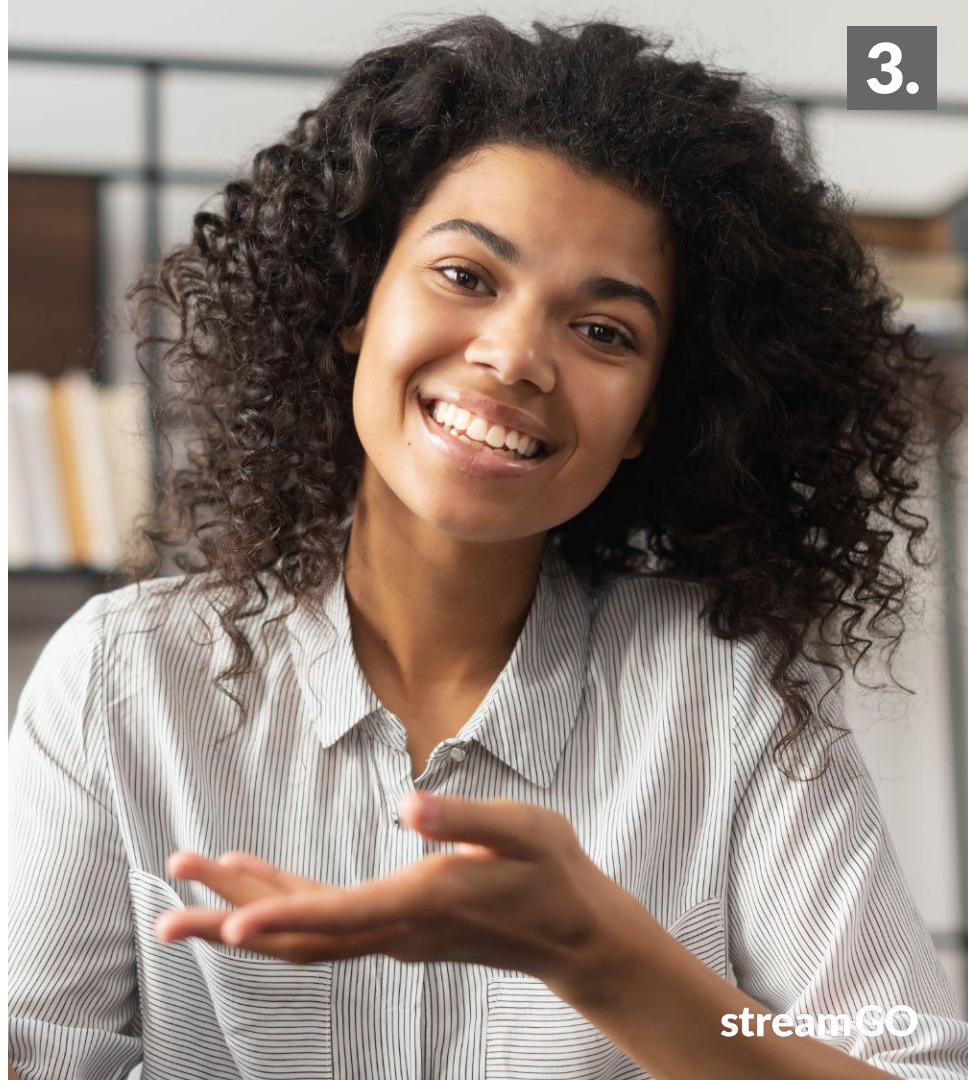
Post-event

Live session features:

- On-demand content created as soon as the event wraps up
- 3 months of on-demand hosting (or continuous for length of ongoing contract)
- Advanced reporting and metrics for both live and on-demand event including user journey reports
- Post-event email (if required) to either attendees or non-attendees

Important Notes

- Once a service agreement has been signed streamGo will build the microsite inline with what has been agreed
- If the agenda or design brief changes - and/or more sessions are submitted to the project management and build teams that surpass the service agreement - you will be retrospectively invoiced for the additional sessions and pages built for your event
- Please speak to your account manager to understand any extra charges



The finer details

Managed webinar deliverables.

Pre-event setup

Support:

- Initial kick-off call with your Project Manager
- Presenter briefing/tech check call before live events
- Support and check-in calls (as required) to monitor your registration targets and help with your event planning.
- Unlimited reporting logins so you can monitor your registrations and reports

Registration process:

- UX design and USP-led branded registration page built from the streamGo template library, confirmation email build and calendar file
- Bulk registration if required from your existing data
- Branded Reminder emails (we can use the HTML of your existing emails)
- Utilise a custom subdomain (i.e. events.yourevent.com)
- Allow or Deny listing of registrants and passcode security options

Event delivery

Full technical support during live event:

Our dedicated producers will take care of everything, briefing presenters, streaming, replaying content or running polls. Each producer manages only one event at a time so you can be assured of their support throughout the event.

Event features:

- Live attendee technical support
- Branded event page
- Content delivered by Global Content Delivery Network and all viewing bandwidth and platform included
- Access to the PresentGo Presenter Studio to present your event including:
 - Webcam support
 - Playlist functionality (replay pre-recorded content)
 - Native PowerPoint slide support
 - Live Q&A and polling functionality
 - Live push alerts (text etc) to your audience (if required)

Post-event

- On-demand content created as soon as the event wraps up
- 3 months of on-demand hosting (or continuous for length of ongoing contract)
- Advanced reporting and metrics for both live and on-demand event
- Self-built post-event email (if required) to either attendees or non-attendees

The finer details

Semi-managed webinar deliverables.

Pre-event setup

Support:

- Unlimited reporting logins so you can monitor your registrations and reports
- Self-build registration process using the streamGo platform
- UX design and USP-led branded registration page built from the streamGo template library, confirmation email build and calendar file
- Bulk registration if required from your existing data
- Branded Reminder emails (you can use the HTML of your existing emails) (upto 3 per event)
- Utilise a custom subdomain (i.e. events.yourevent.com)
- Allow and deny listing of registrants and passcode security options

Event delivery

Full technical support during live event:

Our dedicated producers will take care of everything, briefing presenters, streaming, replaying content or running polls. Each producer manages only one event at a time so you can be assured of their support throughout the event.

Event features:

- Live attendee technical support
- Branded event page
- Content delivered by Global Content Delivery Network and all viewing bandwidth and platform included
- Access to the PresentGo Presenter Studio to present your event including:
 - Webcam support
 - Playlist functionality (replay pre-recorded content)
 - Native PowerPoint slide support
 - Live Q&A and polling functionality
 - Live push alerts (text etc) to your audience (if required)

Post-event

- On-demand content created as soon as the event wraps up
- 3 months of on-demand hosting (or continuous for length of ongoing contract)
- Advanced reporting and metrics for both live and on-demand event
- Self-build Post-event email (if required) to either attendees or non-attendees (max of 1 post event email per event, capped at 10k emails per account per month).

The finer details

Single-camera webcast deliverables.

Pre-event setup

Support:

- Initial kick-off call with your producer
- Logistic calls with venue IT, AV and other parties
- Support and check-in calls (as required) to monitor your registration targets and help with your event planning.
- Unlimited reporting logins so you can monitor your registrations and reports

Registration process:

- UX design and USP-led branded registration page built from the streamGo template library, confirmation email build and calendar file
- Bulk registration if required from your existing data
- Branded Reminder emails (we can use the HTML of your existing emails)
- Utilise a custom subdomain (i.e. events.yourevent.com)
- Allow or deny listing of registrants and passcode security options

Event delivery

Full technical equipment to include:

- Primary and redundancy streaming equipment
- Single static HD camera setup (this is usually meant for events with a single static presenter)
- Lighting if the event is filmed in an office or similar location (not included for staged physical events)
- Picture-in-picture mix for slides and video
- Cables, interconnects and required equipment - e.g. tablet for presenter Qs

Crew:

- On-site producer
- Travel time and expenses (UK)

Event features:

- Direct slide feed from the physical event – no need to upload slides in advance
- Live Q&A and polling functionality
- Live push alerts (text etc) to your audience (if required)
- Live attendee technical support
- Branded event page
- Telephone dial in and VOIP support for presenters including usage
- Content delivered by Global Content Delivery Network and all viewing bandwidth and platform included
- streamGo platform usage fees

The finer details **continued**

Single-camera webcast deliverables.

Post-event

- On-demand content created as soon as the event wraps up
- 12 months of on-demand hosting (or continuous for length of ongoing contract)
- Advanced reporting and metrics for both live and on-demand event
- Post-event email (if required) to either attendees or non-attendees

Additional fee (please check your service agreement)

- Internet access at the venue / mobile broadband, if required
- Expenses if outside the UK (e.g. flights, transfers, excess baggage, accommodation and food (not exhaustive))
- PA system / amplification for physical attendees
- Setup the day prior to the event
- Remote presenter support
- Two-way audio between sites/locations



The finer details

Multi-camera

webcast deliverables.

Pre-event setup

- Initial kick-off call with your producer
- Logistic calls with venue IT, AV and other parties
- Support and check-in calls (as required) to monitor your registration targets and help with your event planning
- Unlimited reporting logins so you can monitor your registrations and reports

Registration process:

- UX design and USP-led branded registration page built from the streamGo template library, confirmation email build and calendar file
- Bulk registration if required from your existing data
- Branded reminder emails (we can use the HTML of your existing emails)
- Utilise a custom subdomain (i.e. events.yourevent.com)
- Allow or deny listing of registrants and passcode security options

Event delivery

Full technical equipment to include:

- Primary and redundancy streaming equipment
- Multi HD camera setup (3 or 4 cameras depending on requirements)
- Live vision mix
- Lighting if the event is filmed in an office or similar location (not included for staged physical events)
- Picture-in-picture mix for slides and video
- Cables, interconnects and required equipment - e.g. tablet for presenter Qs

Crew:

- On-site producer
- 1 x camera operator / technician on-site
- Travel time and expenses (UK)

Event features:

- Direct slide feed from the physical event – no need to upload slides in advance
- Live Q&A and polling functionality
- Live push alerts (text etc) to your audience (if required)
- Live attendee technical support
- Branded event page
- Content delivered by Global Content Delivery Network and all viewing bandwidth and platform included
- streamGo platform usage fees

The finer details **continued**

Multi-camera webcast deliverables.

Post-event

- On-demand content created as soon as the event wraps up
- 12 months of on-demand hosting (or continuous for length of ongoing contract)
- Advanced reporting and metrics for both live and on-demand event
- Post-event email (if required) to either attendees or non-attendees

Additional fee (please check your service agreement):

- *Internet access at the venue / mobile broadband, if required*
- *Expenses if outside the UK (e.g. flights, transfers, excess baggage, accommodation and food (not exhaustive)*
- *PA system / amplification for physical attendees*
- *Additional crew or cameras*
- *Remote presenter support*
- *Setup the day prior to the event*
- *Two-way audio between sites/locations*



The finer details

Remotely-managed webcast deliverables.

Pre-event setup

- Initial kick-off call with your producer
- Support and check in calls (as required) to monitor your registration targets and help with your event planning.
- Unlimited reporting logins to monitor registrations and reports
- 1 x remote training session with on-site contact, technician or client of event kit

Registration process:

- UX design and USP-led branded registration page built from the streamGo template library, confirmation email build + calendar file
- Bulk registration if required from your existing data
- Branded reminder emails (we can use the HTML of your existing emails)
- Utilise a custom subdomain (i.e. events.yourevent.com)
- Allow or Deny listing of registrants and passcode security options

Event delivery

Remote webcast equipment:

- 2 x robotic HD cameras and live vision mix
- Encoder
- Cables, interconnects and required equipment + return shipping in the UK
- Equipment loan period includes day of event + previous day plus shipping time

Full technical support during live event:

Our dedicated remote producers will be in touch with the on-site contact to talk through equipment setup, control cameras and vision mix remotely. They also take care of running polls or other online audience interaction.

Event features:

- Native PowerPoint slide support
- Live Q&A and polling functionality
- Live push alerts (text etc) to your audience (if required)
- Live attendee technical support
- Branded event page
- Telephone dial in and VOIP support for presenters including usage
- Content delivered by Global Content Delivery Network and all viewing bandwidth and platform included

The finer details **continued**

Remotely-managed webcast deliverables.

Post-event

- On-demand content created as soon as the event wraps up
- 3 months of on-demand hosting (or continuous for length of ongoing contract)
- Advanced reporting and metrics for both live and on-demand event including user journey reports
- Post-event email (if required) to either attendees or non-attendees

Additional fee (please check your service agreement):

- Internet access at the venue / mobile broadband, if required
- Equipment shipping outside of the UK
- Setup the day prior to the event

