cvent | ACADEMY

Training Camp Workshop and Certification Catalog

CVENTCONNECT.COM

CVENT CONNECT

JUNE 15-18 • LAS VEGAS • CAESARS FORUM

CVENT ACADEMY TRAINING CAMP

Cvent Academy Training Camp is a full-day of classroom style training taking place on Monday, June 15th at Cvent CONNECT. You can select a full-day track or add-on workshops to build your perfect Training Camp agenda, accounting for 6+ hours of training customized to your unique needs.

THE TRAINING CAMP EXPERIENCE

Deep Learning
Hands-on application and real-world training scenarios provide actionable skills you can take back to your office.

Expert Speakers
Led by Cvent experts with extensive product training and understanding of our customers' use cases and needs.

Exclusive Access
Reserved seating for an optimal learning experince with highly-rated content and networking with Cvent experts.

Requirements:

- ✓ Must be an active Cvent customer with an existing product login by the conference start date, June 15, 2020.
- ✓ Must be able to provide your own laptop to follow along in the training workshops.
- ✓ Must be registered to attend any training workshop.
- ✓ Must meet the training workshop requirements or you may be contacted to modify your registration or unregister.

NOT SURE WHICH WORKSHOPS ARE RIGHT FOR YOU?

Take our 5-minute assessment to explore which Training Camp workshops available at Cvent CONNECT are a good fit for you.

TAKE THE ASSESSMENT

PRODUCT KEY:

- AM — Abstract Management
- OSS — OnSite Solutions
- CSN — Cvent Supplier Network
- EM — Event Management
- CC — CrowdCompass
- ST — Social Tables
- PK — Passkey
- SMM — Strategic Meetings Management
- CSD — Competitive Set Dashboard

BEGINNER

These workshops are intended for those who are new to the Cvent platform. They are designed to introduce participants to understanding Cvent basics.

INTERMEDIATE

Beyond the basics, these workshops are for participants who have had previous exposure with the Cvent platform. They offer a deep-dive into product functionality and capabilities.

ADVANCED

These workshops are for those who are experienced users of the Cvent platform. They are best suited for those who manage complex event programs.

EVENT PROFESSIONALS WORKSHOPS

BEGINNER INTERMEDIATE ADVANCED

MONDAY, JUNE 15TH PLAN AND PROMOTE

TIME	TITLE	DESCRIPTION	RECOMMENDED FOR	REQUIREMENTS	PRICE
8:30 AM - 4:00 PM	EM Event Creation Core Concepts (Flex)	This is a three-part workshop series perfect for beginner users. If you are new to Cvent, this is the track for you! Join us as we take you through an introduction to the Event Management solution where you will learn how to create, setup and launch your very first Cvent event. By the end of the day, you will walk away with a fully launched event template and a new found confidence in your event terminology, ability to build an agenda, how design a website and how promote and communicate your event.	Event planners new to using Event Management.	Laptop, Event Management Log In.	$600
8:30 AM - 1:00 PM NEW	EM Event Creation with Moderate Complexity (Flex)	This workshop is meant for users who have used Event Management before in Classic or Flex and need guidance on their Flex registration build. In this 4-hour hands-on workshop, you will create a Flex event of moderate complexity with the assistance of Cvent experts. Come prepared with your event details, ready to set up and test your site while also following along in the configuration of commonly used features in a moderately complex event like customized registration experiences and more.	Event planners experienced in using Event Management (Classic of Flex) seeking knowledge on how to build events with moderate complex event attributes: • Ability to customize the registration experience and agenda by type of registrant. • Option for group or guest registrations.	Laptop, Event Management Log In, Sample Event Details such as title, date, agenda items, fees & refund policies, types of registrants, and information to collect from registrants.	$400

EVENT PROFESSIONALS WORKSHOPS

BEGINNER INTERMEDIATE ADVANCED

MONDAY, JUNE 15TH PLAN AND PROMOTE

TIME	TITLE	DESCRIPTION	RECOMMENDED FOR	REQUIREMENTS	PRICE
8:30 AM - 1:00 PM NEW	EM Event Creation with Advanced Complexity Registration (Flex)	Do you host tradeshows, symposiums and exhibitions? Due to their multi-purpose objectives, these events require more complex registration setups that incorporate the use of several Cvent modules. In this 4-hour workshop, follow along in the build of a Flex event with the features commonly used in complex events while having expert resources to help with your event setup. Come prepared with a shell of your event built out and your event scenarios to review with experts onsite.	Event planners experienced in using Event Management (Classic or Flex) but seeking knowledge of the following advanced complexity attributes: • A multi-facet registration for different types of attendees, exhibitors, sponsors and more. • The need to include varying numbers of additional registrations with exhibitor packages. • Use of multiple Cvent features: Event Registration, Exhibitor Management, and a brief overview of Appointments and LeadCapture.	Laptop, Event Management Log In, Event shell configured prior to workshop. Cvent Appointments and LeadCapture are not required but a plus.	$400
11:00 AM - 1:00 PM NEW	PK EM Leverage Passkey and Event Management Successfully	Learn how to prepare yourself for a Passkey housing event build, walk through the necessary steps to prepare for go-live and learn what elements of registration may impact room reservations.	Event professionals who are responsible for housing modules and registration using Passkey and Event Management.	Passkey user account and the completion of new customer training, Event Management Log In.	$200

EVENT PROFESSIONALS WORKSHOPS

BEGINNER INTERMEDIATE ADVANCED

MONDAY, JUNE 15TH PLAN AND PROMOTE

TIME	TITLE	DESCRIPTION	RECOMMENDED FOR	REQUIREMENTS	PRICE
8:30 AM - 10:30 AM NEW	EM Cvent User Enablement for System Administrators	In this session, you will learn strategies for rolling out Cvent to a group of users. You will leave the session with the beginnings of a rollout plan to be adapted with colleagues. Topics will include: user management, Cvent best practices, training tips, governance, and accessing Cvent support resources. We will focus primarily on rollouts for your Event program.	System administrators, training leads, project managers, and others who are involved with rolling out Cvent to additional teams, departments, regions, or across their entire organization.	Laptop, Event Management Log In, SMM License not required.	$200
11:30 AM - 1:00 PM NEW	EM Event Promotion & Invitee Management	You've created, tested and launched your event. What's next? From marketing and promoting your newly launched event to managing registrations in real time, this workshop will teach you all you need to know. Learn different methods for getting the word out about your event, how to solve commonly encountered registrant scenarios, and settings that can make your day-to-day management even easier.	Event planners and marketers with previous experience and training on the Event platform.	Laptop, Event Management Log In, Event already configured and launched.	$200

EVENT PROFESSIONALS WORKSHOPS

BEGINNER INTERMEDIATE ADVANCED

MONDAY, JUNE 15TH PLAN AND PROMOTE

TIME	TITLE	DESCRIPTION	RECOMMENDED FOR	REQUIREMENTS	PRICE
8:30 AM - 10:30 AM NEW	EM Cvent Site & Email Designer Core Concepts	Are you hoping to take your Cvent Flex websites & emails to the next level? In this design-focused workshop, you will walk through the in's and out's of the Flex Site and Email Designer where you will learn to build a sleek, modern and responsive website, registration process, and promotional emails using our interactive interface.	Event planners and marketers new to using the Flex interface.	Laptop, Event Management Log In, Shell of an event created.	$200
11:00 AM - 1:00 PM NEW	EM Embracing Cvent in the Higher Education Industry	This workshop is designed for Cvent customers in the higher education space who have beginner to intermediate experience with Cvent, and are interested in thinking how expansion and further adoption can be achieved across the institution and event programs. In this 2-hour, hands-on workshop, you will review administrative features that are beneficial for higher education use cases, learn how to utilize unique feature applications for different types of events, and review suggestions on how to develop a more programmatic approach for training account users by leveraging a new user toolkit we have developed exclusively for our higher education customers. This session will be relevant to admin users and event planners for programs like Reunion/ Homecoming, Continuing Education, and Donor Relations	Higher Education Users who are experienced in using Event Management, but seeking knowledge of best practices and resources to expand how Cvent can be used for their higher education events and programs: • Interest in expansion across the Institution and to organize users. • Need to customize the registration features and experience for higher education attendees. • Interest in more reporting for decision making and to effectively prove ROI. • To have resources to help effectively train new users due to expansion or turnover.	Laptop, Event Management Log In, Example event details for an event template that you would like to create for users within your account.	$200

EVENT PROFESSIONALS WORKSHOPS

BEGINNER INTERMEDIATE ADVANCED

MONDAY, JUNE 15TH PLAN AND PROMOTE

TIME	TITLE	DESCRIPTION	RECOMMENDED FOR	REQUIREMENTS	PRICE
11:00 AM - 1:00 PM	EM SMM Introduction to Strategic Meetings Management	You understand the value of upgrading your meetings management program from notebooks and spreadsheets to a comprehensive online solution. But, if you think internal stakeholders will resist the move, don't understand the need for it, or question its usefulness, the session is for you. We'll break the big picture down to its individual components and show you how to adopt a strategic program in manageable pieces, rather than trying to roll out the entire solution. We'll also share ways you can overcome objections and tips on change management—so you can effectively "sell" your strategy internally.	Mature Event registration or sourcing clients looking to promote the business value of meetings and events internally through streamlined workflow and automation, Ideal audience has not started an SMM program with policy or technology.	Laptop, Cvent Event Management login credentials with access to Meetings Management Module.	$200

EVENT PROFESSIONALS WORKSHOPS

BEGINNER INTERMEDIATE ADVANCED

MONDAY, JUNE 15TH ONSITE ENGAGEMENT

TIME	TITLE	DESCRIPTION	RECOMMENDED FOR	REQUIREMENTS	PRICE
11:00 AM - 1:00 PM	CC Enhance the Attendee Mobile Event App Experience	If you are looking to become your organization's mobile expert, join us for a workshop that will focus on utilizing CrowdCompass to the fullest. Our Mobile Experts will take you full circle as a CrowdCompass user and walk you through our most advanced features to help you increase adoption and engagement onsite! You will learn how to improve the attendee experience by leveraging audience engagement, advanced schedule configuration and more!	Current user who has created more than 5 CrowdCompass events.	Laptop, CrowdCompass EventCenter Log In.	$200
2:00 PM - 4:00 PM	CC Scale Your Mobile Event App Implementation	Have you tapped into the true potential of expanding the use of your mobile event app? Are you ready to become a master of mobile on a larger scale for your organization? In this workshop, Mobile Implementation Analysts will share best practices and strategies around rolling out CrowdCompass on a large scale. You will learn how to prepare for large scale roll out, participate in mobile admin training, implement new best practices, and review tips around how to effectively scale your CrowdCompass usage.	Current users who work with large mobile program (25+ mobile event apps) or stakeholders in an organization's mobile program.	Laptop.	$200

EVENT PROFESSIONALS WORKSHOPS

BEGINNER INTERMEDIATE ADVANCED

MONDAY, JUNE 15TH ONSITE ENGAGEMENT

TIME	TITLE	DESCRIPTION	RECOMMENDED FOR	REQUIREMENTS	PRICE
2:00 PM - 4:00 PM	OSS Maximize Onsite Engagement & Badge Design with OnArrival	Looking to take your event's onsite experience to the next level? This advanced session serves as the inside look to leveraging the application you already know and love. Travel deep into the simplicity of OnArrival. During this course, we will take the Cvent Event Management tool and the OnArrival Application hand in hand, understanding how the two platforms work together. Learn how to expertly design your badges, adopt new features, and get an inside look into maximizing your attendee experience.	Users who have completed at least (1) event using OnArrival Premium.	Laptop, Cvent Login, Cvent OnArrival Premium License.	$200
11:00 AM - 1:00 PM	OSS Introduction to OnArrival Onsite Engagement Solutions	Welcome to the world of OnArrival! This workshop serves as an introduction the simplicity of using the OnArrival Solutions suite by walking through the OnArrival Application and applying the software to real-life event planner scenarios. Throughout this course, you will take a deep dive look into the Cvent Backend, the OnArrival Platform and learn how to adapt these new technologies to you personal events.	Event planners who have not completed more than 1 event using OnArrival Premium.	Laptop, Event Management Log In, OnArrival Basic License.	$200

EVENT PROFESSIONALS WORKSHOPS

BEGINNER INTERMEDIATE ADVANCED

MONDAY, JUNE 15TH ONSITE ENGAGEMENT

TIME	TITLE	DESCRIPTION	RECOMMENDED FOR	REQUIREMENTS	
2:00 PM - 4:00 PM	OSS Introduction to Self Service Check-In Solution	Cvent's Event in a Box provides all the equipment you need to quickly check attendees in and print name badges on-demand for a streamlined event experience. During this workshop, we will walk you through hardware setup and hands on activities to create name badges while applying best practices.	Event professionals with events of up to 500 attendees and looking to streamline their onsite registration, check-in, and/or badging process.	Laptop, Event Management Log In.	$200
8:30 AM - 10:30 AM	CC Mobile Event App Core Concepts Implementation	In this workshop, explore the fundamentals of executing a Mobile Event App at your events. You will learn from mobile experts the first steps in building a successful Mobile Event App, the requirements for launching, and how to handle onsite questions and troubleshooting.	Current user who has created fewer than 5 CrowdCompass events.	Laptop, CrowdCompass EventCenter Log In, At least one un-used event in your EventCenter account for workshop exercise.	$200

EVENT PROFESSIONALS WORKSHOPS

BEGINNER INTERMEDIATE ADVANCED

MONDAY, JUNE 15TH ONSITE ENGAGEMENT

TIME	TITLE	DESCRIPTION	RECOMMENDED FOR	REQUIREMENTS	PRICE
8:30 AM - 10:30 AM NEW	OSS Validate Event Performance and ROI with LeadCapture	Leverage Event Sponsorships and Exhibitors by providing an in-depth insights as to how you, as event planners can use and market the adoption of LeadCapture for their tradeshow halls. During this course, we will be exploring the Exhibitor Management platform, understanding the Exhibitor Portal, and seeing how your overall ROI can increase by adopting this solution suite.	Event planners who have completed at lease one Event using OnArrival.	Laptop, OnArrival Premium License, Completion of at least (1) OnArrival Premium event preferred.	$200

EVENT PROFESSIONALS WORKSHOPS

BEGINNER INTERMEDIATE ADVANCED

MONDAY, JUNE 15TH PLAN AND PROMOTE, ONSITE ENGAGEMENT

TIME	TITLE	DESCRIPTION	RECOMMENDED FOR	REQUIREMENTS	PRICE
2:00 PM - 4:00 PM	EM OSS CC Elevate the Attendee Experience Using Cvent Core Solutions	Learn how to master Cvent's three core products to build better, more engaging live events. In this workshop you will learn to make the most out of Cvent's three core products: Event Registration, OnArrival and CrowdCompass, learn how the interdependencies between the solutions work and take away best practices for seamless configuration and management.	Current user who has experience in two products, Event Management and either CrowdCompass or OnArrival.	Laptop, Event Management Log In and at least one of either CrowdCompass or OnArrival.	$200

EVENT PROFESSIONALS WORKSHOPS

BEGINNER INTERMEDIATE ADVANCED

MONDAY, JUNE 15TH PLAN AND PROMOTE, SPEND & WORKFLOW

TIME	TITLE	DESCRIPTION	RECOMMENDED FOR	REQUIREMENTS	PRICE
11:00 AM - 1:00 PM NEW	EM SMM Optimize Your Strategic Meetings Management Program	You have rolled out your Strategic Meetings Management program to your organization. If you're still doing some of your tasks manually and you're wondering what else Cvent can do for you, then this course is a must. It's time to take the next steps and expand the use of Cvent within your organization. Objective: We'll show you the benefits of setting up an effective, scalable budget, adding approval processes and other complex items to your workflow, efficiently sourcing your events in Cvent and setting up KPI's for both internal stakeholders and third parties that you work with. We'll discuss the strategy behind setting these tools up and rolling them out. Not just the what and how, but the why and when. These tools all work together to make your workflow smooth and to streamline many functions that may now be handled manually outside of Cvent.	Users that have completed the Introduction to Strategic Meetings Management Course or users that have already rolled out Cvent within their organization.	Laptop, Cvent Event Management login credentials with access to Meetings Management Module.	$200

EVENT PROFESSIONALS WORKSHOPS

BEGINNER INTERMEDIATE ADVANCED

MONDAY, JUNE 15TH PLAN AND PROMOTE, ACTIONABLE INSIGHTS

TIME	TITLE	DESCRIPTION	RECOMMENDED FOR	REQUIREMENTS	PRICE
2:00 PM - 4:00 PM NEW	EM Event Reporting Essentials	This reporting workshop will be entirely hands-on to allow for users to learn to manage important event data in the ways that make sense for you and your organization. Need to share reports with key stakeholders or your travel team? Or look at reporting year over year? In this workshop, you will not only learn how to run and create event-level reports but will also deep dive into our new portals, cross-event reporting, and tips on analyzing event feedback.	Event planners with previous experience and training on the Event platform.	Laptop, Event Management Log In.	$200
2:00 PM - 4:00 PM NEW	EM Advanced Platform Reporting	This course will educate you on key reporting capabilities in Cvent and how to identify data trends to tell your organization's story. Topics will include new cross-event reporting, admin reports, suggested account metrics, publishing and evaluating your data, reporting automation, trends analysis and Cvent best practices.	System administrators/ program managers who are responsible for reporting metrics/key performance indicators to stakeholders.	Laptop, Basic knowledge of Cvent reporting, System administrator user role (Meetings Management module customers preferred or be utilizing multiple modules ex. Event, sourcing, budget.).	$200

EVENT PROFESSIONALS WORKSHOPS

BEGINNER INTERMEDIATE ADVANCED

MONDAY, JUNE 15TH — PLAN AND PROMOTE, ONSITE ENGAGEMENT, SPEND & WORKFLOW, ACTIONABLE INSIGHTS

TIME	TITLE	DESCRIPTION	RECOMMENDED FOR	REQUIREMENTS	PRICE
2:00 PM - 4:00 PM NEW	 Prepare for the Cvent Product Evolution	Are you READY!? Learn how to proactively prepare for coming feature releases impacting your users and organization as our legacy products evolve in 2020. Learn the value and the future for each module, your resources for transitioning, key considerations, and critical impact. We are focusing on Access Portal, New Standard Registration, New Meeting Request Form, and New Reports.	A system administrator, key stakeholder/Executive Sponsor, or a power user looking to understand: • What is involved in transitioning to our latest product releases. • Strategies and best practices for transitioning to mitigate the change management for your users and stakeholders.	Laptop, Cvent Event login credentials useful but not mandatory.	$200

EVENT PROFESSIONALS WORKSHOPS

BEGINNER INTERMEDIATE ADVANCED

MONDAY, JUNE 15TH GROUP OPERATIONS SOLUTIONS

TIME	TITLE	DESCRIPTION	RECOMMENDED FOR	REQUIREMENTS	PRICE
2:00 PM - 4:00 PM NEW	ST Event Diagramming to Enhance Attendee Experience	This workshop will provide planners with the opportunity to deep dive into how they can utilize the Social Tables diagramming and attendee management tools to organize and execute seamless events. For diagramming, we will cover how to access floor plans through the Cvent Supplier Network, in order to diagram in the actual event space. From there, once the diagram is built, we will take our Cvent registration report and seat guests at tables, manage meal choices and dietary restrictions, and create a detailed seating chart for day-of.	Event planners who require seating assignments and guest list management for their small to large-scale events (galas, dinners, receptions, etc.).	Laptop, Social Tables Log In, Sample Guest List File.	$200
8:30 AM - 10:30 AM NEW	PK Passkey Event Strategies for Organizations and CVBs	Advance your knowledge and skills on Passkey features that can be deployed to conquer unique business rules for conference, social, tradeshows, sporting events, and more.	Organizer licensee that has completed Passkey onboarding, training and is responsible for the creation of an event in Passkey including inventory and the Passkey website configuration.	Passkey user account and the completion of new customer training.	$200

EVENT PROFESSIONALS WORKSHOPS

BEGINNER INTERMEDIATE ADVANCED

MONDAY, JUNE 15TH GROUP OPERATIONS SOLUTIONS

TIME	TITLE	DESCRIPTION	RECOMMENDED FOR	REQUIREMENTS	PRICE
2:00 PM - 4:00 PM NEW	PK Advancements in Passkey Booking Features for Organizations and CVBs	Review of all Passkey booking options with an opportunity to improve your skills on features and functions that have changed or improved. By the end of this session, you'll understand how and why to use each to maximize efficiency while delivering a great attendee experience.	Organizer licensee that has completed Passkey onboarding, training and is responsible for the creation of an event in Passkey including inventory and the Passkey website configuration.	Passkey user account and the completion of new customer training.	$200
11:00 AM - 1:00 PM NEW	PK Passkey Integrations for Organizations and CVBs	An in-depth look at registration APIs and how they can be used to connect registration to housing. Learn the impact to your housing event, how to facilitate set up and how to manage data that is tied or not tied to registration. In addition you will learn about the processes that integrated and non-integrated hotels utilize with Passkey events, how to manage room data delivery and confidently talk to your hotel partners about the connectivity.	Organizer licensee that has completed Passkey onboarding, training and is responsible for the creation of an event in Passkey including inventory and the Passkey website configuration.	Passkey user account and the completion of new customer training.	$200

HOSPITALITY PROFESSIONALS WORKSHOPS

BEGINNER INTERMEDIATE ADVANCED

MONDAY, JUNE 15TH MARKETING: DRIVING QUALITY GROUP LEADS

TIME	TITLE	DESCRIPTION	RECOMMENDED FOR	REQUIREMENTS	PRICE
8:00 AM - 9:30 AM NEW	CSN Understanding the Planner's Perspective & Managing Your Profile	Walk in the planner's shoes to see how they find venues, send RFPs, receive responses, and leverage reports to make awarding decisions. Dive into how you can make your Cvent venue profile more compelling to planners and increase your visibility in Cvent's network.	Active Cvent user who is responsible for maintaining the content on a venue profile.	Laptop and/or Tablet.	$200

HOSPITALITY PROFESSIONALS WORKSHOPS

BEGINNER INTERMEDIATE ADVANCED

MONDAY, JUNE 15TH SALES: CLOSING MORE BUSINESS FASTER

TIME	TITLE	DESCRIPTION	RECOMMENDED FOR	REQUIREMENTS	PRICE
9:45 AM - 11:45 AM NEW	CSN Lead Management Best Practices & Administrative Account Features	Learn how to set up your account for success. From assigning and prioritizing leads to setting up user access and permissions, these tips will ensure you are managing leads effectively. Delve into the elements of how to create a winning proposal and monitor your performance.	Active Cvent user who is responsible for responding to RFPs and/or overall lead management.	Laptop and/or Tablet.	$200
2:00 PM - 4:00 PM NEW	CSD Growing Your Group Business Through Data-Driven Decision Making	Learn how to leverage Cvent Business Intelligence dashboards to track performance and ensure your property is going after the right group opportunities. Get an understanding of how to drill down to response rates of individual team members and which markets the majority of your business is coming from. We will be sharing best practices of other properties who have used their dashboards to drive incremental revenue and develop a more data-driven group business strategy.	Active Cvent property-level user of Competitive Set Dashboard.	Laptop and/or Tablet.	$200

HOSPITALITY PROFESSIONALS WORKSHOPS

BEGINNER INTERMEDIATE ADVANCED

MONDAY, JUNE 15TH OPERATIONS: EXECUTING UNFORGETTABLE EXPERIENCES

TIME	TITLE	DESCRIPTION	RECOMMENDED FOR	REQUIREMENTS	PRICE
8:30 AM - 10: 30 AM	PK Passkey Event Strategies for Organizations and CVBs	Advance your knowledge and skills on Passkey features that can be deployed to conquer unique business rules for conference, social, tradeshows, sporting events, and more.	Active Licensed Passkey CVB users who is responsible for creation of an event including inventory and website configuration in Passkey.	Passkey user account and the completion of new customer training.	$200
11:00 AM - 1:00 PM	PK Passkey Integrations for Organizations and CVBs	An in-depth look at registration APIs and how they can be used to connect registration to housing. Learn the impact to your housing event, how to facilitate set up and how to manage data that is tied or not tied to registration. In addition you will learn about the processes that integrated and non-integrated hotels utilize with Passkey events, how to manage room data delivery and confidently talk to your hotel partners about the connectivity.	Active Licensed Passkey CVB users who is responsible for creation of an event including inventory and website configuration in Passkey.	Passkey user account and the completion of new customer training.	$200
2:00 PM - 4:00 PM	PK Advancements in Passkey Booking Features for Organizations and CVBs	Review of all Passkey booking options with an opportunity to improve your skills on features and functions that have changed or improved. By the end of this session, you'll understand how and why to use each to maximize efficiency while delivering a great attendee experience.	Active Licensed Passkey CVB users who is responsible for creation of an event including inventory and website configuration in Passkey.	Passkey user account and the completion of new customer training.	$200

NEW BUNDLE: HOSPITALITY PROFESSIONAL

MONDAY, JUNE 15TH

TITLE	DESCRIPTION	RECOMMENDED FOR	REQUIREMENTS	PRICE
New Bundle (Cvent Supplier Professional Certification Exam & Two Training Workshops) cvent | CERTIFIED SUPPLIER CSN BEGINNER NEW	This session, includes in-person training and preparation for the exam. Training Camp Workshops included: • Understanding the Planner's Perspective & Managing Your Profile. • Lead Management Best Practices & Administrative Account Features.	Active Cvent user who manages a venue profile and RFP responses.	Laptop & Cvent Supplier Network Login Credentials.	$400

CVENT ACADEMY CERTIFICATIONS

Cvent Academy certifications are taking place Monday, July 15th and Wednesday, July 17th allowing you to demonstrate your knowledge of product expertise. Getting certified at Cvent CONNECT brings additional benefits and takes it to the next level. You can add a certification to your registration and pick which session is best for you based on your product usage and level of expertise.

THE CERTIFICATION EXPERIENCE

Cost Savings
Save up to 50% on your certification exam fees when adding to your Cvent CONNECT agenda.

Expert Q&A
Cvent expert-led review sessions before the exam to get all your questions answered and peer-to-peer networking.

Industry Recognition
Celebrate your achievment with your peers at the largest meetings and events industry conference.

Requirements:

- ✓ Must be an active Cvent customer with an existing product login by the conference start date, June 15, 2020. •
- ✓ Must be able to provide your own laptop to take the exam during the certification sessions.
- ✓ Must be registered to attend the certification sessions.
- ✓ Must meet the certification requirements or you may be contacted to modify your registration or unregister.

EVENT PROFESSIONAL CERTIFICATIONS

WEDNESDAY, JUNE 17TH 1:00 PM – 4:00 PM

TITLE	DESCRIPTION	RECOMMENDED FOR	REQUIREMENTS	PRICE
Cvent Event Management Certification	This session will review the features and resources available in the Event Management solution that are outlined in the Event Management Certification Prep Guide. By getting certified in Event Management, you are demonstrating your knowledge and skills to create, configure, and promote an event and leverage reporting features efficiently in Cvent.	Active Cvent users familiar with creating and promoting an event in the Event Management solution. Has completed Event Creation Core Concepts training or equivalent training and/or experience.	Laptop, Cvent Event Management Log In.	$150 ~~Full Price: $295~~
Cvent Event Management Advanced Certification	This session will review the advanced applications of key features in the Event Management solution that are outlined in the Event Management Advanced Certification Prep Guide. By getting advanced certified in Event Management, you are demonstrating your ability to effectively build and manage multiple complex events in Cvent using dynamic registration processes, managing speakers and sessions, configuring travel accomodations, utilize data tags and advanced rules, and more.	Active Cvent users with proficient experience creating, managing and promoting multiple events in the Event Management solution.	Laptop, Cvent Event Management Log In.	$250 ~~Full Price: $395~~

EVENT PROFESSIONAL CERTIFICATIONS

WEDNESDAY, JUNE 17TH 1:00 PM – 4:00 PM

TITLE	DESCRIPTION	RECOMMENDED FOR	REQUIREMENTS	PRICE
Cvent Mobile Event App Certification	This session will review the features and resources available in CrowdCompass by Cvent that are outlined in the Mobile Event App Certification Prep Guide. By getting certified, you are demonstrating your skills to create, configure and manage a mobile event app using the CrowdCompass EventCenter, promote the mobile app and send promotions to download the mobile app, and utilize reporting to monitor adoption.	Active CrowdCompass users with proficient experience creating and managing an event using the CrowdCompass EventCenter.	Laptop, CrowdCompass Log In.	$150 ~~Full Price: $295~~

HOSPITALITY PROFESSIONAL CERTIFICATION

MONDAY, JUNE 15TH 12:00 PM – 1:00 PM

TITLE	DESCRIPTION	RECOMMENDED FOR	REQUIREMENTS	PRICE
Cvent Supplier Professional Certification Exam 	The exam covers four topics that include; how planners utilize Cvent, how to increase lead flow, and best practices to efficiently manage your account. This is not an exhaustive list and other concepts may be covered.	Active Cvent user who manages a venue profile and RFP responses.	Laptop & Cvent Supplier Network Login Credentials.	$150 ~~Full Price: $295~~
New Bundle (Cvent Supplier Professional Certification Exam & Two Training Workshops) BEGINNER 	This session, includes in-person training and preparation for the exam. Training Camp Workshops included: • Understanding the Planner's Perspective & Managing Your Profile. • Lead Management Best Practices & Administrative Account Features.	Active Cvent user who manages a venue profile and RFP responses.	Laptop & Cvent Supplier Network Login Credentials.	$400