

# EMAT



**A unique system for the accreditation of media, officials and participants at sports events, conferences and shows.**

EMAT (Event Media Accreditation & Ticketing) handles the event accreditation, ranking, badging and ticketing of press, officials and participants at any event – sporting, political or corporate. It is an add-on module for ComPic, our proprietary badging software, and can also be combined with ComPicWeb, our web-based badging module for access via a web browser.



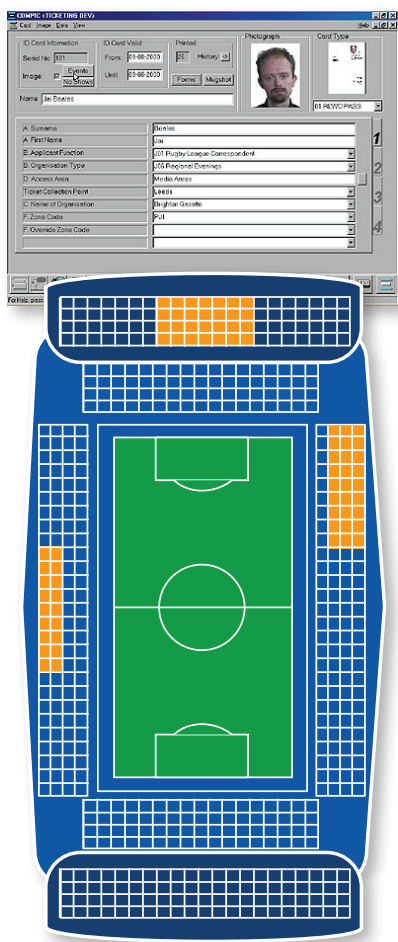
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## How it works

### Event set-up

EMAT is configurable to match the needs of your event. It works in conjunction with ComPic and the Badge & Track module, allowing you to create a waitlist, set ranking and allocation and create seating plans. Up to 200 options are available within each event (for example seminars, door entry points, sports matches, lunch bookings) and each event is set up with a unique reference and corresponding key data. This is used by the system for linking back to online registration and allocation of specific badge designs and access rights for applicants.

Triggers are set to automatically allocate event bookings for a chosen group of applicants, for example by job title, where all journalists are booked to the press box and photographers to photographic positions.



### Allocation and Event Seating

Enter the capacity of the venue, and the system will prioritise and allocate applications for booking and seating according to chosen criteria – this is done automatically and may be manually adjusted.

Confirmation of total places available, already allocated and wait listed at any given point can be viewed on screen or printed as a hard copy report.

EMAT has an easy to use, graphical representation of a venue making it easy to view a seating area or position allocation. User defined seat/position values are linked to the 'ranking' of attendees, and a multi-page grid-based graphic shows the position of each attendee by name, organisation, UID – viewable on screen or printed.

All seating/table plans created within the application are linked to the wait and allocated lists. In this way, a badge holder is associated with an appropriate seat, based on the quality of the seat position and their own 'priority' position. Settings for assigning seat values are configurable in the set up screen.

### Database & accreditation setup

Data may be imported from a spreadsheet or 3rd party database, uploaded via web browser using ComPicWeb, or entered manually. Automatic or manual checking and security/approval stages are built into the process and a unique reference assigned to each record to link to the correct data, badge type, event booking, photo image. This unique reference is represented by a barcode, RFID number or other encoding technology in the badge and enables scanning, reporting and record retrieval.



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### Media passes and event tickets

Any data from the applicant's record can be represented on the printed media pass. You can choose from a range of pass sizes from credit card size up to A4 and design your passes to include logos and graphics. The passes can either be fully generated by the system or with pre-printed backgrounds ready to personalise with data and photo from the applicant record.

EMAT's embellishments feature allows you to indicate access rights or entitlements by way of a simple database-linked graphic. For example, a database field containing the entry 'French' triggers a French flag to be printed onto the badge, or entitlement to catering services is translated to a knife and fork symbol.

As well as producing media passes, the system may also be used for the design and printing of tickets, for example for press conferences or VIP meetings. Tickets may be printed singly or in batches using desk top printers and perforated sheets.

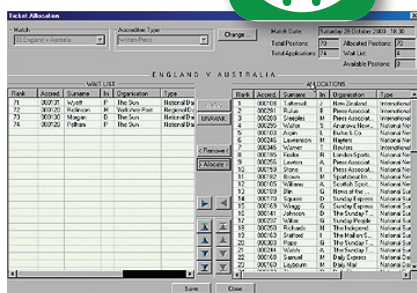
### Ranking

Ranking is one of EMAT's most crucial features. By entering the most important criteria for ranking an applicant for an event, an algorithm is created to calculate the appropriate priority based on (for example) job description, position, association to the teams/countries participating and the time of application relative to the event date.

The ranking algorithm also allocates access rights, seats/positions, either automatically or manually, as required. Allocations can be updated manually at any time to accommodate last minute changes or overrides.

### Reporting

The EMAT reporting module provides quick, easy reference reports for compilation of database record information and also the facility to customise templates for specific reporting needs. Standard reports include wait list, booking allocations, seating requests, seating allocations, event specific attendance, seat labels for allocated positions and graphs and pie charts of project data and system usage.



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**Call us to discuss your requirements.**