Event Management Solution

From time to time Human Resource Department will have their own company HR training event for all their company staff for better staff improvement and enhancement. Attendance of the event, certificate production after the training event is one of the task to be manage by most of the Human Resource Manager. Autotrack team with their experience on the attendance marking during the event happening and data consolidation after event and certification printing for attendance appreciation give the data collection and management for the staff become much easier.

What we can do on Autotrack Event management solution?

Training invitation card printing.

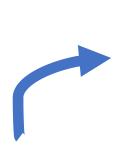
ID card printing on the day of training.

Attendance Marking during the training.

Reporting for attendee summary

Certificate printing after event.

How Autotrack On Demand Event Management Solution Work?





Step 1 – Import Staff
Data into Autotrack On
Demand Event
management via Excel
File.





Step 5 – Send out report for higher management on the attendance of the training.



Step 2 – Print out Invitation Letter or Event ID Card before the event start and distribute to the candidate.



Step 4 – Print out certificate in ID card format for each individual who management to finish the training.



Step 3 – Prepare 1 mobile computer at the entrances of the training room to capture the attendance of the participant.

