

Packages

A – Broadcast Producer

Have a Broadcast Producer come to the venue and run the event in the Live Studio to make sure that everything goes smoothly. If this is your first time hosting an event, this is a great option for that extra peace of mind.

Crew Included: Broadcast Producer

B – Encoder Support

Have a Broadcast Producer come to the venue to connect the audio and video feeds to the encoders (provided) and run the event in the Live Studio. This is the perfect solution if you already have an AV team filming the event and would like us to manage the broadcast.

Crew Included: Broadcast Producer

Equipment Included: 2 Encoders

C – Basic Auditorium

If you already have audio equipment, you can combine your own audio feed with our video feed and turn an audio webcast into a webcast with video. Have a crew come to the venue to film the event, connect the audio and video feeds, and run the event in the Live Studio to make sure that everything goes smoothly.

Crew Included: Broadcast Producer, Camera Operator

Equipment Included: 2 Encoders, 1 HD Camera

Additional crew members and equipment can be requested. For more information, see the Equipment

Options and Crew Options sections below.

D – Advanced Conference

Convert any space into a webcasting event studio. Have a crew come to the venue to film the event, connect the audio and video feeds, and run the event in the Live Studio to make sure that everything goes smoothly.

If there is a live audience, you can also add speakers, projectors, and screens to the package. For more information, see the Equipment Options and Crew Options sections below.

Note: Day Before Support required if the event start time is before 12pm local time.

Crew Included: Technical Director, Broadcast Producer, Camera Operator, Audio Operator

Equipment Included: 2 Encoders, 1 HD Camera, Lighting Kit, Microphones for Presenters

E – Studio Rental

If you don't have a space to run the event, we can find a studio for you, complete with the equipment you need to film and broadcast the event. This is a great option if you'd like absolutely everything taken care of for you.

F – Custom

Customize your package to suit any of your webcasting needs. Combine any of the equipment, crew options, and additional services below.

Items on list and what they do

Crew Options

Crew members can only set up, test, and run the equipment they provide.



Option	Description
Broadcast Producer	A dedicated crew member who runs and manages the Live Studio and any requested encoding equipment.
Audio Operator	A dedicated operator who manages an Audio Mixer.
Camera Operator	A dedicated operator who manages a HD Camera.
Remote Broadcast Producer	A producer who joins the event remotely to assist with pushing slides, conducting polls, and more. This is in addition to the Event Production Manager included with managed events.
Technical Director	An on-site primary contact who oversees all aspects of the event. Recommended for large-scale events.

Equipment Options

The following equipment is provided, set up, and tested by a crew member on the day of the event.

Option	Description
Audio Mixer	Device to control and monitor the volume audio quality of all microphones.
Display Monitor for Presenters	Monitor for presenters to see slides and moderate Q&A sessions. The monitor is in the presenters' line of sight but stays off-camera.
Encoders	Device to connect multiple audio and video feeds from any location and broadcast them into the event. We provide a primary and backup encoder to make sure the event runs as smoothly as possible.
Remote Broadcast Producer	A producer who joins the event remotely to assist with pushing slides, conducting polls, and more. This is in addition to the Event Production Manager included with managed events.
Technical Director	An on-site primary contact who oversees all aspects of the event. Recommended for large-scale events.
File Playback Device	Device to play pre-recorded videos into the event.
HD Camera	Camera to film the event video. Depending on the scale of the event, we can provide and film with multiple cameras for a more professional look.
Large Monitor for the Audience	Large monitor to display slides and other presentation content to the live audience. For small to medium-sized audiences.
Lighting Kit	A combination of lights for more professional-looking video.
Microphones for the Audience	2 hand-held microphones for the audience to ask questions during Q&A sessions.
Microphones for Presenters	Microphones for presenters to capture their audio. One microphone is provided for each presenter.
PA for Audience	Loudspeakers to allow the live audience to hear the presentation. We can bring speakers to suit any size of venue.
Projector & Screens	A projector and large screens to display slides and other presentation content to a large live audience.
Remote Speaker Acquisition	Method to broadcast remote presenter feeds into a live event. Available upon request.
Slide Clicker	Hand-held remote control that allows presenters to switch slides.
Staging for Cameras	Physical camera platforms and risers that allow the cameras a clear line of sight to the presenters when there is a live audience.
Telephone Hybrid	Device that allows our team to connect and send the audio at the location to a phone bridge. Often used as a backup connection. Requires a landline telephone.
Teleprompter	Monitor for presenters to read a script or other pre-written material while they present. Includes a dedicated operator.
Vision Mixer	Device that controls which camera is visible to the attendees watching the event online. Required for events with 2 or more cameras. Camera Operator required.

Additional Services

Option	Description
Dedicated Rehearsal Day (2 days before event)	Have a crew set up the equipment 2 days before the live event. On the day before the event, the crew runs a full rehearsal event and tests the equipment that will be used on the day of the live event.
Day Before Setup (1 day before event)	Have a crew set up and test the equipment the day before the live event. Required for Package D (Advanced Conference) if the event start time is before 12pm local time.
Site Survey	Have a crew come to the venue before the live event to check access points, internet connections, power sources, and the venue setup. Recommended for events that require equipment.