



SUNFLOWER'S VIRTUAL EVENTS PACKAGE

With virtual events still the best way to connect your team, clients and prospects, do you need help?

2020 has seen many events being cancelled or postponed. Sunflower Corporation are here to tell you that it does not have to be this way! The possibilities in online and virtual events are endless. We have worked on many new and exciting projects this year, learned new skills, and created connections across the globe, all without leaving our desks!

Our virtual Sunflower support package, below, covers everything that we can do to bring your event online. There's no need to postpone or cancel again, we can create an interactive and stimulating virtual environment for your event and manage the whole process from start to finish. We can take the stress away, giving you the time and space to focus on your content.

PRE-EVENT, SUNFLOWER CAN:

- build and manage a bespoke registration portal
- consult on attendee pre-event communication
- curate your event agenda
- produce a detailed technical running order and speaker briefings
- technical checks (including software updates)
- advise on virtual event platforms
- source and manage virtual entertainment / 3rd party suppliers, e.g. comedic host
- supplier liaison
- contingency planning

LIVE, SUNFLOWER CAN:

- manage admittance throughout the event, with live delegate list updates
- moderate chat
- host 'Ask A Question...' or helpdesk profile in chat
- line up live feed of questions to speakers
- manage breakout rooms
- create and push out live polls
- share holding slides and play background music during breaks (and music stings)
- set and share a countdown clock
- run main slide deck, allowing remote control by speakers
- 'spot light' panel sessions and speakers (and mute participants)
- manage the speaker green room
- run the helpdesk
- livestream to Facebook Live / YouTube Live / Vimeo

POST-EVENT:

- attendee communication and post-event survey
- review chat download, sharing key remarks
- post-event debrief and considerations for your next event

ADDITIONAL BOLT-ON SERVICES:

- manage attendee communication
- design and distribute customised attendee packs (e.g. print, break-time goodies, branded gifts)
- produce edited video montage of footage and stills taken from the event



SUNFLOWER
CORPORATION
taking the stress out of your events

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