



TAKING ADVANTAGE OF TECH:

Downloading the Update Your Event Company Needs

Kevin M. Dennis
CPCE, CWIP

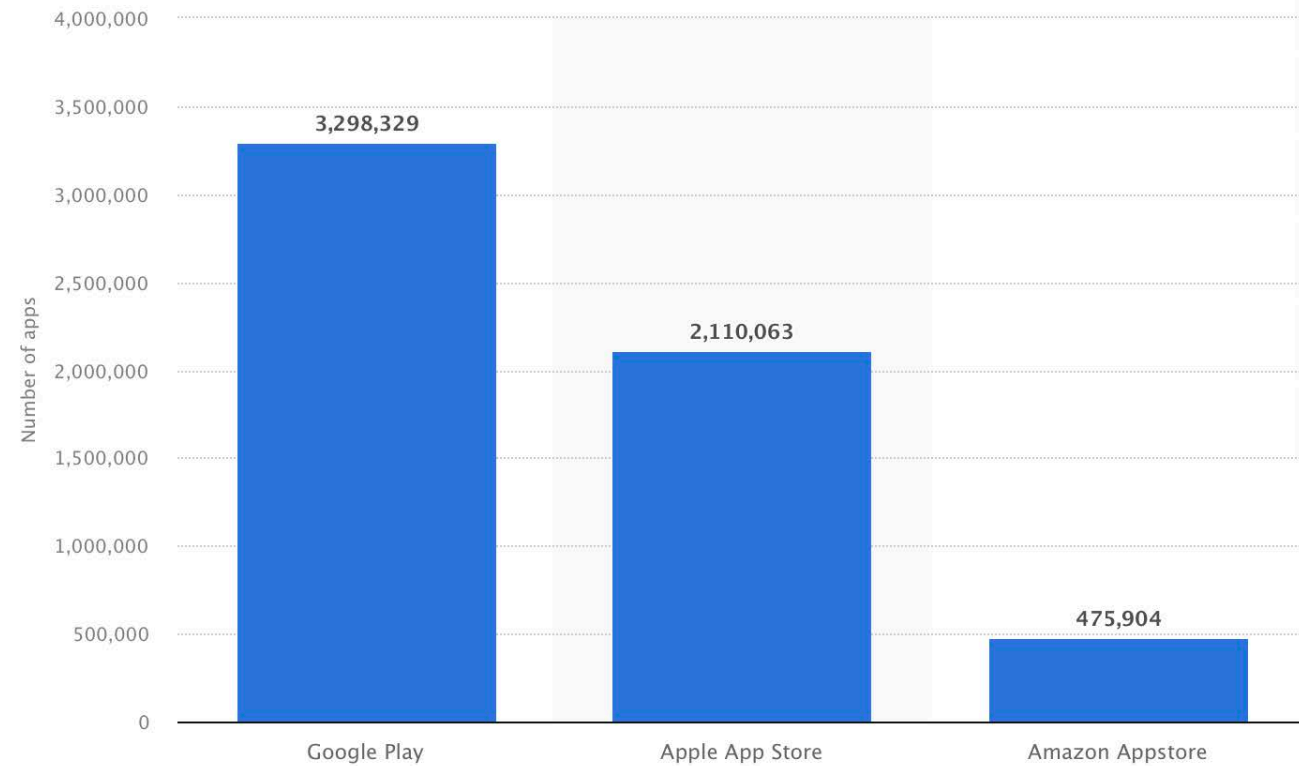


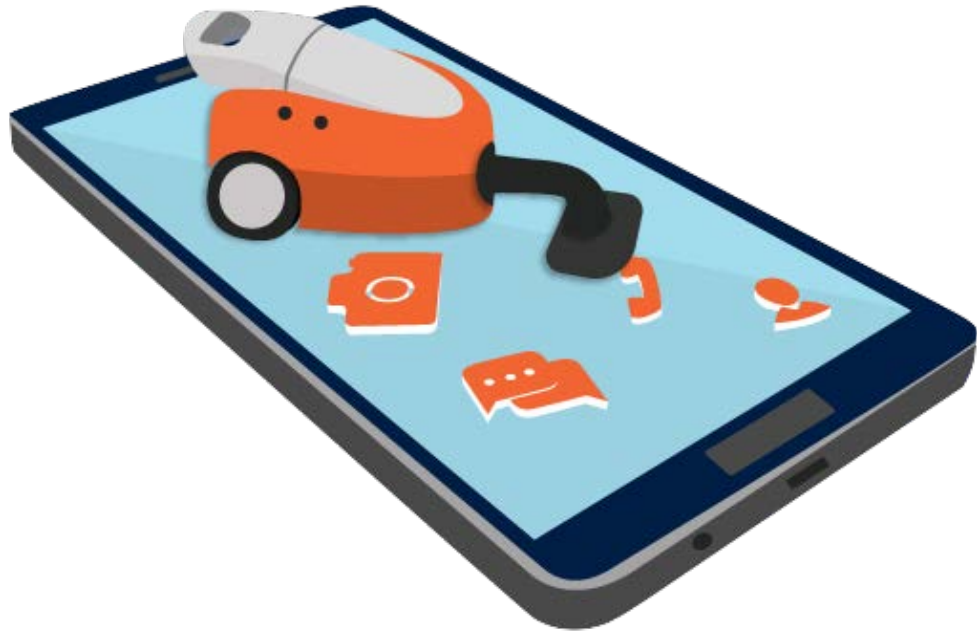


**KEEP
CALM
THERE IS
AN APP
FOR THAT**

App Facts

- The App Store launched in July 2008 with only 500 apps available
- Mobile apps are expected to generate over \$935 billion in revenue in 2024
- 21% of millennials open an app 50+ times per day
- 49% of people open an app 11+ times each day
- 70% of all US digital media time comes from mobile apps
- The average smartphone owner uses 10 apps per day and 30 apps each month







MY MUST HAVES



Note Taking Apps



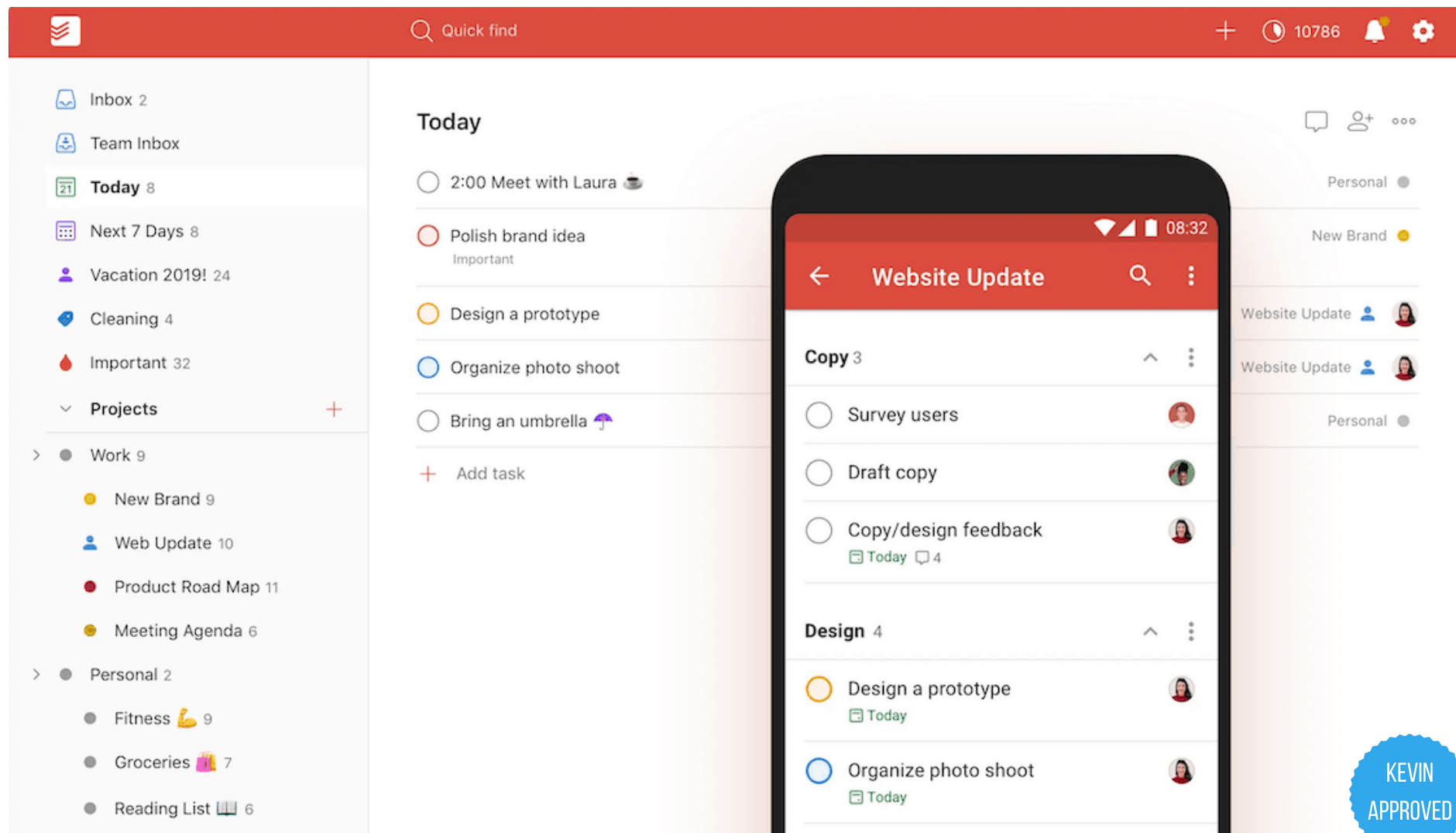
OneNote

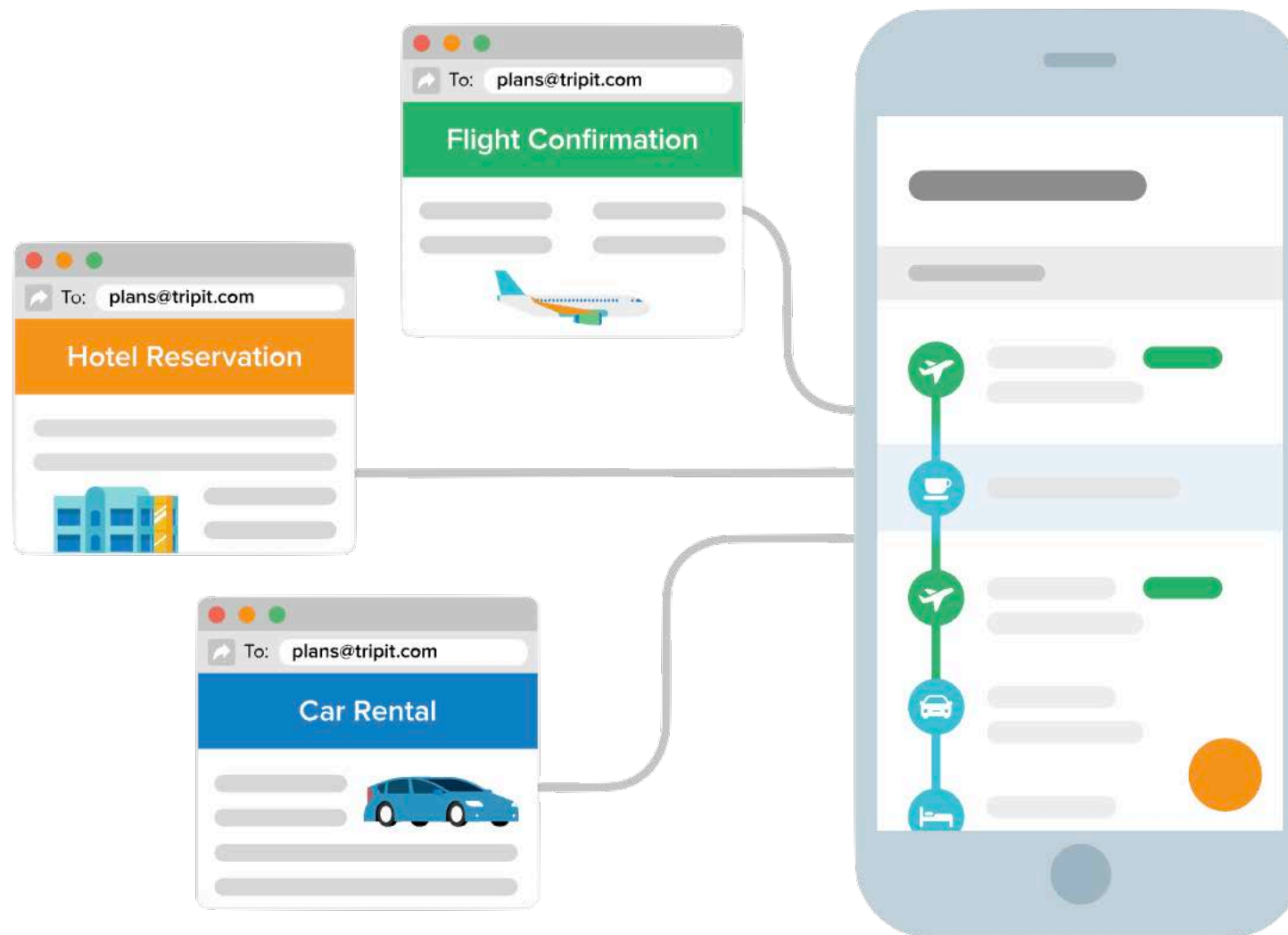


Evernote

reMarkable









Foxit PDF Editor Pro

- Fantasy Sound Event Services (PV)

~~5:00 - 5:30 pm~~

Ceremony

- Open to starting 5-10 min late if guests are still arriving

~~5:00 pm~~

Cake + Dessert Delivery

- Using OTV Platters to set out desserts

- Ashly - Primrose Bakery
- On the Vine Catering (PV)

~~5:30 - 6:30 pm~~

Cocktail Hour

- Bride + Groom appetizers to be served by OTV
- Signature drinks for bride and groom

- Nella Terra Cellars
- On the Vine Catering (PV)

~~5:30 - 6:00 pm~~

Family Photos

- Please have a detailed list of grouping for your photographer and a point person that knows your family to expedite family photos

- Brooke and Bryn (PV)
- Matter Video (PV)

~~6:00 pm~~

Bride + Groom to join Cocktail Hour

- Simply Lovely Events

~~6:30 pm~~

Tent doors open

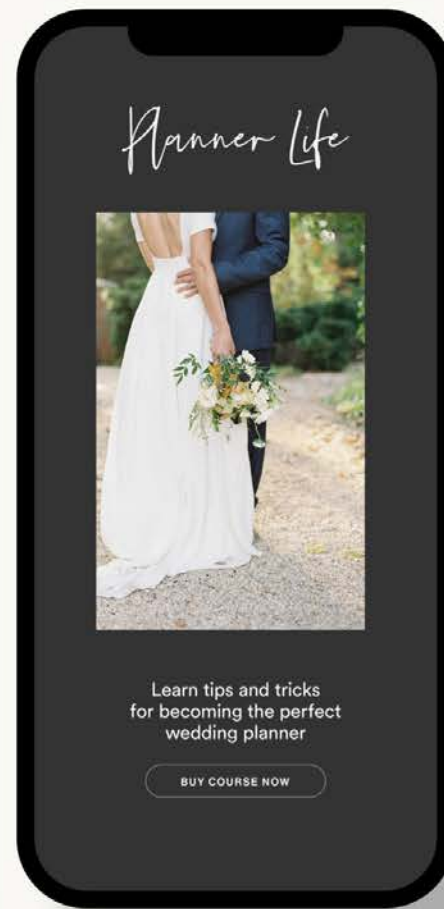
11:32 AM Wed Apr 27	Home	Edit	Comment	Drawing	View	Form	Fill & Sign												
Katie & Jeremy's Wedding - 4:22 Final.pdf										Megan & Tyler 4:10.pdf									

Florist	Nicole Ha	Nicole Ha	408.421.0388	
Lighting	Fantasy Sound Event Services	Lindsay Fogarty	925.373.1934	Scissor Lift on FS Invoice
Bakery	Cake Creations By Bev	Bev Tanaka	925.216.0482	
Officiant				TBD
Photographer	Corinna Rose Photography	Corinna Rose	630.205.5063	
Videographer	Fantasy Sound Event Services	Lindsay Fogarty	925.373.1934	
Rental Company	Pleasanton Rentals	Josina Sambrano	925.468.0624	
Photo Booth	Fantasy Sound Event Services	Lindsay Fogarty	925.373.1934	
Transportation	Livermore Wine Trolley	Lisa	510.999.9333	D/o: 4:00pm, 4:30pm, P/u:

EVENT TIMELINE

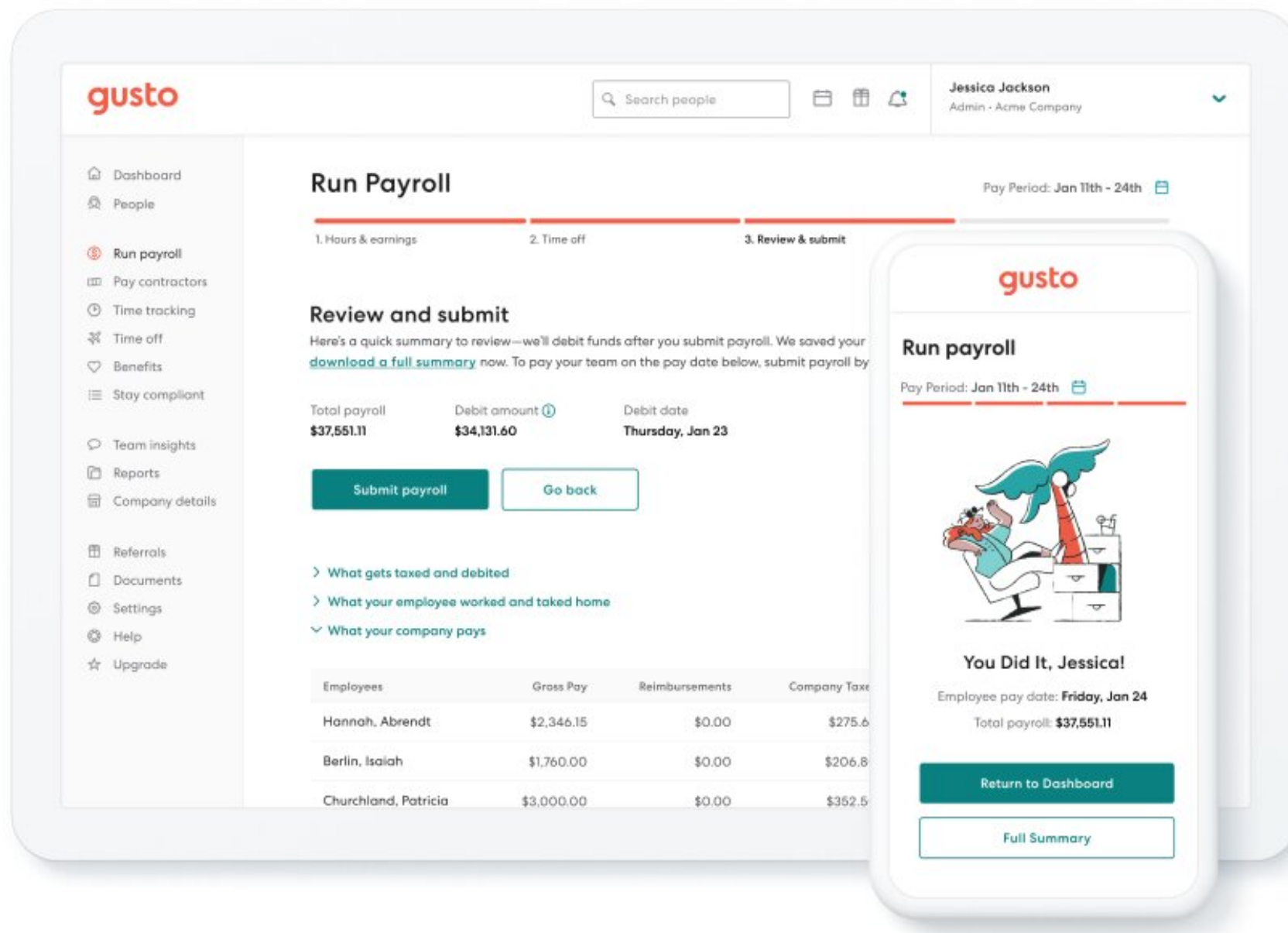
ITEM	TIME	NOTE
Photo Booth Opens		TBD
Photo Booth Closes		TBD
Client & Vendor Access	2:00 pm	
Bride Arrives	4:15 pm	First Look to Follow
Groom Arrives	4:15 pm	
Upon Arrival Beverage	4:00 pm	
False Start Time	4:30 pm	
Ceremony	4:45 pm	
Cocktail Hour	5:15 pm	Sign Marriage License. (Shane Galvan & Emily Zachow)
Seat Guests	6:15 pm	
Introductions	6:25 pm	Wedding Party, B&G
First Wine Pour	6:30 pm	
First Dance	6:35 pm	
Salad Service	6:40 pm	
Second Wine Pour	7:00 pm	
B&G Sunset Photos	7:05 pm	
Entree Served	7:10 pm	
Champagne Pour	7:30 pm	
Sunset	7:36 pm	
Toasts	7:40 pm	x4: FOB (Larry), MOH (Emily), BM (Shane), B&G
Specialty Dances	8:00 pm	F/D, M/S

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flodesk

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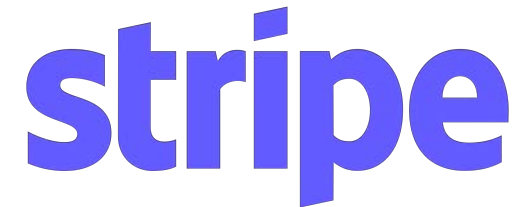
CRM Software



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Data Storage and Payment Processing



Drive



STAYING CONNECTED



Choose Appointment

Your Info

Confirmation

Returning? [Log In](#)

I would like to schedule...

Consultation (1 hour)

Meeting with Kevin (1 hour)

Consultation with Nick (1 hour)

Phone Meeting (1 hour)

On Site Consultation (1 hour)

DJ Meetings

DJ Pre-Planning Meeting- Over Phone (30 minutes)

DJ Pre-Planning Meeting- In Person (1 hour)

DJ Final Meeting (1 hour)

Please keep in mind that we will be finalizing all of your DJ details at this meeting, so it's very important that you have your Pre-Planning paperwork completed. If your paperwork is not complete at the meeting we may have to reschedule.

DJ Consultation (1 hour)

Final Meetings

DJ and Lighting Final Meeting (1 hour)

Please keep in mind that we will be finalizing all of your DJ and Lighting and Décor details at this meeting, so it's very important that you have your Pre-Planning paperwork completed and a finalized table layout. If your paperwork and layout are not complete at the meeting we may have to reschedule.

Lighting Meetings

Event Lighting Final Meeting (1 hour)

Please keep in mind that we will be finalizing all of your Lighting and Décor details at this meeting, so it's very important that you have your table layout finalized. If your layout is not finalized at the meeting we may have to reschedule.

Doodle

Mutually agree on a time

Enter your name in the input field below and check the box for times when you are available.

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Monthly Meeting

Poll initiated by John | 1 | 0 | less than a minute ago

When do you have time for our monthly meeting?

Table view



This is an example date/time poll.

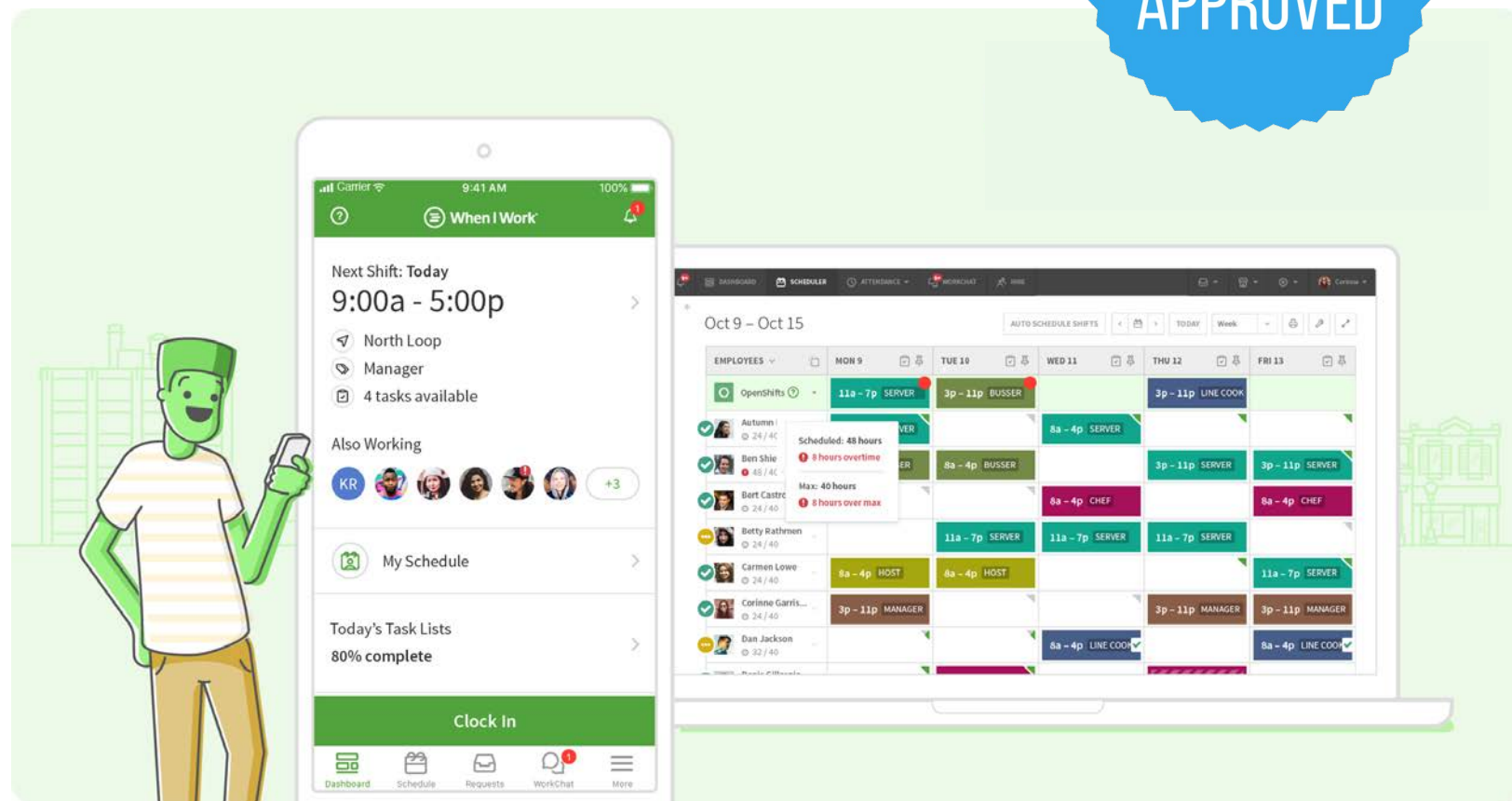
[Learn more ...](#)

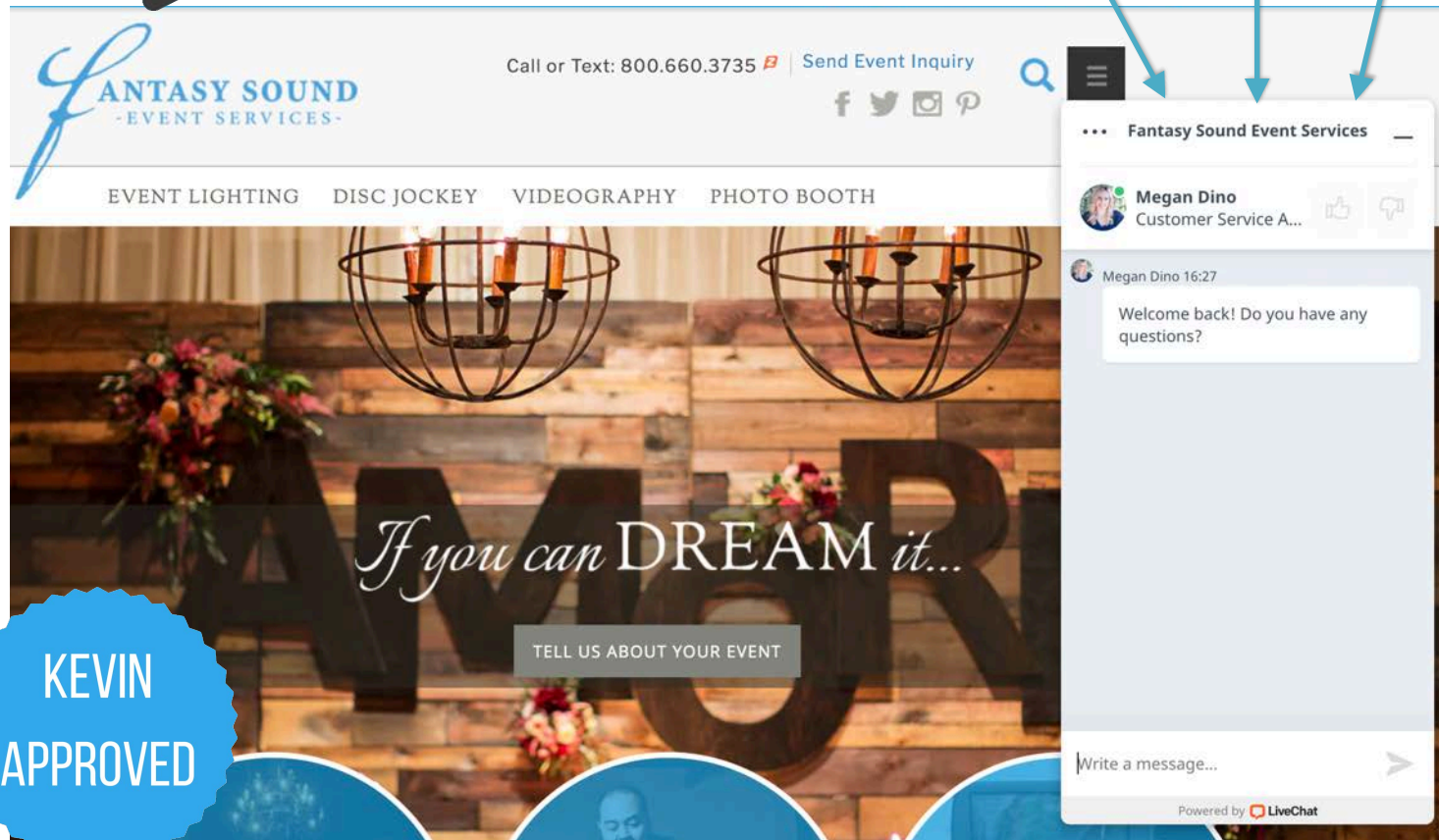
March 2016				
Thu 17	Fri 18		Mon 21	
12:00 PM – 2:00 PM	9:15 AM – 11:15 AM	2:45 PM – 4:45 PM	9:15 AM – 11:15 AM	2:45 PM – 4:45 PM
<div>Ms. Busy</div>	✓		✓	✓
<div>Your name</div>				
0	1	0	1	1
Cannot make it				
Save				

- Easiest way to schedule meetings/ appointments with multiple people
- Easily visualize availability
- Great way to give clients multiple meeting options
- Starts free but will incur fees to open up more options



- Simplest way to schedule your employees
- Serves as a time clock
- Mobile app allows employees to clock in anytime and at any location





- Take advantage of all the people browsing your website
- Don't make your customers wait
- LiveChat is faster than email and more efficient than a phone call
- Clients can chat with you during their workday

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VoIP Solutions

COMCAST
BUSINESS

zoomphone

8x8

ORGANIZATIONAL GO-TOS



Airtable

Interfaces **NEW**

☆ Fantasy Sound - Event Photos ▾

SHARE HELP ?

WEDDINGS/EVENTS ▾

Add or import

AUTOMATIONS APPS

VIEWS Grid view Hide fields Filter Group Sorted by 1 field Color Share view

Find a view

Grid view ✓

Gallery view

Create... ▾

Grid +

Form +

Calendar +

Gallery +

Kanban +

Timeline +

Gantt +

New section +

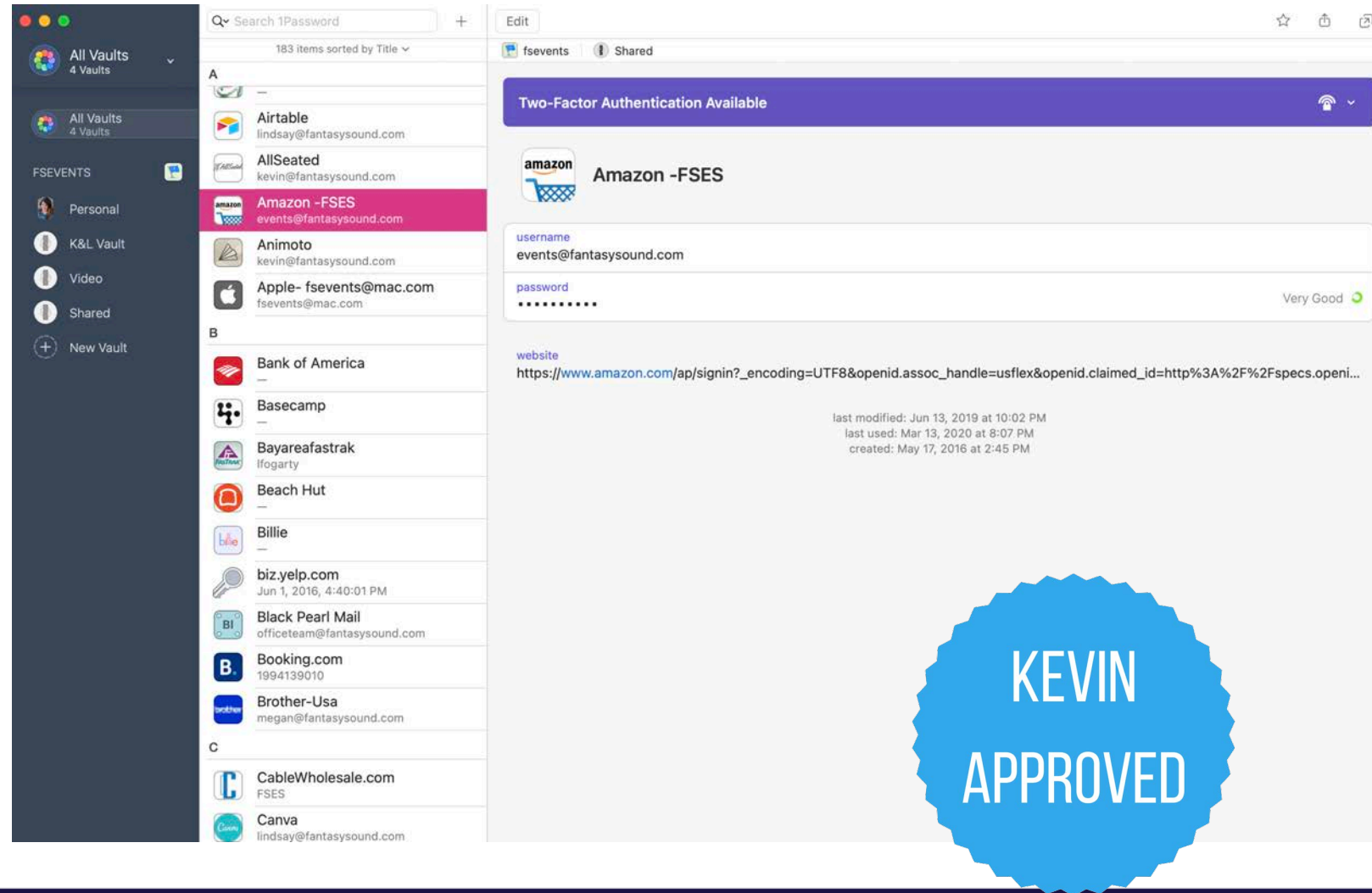
	A Couple's Name ▾	Wedding Date ▾	Reach Out to the photographer for photos ▾	A Photographer's Email ▾	A Photographer's G
1	Elaine and Kevin	5/21/2021	Photos on File		
2	Thuy and Kehiem	6/26/2021	Photos on File		
3	Tiffany and Jesse	11/14/2021	Photos on File	emma@etherandsmith.com	https://mcgowanstud
4	Katie Klein and Ben Brown	11/21/2021	Photos on File	weddings@hazylanestudi...	-
5	Michael and Linda	2/20/2022	Email Sent Follow Up Sent Waiting on Photographer	mokphotoandfilms@gmai...	
6	Arthur and Julie	2/20/2022	Email Sent Follow Up Sent Unresponsive	bookings@encompasswe...	
7	Vicky and Isaías	2/25/2022	Email Sent Follow Up Sent	monica@monicalamphoto...	
8	Istefanie and Marius	2/25/2022	Email Sent Follow Up Sent	Ryan.Trinidad@247media...	
9	Vivian and Simon	2/27/2022	Email Sent	wilson@babybluefilm.com	
10	Liz and Marco	2/27/2022	Signed a non-disclosure so no photos for this one.	info@toanven.com	-
11	Zala and Naim	2/28/2022	Email Sent Follow Up Sent	hello@joyphotoandvideo....	
12	Nayeli and Scott	2/28/2022	Photos on File	anna@annahoganphotogr...	
13	Jalen and Marie	3/25/2022		freezetime.us@gmail.com	
14	Jessica and Kurt	3/25/2022	Photos on File	hannahberglundphotogra...	
+					
+					

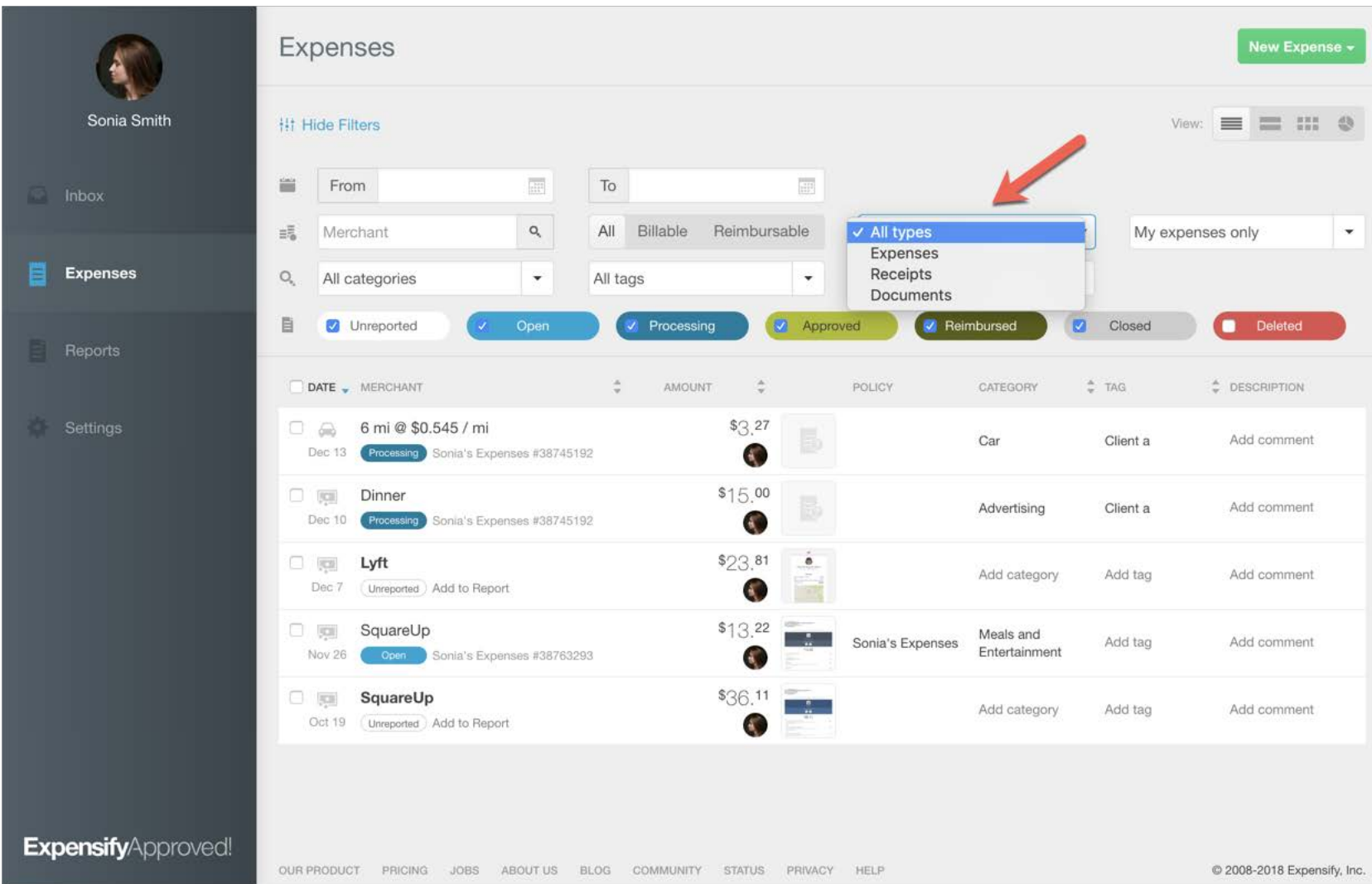
14 records

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1Password

- The perfect solution for those of us that can't keep up with a million passwords!
- It is a secure option to share passwords with your team members, whether they are in the office or remote.
- Create groups & folders to ensure the correct people have access to the passwords they need.
- Integrates seamlessly with all major web browsers.





The screenshot shows the Expensify web interface for user Sonia Smith. The left sidebar contains navigation links: Inbox, Expenses, Reports, and Settings. The main area is titled 'Expenses' and includes a 'New Expense' button. Below the title are filter options: 'Hide Filters', 'View' (list, grid, pie), and a date range selector. A dropdown menu is open, showing 'All types' (selected), 'Expenses', 'Receipts', and 'Documents'. Below the filters are status buttons: Unreported, Open, Processing, Approved, Reimbursed, Closed, and Deleted. The main table lists expenses with columns for DATE, MERCHANT, AMOUNT, POLICY, CATEGORY, TAG, and DESCRIPTION. The table contains five rows of expense data.

DATE	MERCHANT	AMOUNT	POLICY	CATEGORY	TAG	DESCRIPTION
Dec 13	6 mi @ \$0.545 / mi	\$3.27		Car	Client a	Add comment
Dec 10	Dinner	\$15.00		Advertising	Client a	Add comment
Dec 7	Lyft	\$23.81		Add category	Add tag	Add comment
Nov 26	SquareUp	\$13.22	Sonia's Expenses	Meals and Entertainment	Add tag	Add comment
Oct 19	SquareUp	\$36.11		Add category	Add tag	Add comment

ExpensifyApproved!

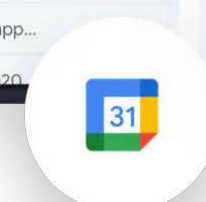
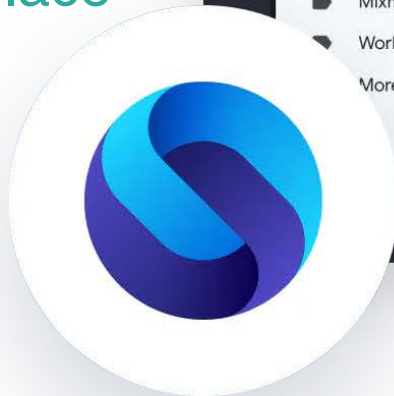
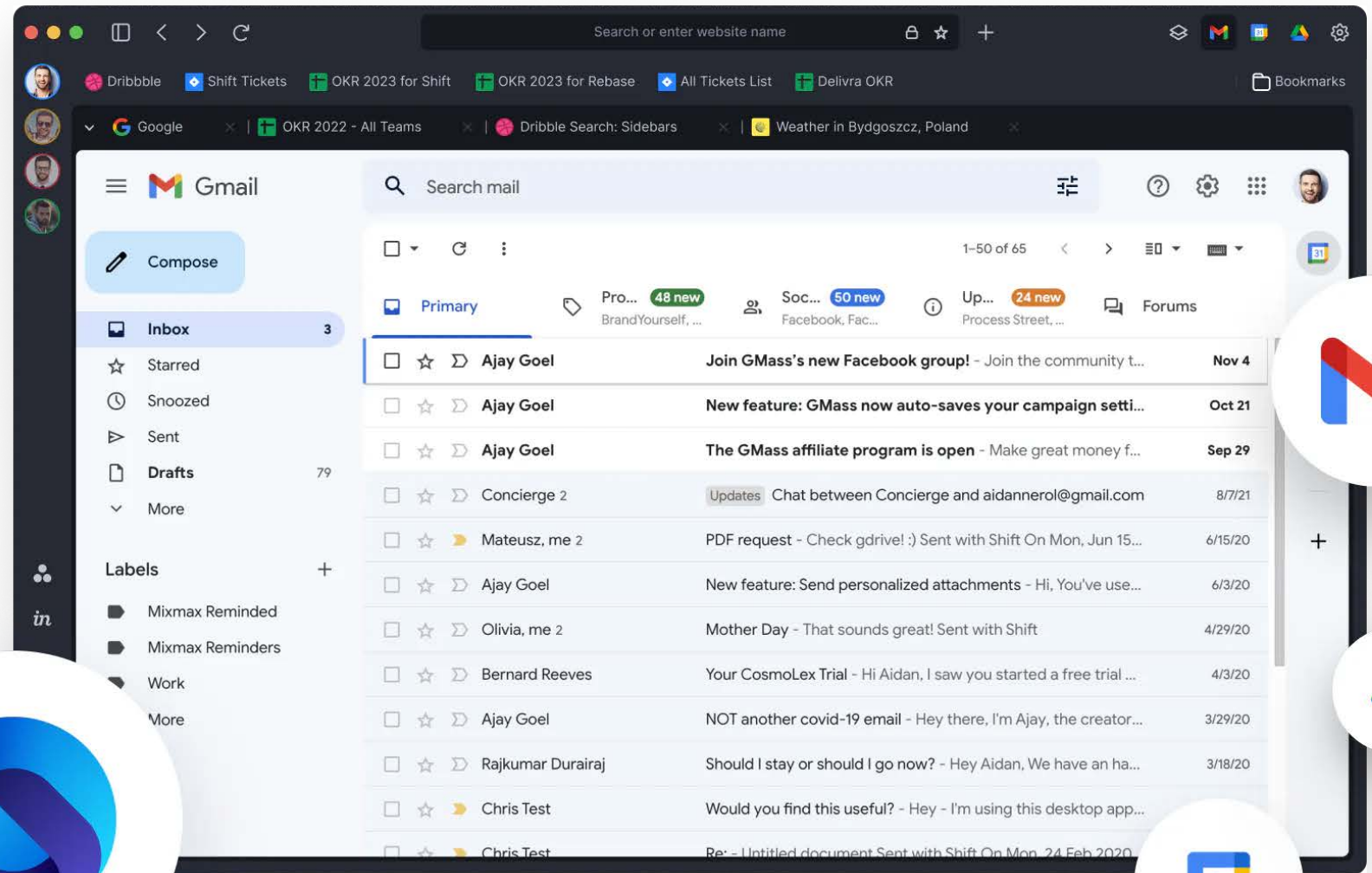
OUR PRODUCT PRICING JOBS ABOUT US BLOG COMMUNITY STATUS PRIVACY HELP

© 2008-2018 Expensify, Inc.

- The easiest way to keep track of your expenses and receipts on the go.
- Can share with others in your group to keep track of the total to make reimbursing painless.
- Prevent the taxes headache!



- A desktop app for streamlining your accounts, apps, and workflows
- Connect multiple email accounts, apps, and extensions all in one place





- Make it easier for your clients to work with you!
- Legally binding electronic signatures.
- Extremely user friendly and customizable.

Sign documents

Bulk send

Home

Templates

Documents

Teams

Integrations

Pricing

Products

Privacy and legal

Documents

Your documents

Status ▾

Name	Status	Pending	Updated	
Tong-Yu EL Contract	<div>Pending signature</div>	2	11:27am	<div>Email reminder</div>
Kallas-Foley DJ Contract	<div>Pending signature</div>	2	Yesterday	<div>Email reminder</div>
Release Agreement	<div>Pending signature</div>	1	Yesterday	<div>Email reminder</div>
Khine-Hung EL and PB Contracts	<div>Pending signature</div>	2	Yesterday	<div>Email reminder</div>
Giustiniani/England Finalization Form	<div>Signed</div>	-	Yesterday	<div>Download PDF</div>
Pham/Tran Lighting Addendum	<div>Signed</div>	-	Yesterday	<div>Download PDF</div>
Earl/Henderson Lighting Addendum	<div>Pending signature</div>	2	Yesterday	<div>Email reminder</div>
Barun-Atkinson EL Contract UPDATED	<div>Signed</div>	-	Yesterday	<div>Download PDF</div>



ClickUp

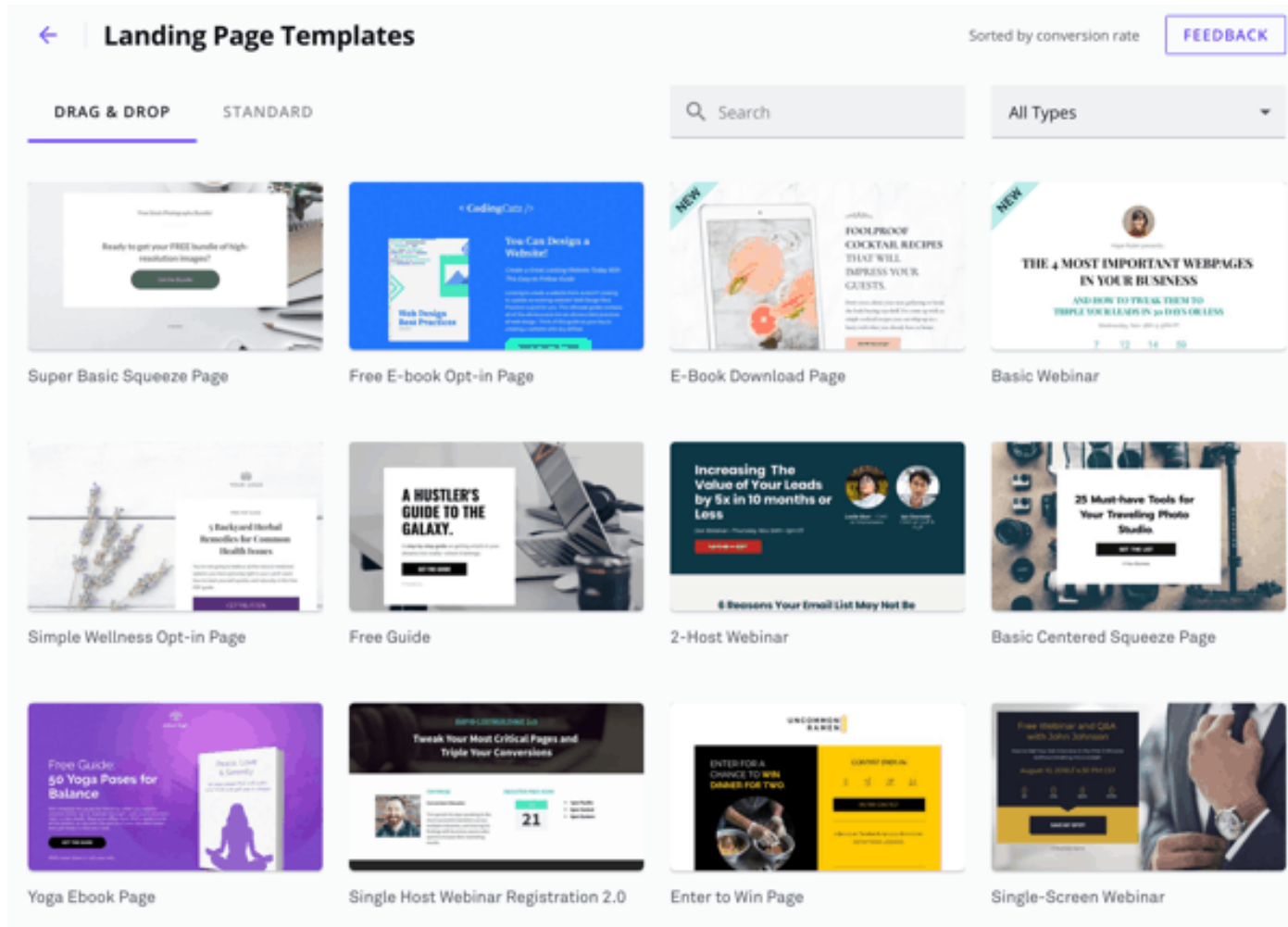


Notion



Basecamp

BEHIND THE SCENES

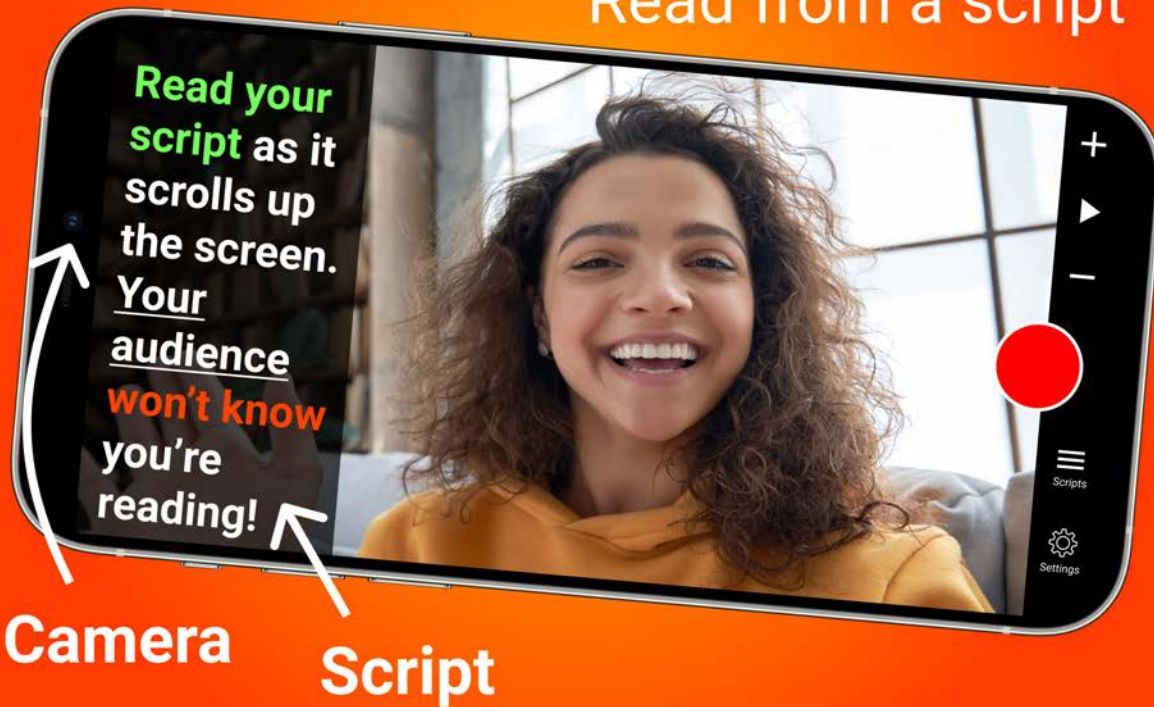


- Quickly and easily create aesthetically pleasing landing pages to collect qualified leads.
- No coding knowledge required! A simple drag and drop style makes page design painless.
- Also includes analytics to track your conversions.



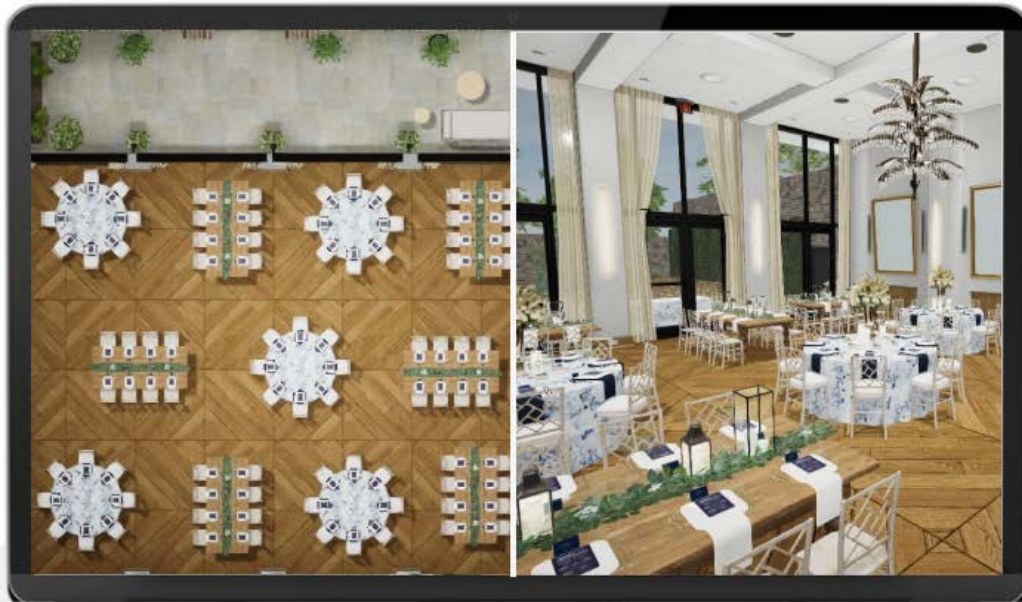
TELEPROMPTER FOR VIDEO

Create perfect videos
Read from a script



- Looking to up your Reel, Story, or TikTok game but can't speak off-the-cuff?
- Record yourself and read through your script at the same time to maintain your professional image.
- You can also use your script to create video captions!

merri



- Create a 3D rendering of your entire event, all the way down to the tablescape and place cards.
- Start off by creating a vision board, then utilize the drag-and-drop functionality to design the space to assist your clients with visualizing.
- Includes tenting and draping options!



Search free high-resolution photos



Explore

Advertise

Blog

Log in / Sign up

Submit a photo



Editorial

Current Events

Wallpapers

3D Renders

Textures & Patterns

Experimental

Architecture

Nature

Business & Work

Fashion

Film

Food & Drink

Health & Wellness



Unsplash

The internet's source of freely-usable images.
Powered by creators everywhere.



Search free high-resolution photos



Trending: flower, wallpapers, backgrounds, happy, love



SQUARESPACE

Photo of the Day by Pawel Czerwinski

[Read more about the Unsplash License](#)

All you need to create a website.

Our Event Services Open House is on Wednesday, February 7th, 2024!

Join Us!



Call or Text: 800.660.3725 | [Send Event Inquiry](#)



EVENT LIGHTING | DISC JOCKEY | COORDINATION | PHOTO BOOTH | HOLIDAY LIGHTS & DECOR

If you can DREAM it...

TELL US ABOUT YOUR
EVENT

KEVIN
APPROVED



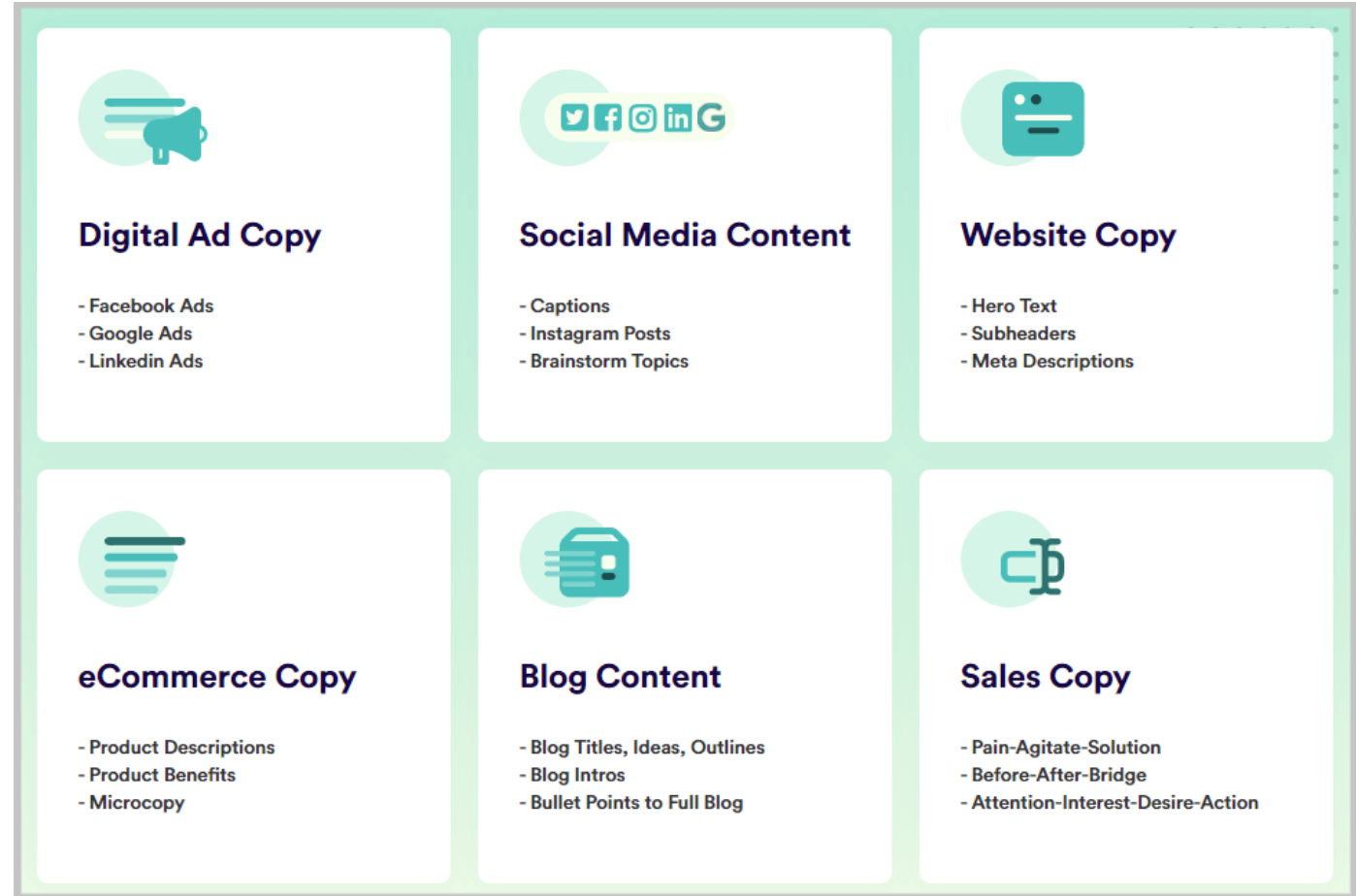
- Always visible on your website.
- Great way to promote special events, sales, etc.
- Can A/B test different options.
- Track your conversion and click rates with extensive analytics.

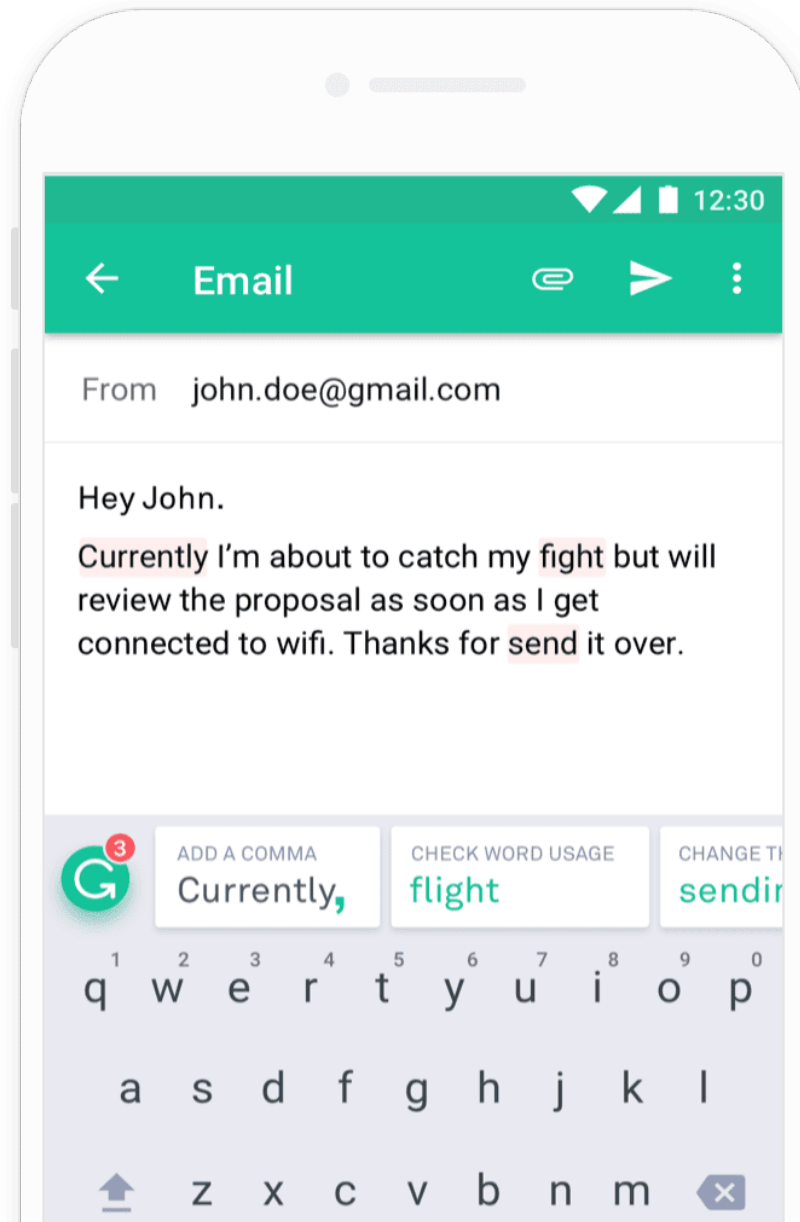
AI

It's not the enemy.

copy.ai

- Put an end to your writer's block.
- Select what type of copy you're looking to create, describe what you're trying to promote, and receive several different copy options that you can tweak and use.
- Saves valuable time!





ChatGPT



- Use it to give you a starting point for blog posts, newsletters, social posts, etc.
- The more you use it, the more ChatGPT will get your voice.
- Also, remember that you can give it your brand information when asking it to write something for you or give you ideas.
- If you are having it, write something for yourself. You ALWAYS have to read it and rewrite it.



- This AI tool will help you create viral social media videos.
- It helps you create ideas, generate a script/outline, and schedule your content for YouTube, TikTok, Facebook, LinkedIn, and Instagram.



Zoom AI Companion

- Most of us are already using Zoom, but they have added AI features to make our meetings more productive.
- Recordings can be rewatched quicker with smart haters, summaries, and next steps.
- They can generate a summary that can be shared via email or chat.
- Gather insights from attendees of webinars, etc.
- Have chat threads summarized and so much more

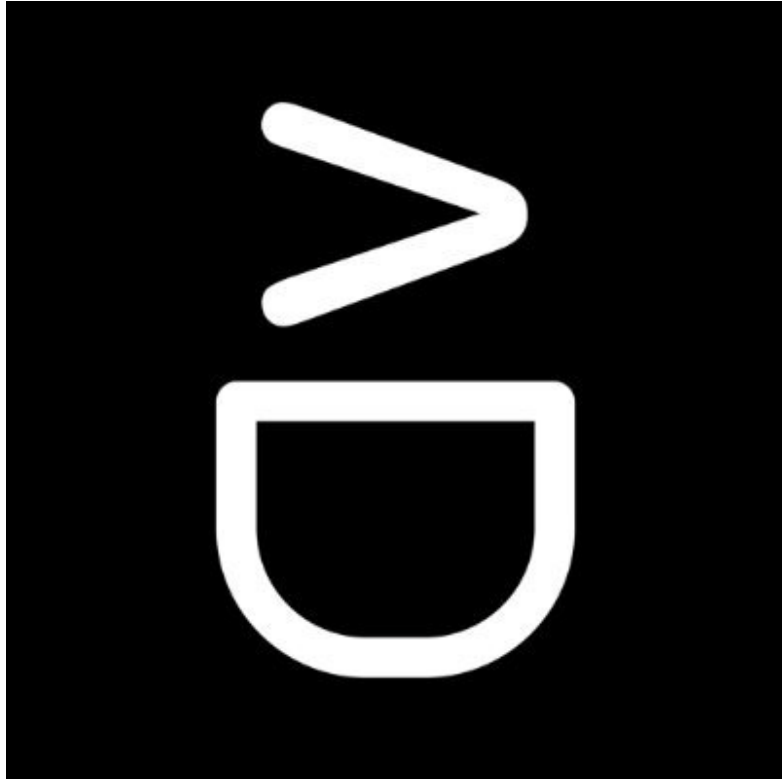


Otter.ai

- Get the most out of meetings with this app.
- You can connect it to auto-join Zoom, Microsoft Teams, or Google Meet to take and share meeting notes. It will join you at the time of the meeting even if you are running late or can't make it at all.

What's On the Horizon

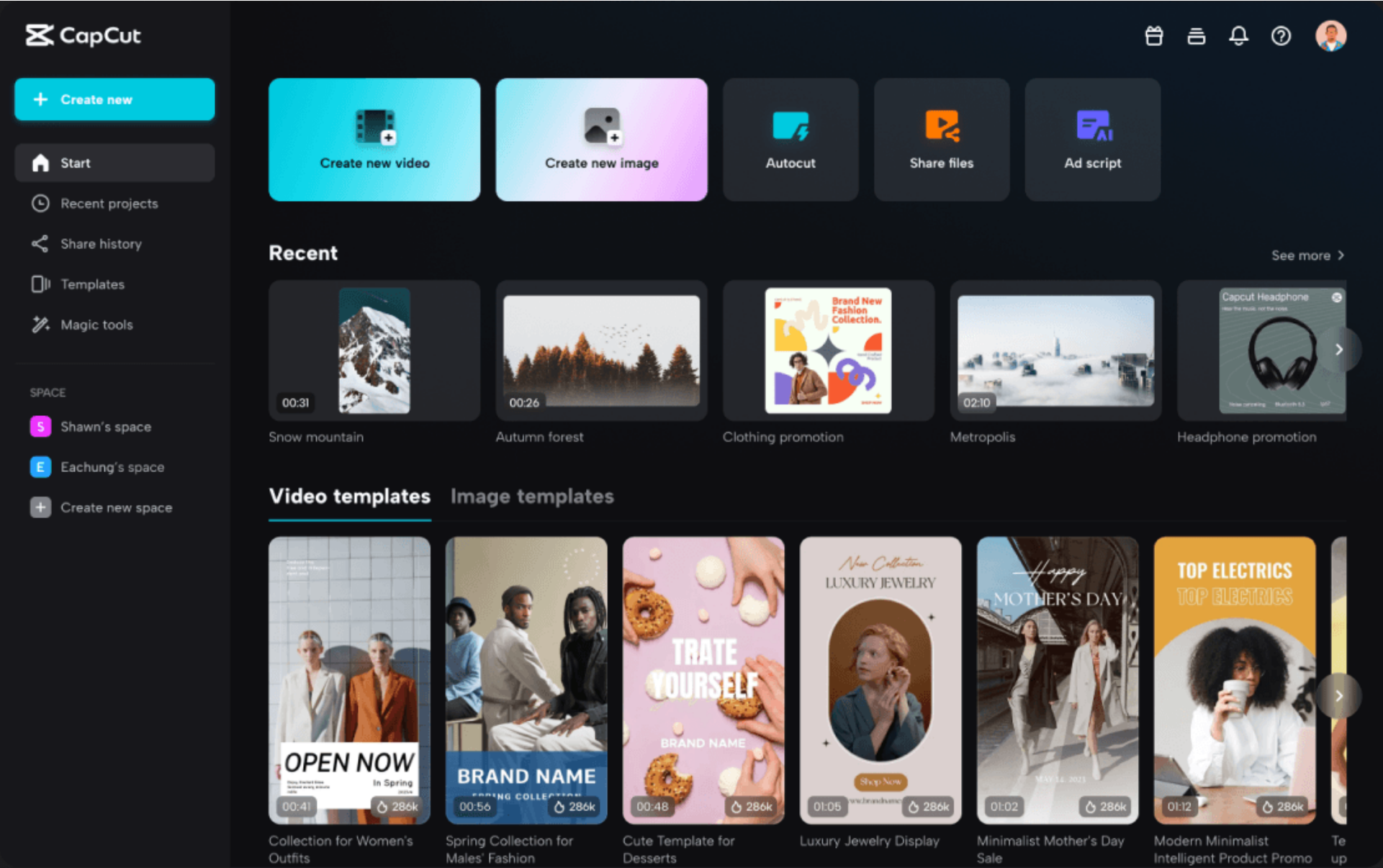
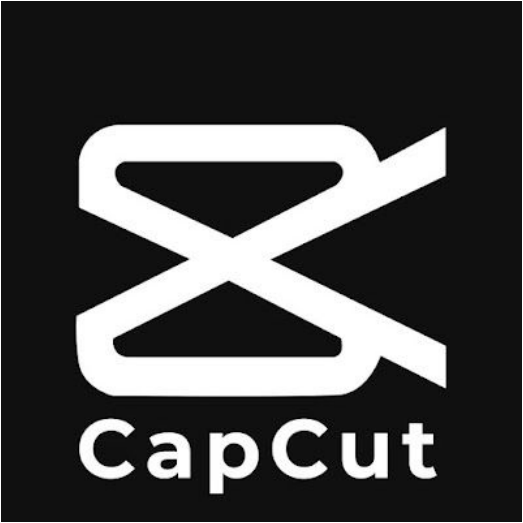
- Video Editors
- Audio Editors
- Photo Editors
- Graphic design and image creation
- Email generator
- Slidedeck creators
- SEO
- Data Analysis



The Deep View: AI Newsletter

www.thedeeview.ai

WHAT'S ON MY RADAR





Everything you need to create a professional presentation now in one place



Save Countless Hours In Graphic Design

Spend more time on the things that matter to you, your business.



Create Impressive Presentations

Create visual presentations that are both engaging and attractive.



Get Unlimited Free Updates

Unlike our competitors we do update our library every week.





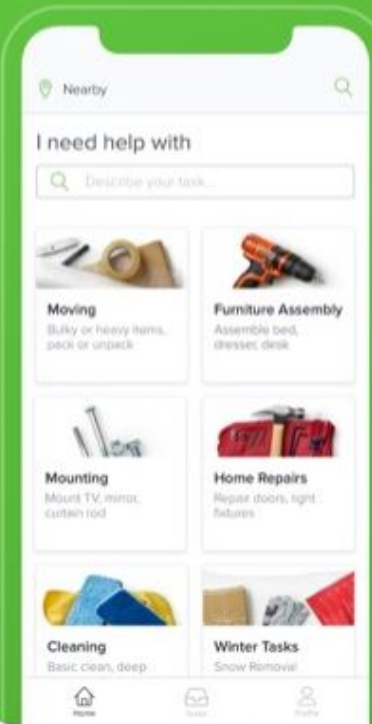
- Falling behind with tasks at home?
- TaskRabbit will help you find reputable individuals to help check things off your to-do list at home.
- Like Uber but for handy people!

The convenient & trusted way to get things done at home

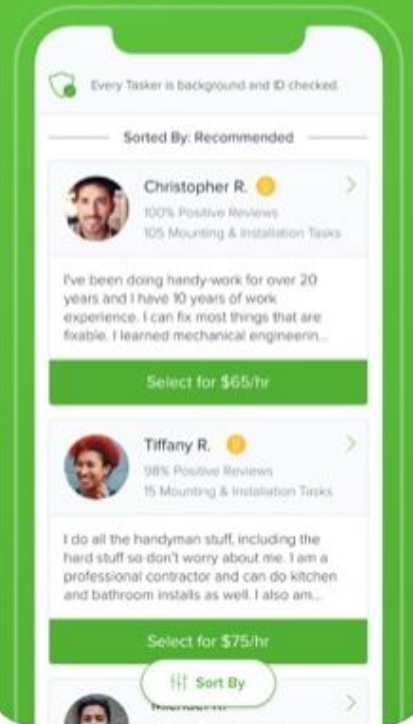
Furniture Assembly
Home Repairs
Help Moving
Cleaning
Mounting
Yard Work
Shopping
Delivery
Lifting
and more...



Find help for everything on your to-do list, from assembly to moving.



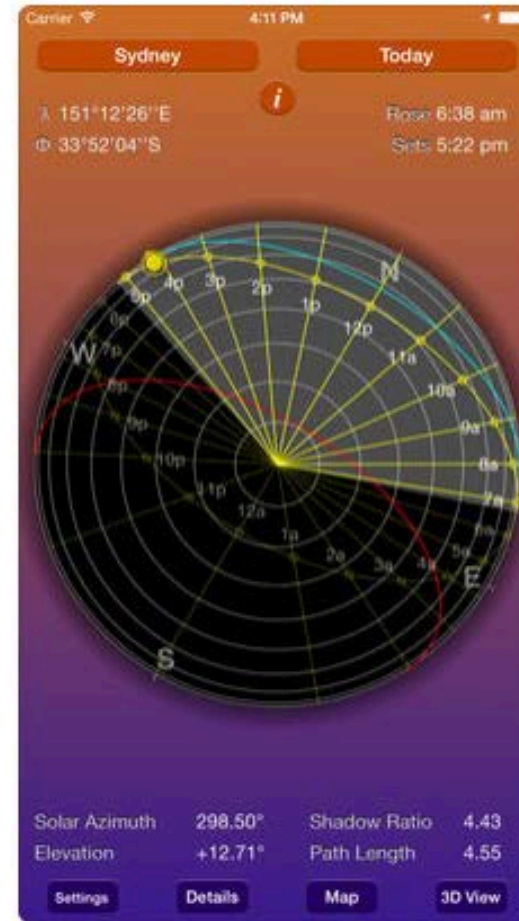
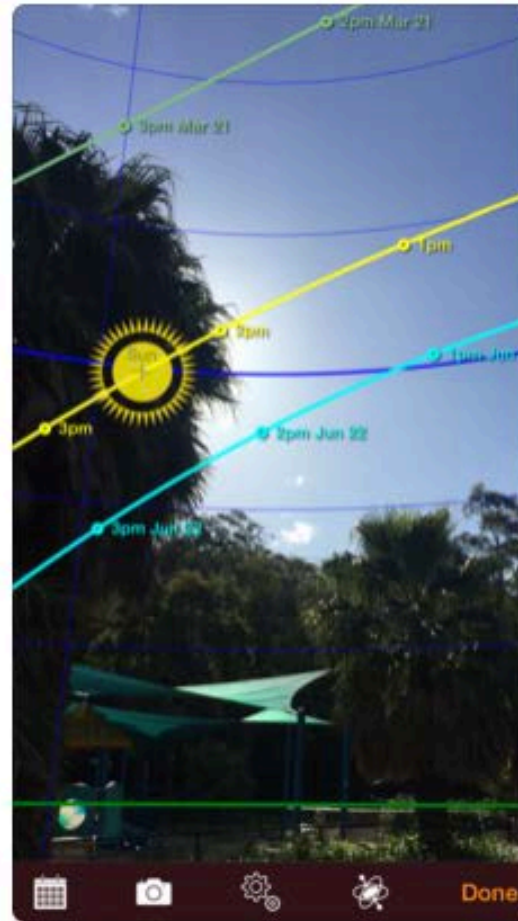
See reviews and ratings from 140,000+ carefully vetted Taskers





SUN SEEKER

- Worried your couple may be staring directly into the sun when they say I Do?
- Sun Seeker will show exactly where the sun will be at your specific location at a specific time.
- Can also help manage shadows and uneven lighting.



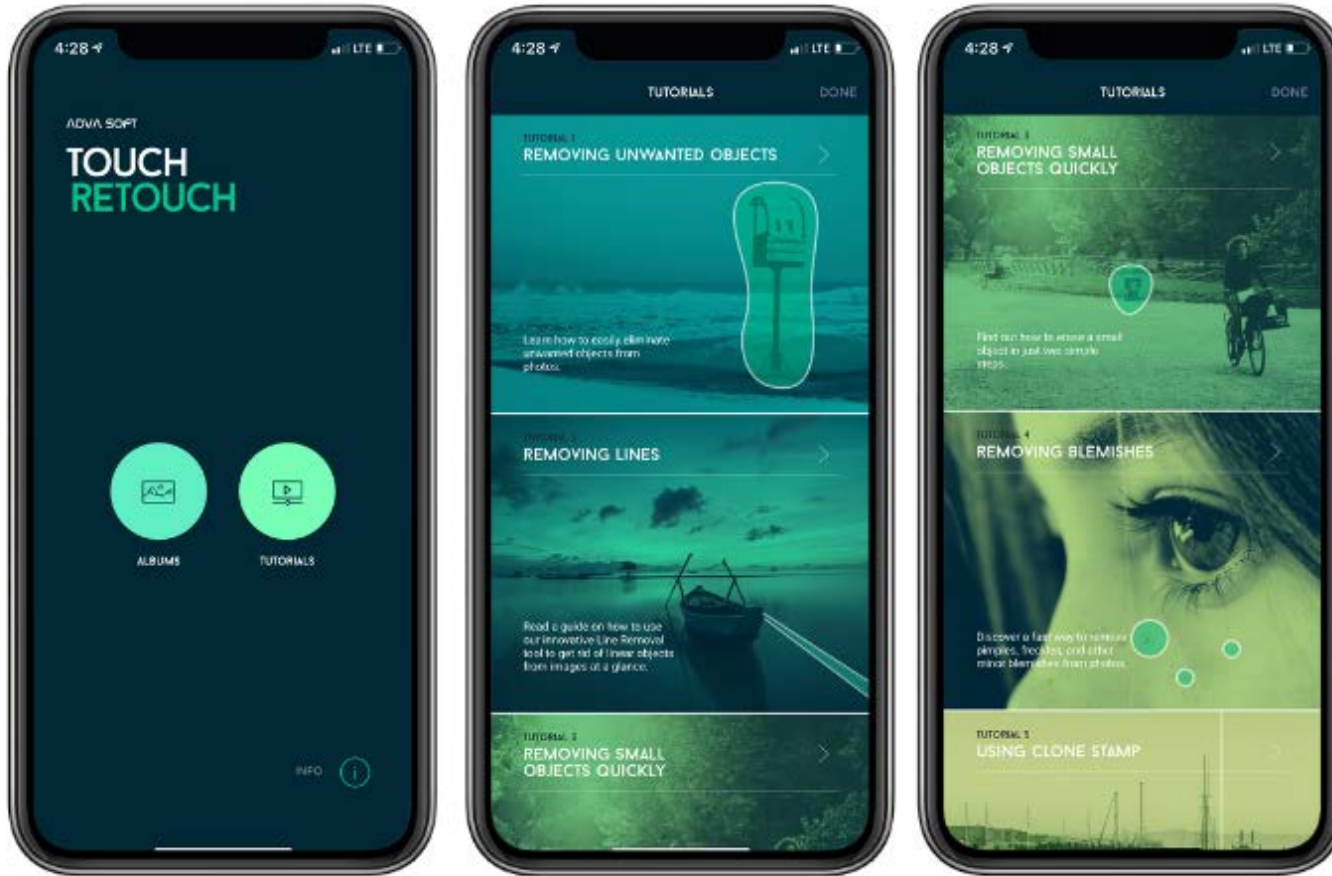
Trainual

The screenshot displays the Trainual dashboard interface. On the left is a sidebar with navigation links: Dashboard, Subjects (highlighted), Templates, Users, Reports, My Desk, Forum, Library, and Settings. Below these is a 'My Progress' section showing 33% completion with a progress bar, a user profile picture, and a notification bell icon. The main content area is titled 'Subjects' and features a search bar, a 'Filters' button, and an 'Add Subject' button. It contains six subject cards arranged in a 3x2 grid:

- Welcome to Trainual**: Published, Last updated: 24 minutes ago. Average completion: 0%. Users: AW, BS, AW, +3.
- Company Basics**: Published, Last updated: 43 minutes ago. Average completion: 0%. Users: AW, AW, AT, BS, +9.
- Human Resources**: Published, Last updated: 43 minutes ago. Average completion: 0%. Users: AW, AW, BS, CM.
- Intro to Sales**: Published, Last updated: 43 minutes ago. Average completion: 0%. Includes an 'Assign Users' button.
- Media Requests**: Published, Last updated: 43 minutes ago.
- Social Media Managment**: Published, Last updated: 43 minutes ago.

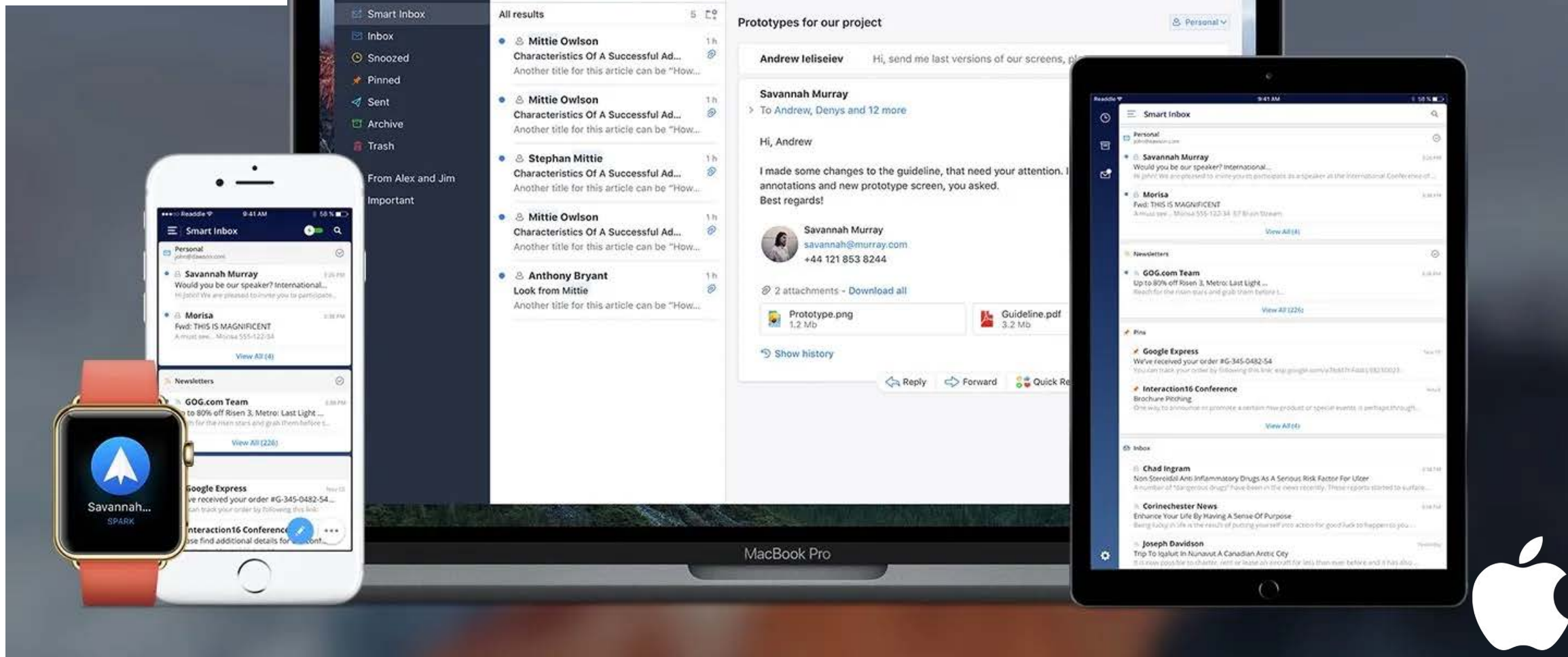


TOUCHRETOUCH

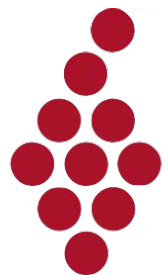


- Edit photos on the go!
- Remove unwanted objects, lines, and blemishes with the tap of a finger.
- Gives a more professional feel to your cell phone pictures

spark

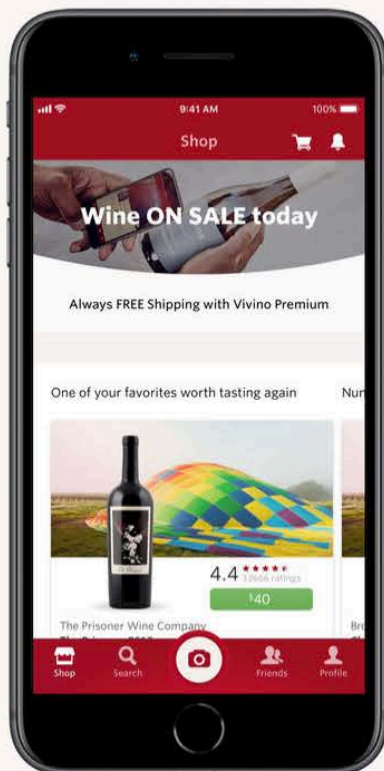


catersource® + THE SPECIAL EVENT®



VIVINO

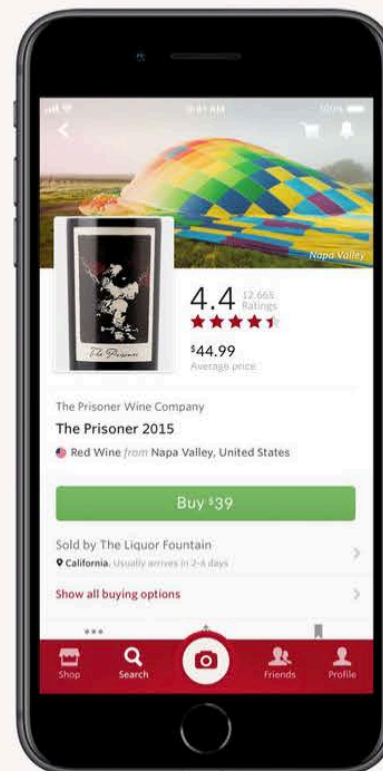
Shop the largest selection of wines



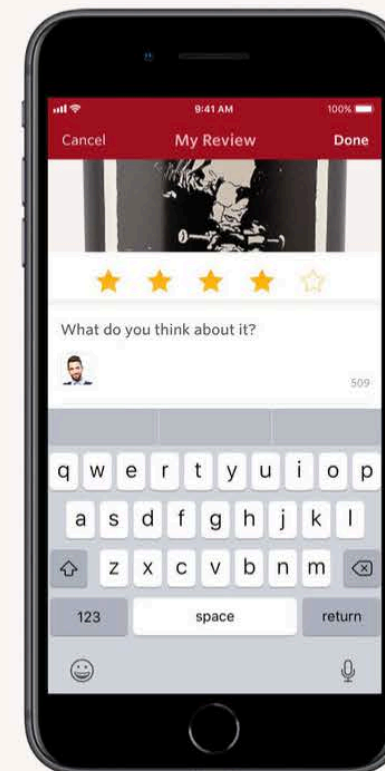
Snap a photo of any wine label or list



Read the wine facts and user reviews



Keep track of all your wines



Coming Soon



Looking for more? Grab your free guide:
**99+ Essential Tech Tools for
Your Wedding Business**



Kevin Dennis, CPCE, CWIP

kevin@weddingiq.com

@wedding_iq

@fsesevents

@kevinmdennis

Questions?