

catersource® + THE SPECIAL EVENT®

TAKING ADVANTAGE OF TECH: Downloading the Update Your Event Company Needs

Kevin M. Dennis
CPCE, CWIP

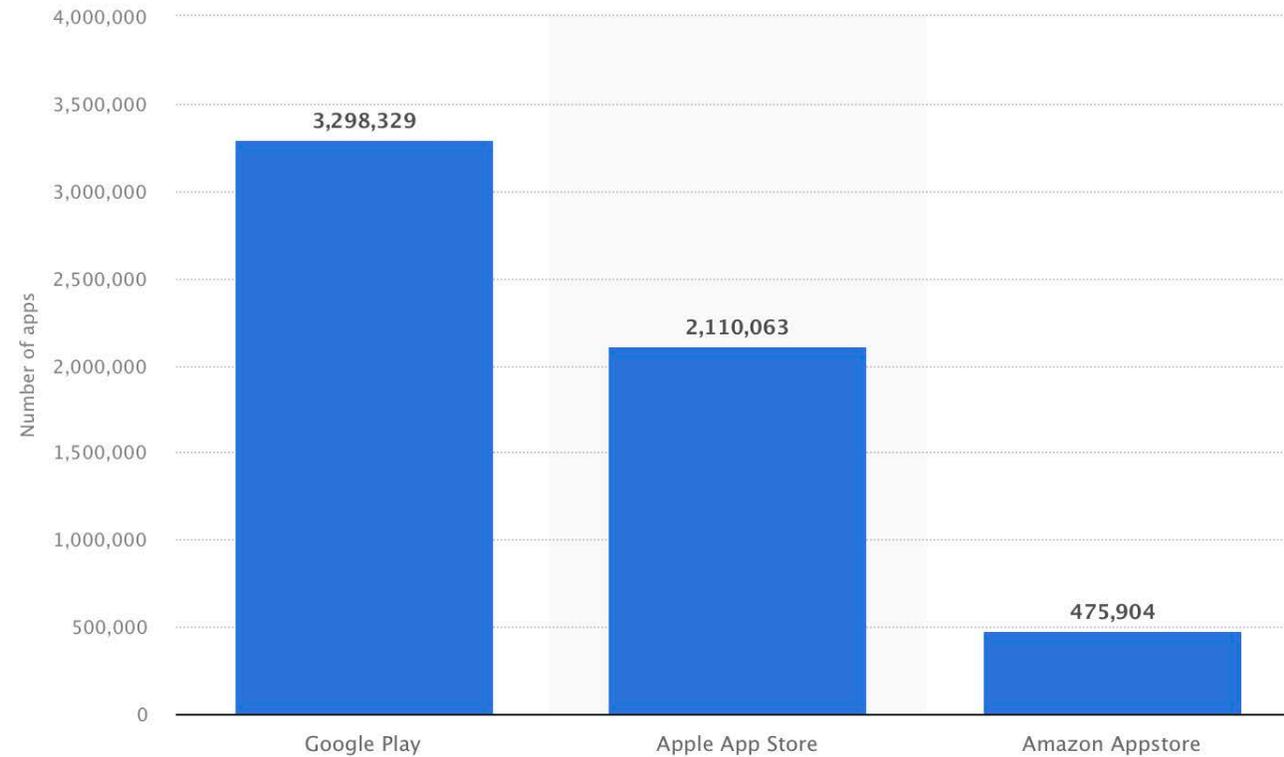


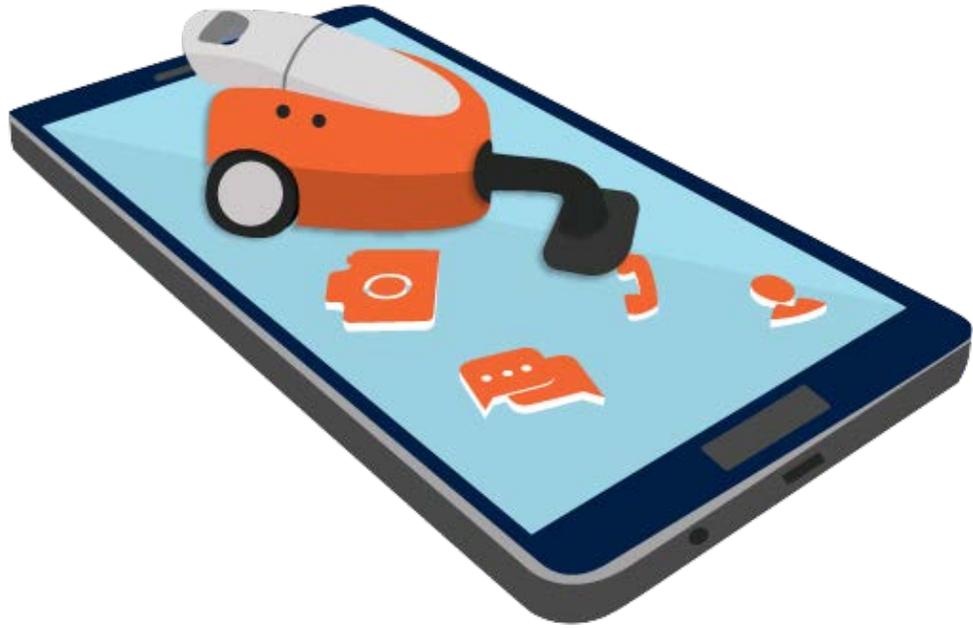


**KEEP
CALM
THERE IS
AN APP
FOR THAT**

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





SANITIZE!





MY MUST HAVES



Note Taking Apps



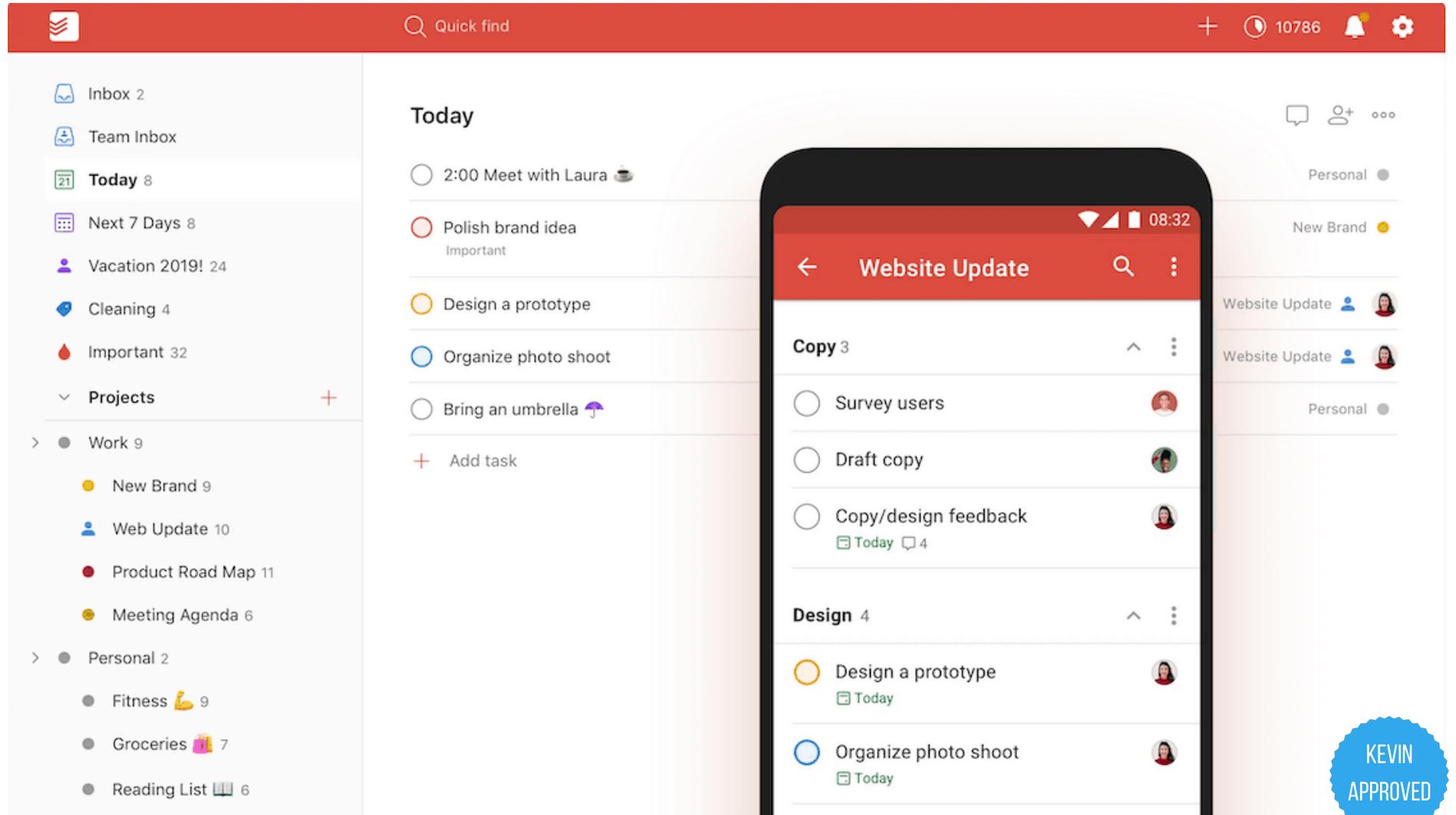
OneNote

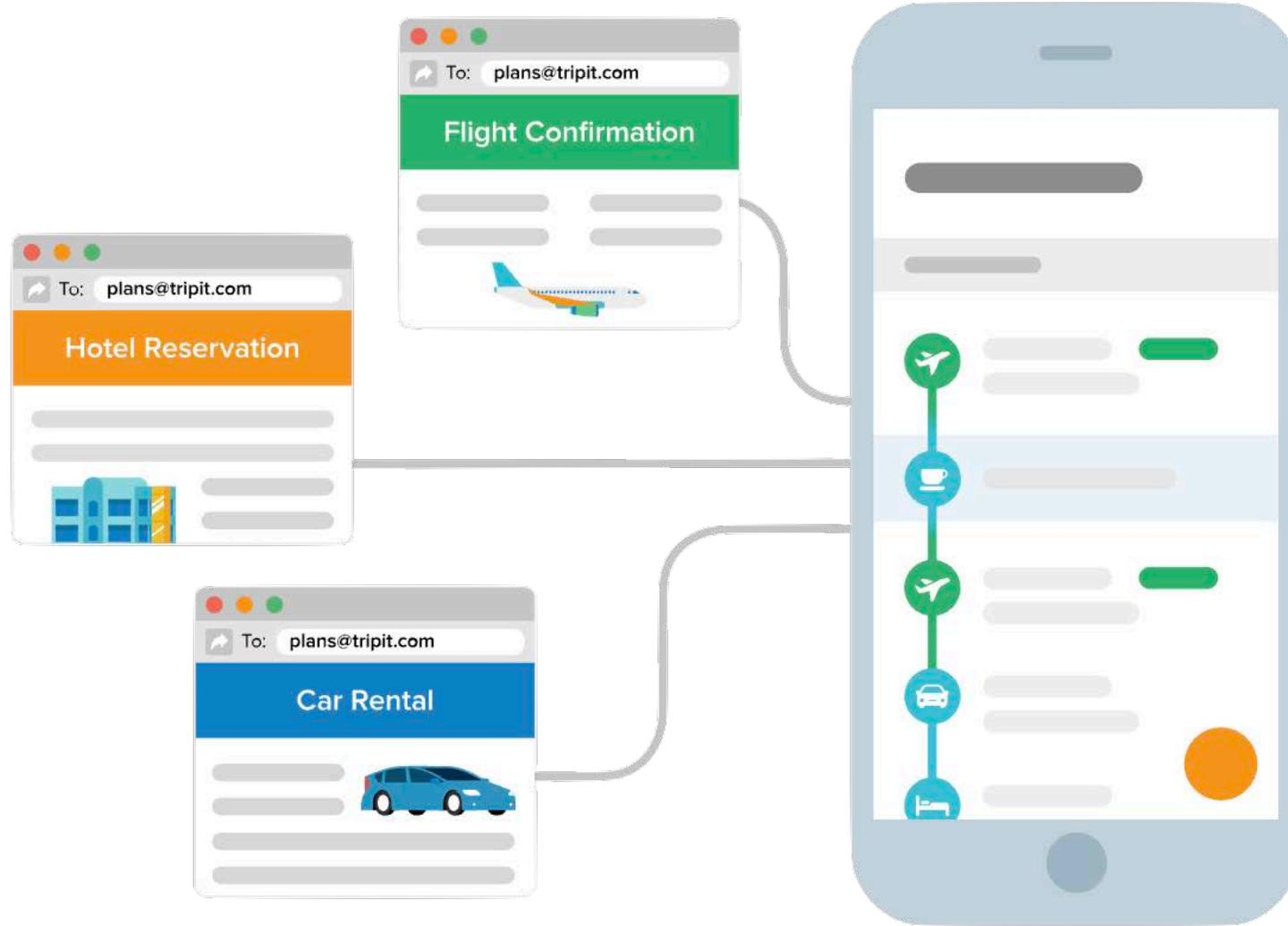


Evernote

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)

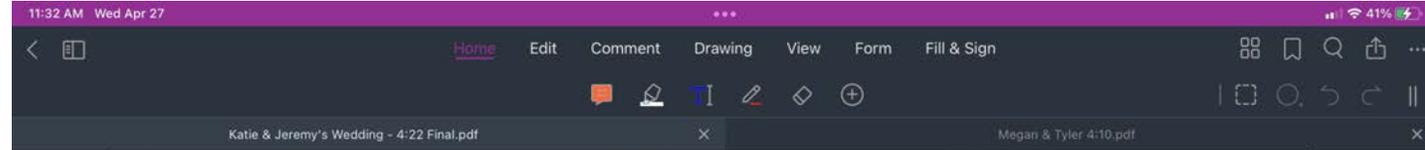
~~6:00 pm~~

Bride + Groom to join Cocktail Hour

- Simply Lovely Events

~~6:30 pm~~

Tent doors open



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	First Look to Follow
Bride Arrives	4:15 pm	
Groom Arrives	4:15 pm	
Upon Arrival Beverage	4:30 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

KEVIN APPROVED



flodesk

KEVIN APPROVED

Dashboard

People

Run payroll

Pay contractors

Time tracking

Time off

Benefits

Stay compliant

Team insights

Reports

Company details

Referrals

Documents

Settings

Help

Upgrade

Run Payroll

Pay Period: Jan 11th - 24th

1. Hours & earnings

2. Time off

3. Review & submit

Review and submit

Here's a quick summary to review—we'll debit funds after you submit payroll. We saved your [download a full summary](#) now. To pay your team on the pay date below, submit payroll by

Total payroll
\$37,551.11Debit amount ⓘ
\$34,131.60Debit date
Thursday, Jan 23

Submit payroll

Go back

[What gets taxed and debited](#)
[What your employee worked and taked home](#)
[What your company pays](#)

Employees	Gross Pay	Reimbursements	Company Tax
Hannah, Abrendt	\$2,346.15	\$0.00	\$275.6
Berlin, Isaiah	\$1,760.00	\$0.00	\$206.8
Churchland, Patricia	\$3,000.00	\$0.00	\$352.5

Run payroll

Pay Period: Jan 11th - 24th



You Did It, Jessica!

Employee pay date: **Friday, Jan 24**Total payroll: **\$37,551.11**

Return to Dashboard

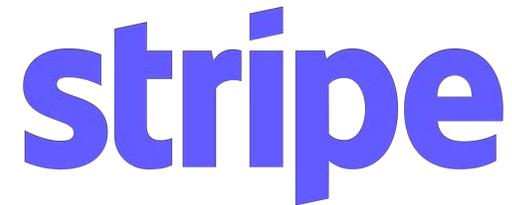
Full Summary

KEVIN
APPROVED

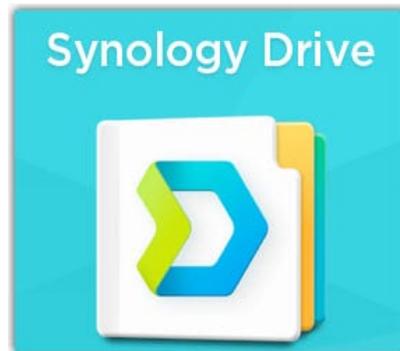
CRM Software



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.



Monthly Meeting

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

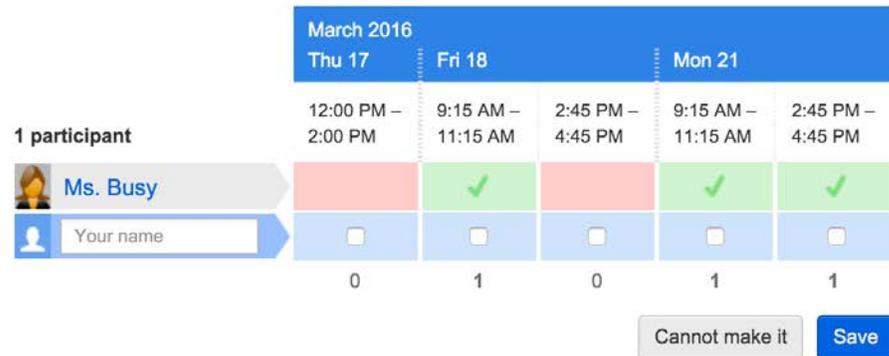
When do you have time for our monthly meeting?

Table view



This is an example date/time poll.

[Learn more ...](#)



- 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

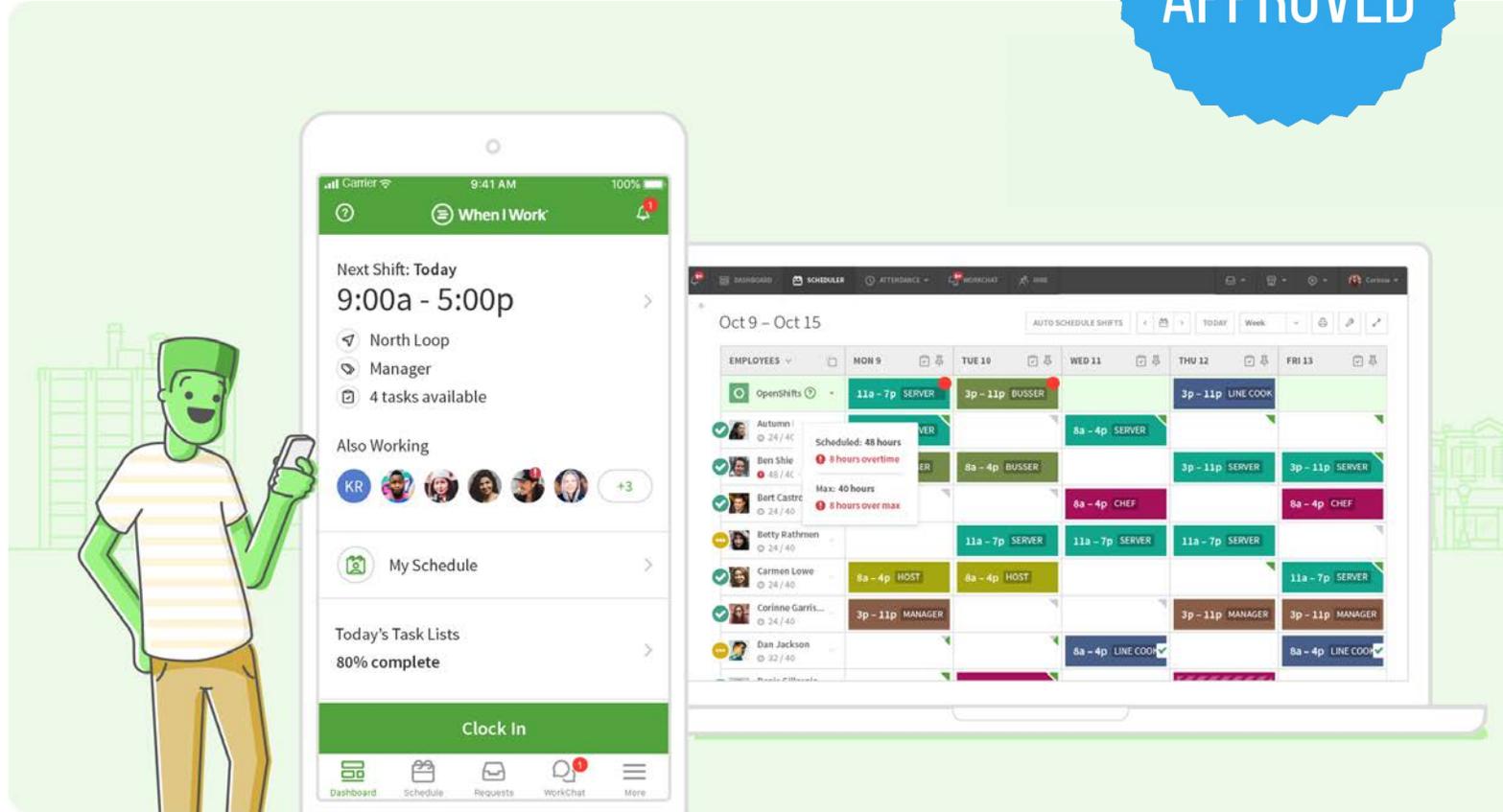


When I Work[®]

Get shift done.[™]

KEVIN
APPROVED

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



LiveChat

The screenshot shows the website for Fantasy Sound Event Services. The header includes the company logo, contact information (800.660.3735), and social media icons. The main navigation menu lists services: EVENT LIGHTING, DISC JOCKEY, VIDEOGRAPHY, and PHOTO BOOTH. The main content area features a large image of a wedding reception with the text "If you can DREAM it..." and a "TELL US ABOUT YOUR EVENT" button. A LiveChat widget is overlaid on the right side of the page, showing a chat window with a customer service representative named Megan Dino. Three blue arrows point to the widget's header, the chat window, and the input field.

Call or Text: 800.660.3735 | Send Event Inquiry

FANTASY SOUND
- EVENT SERVICES -

EVENT LIGHTING DISC JOCKEY VIDEOGRAPHY PHOTO BOOTH

If you can DREAM it...

TELL US ABOUT YOUR EVENT

Megan Dino
Customer Service A...

Megan Dino 16:27
Welcome back! Do you have any questions?

Write a message...

Powered by LiveChat

- 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

KEVIN
APPROVED

VoIP Solutions

COMCAST
BUSINESS

zoomphone

8x8

ORGANIZATIONAL GO-TOS

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 +

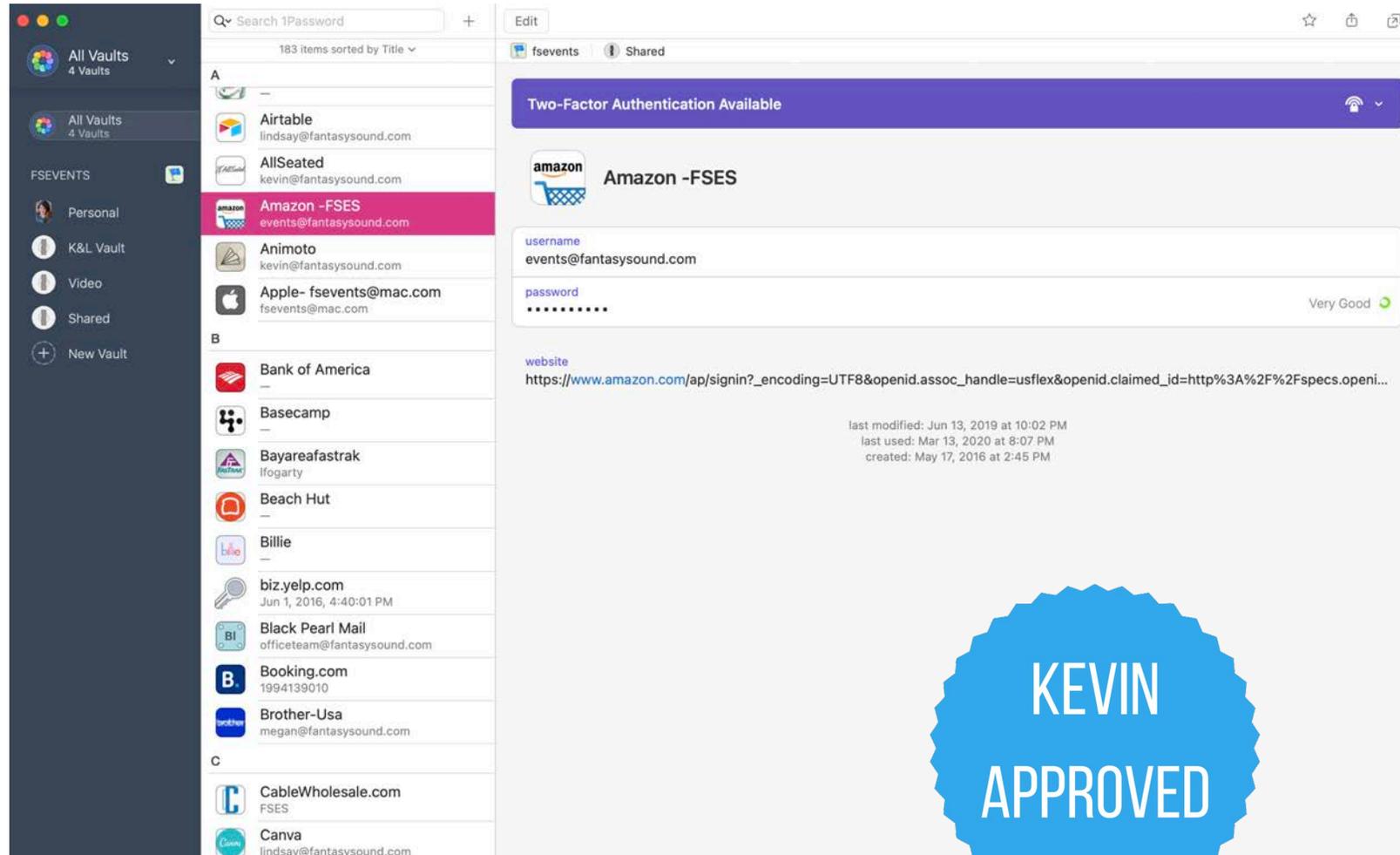
	A Couple's Name ▾	Wedding Date ▾	Reach Out to the photographer for photos ▾	A Photographer's Email ▾	A Photographer's G
1	Elaine and Kevin	5/21/2021	Photos on File		
2	Thuy and Kehiem	6/26/2021	Photos on File		
3	Tiffany and Jesse	11/14/2021	Photos on File	emma@etherandsmith.com	https://mcgowanstudc
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 Isaias	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...	

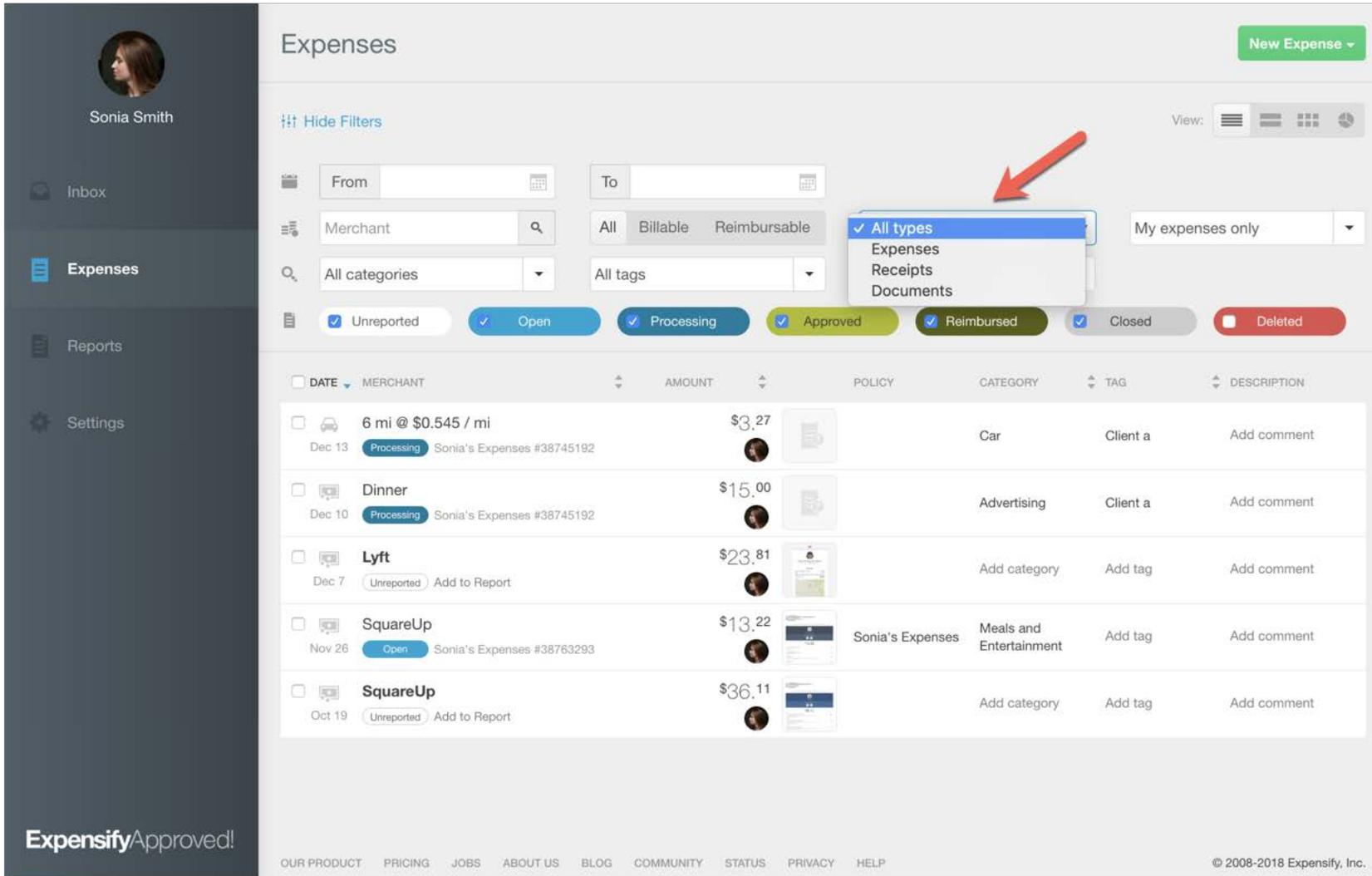
14 records



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.





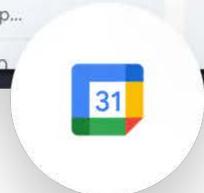
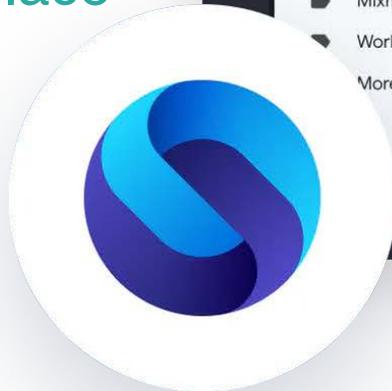
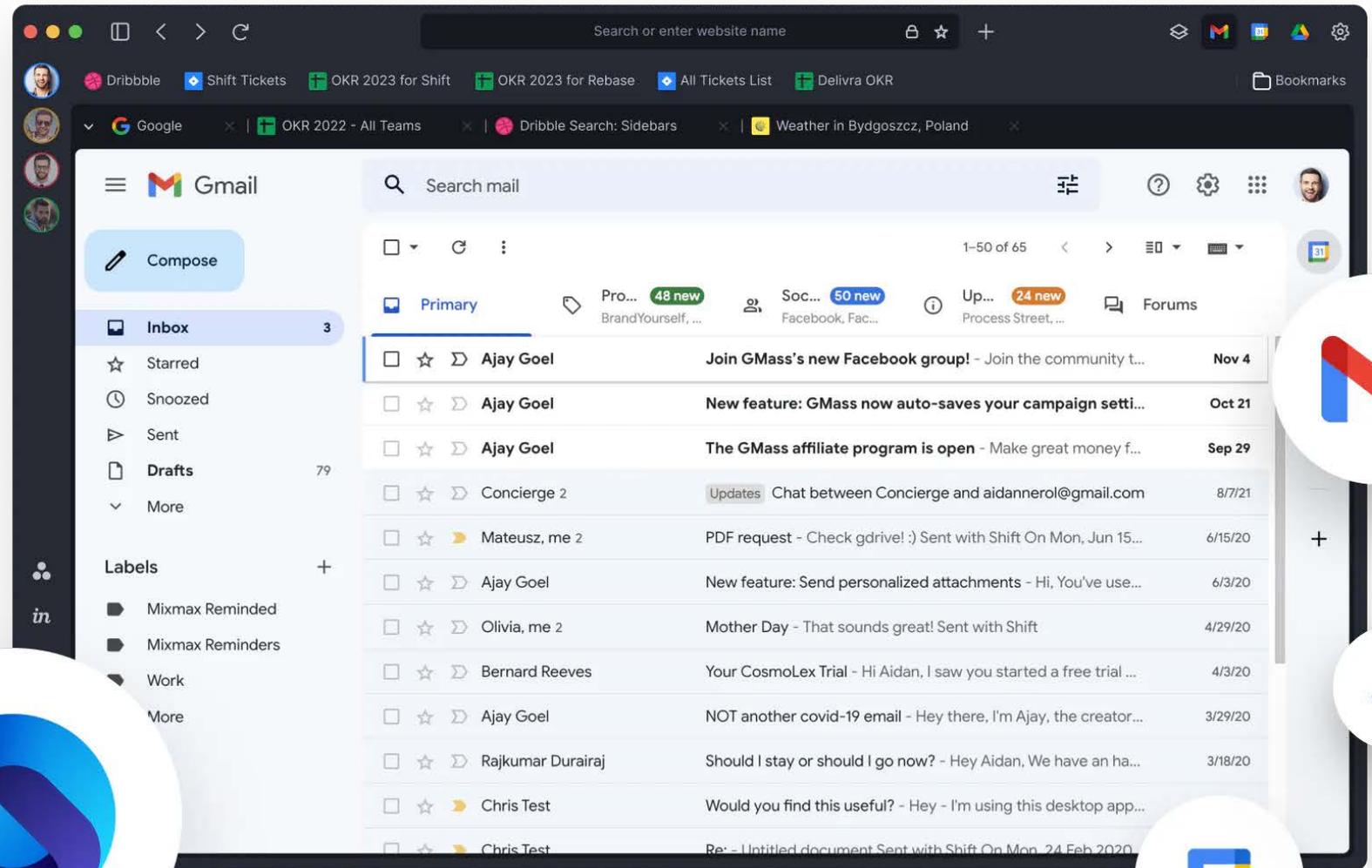
The screenshot shows the Expensify web interface for user Sonia Smith. The main area is titled 'Expenses' and includes a 'New Expense' button. Below the title are filter options for 'From', 'To', 'Merchant', 'All categories', and 'All tags'. A dropdown menu is open, showing 'All types' selected, with other options: '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.

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

- 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!

Shift

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



ClickUp

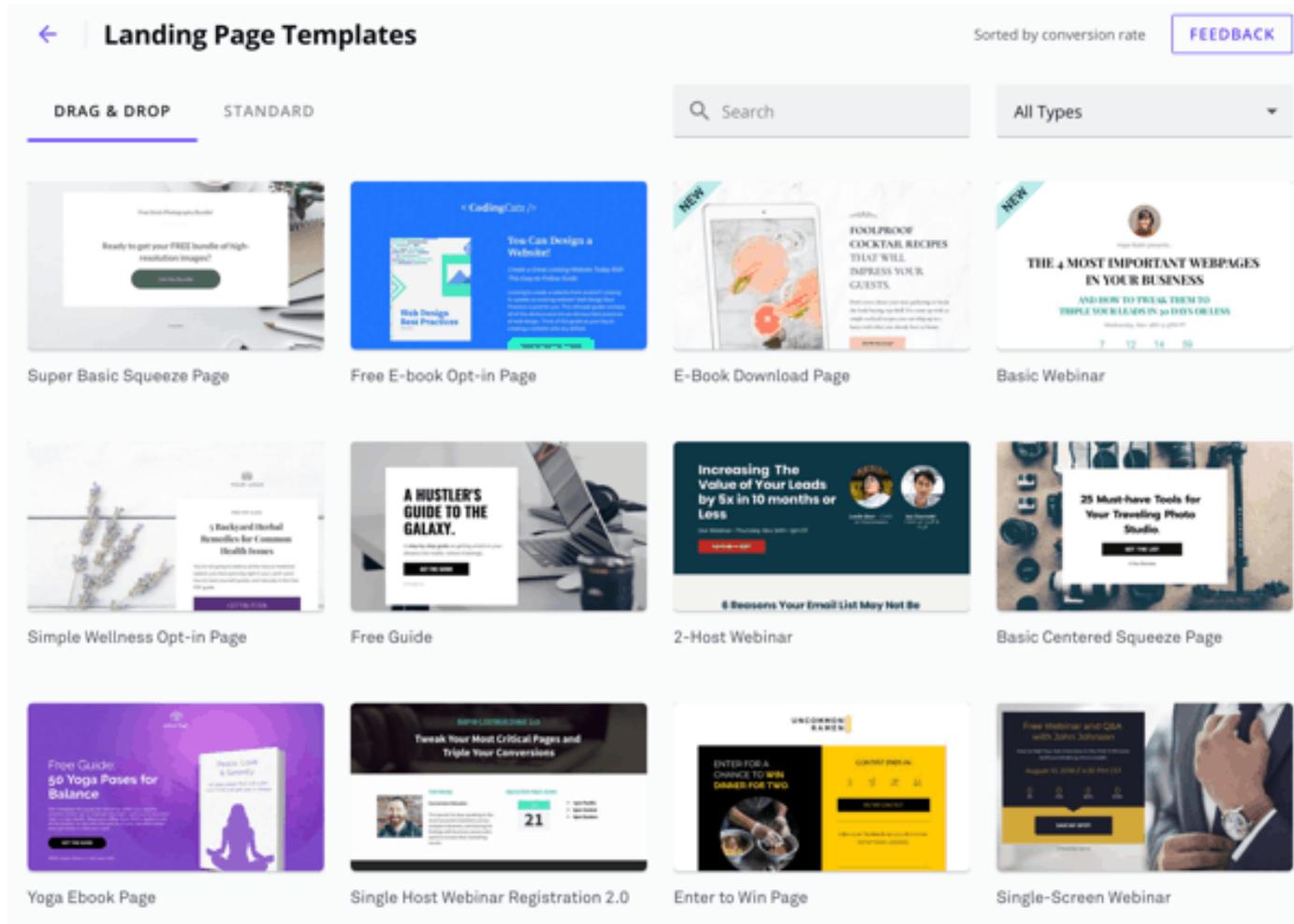


Notion



Basecamp

BEHIND THE SCENES

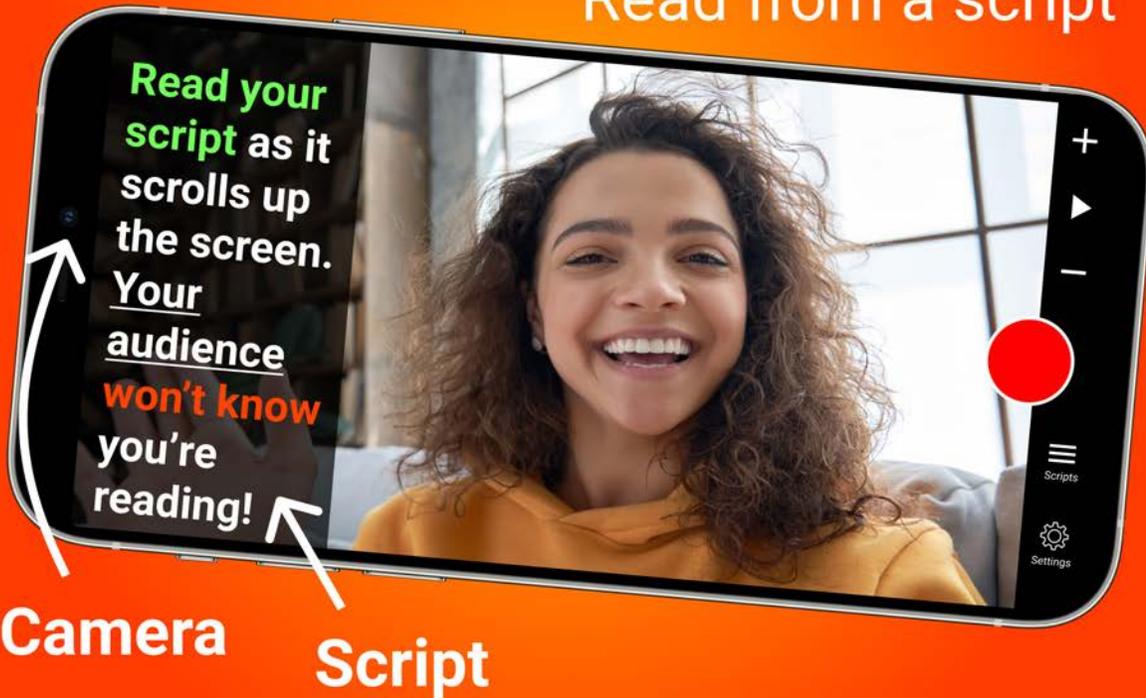


- Quickly and easily create aesthetically pleasing landing pages to collect qualified leads.
- No coding knowledge required! A simple drag and drop style makes page design painless.
- Also includes analytics to track your conversions.



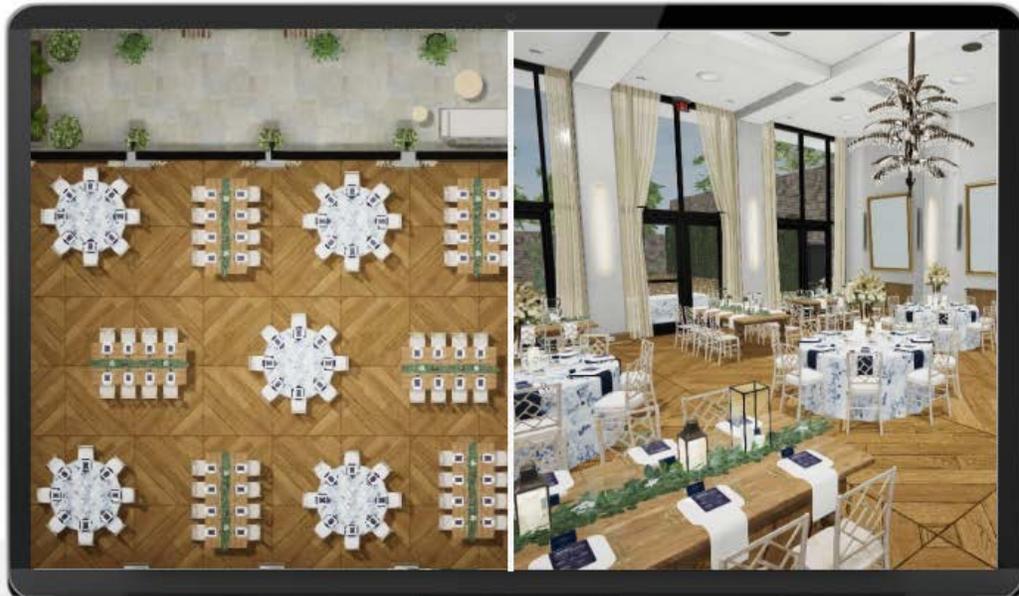
TELEPROMPTER FOR VIDEO

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



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Powered by creators everywhere.

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 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: 800.660.3775 | 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.

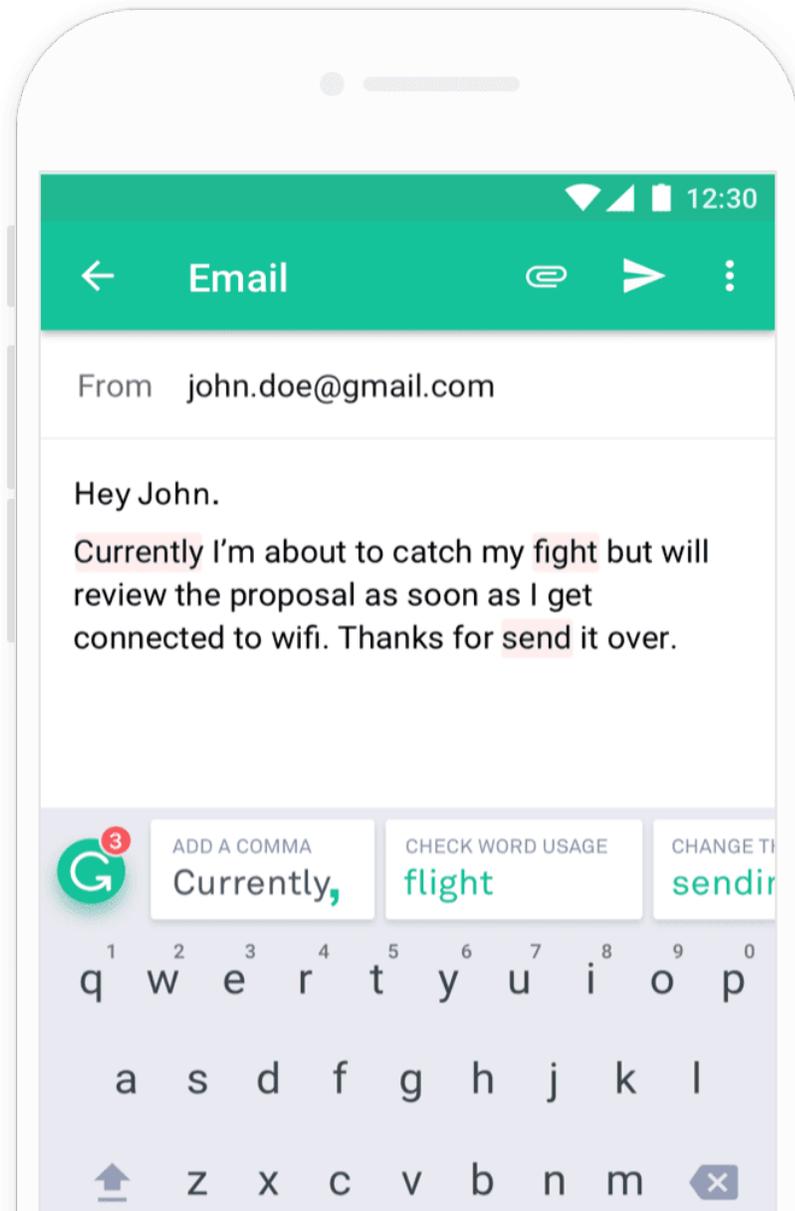
AI

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!

 <h3>Digital Ad Copy</h3> <ul style="list-style-type: none">- Facebook Ads- Google Ads- LinkedIn Ads	 <h3>Social Media Content</h3> <ul style="list-style-type: none">- Captions- Instagram Posts- Brainstorm Topics	 <h3>Website Copy</h3> <ul style="list-style-type: none">- Hero Text- Subheaders- Meta Descriptions
 <h3>eCommerce Copy</h3> <ul style="list-style-type: none">- Product Descriptions- Product Benefits- Microcopy	 <h3>Blog Content</h3> <ul style="list-style-type: none">- Blog Titles, Ideas, Outlines- Blog Intros- Bullet Points to Full Blog	 <h3>Sales Copy</h3> <ul style="list-style-type: none">- Pain-Agitate-Solution- Before-After-Bridge- Attention-Interest-Desire-Action



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.

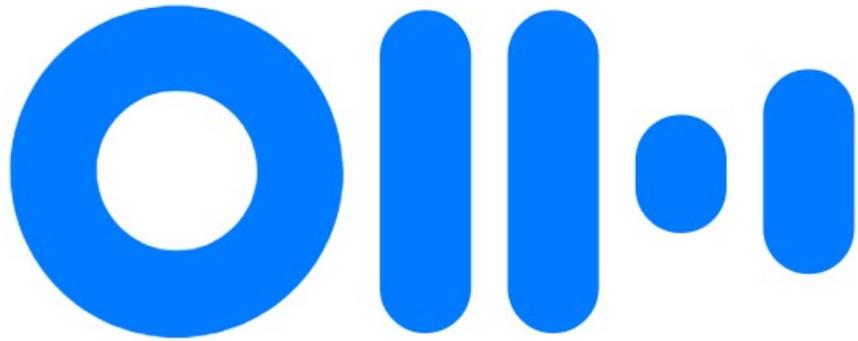


- This AI tool will help you create viral social media videos.
- It helps you create ideas, generate a script/outline, and schedule your content for YouTube, TikTok, Facebook, LinkedIn, and Instagram.



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

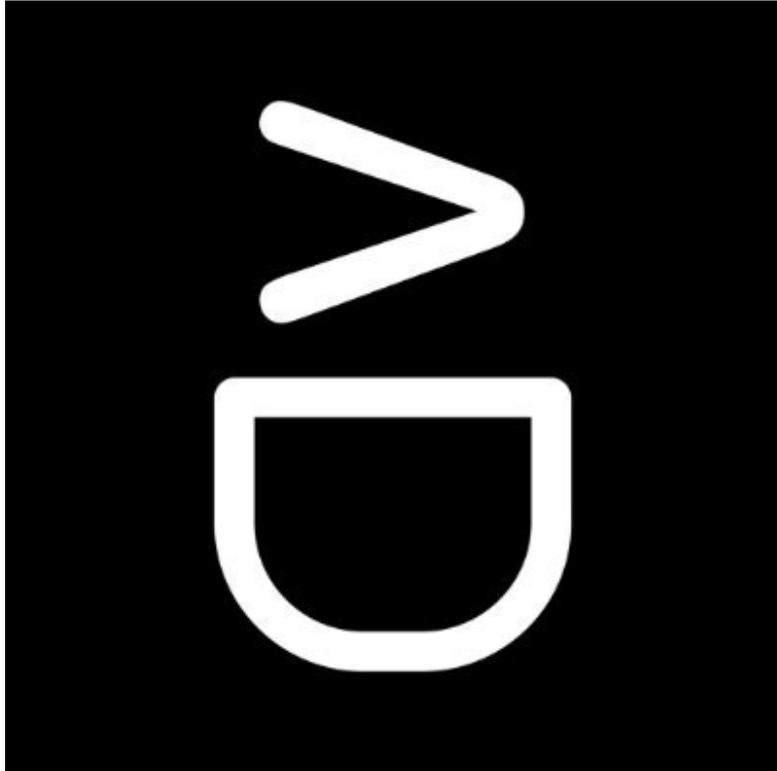


Otter.ai

- 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

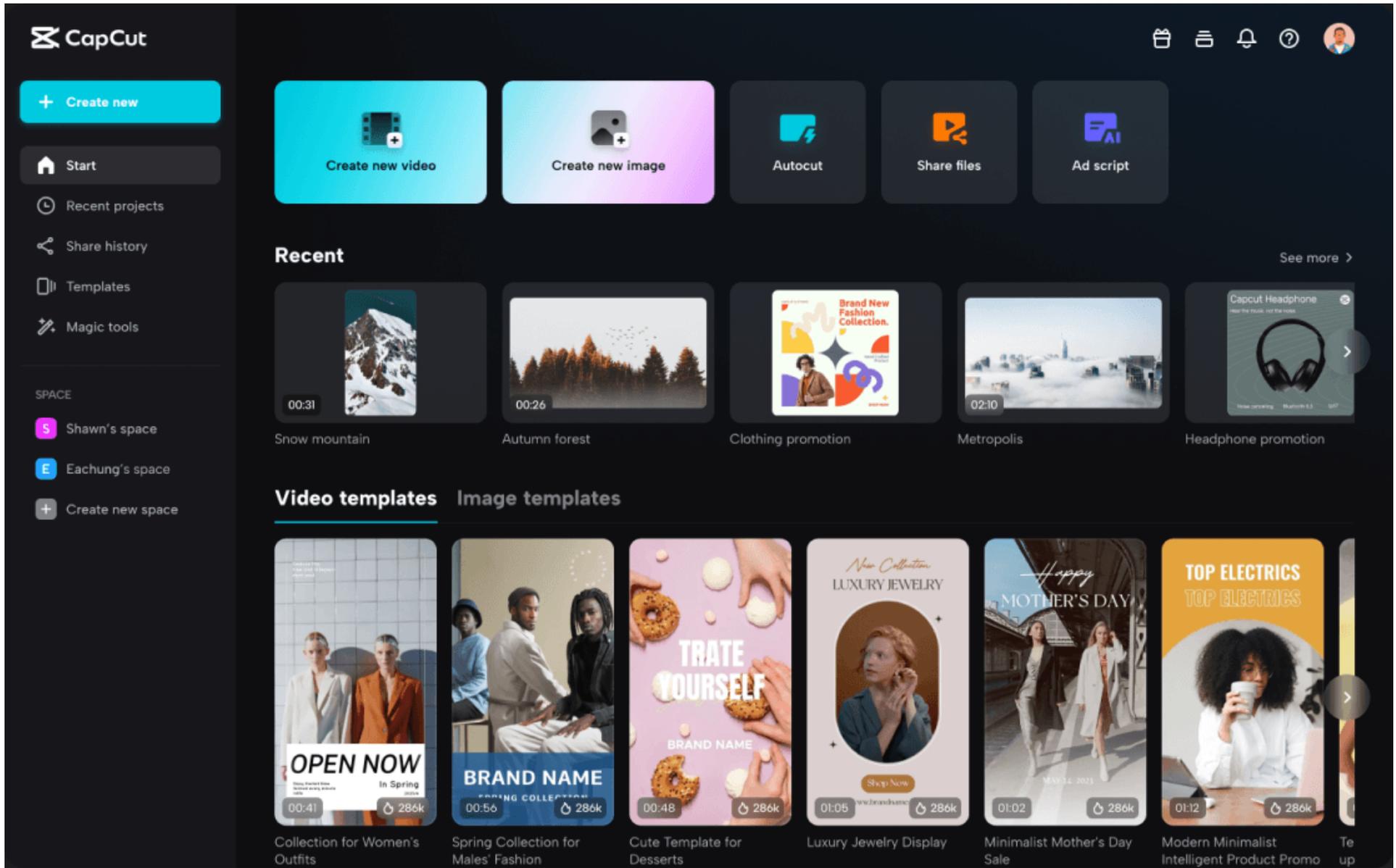
- Video Editors
- Audio Editors
- Photo Editors
- Graphic design and image creation
- Email generator
- Slidedeck creators
- SEO
- Data Analysis



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



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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.





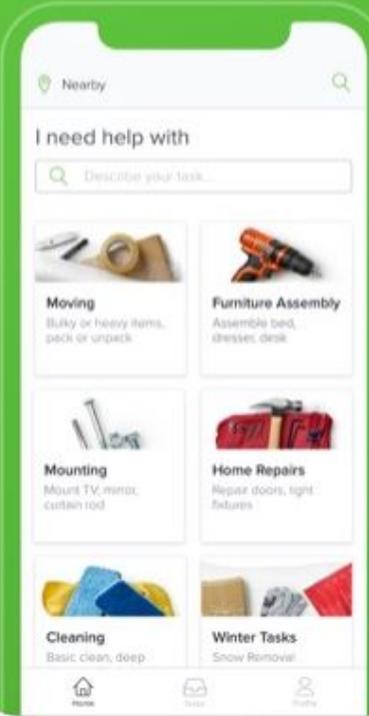
- Falling behind with tasks at home?
- TaskRabbit will help you find reputable individuals to help check things off your to-do list at home.
- Like Uber but for handy people!

The convenient & trusted way to get things done at home

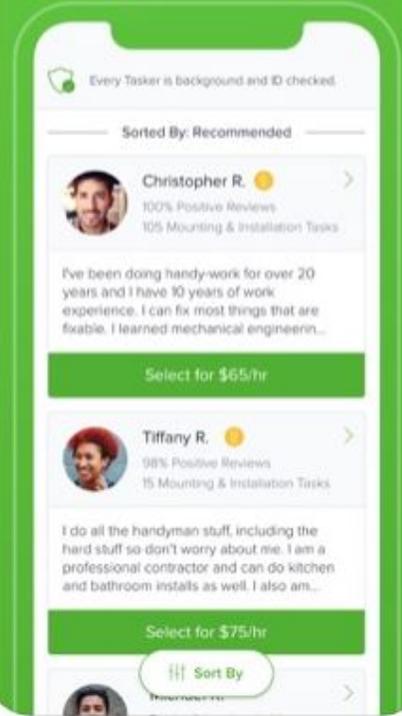
Furniture Assembly
Home Repairs
Help Moving
Cleaning
Mounting
Yard Work
Shopping
Delivery
Lifting
and more...



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



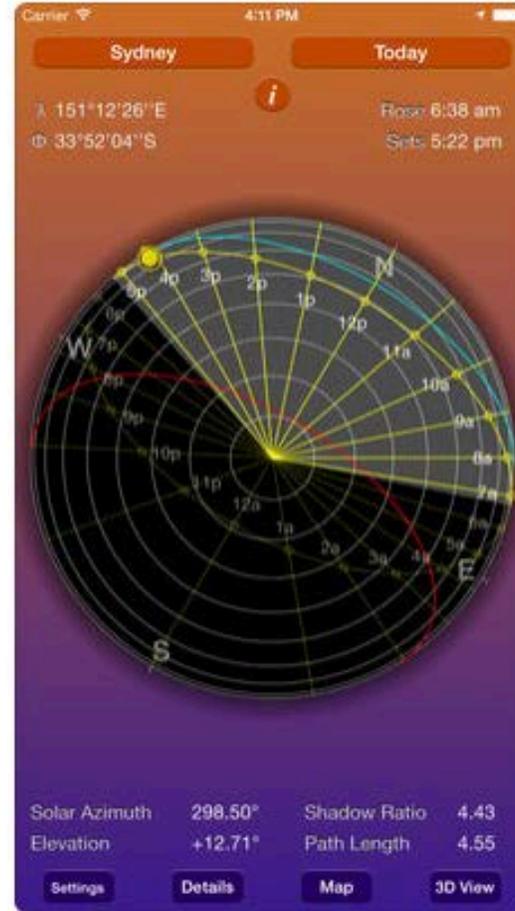
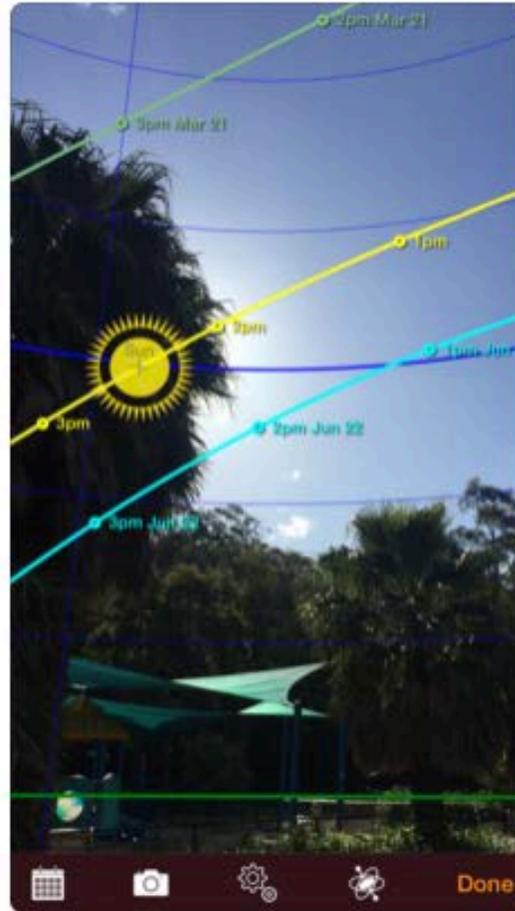
See reviews and ratings from 140,000+ carefully vetted Taskers





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.

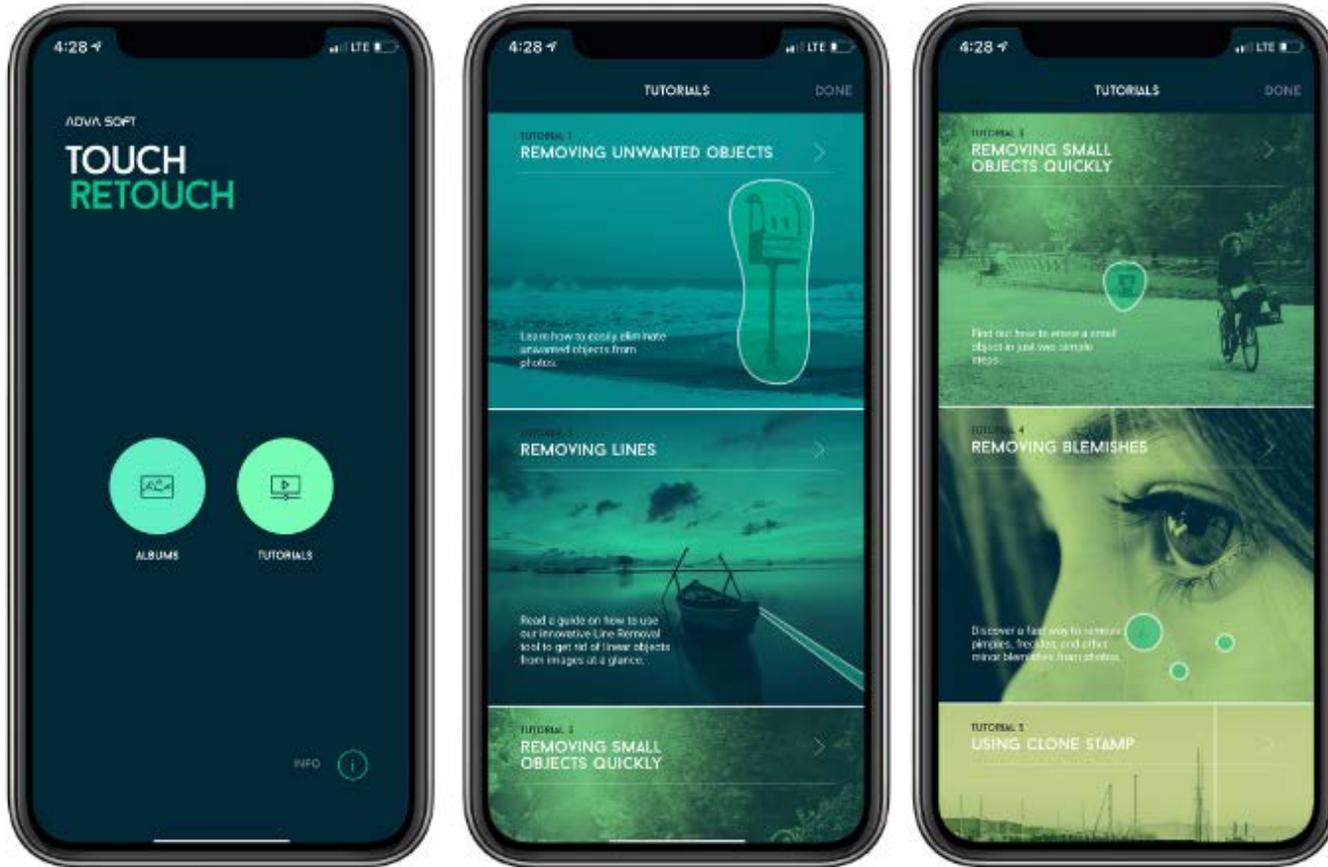


Trainual

The screenshot displays the 'Subjects' page in the Trainual interface. On the left is a sidebar with navigation options: Dashboard, Subjects (highlighted), Templates, Users, Reports, My Desk, Forum, Library, and Settings. Below the sidebar is a 'My Progress' section showing 33% completion with a progress bar and a user profile icon. The main content area is titled 'Subjects' and includes a search bar, a 'Filters' button, and an 'Add Subject' button. The page features a grid of six subject cards, each with a title, a 'Published' status, a 'Last updated' timestamp, and an 'Average completion' progress bar. The subjects are: 'Welcome to Trainual' (24 minutes ago, 0% completion, users AW, BS, AW, +3), 'Company Basics' (43 minutes ago, 0% completion, users AW, AW, AT, BS, +9), 'Human Resources' (43 minutes ago, 0% completion, users AW, AW, BS, CM), 'Intro to Sales' (43 minutes ago, 0% completion, 'Assign Users' button), 'Media Requests' (43 minutes ago, 0% completion), and 'Social Media Managment' (43 minutes ago, 0% completion). Each card also has a star icon and a three-dot menu icon.

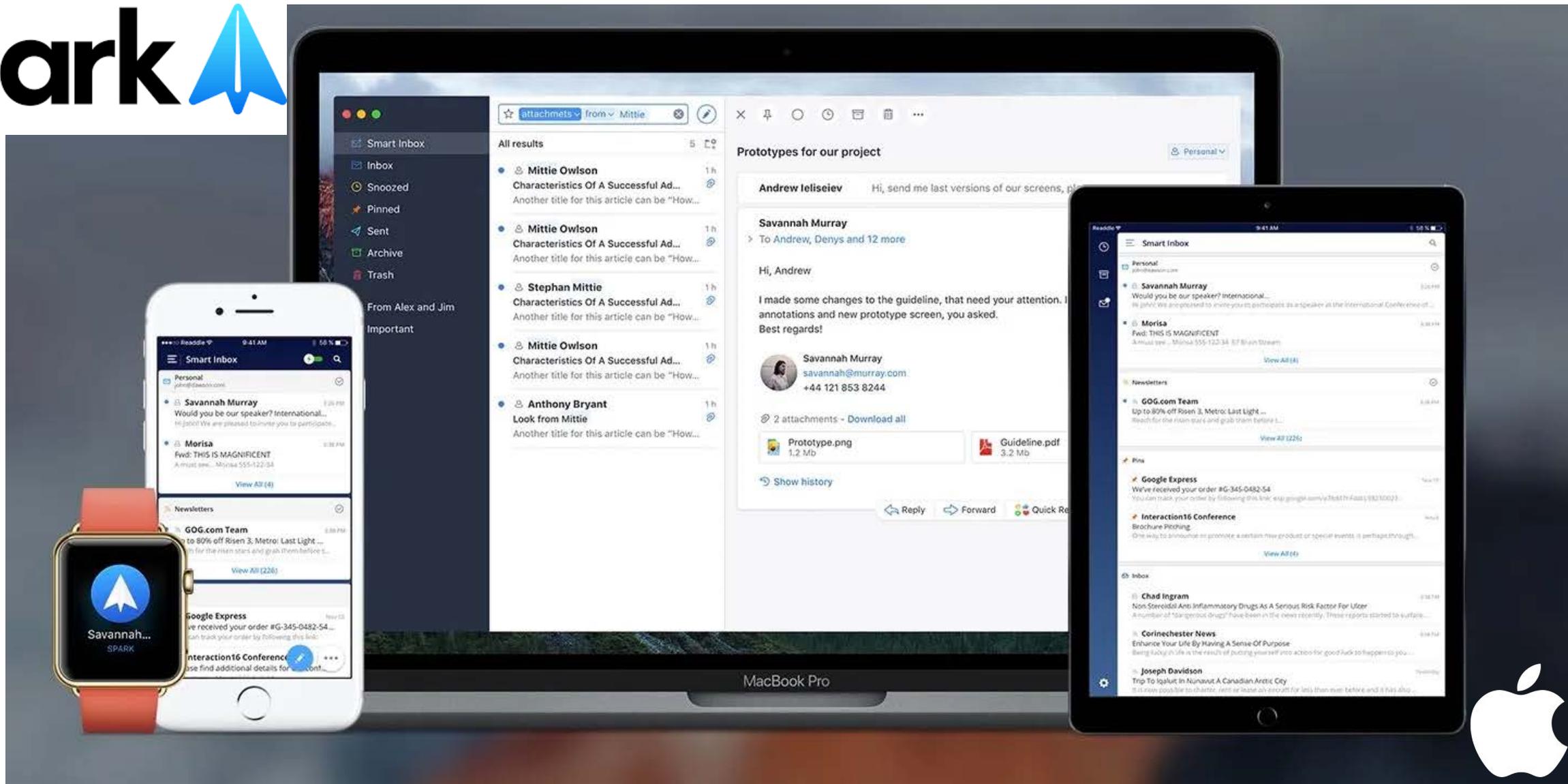


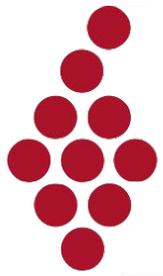
TOUCHRETOUCH



- 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

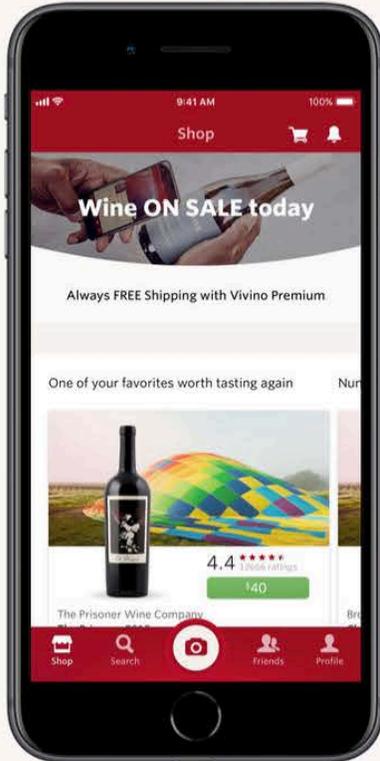
spark





VIVINO

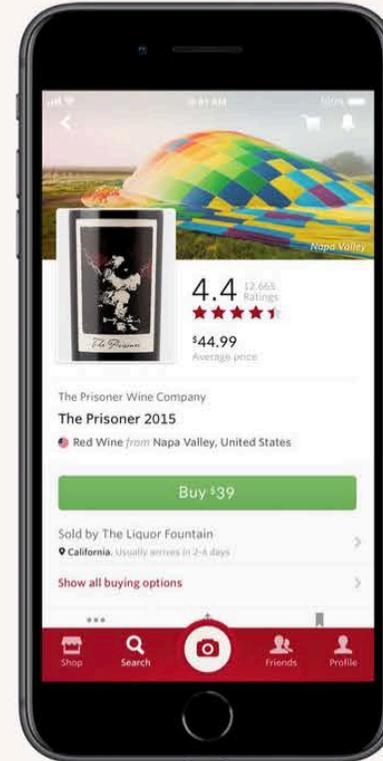
Shop the largest selection of wines



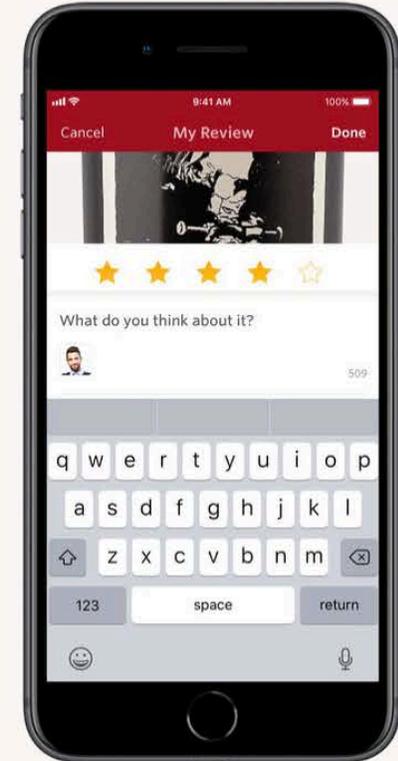
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Questions?