



Media Services

**Everest
Communications
LLC**

877-375-2157

937-293-1842

sales@everest-communications.com

www.everest-communications.com

Make the most of your Meeting Visuals or Conference Visuals web conferencing events using our Media Services. From event recordings to file preparation and email blasts, we help you gain top value from your live or on-demand events.

MEDIA SERVICES OPTIONS

EVENT RECORDING SUPPORT

Includes all of the basic services for your event:

- Manage recording support of live event
- Configure web conferencing technology to make an accurate recording
- Start, stop and publish recording
- Retain file in Meeting Visuals or Conference Visuals format
- Deliver one CD or DVD copy of the recording

LIVE EVENT PRE-RECORD

Pre-record presenters for playback during a live event:

- Provide ability to pre-record presenters for playback during a live event
- Press audio recording of presenter or other audio clip on a CD for playback during an event
- Work with media engineer to record the presenter via phone conference
- Synchronize scripting of recorded voice with slide content for playback within the event

Includes:

- two hours of media engineering
- two post-recorded edits

ON-DEMAND FILE CREATION

Get a fully pre-recorded event used for on-demand purposes only:

- Branded playback wrapper
- Recording segmentation
- Record presenter via telephone conference
- Synchronize recorded voice with slide content for playback
- Produced in Flash or Shockwave format

Includes:





**Everest
Communications
LLC**

877-375-2157

**sales@everest-
communications.com**

**www.everest-
communications.com**

Media Services



- three hours of media engineering
- two post-recorded edits
- 90 days of hosting
- one CD or DVD copy of recording

EMAIL INVITATION BLAST SETUP

Send invites to your list of prospective attendees:

- Use plain text or logo-based HTML email
- Includes logo-based customer branding on header of email
- Message text provided by you
- Single subject line (per blast)

EMAIL BLAST MANAGEMENT

Learn the results of your email campaign:

- Reporting for delivered, opens, hard/soft bounces and click-thru rates

ON-DEMAND FILE HOSTING

Get what you need, when you need it:

- Month-to-month
- Flash format for maximum availability

