

## CTI's "WEBCAST ON DEMAND"

Using CTI's cSlide onsite presentation management system, session room lectures and presentations are captured digitally using the presenter station laptop. Your choice of output formats is automatically generated to ensure the content online can be displayed online consistent with your society's content curation goals and technology.

## What you get

- The presenter's voice and video are synchronized with the presentation resource material (typically PPT slides)
- Content collection (recording) is handled through the presenter station laptop so that all animations, videos, and cursor movements are captured in real-time
- Presentation slides are indexed, with thumbnails generated and available for easy navigation
- All animations, videos, and cursor movements captured during the live session are shown upon replay
- Audio version can include the presenter's photo (or logo)
- Postproduction is fast and fully-automated so that you can host your content as quickly as possible
- Final content is available online in the viewing format/s of your choice (audio and/or video streams)
- Content is optimized and available through all mediums (Mac, PC, mobile) and access methods (hyperlink, VOD, CD-DVD-USB, cView library)

## Main features

- Efficient recording and production
- Easy to install on onsite computers





- Cost effective, user-friendly and multi-platform
- Quick loading
- No additional capture hardware is required in session rooms (for photo and slide-only sessions)
- Integrated file security formats prevent misuse of captured content
- Fast and fully-automated postproduction
- Database of captured content can be repurposed into an online library — use CTI's system to establish your society's online knowledge database

## Benefits for the customer

- Analytics — when the system is hosted on CTI Meeting Technology servers, it is possible to compile statistical data per user, per presentation, and other categories
- All copyrights stay with the organizer or presenter, and presentation files are secure from unauthorized download
- CTI hosts your files on our servers to ensure optimized transfer rate and reliable/consistent access to your analytics
- Production and postproduction costs are included, and content is available to viewers within 24 hours
- Once released, content is available 24/7/365
- Amplify your brand by configuring cSlide's appearance to match that of your corporate identity

## Delivery and responsibilities

Once CTI services have been contracted (after receipt of signed order form), the parties agree to each provide the following to ensure successful implementation.

Customer agrees to:

- Provide full contact information for a primary customer contact person
- Complete and return a setup document that specifies:
  - ⇒ Company/organizational details (contact info, billing references, etc.)
  - ⇒ Project details
  - ⇒ Design guidelines

**CTI MEETING TECHNOLOGY GmbH**

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- ⇒ cSlide-tool settings
- ⇒ Desired output format/s
- ⇒ Sample presenter legal release forms/agreements (required for each recorded session)

CTI Meeting Technology agrees to:

- Help customer complete the setup document
- Consult as needed with event technical staff regarding electrical provisions, Internet speeds and connectivity, audio requirements, onsite setup, and PC systems.
- Provide onsite support staff and necessary hardware capture
- Organize necessary staff travel arrangements and shipment/delivery of hardware
- Coordinate onsite with your staff contact, technicians, and presenters)
- Produce captured presentations as cSlide Webcast
- Communicate with your project manager and presenters for the complete duration of the project
- Provide additional services including:
  - ⇒ Hosting on CTI servers for 12 months
  - ⇒ Transfer of data for external hosting (if requested)
  - ⇒ Providing a download link to the video file/webcast

## CTI General Terms and Conditions:

### Output formats

Following output format options are available:

- ⇒ Online: Streaming, Postproduction Video-on-Demand (VOD) hosted on CTI Meeting Technology servers for 12 months
- ⇒ Offline: Providing download link to postproduced video files

### Included services

Prices charged by CTI Meeting Technology for the cSlide Webcast functionality include all fees, including: camera man, cameras, necessary audio and video connections, etc.

### Additional services

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Each additional output option, will be charged with € 1,000,00 net.

### **Invoicing and payment terms**

- Invoicing takes place in two 50/50 instalments.
- Payment can be via credit card (Visa, MasterCard and American Express) or via bank wire transfer.
- All quoted prices do not include 20% VAT; VAT will appear on invoices.
- Invoices must be paid in full, plus all corresponding fees, within two weeks of invoice date.

### **Order confirmation**

CTI Meeting Technology requires your signed order confirmation to start preparations and initiate your project.

### **Ordering deadline**

Ordering deadline is 4 weeks prior to the event: August 11th, 2017. After the ordering deadline, CTI Meeting Technology does not automatically accept orders. Acceptance of late orders will be confirmed separately and are subject to an additional surcharge of 25%.

### **Cancellation**

Orders can be cancelled until the order deadline without penalty. Cancellations after the deadline are subject to a cancellation penalty of 50% of the total order value.

### **General Terms and conditions**

Production of cSlide Webcasts and related activities are subject to the General Terms and Conditions of CTI Meeting Technology GmbH.

## **References**

- Cardiovascular and Interventional Radiological Society of Europe (CIRSE, <http://www.cirse.org/>)
- International Association for the Study of Lung Cancer's World Congress (IASLC's WCLC, <https://www.iaslc.org>)
- American Society for Radiology Oncology (ASTRO, <https://www.astro.org>)
- International AIDS Society (IAS, <https://www.iasociety.org/>)