THE ELCC 2015 cLIVE WEBCAST

cLive digitally records lectures/presentations in a session room and automatically creates several output formats to display the content online. cLive synchronizes the speaker's voice, the speaker's video automatically, (talking head if recorded) together with the speaker's presentation material. The created content can be made available online as audio-, web- and pod- casts. Depending on the defined settings, users can view the audio version of a web cast with or without a photo of the speaker or view the complete web cast including the talking head. cLive also automatically indexes the slides and creates thumbnails when changing from one slide to the next. This feature gives the viewer a complete navigation of the presentation and allows viewers to jump directly to any desired part of a talk.

All animations, videos and even moving the mouse on screen is displayed as shown during the event. Security is a key element of cLive. All files are integrated into formats preventing misuse of recorded material. cLive is easy to install on onsite computers, easy to handle onsite and cost effective. You do not need any additional hardware in the session rooms. Depending on the choice of turnover time which can be made available in less than 24 hours, we provide the necessary hardware for conversion of files. Determined by your budget, you can select different cLive formats, namely cLive audio capture, audio only and cLive video capture, including talking head.
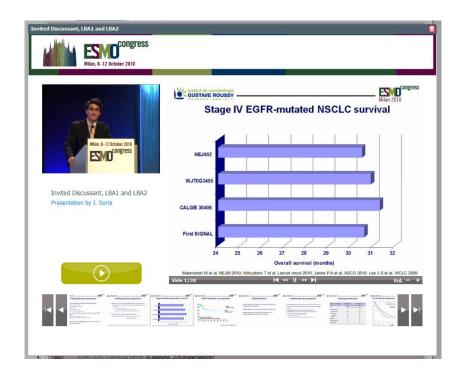
Main Features:

• Efficient recording and production of audio- and webcasts

• Fast and fully automated postproduction

• Online webcast system for the efficient display of presentations on the Internet

• Optional production of presentation CD ROMs available

• Quick Loading

• Very user-friendly

• Multiplatform (MAC and PC friendly)

• Layout adapted to customers CI

• Direct skip to desired presentation slide

SYSTEM DESCRIPTION

The cLive Webcast makes it possible to record presentations and place them online together with presentation documents in complete form. In this way presentations can be delivered to give the users the feeling that they are on location. The slide window, speaker video, text window and slide overview are linked via the content – this allows quick, totally free navigation throughout the entire presentation.

A presentation can be started using a standard internet browser; no additional software is needed. In order to get a general overview of all available presentations, the user can browse the meeting summary website and choose the presentation in which he/she is most interested. Once a presentation has been decided upon, the presentation can be viewed or another can be quickly and directly chosen using the overview.

The speaker video is edited for this purpose and synchronized to the presentation in such a way that sound and video run precisely with the corresponding text in each individual slide. If regulations allow, entire presentations or additional presentation documents (Book of Abstracts, etc.) can be downloaded directly over the optional download function integrated into the presentation window or overview page.

Additional benefits for our customers:

- The appearance of cLive can be configured individually according to your corporate identity
- When the system is hosted on Webges servers, it is possible to compile statistical data per user / presentation or for other categories
- All copyrights stay with the organizer or presenter, as the case may be.
- All presentations and audio files are imbedded in such a way that they cannot be downloaded unless so desired.
- Our standard procedure is to host files on our servers to ensure the above-listed statistical evaluations and for optimized transfer rate.
- CD/DVD format is of also available.

To be provided by the customer:

When our services have been engaged (after receipt of filled out and signed order form) following issues have to be arranged:

- Transfer of details of a contact person
- Completion of the setup document for the specification of:
    o Information on the company
    o Project details
    o Design guidelines
    o cLive- tool settings
    o Desired output format
- Legal agreement with the presenter (specification of rights holder) such as the authorization of speakers to record presentations

Provided by Webges:

After receiving your order Webges takes care about the following items:

- Assist you with the completion of the set up document
- Consultation with the event site concerning if, where & what can be used, etc. (electricity, audio connections, etc.)
- Organization of necessary flights, hotels and transportation
- On-site support personnel and equipment for recording
- Administration on site (coordination with your contact on site, technicians and speakers)
- Production and provision of recorded presentations as cLive Webcast
- Communication with your project manager and speakers all the way through to publication
- Presentation of the cLive Webcast:
    o Transfer of data for external hosting
    o Production of CD ROM Master
    o Production of desired quantity of CD-ROM copies

General Terms & Conditions

- **Output formats**

  As output format, the following options are available:
  - Online- Webcast delivered on CD-ROM or for downloading
    (hosting on non-Webges servers)
  - Production of CD-ROM Master
    - Production of CD-ROM copies optional

- **Included services**

  Prices charged by Webges for the cLive Webcast include, apart from one of the three output formats, all fees such as cameraman, cameras, necessary audio and video connections, etc. CD-ROM production includes: 12cm CD-ROM, CD-Label-Print, single sided cover card, slim jewelcase.

- **Additional services**

  If more than one output option is desired (either webcasts or CD-Rom version), the second format will cost additional € 1.000.- net

  Delivery of CD-ROMs "ex storage" Vienna. Cost of delivery of CD-ROMs will be quoted separately.

- **Accounting**

  Accounting takes place in two instalments (50:50) depending on the job and Webges' involvement in completion. Payment can be carried out with Visa, MasterCard and Amex credit cards, or via bank wire transfer.

- **VAT**

  All prices are net excluding legal 20% VAT.

- **Time for payment**

  Invoices must be paid in full, plus all corresponding fees, within two weeks of receipt.

- **Order confirmation**

  Webges starts preparations and project realization only after receipt of signed order confirmation.

- **Ordering deadline**

  Ordering deadline is 4 weeks prior to the event: **March 20th, 2015**. After the ordering deadline, Webges does not accept orders automatically but will confirm acceptance separately. For orders after the deadline, a surcharge of 25% will be added.

- **Cancellation**

  Orders can be cancelled until the order deadline without any fees. After the deadline a cancellation fee of 50% of total order value is due.

- **Terms and conditions**

  Webges Meeting Applications GmbH Terms & Conditions (www.webges.com) apply for the production of cLive Webcasts.

If you want to order <u>more than one</u> symposium to be recorded, please copy this page and fill in the according session numbers:

Description	Fee € net	Accept
We would like to have the following session recorded and edited with the cLive online presentation tool:		
Session Number:	_____	
Date:	_____	
Time:	_____	
Room		
Please choose between:		
Video on Demand with speaker video Full featured video on demand with synchronized talking head, audio and slides.	€ 4.500,00	☐
Video on Demand without speaker video Picture of presenter only. Synchronized audio and slides.	€ 3.500,00	☐
EXTRAS		
Subtitle Function:		
	€ 1.500,00	☐
CD Production:		
500 pcs.	€ 1.000,00	☐
1000 pcs.	€ 2.000,00	☐
2000 pcs.	€ 3.800,00	☐
Leadsystem	See seperate brochure!	
TOTAL:	**€ _____**	

Invoice Recipient

Company Name: _____

ATTN: _____

Address: _____

VAT No.: _____

Job Number (P.O. Nr.): _____

TOTAL Order in € _____€

Terms of payment

☐ **Credit card:** ☐ VISA ☐ MASTERCARD ☐ AMEX

　　　　Number: _____ Exp. Date: _____

　　　　Name _____ Code*: _____

*For Visa, MasterCard the card code is the last 3 digit number located on the back of your card on or above your signature line. For an American Express card, it is the 4 digits on the FRONT above the end of your card number.

☐ **Bank transfer:**

Acc.: 0008 111 304

Bank ID: 32000 (RLB Wien NÖ)

IBAN: AT 4432 000 000 08111304

Swift: RLNWATWW

Bank: Raiffeisenlandesbank Niederösterreich-Wien AG

F.-W. Raiffeisen-Platz 1, A-1020 Wien

Terms and Conditions accepted, offer confirmed and accepted as described above:

_____　　　　　_____
　　　　Customer　　　　　　　　　　　　　Location / Date

Please fax the signed forms to: 0043 1 319 69 99 33