

Congress Sytem Introduction

Introduction

Questwork has years of solid experience in providing the best IT solution for event organisers. No matter you are planning an one-day event or a full week congress, catering 100-5,000 participants, Questwork could offer the most suitable solution for you.

Questwork has developed a software suite of applications, including online/offline system, Android and iOS mobile apps. These applications could be work alone or work together to fulfil the various needs from different event, meeting and congress.



Applications

This software suite consists of four individual applications:

Web-based Congress System

The congress system is the heart of the software suite. It helps organiser to setup online/onsite registration, online payment, abstract submission & selection, session scheduling, award nomination & selection, sponsor/exhibitor management. A real time statistics could be viewed by organiser to get the first hand information on both registration and attendance.

Mr. Don LEE Registration Abstract Panel Administration Logout

iCover2017 International Conference of Vision and Eye Research

26-27 May 2017, Hong Kong

Organizer: The Hong Kong Baptist University

Co-organizers: The Chinese University of Hong Kong The Hong Kong Polytechnic University The University of Hong Kong The Chinese University of Science and Technology The Hong Kong Baptist University The Hong Kong Polytechnic University The University of Hong Kong The Chinese University of Science and Technology

Registration Filters

Code:

Name:

Email:

Role:

Attended:

Event Short Code:

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Speaker Ready Room System

The speaker ready room system allows speakers to upload their presentation file, which will be distributed to each session room automatically. Speakers could also review or update their presentation file via this system. It has also feature a real time statistics will display the percentage of presentation file received.

Home Speaker Ready Room Session Room Manage User Nodes Speaker +

Welcome to Speaker Ready Room System (SRRS)

To start upload PowerPoint file

- Click "Speaker Ready Room" on top menu

To display a list of all sessions

- Click "Session Room" on top menu

To display Speaker's Biography by Congress App

- Click "here" to see how to use the Congress App to display a speaker's biography in each session.

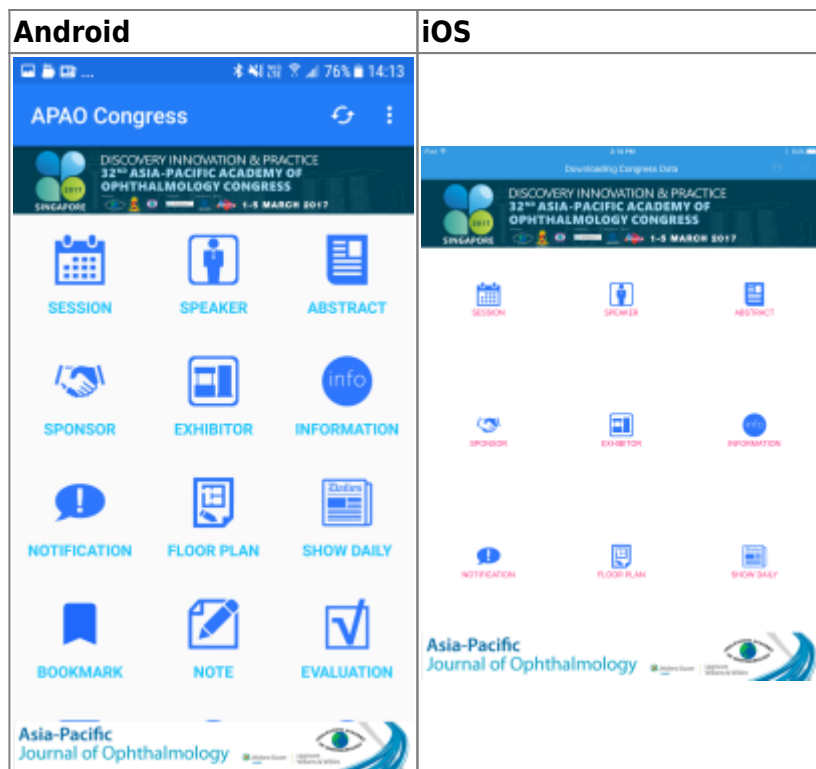
Setup the Windows workstation

- Always use Windows computer to use the SRRS
- Always use Google Chrome browser to open the SRRS
- Download the PowerPoint helper app [here](#) and unzip it to c:\session\session.exe
- Download a Sample PPT [here](#) and change Google Chrome to [Always Open Files of This Type]
- Download a Sample PPTX [here](#) and change Google Chrome to [Always Open Files of This Type]
- Download a Sample Keynote [here](#) and change Google Chrome to [Always Open Files of This Type]
- Change default PPT and PPTX open by c:\session\session.exe
- Now download the two sample PowerPoint files again and it should automatically open in slideshow mode
- Check both Sample PowerPoint files to make sure the embedded video could be played properly

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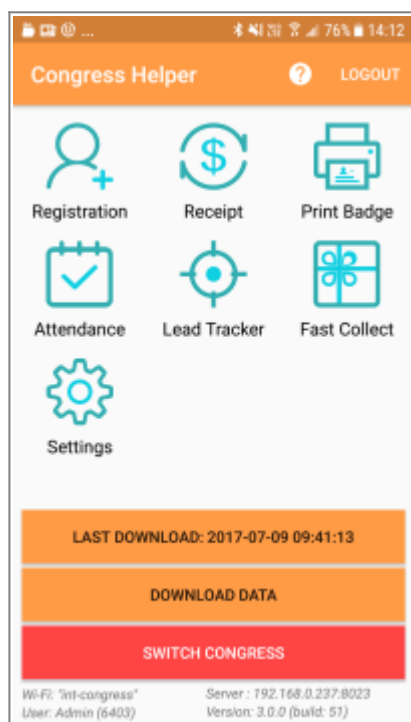
Congress Mobile app (Android/iOS)

The Congress Mobile app on both Android and iOS platforms is a very feature-rich application. It provides the most up-to-date congress schedule, speakers' biography, abstract viewing, sponsor/exhibitor information, and session evaluation. We could further customise the Congress Mobile app to suit for your needs and enhance your event branding.



Congress Helper mobile app (Android only)

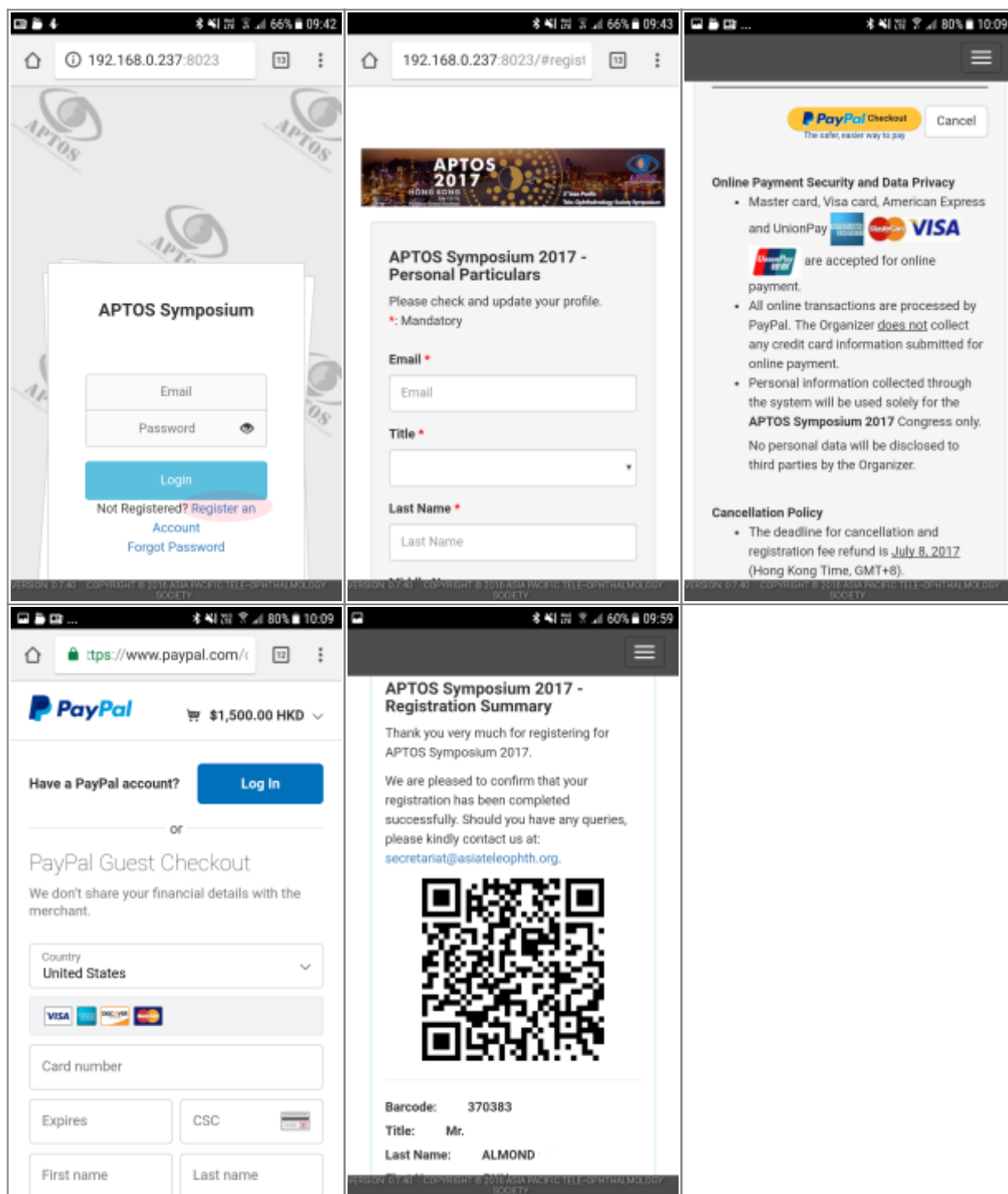
Most events or congresses will requires a number of temporarily helpers. The Congress Helper app is designed to better equip these helpers so that they could be more productive. The Congress Helper app provides features like onsite registration & payment, searching of registration, badge/ticket printing, attendance taking, delegate kit/souvenir distribution, admission control, etc.



Features

Below please find the highlights of some specific features of the Congress Suite.

Online/Onsite Registration and Online Payment



Ultra-Fast Badge/Ticket printing

[printebadge01.mp4](#)

Delegate kit/Souvenir collection

[distribution_of_delegate_kit_-_congress_helper_-_youtube_360p_.mp4](#)

Session Attendance & Admission Control

Session information	Accept attendance on session	Reject attendance
4:57 PM Attendance Date 2017-03-01 Venue 300 Session 14:30-16:00 Improving Eye Workforce Challenges Through Harmonized Allied Ophthalmic Personnel Training 0319	4:58 PM Attendance 14:30-16:00 300 Improving Eye Workforce Challenges Through Harmonized Allied Ophthalmic Personnel Training Congress Helper Please scan with Mobile Scanner or disable Bluetooth on device. 100262 Lee	4:59 PM Attendance 14:30-16:00 300 Improving Eye Workforce Challenges Through Harmonized Allied Ophthalmic Personnel Training Congress Helper Please scan with Mobile Scanner or disable Bluetooth on device. UNAUTHORIZED 2017-03-02

Lead tracker for Exhibitors

Exhibitor information	Scan	Review	Take notes
5:00 PM Lead Tracker Please fill in the information. We will send you the record to your email. Email don.lee@questwork.com Contact Name Don Lee Company Name Questwork Consulting Limited	5:00 PM Lead Tracker Don Lee(don.lee@questwork.com) Questwork Consulting Limited Congress Helper Please scan with Mobile Scanner or disable Bluetooth on device. 100262 Lee	5:00 PM Scanned Delegate Don Lee(don.lee@questwork.com) Questwork Consulting Limited You have 1 exhibitor records. Lee 100262 Feb 26 17:00:43 EXPORT DATA ERASE ALL DATA	5:00 PM Scanned Delegate Don Lee(don.lee@questwork.com) Questwork Consulting Limited demo note note more notes q w e r t y u i o p a s d f g h j k l z x c v b n m

Polling

[poll_everywhere.mp4](#)

Abstract submission and review

Mr. Don LEERegistrationAbstractSocial ProgramHotelPanelAdministrationLogout

SearchExportResetGenerate QR Code for All Abstracts

CODE	FIRST PREFERENCE	ABSTRACT TITLE	ROLE	STATUS	SCORES	ACTION
Result: 46 record(s) found						
200034	Free Paper Retina, Vitreous Accepted as: E-Poster	Spontaneous closure of Micro Macular hole	First Author: Yuanfei ZHU Submitter: Yuanfei ZHU	Submitted	Score 1: 5 Score 2: 4 Average: 4.50 Truncated: 2.25 Admin: 0 View Comments	View Edit Revise Check Invitation
200024	Free Paper Tele-Ophthalmology Accepted as: Free Paper	Based on Tele - Ophthalmology Technique to Facilitate Diabetic Eye Disease Screening Model Construction under the Support of World Diabetes Federation (WDF)	First Author: Haisheng ZHAO Submitter: Haisheng ZHAO	Submitted	Score 1: 5 Score 2: 4 Average: 4.50 Truncated: 2.25 Admin: 0	View Edit Revise Check Invitation
200026	Video Tele-Ophthalmology Accepted as: Video	Wireless Smartphone Videography for Ocular Surgery System	First Author: Jan Bond CHAN Submitter: Jan Bond CHAN	Submitted	Score 1: 37 Score 2: 8 Average: 21.50 Truncated: 10.75 Admin: 0	View Edit Revise Check Invitation View Metrics

Speaker scheduling

HomeSpeaker Ready RoomSession RoomManage UserNodesSpeaker

RoomDateResetSession List

Code: 0002Venue: Grand BallroomTime: 2017-07-15, 11:00-12:00

Keynote Session: Artificial Intelligence
Chair: Robert CHANG

Duration: 25 + 5 mins
Divya NAG
Mobile Technology's Role in Advancing Ophthalmology Q&A

Duration: 25 + 5 mins
Andre ESTEVA
Artificial Intelligence in Detecting & Tracking Skin Conditions Q&A

Session management and scheduling

Mr. Don LEERegistrationAbstractSocial ProgramHotelPanelAdministrationLogout

SearchReset

Session List - 10 Items found

Code	Category	Subspecialty	Type	Theme	Action
0001	Submitted	Tele-Ophthalmology	Free Paper	Free Paper Session 1	Edit
0002	Invited	Artificial Intelligence	Symposium	Keynote Session: Artificial Intelligence	Edit
0003	Invited	Tele-Ophthalmology	Symposium	Keynote Session: Tele-Ophthalmology & Deep Learning in Diabetic Retinopathy	Edit
0004	Invited	Telemedicine	Symposium	Enabling AI & Telemedicine	Edit
0005	Invited	Artificial Intelligence	Symposium	AI Use Cases 1	Edit
0006	Invited	Artificial Intelligence	Symposium	AI Use Cases 2	Edit
0007	Invited	Tele-Ophthalmology	Symposium	Tele-Ophthalmology in the Asia Pacific Region	Edit
0008	Submitted	Tele-Ophthalmology	Free Paper	Free Paper Session 2	Edit
0009	Invited	Tele-Ophthalmology	Special Interest Group	APTOG Roundtable on Tele-Ophthalmology Development - Challenges & Solutions to Incorporating Artificial Intelligence into Telemedicine Screening	Edit

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Mr. Don LEE Registration Abstract Social Program Hotel Panel Administration Logout

APTOS 2017

HONG KONG July 15-16, Harbour Grand Kowloon

2nd Asia Pacific Tele-Ophthalmology Society Symposium

Same Chair Clash Speaker and Chair Clash Not Available Timeslot

July 15, 2017

Room	Capacity	8am	9am	10am	11am	12pm	1pm	2pm	3pm	4pm
Grand Ballroom	500		090101 (Tele-Ophthalmology) Opening Ceremony & Tele-Ophthalmology Clinic Live Demo		090202 (Artificial Intelligence) Keynote Session: Artificial Intelligence		090303 (Tele-Ophthalmology) Repeatable Session: Tele-Ophthalmology & Deep Learning in Diabetic Retinopathy		090404 (Telemedicine) & Telemedicine	
Salon 1	250									

Not assigned session(s): 0

Pre-event and Post-event reports

Badge Printing Report

registrationCode	displayName	firstName	lastName	badge printing
100036	Alex CHAN	Alex	CHAN	2017-01-26T14:23:09.015Z
100071	Alex CHAN	Alex	CHAN	2017-05-24T11:39:26.527Z
590191	Alex CHAN	Alex	CHAN	2017-05-25T08:41:37.876Z
440166	Alex CHAN	Alex	CHAN	2017-05-25T08:42:36.204Z
100066	Alex CHAN	Alex	CHAN	2017-05-25T08:43:07.065Z
900160	Alex CHAN	Alex	CHAN	2017-05-25T08:45:49.951Z
970203	Alex CHAN	Alex	CHAN	2017-05-25T08:46:29.555Z
860164	Alex CHAN	Alex	CHAN	2017-05-25T10:33:40.782Z
440166	Alex CHAN	Alex	CHAN	2017-05-25T10:34:10.231Z
560194	Alex CHAN	Alex	CHAN	2017-05-25T10:34:28.968Z
360204	Alex CHAN	Alex	CHAN	2017-05-25T10:34:51.179Z
100190	Alex CHAN	Alex	CHAN	2017-05-25T10:35:10.514Z
850195	Alex CHAN	Alex	CHAN	2017-05-25T10:35:28.425Z
100200	Alex CHAN	Alex	CHAN	2017-05-25T10:35:45.476Z
450205	Alex CHAN	Alex	CHAN	2017-05-25T10:35:58.499Z
690201	Alex CHAN	Alex	CHAN	2017-05-25T10:37:30.926Z
530187	Alex CHAN	Alex	CHAN	2017-05-25T10:37:46.604Z
480192	Alex CHAN	Alex	CHAN	2017-05-25T10:38:12.003Z
730197	Alex CHAN	Alex	CHAN	2017-05-25T10:38:28.742Z
620188	Alex CHAN	Alex	CHAN	2017-05-25T10:38:51.112Z
420198	Alex CHAN	Alex	CHAN	2017-05-25T10:39:09.951Z
860134	Alex CHAN	Alex	CHAN	2017-05-25T10:39:31.565Z
820128	Alex CHAN	Alex	CHAN	2017-05-25T10:40:14.270Z
380142	Alex CHAN	Alex	CHAN	2017-05-25T10:40:35.168Z
390141	Alex CHAN	Alex	CHAN	2017-05-25T10:40:55.191Z
310139	Alex CHAN	Alex	CHAN	2017-05-25T10:41:14.183Z
150145	Alex CHAN	Alex	CHAN	2017-05-25T10:41:34.123Z
710149	Alex CHAN	Alex	CHAN	2017-05-25T10:41:55.259Z
600210	Alex CHAN	Alex	CHAN	2017-05-25T10:42:05.024Z

Session Attendance Report

Date	Time	Venue	Session Theme	Delegate Code	Delegate Name	Timestamp	Device ID
2017-05-26	08:00	Theatre	Day 1 Morning In	450189	Alex CHAN	Thu May 26 08:02:37 GMT+08:00 2017	ac1130412bc349f1495758057758
2017-05-26	08:00	Theatre	Day 1 Morning In	130070	Alex CHAN	Thu May 26 08:42:45 GMT+08:00 2017	ac1130412bc349f1495758057758
2017-05-26	08:00	Theatre	Day 1 Morning In	890181	Alex CHAN	Thu May 26 08:44:04 GMT+08:00 2017	ac1130412bc349f1495758057758
2017-05-26	08:00	Theatre	Day 1 Morning In	890182	Alex CHAN	Thu May 26 08:44:04 GMT+08:00 2017	ac1130412bc349f1495758057758
2017-05-26	08:00	Theatre	Day 1 Morning In	120228	Alex CHAN	Thu May 26 08:44:04 GMT+08:00 2017	ac1130412bc349f1495758057758
2017-05-26	08:00	Theatre	Day 1 Morning In	440186	Alex CHAN	Thu May 26 08:44:04 GMT+08:00 2017	ac1130412bc349f1495758057758
2017-05-26	08:00	Theatre	Day 1 Morning In	680212	Alex CHAN	Thu May 26 08:55:53 GMT+08:00 2017	ac1130412bc349f1495758057758
2017-05-26	08:00	Theatre	Day 1 Morning In	480214	Alex CHAN	Thu May 26 08:56:00 GMT+08:00 2017	ac1130412bc349f1495758057758
2017-05-26	08:00	Theatre	Day 1 Morning In	540135	Alex CHAN	Thu May 26 08:44:24 GMT+08:00 2017	ac1130412bc349f1495758057758
2017-05-26	08:00	Theatre	Day 1 Morning In	540136	Alex CHAN	Thu May 26 08:44:24 GMT+08:00 2017	ac1130412bc349f1495758057758
2017-05-26	08:00	Theatre	Day 1 Morning In	770183	Alex CHAN	Thu May 26 08:44:24 GMT+08:00 2017	ac1130412bc349f1495758057758
2017-05-26	08:00	Theatre	Day 1 Morning In	720128	Alex CHAN	Thu May 26 08:28:13 GMT+08:00 2017	ac1130412bc349f1495758057758
2017-05-26	08:00	Theatre	Day 1 Morning In	650135	Alex CHAN	Thu May 26 08:54:08 GMT+08:00 2017	ac1130412bc349f1495758057758
2017-05-26	08:00	Theatre	Day 1 Morning In	360130	Alex CHAN	Thu May 26 08:45:31 GMT+08:00 2017	ac1130412bc349f1495758057758
2017-05-26	08:00	Theatre	Day 1 Morning In	370133	Alex CHAN	Thu May 26 08:59:49 GMT+08:00 2017	ac1130412bc349f1495758057758
2017-05-26	08:00	Theatre	Day 1 Morning In	450129	Alex CHAN	Thu May 26 09:22:31 GMT+08:00 2017	ac1130412bc349f1495758057758
2017-05-26	08:00	Theatre	Day 1 Morning In	450189	Alex CHAN	Thu May 26 08:04:04 GMT+08:00 2017	ac1130412bc349f1495758057758
2017-05-26	08:00	Theatre	Day 1 Morning In	180162	Alex CHAN	Thu May 26 08:19:16 GMT+08:00 2017	ac1130412bc349f1495758057758
2017-05-26	08:00	Theatre	Day 1 Morning In	150105	Alex CHAN	Thu May 26 08:46:01 GMT+08:00 2017	ac1130412bc349f1495758057758
2017-05-26	08:00	Theatre	Day 1 Morning In	690137	Alex CHAN	Thu May 26 09:42:18 GMT+08:00 2017	ac1130412bc349f1495758057758
2017-05-26	08:00	Theatre	Day 1 Morning In	130069	Alex CHAN	Thu May 26 08:07:17 GMT+08:00 2017	ac1130412bc349f1495758057758
2017-05-26	08:00	Theatre	Day 1 Morning In	650229	Alex CHAN	Thu May 26 09:58:20 GMT+08:00 2017	ac1130412bc349f1495758057758
2017-05-26	08:00	Theatre	Day 1 Morning In	680212	Alex CHAN	Thu May 26 08:28:30 GMT+08:00 2017	ac1130412bc349f1495758057758
2017-05-26	08:00	Theatre	Day 1 Morning In	720138	Alex CHAN	Thu May 26 09:08:11 GMT+08:00 2017	ac1130412bc349f1495758057758
2017-05-26	08:00	Theatre	Day 1 Morning In	530095	Alex CHAN	Thu May 26 08:18:48 GMT+08:00 2017	ac1130412bc349f1495758057758
2017-05-26	08:00	Theatre	Day 1 Morning In	680214	Alex CHAN	Thu May 26 08:54:08 GMT+08:00 2017	ac1130412bc349f1495758057758
2017-05-26	08:00	Theatre	Day 1 Morning In	740106	Alex CHAN	Thu May 26 08:33:51 GMT+08:00 2017	ac1130412bc349f1495758057758
2017-05-26	08:00	Theatre	Day 1 Morning In	790187	Alex CHAN	Thu May 26 08:48:03 GMT+08:00 2017	ac1130412bc349f1495758057758
2017-05-26	08:00	Theatre	Day 1 Morning In	330157	Alex CHAN	Thu May 26 08:28:37 GMT+08:00 2017	ac1130412bc349f1495758057758
2017-05-26	08:00	Theatre	Day 1 Morning In	480185	Alex CHAN	Thu May 26 08:18:16 GMT+08:00 2017	ac1130412bc349f1495758057758

Congress Printout Sample

congress_printout_sample.pdf

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