

Congress Web Operation Manual

Duties:

- * Onsite Rate
- * Prepare certificate

Onsite Rate

- Onsite rate should include the Day 0

Prepare Certificate

We need to upload the certificate before the end of the event.

- prepare image background file
 - attendance > /userfile/demo/img/<esc>/certificates/attendance.jpg
 - cme > /userfile/demo/img/<esc>/certificates/cme.jpg
 - participant > /userfile/demo/img/<esc>/certificates/participant.jpg
- modify the template certificate.html accordingly
- you may also modify certificate.html to include other delegate information as well
- git commit
- test it before release to public
- release by modify the mainmenu file /data/mainmenu/registration.json

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