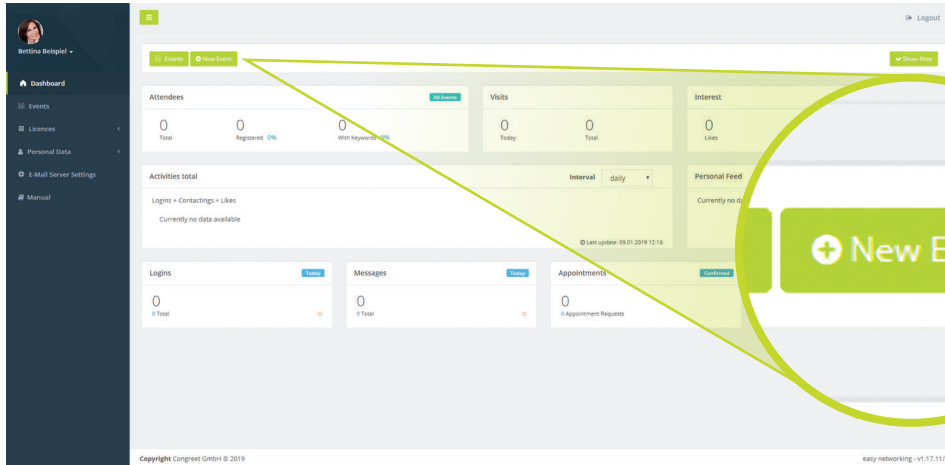


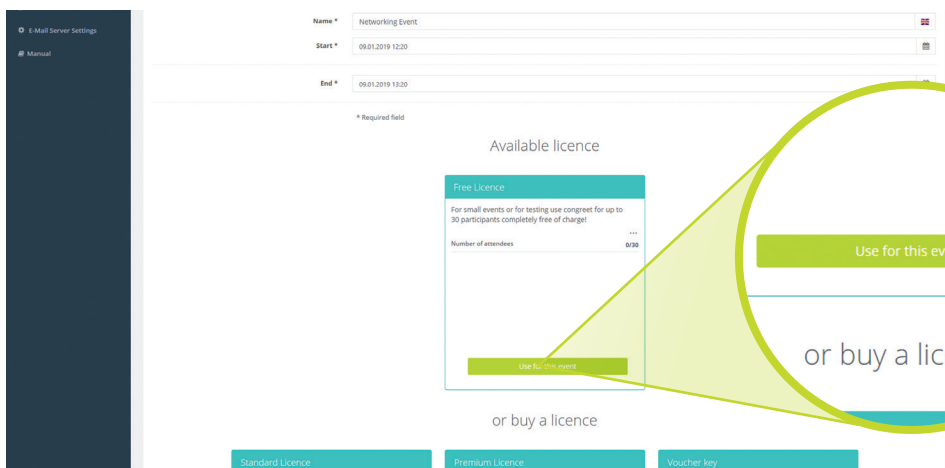
# QUICK START



1

Start directly creating your first event.

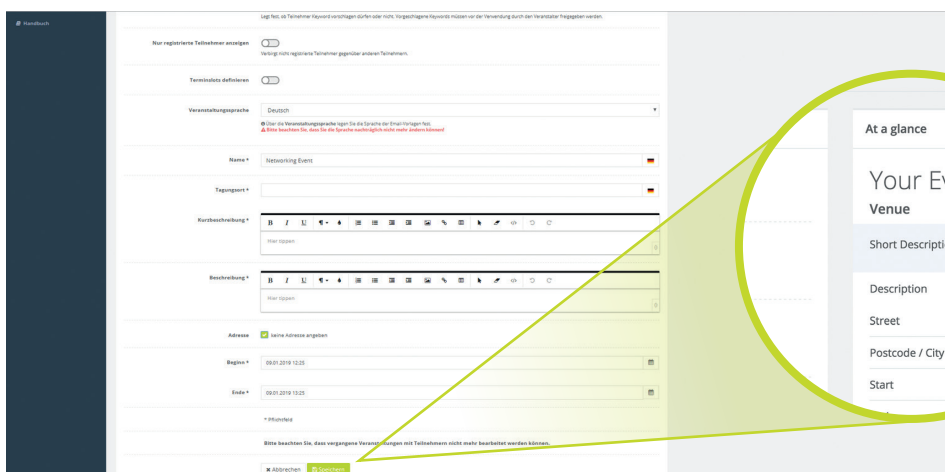
**TIP:**  
All data can be changed again at any time.



2

Select a licence for your event.  
Start directly with the free licence or buy one for more participants.

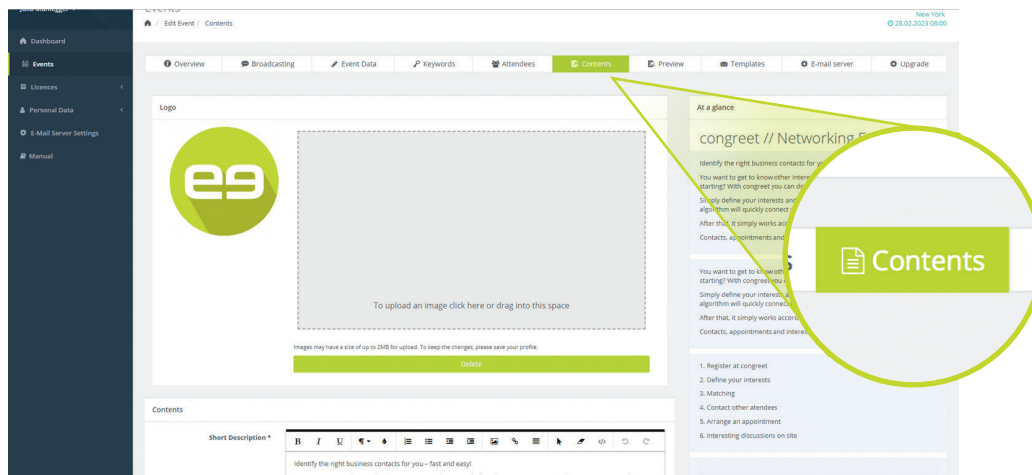
**TIP:**  
Licences can be extended at any time.



3

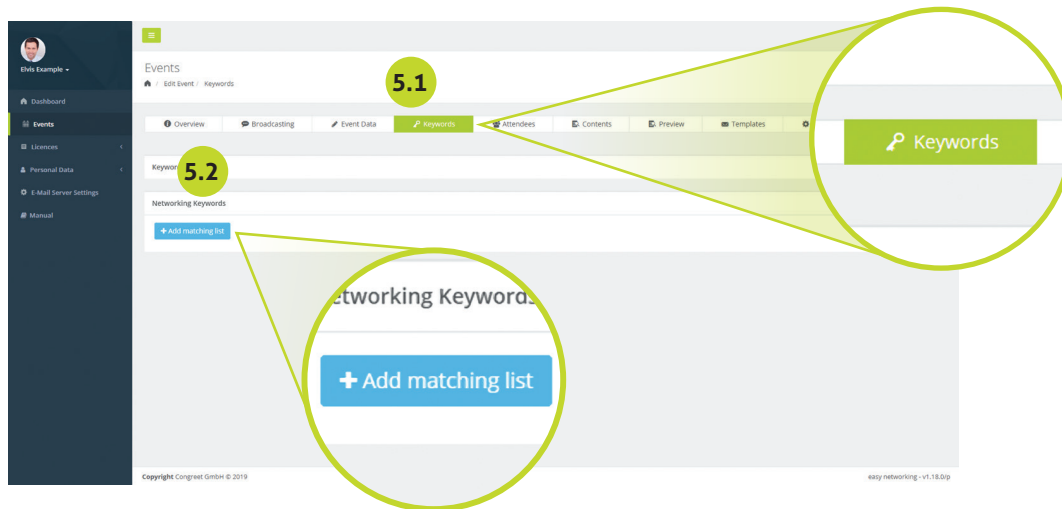
Complete the basic data of your event.

Provide information about the title, location, description and date.



4

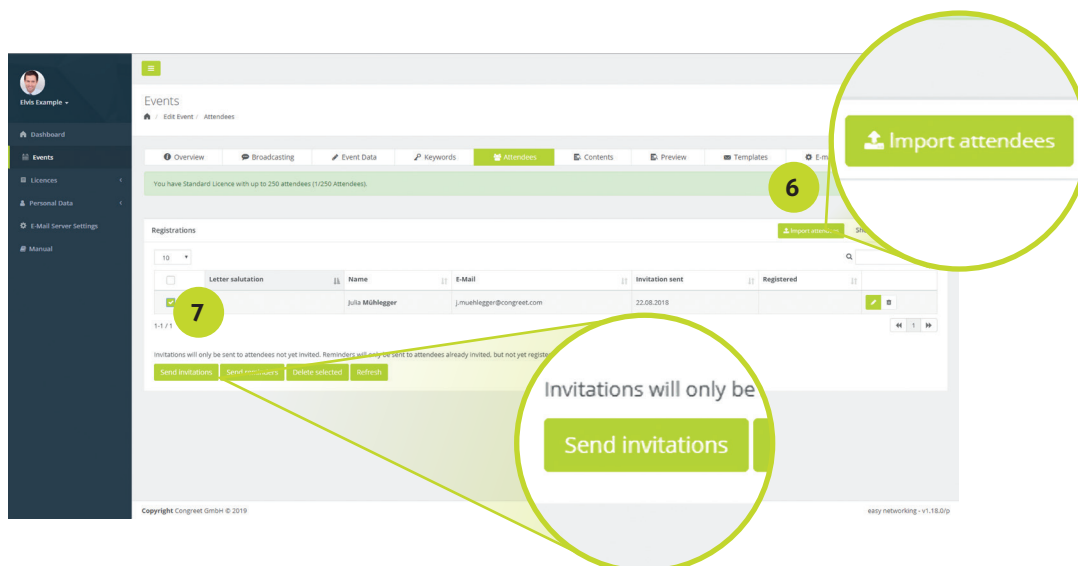
Personalize your event with your logo and add more information such as agenda, speakers and directions to your event.



5

Define keywords that fit your audience and save your matching lists.

If you need tips on keywords, please feel free to email us.



6

Finally, invite your participants. You can import subscriber lists via CSV or enter the data manually.

7

You need more detailed help to create your event?  
Feel free to contact us directly.

[Contact form >](#)

Now select all participants in the list and send your invitations. You can invite as many participants as your licence allows.