

Specific to competition, auditions,  
contests and festivals.

**THE SOLARISLIVE™ EVENT MANAGER**  
**- POWERFUL AND EASY TO USE -**

Solarislive™ Incorporated helps  
the arts communities manage  
and administer their event  
through a cloud-based service.

**solarislive!**™  
events managed online

~ since 2011 ~

# OUR BACKGROUND - OPERATING SINCE 2011

## Two Principals

– our team has 30 years+ industry experience

### Barb Keck

- Festival President for 3 years
- Owner/operator of Website Design company

### Mike Reilly

- Technology background:  
Microsoft 10+ years, technology 20+
- Managed multiple online companies

## Our Goal...

Provide customers with the best cloud based tools that make managing and organizing events easy.

Our own strength has been taking a leadership role in automating, organizing and systemizing the tasks that eat up way too many man hours.

# POWERFUL. ROBUST. INTUITIVE.



Manage and create your Program or Syllabus, Schedule and Registrations online in REAL TIME.

## The BENEFITS

- Builds your event site as you go
- Easy to setup and use
- Very affordable - from small to large festivals
- New Features added all the time

# EVENT – SET UP & GO

## The FEATURES

- Add your Event & Contact Details
- Add your logo & photos, or pick from our library
- Social Media – connect to your facebook, twitter & instagram accounts

...and you're  
ready to go live!

The screenshot shows the SolarisLive! Event Manager interface. At the top, there is a navigation bar with the SolarisLive! logo and a user profile for 'Hi Barb'. Below this is a secondary navigation bar with options: EVENT MANAGER, Preview, Event, Registration, Syllabus, Schedule, Results, Donation, and Help. The main content area features the 'MUSIC Competition' logo and a dropdown menu for 'Music Competition Demo'. A secondary navigation bar includes 'Details', 'Contact', 'Design', 'Links', and 'Sponsors'. A 'Learn' button is visible. The 'Your Event Main Page' section contains a text box with instructions. Below this are form fields for 'Event Name' (Music Competition Demo), 'Event URL' (https://events.solarislive.com/Music-Competition-Demo), 'Event Start Date' (01/03/2021), and 'Event End Date' (04/30/2021). An 'Informational Message' field contains the text 'Be prepared with your sheet music before registering for this years Virtual Event'. A checkbox for 'Informational Message On' is checked. A 'Get Started' button is at the bottom.

**solarislive!**  
events manager online

Solutions Hi Barb ▾

EVENT MANAGER Preview Event Registration Syllabus Schedule Results Donation Help ▾

**MUSIC** Competition

Music Competition Demo ▾  
Music Competition Demo ▾

Details Contact Design Links Sponsors

**Your Event Main Page** Learn ▾

The details you add below will appear on the home page of your Event. For assistance and further descriptions of how each section works click on the Learn button.

**Event Name**

Music Competition Demo

**IMPORTANT:** This name is both your event name and live event site url and should be the same exact name every year. Avoid making it different each year - DO NOT add a Year to it otherwise it will break bookmarks and web pages already pointing to it from previous years. Example: **CORRECT** : Music Festival **INCORRECT** : Music Festival 2019

**Event URL**

https://events.solarislive.com/Music-Competition-Demo

This is your live event URL. Updated when Event Name is updated. This is the same as the Preview link.

**Event Start Date**

01/03/2021

**Event End Date**

04/30/2021

**Informational Message**

Be prepared with your sheet music before registering for this years Virtual Event

Message appears on event page for informational purposes

**Informational Message On**

**Get Started**

# EVENT SITE PREVIEW – HOW IT LOOKS

## The FEATURES

Responsive – formats to all devices  
(*phone, tablet, laptop, desktop*)

*From the event site users, teachers  
and adjudicators can:*

- Create an Account
- View the Syllabus and Schedule when the Festival Coordinator makes them available
- Register and pay online directly from your Program/Syllabus

The screenshot displays the website for a Music Competition. At the top left is the logo for "MUSIC Competition" with a stylized treble clef. To the right of the logo is a navigation menu with links for "Home", "Syllabus/Register", "Schedule", and "About", followed by "Login" and "Signup" buttons. Below the navigation is a large banner image of three young musicians (two women and one man) playing violins. Underneath the banner are three logos: "Woodland's Recording Studio" (with a microphone icon), "..... Performing Arts ..... Academy ....." (with a decorative flourish), and "Music Studio Lessons Classes Workshops" (with a treble clef icon). A light blue information bar contains the text: "Info! Be prepared with your sheet music before registering for this years Virtual Event" with a close button (X). The main content area is split into two columns. The left column has the heading "This Event Demo is for demonstration purposes only." followed by three paragraphs of placeholder text: "Add Your introductory message to your event participants.", "Include important information for your event such as dates, return policy etc.", and "Call us at 1.866.210.0483 to speak to a Solarislive specialist or to book a demo to learn about the amazing features to quickly and easily organize and manage your event online." The right column has the heading "Let's Get Started" followed by "Welcome to our Event" and three blue buttons: "Register >", "Syllabus >", and "Schedule >".



# SYLLABUS OR PROGRAM – CHOOSE YOUR DISCIPLINE

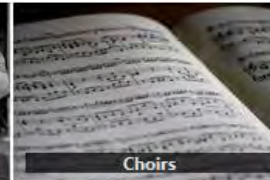
## The BENEFITS

- Easy to find your instrument.
- Guides you from the discipline to the categories options.
- Turn Registration on and off when you are ready.

### Syllabus Overview

Welcome to Pickering Rotary Music Festival

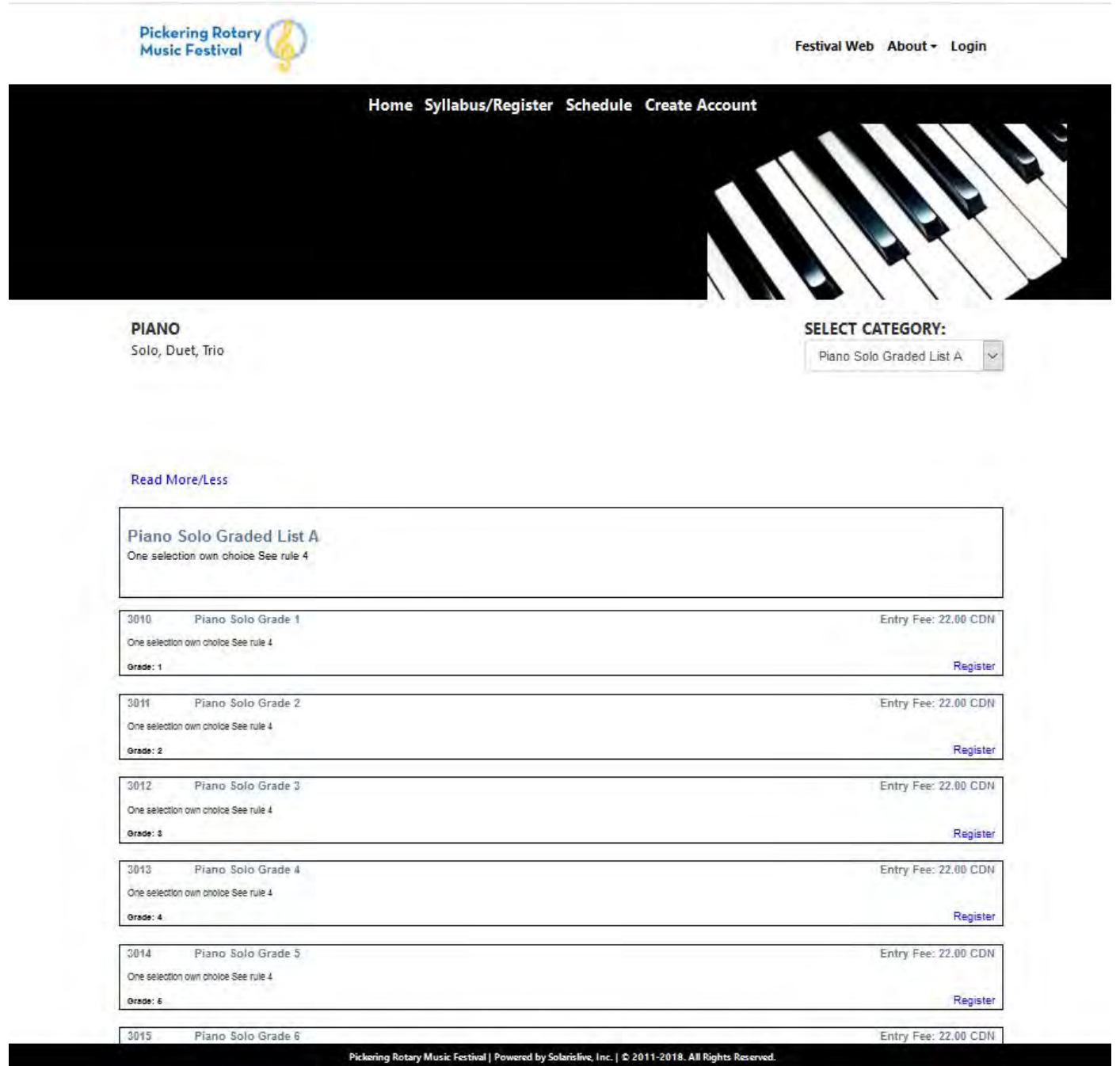
#### Choose an Instrument



# SYLLABUS – REGISTER FOR A CLASS

## The BENEFITS

- Easy to find catalogue options
- Register directly online for multiple entries.
- Groups – add group name, option to pay by number of participants
- Works like a shopping cart
- Class Edit Option - allow for last minute student selection changes



The screenshot shows the website for the Pickering Rotary Music Festival. At the top left is the logo with a treble clef. At the top right are links for "Festival Web", "About", and "Login". Below this is a navigation bar with "Home", "Syllabus/Register", "Schedule", and "Create Account". A large image of piano keys is on the right side of the header. The main content area is titled "PIANO" with subtext "Solo, Duet, Trio". To the right is a "SELECT CATEGORY:" dropdown menu set to "Piano Solo Graded List A". Below this is a "Read More/Less" link. The main content is a table listing piano solo graded list categories from Grade 1 to Grade 6. Each row includes a class ID, the grade name, a description, the entry fee, and a "Register" button.

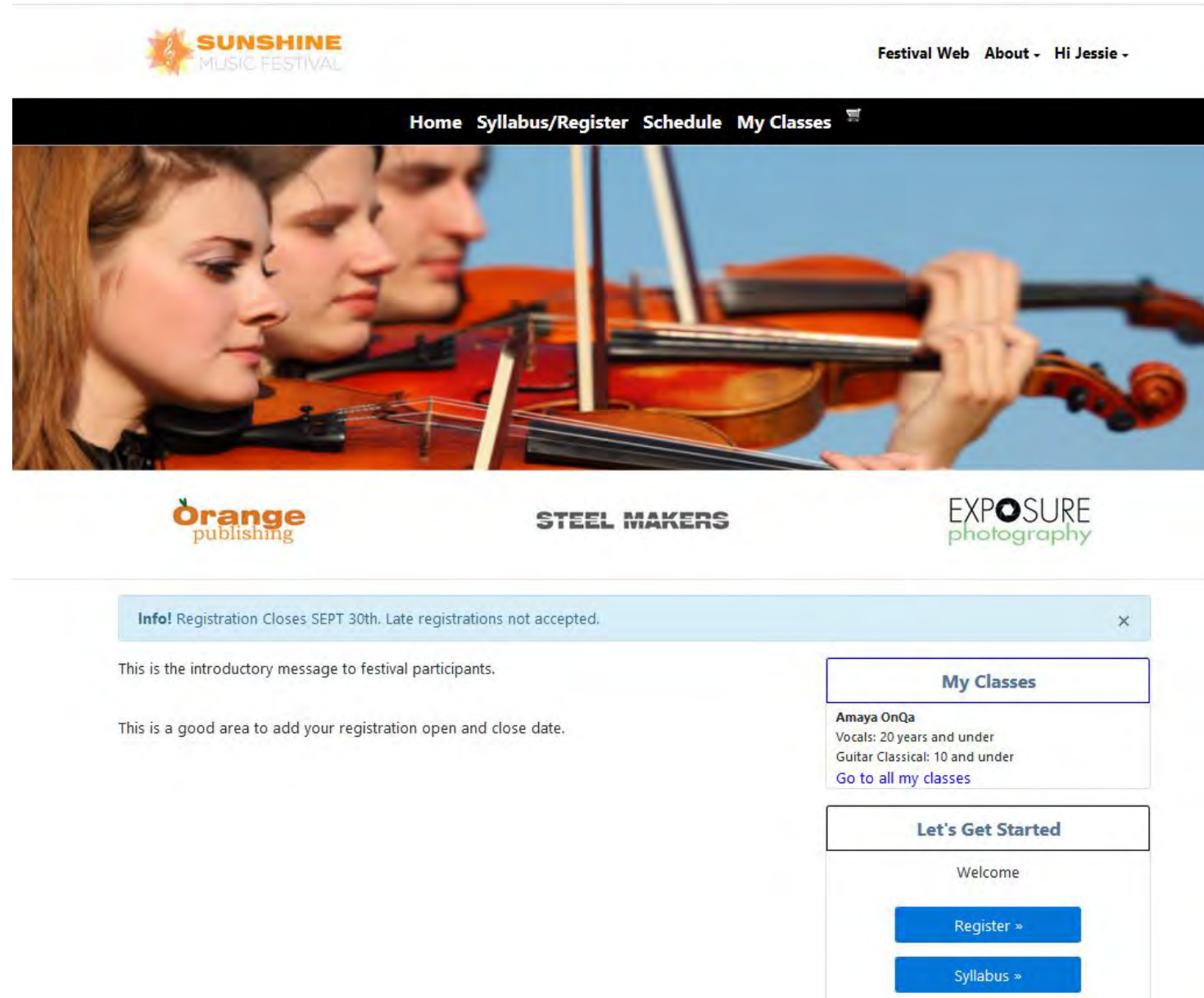
PIANO		SELECT CATEGORY:	
Solo, Duet, Trio		Piano Solo Graded List A	
<a href="#">Read More/Less</a>			
Piano Solo Graded List A One selection own choice See rule 4			
3010	Piano Solo Grade 1	Entry Fee: 22.00 CDN	<a href="#">Register</a>
One selection own choice See rule 4			
Grade: 1			
3011	Piano Solo Grade 2	Entry Fee: 22.00 CDN	<a href="#">Register</a>
One selection own choice See rule 4			
Grade: 2			
3012	Piano Solo Grade 3	Entry Fee: 22.00 CDN	<a href="#">Register</a>
One selection own choice See rule 4			
Grade: 3			
3013	Piano Solo Grade 4	Entry Fee: 22.00 CDN	<a href="#">Register</a>
One selection own choice See rule 4			
Grade: 4			
3014	Piano Solo Grade 5	Entry Fee: 22.00 CDN	<a href="#">Register</a>
One selection own choice See rule 4			
Grade: 5			
3015	Piano Solo Grade 6	Entry Fee: 22.00 CDN	<a href="#">Register</a>
One selection own choice See rule 4			
Grade: 6			

Pickering Rotary Music Festival | Powered by SolarisLive, Inc. | © 2011-2018, All Rights Reserved.

# VIEW YOUR REGISTRATIONS

## The BENEFITS

- When you are logged in, first three entries you registered for are immediately shown.
- In Syllabus/Program mode the Account shows what they are registered in.
- In Schedule mode, participants can view their own schedule along with a 'Venue Location' in google maps.



The screenshot shows the Sunshine Music Festival website. At the top left is the logo for "SUNSHINE MUSIC FESTIVAL". To the right are links for "Festival Web", "About", and "Hi Jessie". Below this is a navigation bar with "Home", "Syllabus/Register", "Schedule", and "My Classes". A large image of three violinists playing is featured. Below the image are logos for "Orange publishing", "STEEL MAKERS", and "EXPOSURE photography". A light blue notification box states: "Info! Registration Closes SEPT 30th. Late registrations not accepted." Below the notification, there are two introductory messages: "This is the introductory message to festival participants." and "This is a good area to add your registration open and close date." On the right side, there are two main sections: "My Classes" and "Let's Get Started". The "My Classes" section shows a user named "Amaya OnQa" with details for "Vocals: 20 years and under" and "Guitar Classical: 10 and under", and a link to "Go to all my classes". The "Let's Get Started" section includes a "Welcome" message and two blue buttons: "Register >" and "Syllabus >".



# SYLLABUS/PROGRAM – CREATION

## The Options

- IMPORT or manually create your Program or Syllabus
- ADD, DELETE, or MODIFY classes
- Add your fees, admin & performance time, and more



Music Competition Demo -

Music Competition Demo ▾

Details **Import** Classes Options

### Importing your Syllabus

To import your syllabus or programme click on Learn for further information. After you complete your import, you can edit and add to it through the 'Classes' tab above. Classes may be your divisions, levels or other entry name.

[Learn](#) ▾

#### View Sample CSV Files

[Click or right click, then save file - depends on your browser](#)

- [Instrument.csv](#) »
- [Category.csv](#) »
- [Class.csv](#) »

#### Clear Syllabus

Delete all instruments, categories and classes

#### Choose Syllabus Import Action

- Import Instruments
- Import Categories
- Import Classes

CSV File:  No file selected.

# REGISTRATION – HOW IT WORKS

## You Can...

- Customize your registration form.
- Choose which fields are required.
- Create and show descriptions.
- Add custom fields to collect specific information you need.
- Sell Products - programs, tickets, or ask for donations.

The screenshot shows the 'EVENT MANAGER' interface with a navigation bar containing 'Preview', 'Event', 'Registration', 'Syllabus', 'Schedule', 'Results', 'Donation', and 'Help'. The 'MUSIC Competition' logo is prominently displayed. A secondary navigation bar includes 'Details', 'Account', 'Registration', 'Terms', 'Teacher', 'Products', and 'Payments'. The 'Event Account Form' section is active, with a 'Learn' button. Below this, there are two tabs: 'Common Fields' and 'Custom Fields'. A table lists various fields with checkboxes for 'Show', 'Required', and 'Description', and a 'Description Text' column with corresponding input fields.

Field Name	Show	Required	Description	Description Text
Title	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Mr, Mrs, Dr. etc
First Name	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Last Name	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Email	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Password	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Must be 8 to 12 alphanumeric characters
Repeat Password	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Repeat password
Address #1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Number and Street
Address #2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
City	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Province	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Zip/Postal Code	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Alphanumeric characters only - no spaces
Country	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Home Phone	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

# ACCOUNTS – EVERYTHING ONLINE

## The FEATURES

- ALL account holders can view and edit their account details
- TEACHER accounts include an ID to provide their participants
- TEACHERS and PARENTS can register on the students behalf and view their registrations and schedule
- ADJUDICATORS can view their schedule from a computer or mobile with a badge ID



[Festival Web](#) [About](#) [Login](#)

[Home](#) [Syllabus/Register](#) [Schedule](#) [Create Account](#)

### Participants

View the classes you registered for.  
View the schedule when it's ready  
Update your profile.

### Teachers

Access your Teacher ID  
View your students' classes when ready  
Update your profile.

### Adjudicators

Access your Adjudicator ID  
View your classes when ready  
Update your profile.

**Email address**

**Password**

Login

[Forgot Password?](#) | [Sign-up for an Account?](#)

# REGISTRATION – ACCOUNT FORM

## Your form...

- The fields you chose will show up in the form
- Account holders can change their address, email, etc
- Form fields are collected in a report that you can access and download

The screenshot shows the 'Create Account' page for the Rotary Burlington Music Festival. At the top, there is a navigation bar with the festival logo and links for 'Festival Web', 'About', and 'Login'. Below this is a dark navigation bar with links for 'Home', 'Syllabus/Register', 'Schedule', and 'Create Account'. The main heading is 'Create Account'. A link for 'Already have an account? Login here' is provided. An 'IMPORTANT:' notice states that an account is required to register for a class and that parents/teachers can create accounts for participants. A note explains that the account holder will be the only one who can see the participant's schedule. A list of required fields is provided: First Name, Last Name, Email, Password (8-12 alphanumeric characters), Repeat Password, Address #1, Address #2, City, Province (dropdown), Zip/Postal Code (alphanumeric only), and Country (dropdown). Home Phone and Call Phone are optional fields. A blue 'Create Account' button is at the bottom.

Rotary Burlington  
Music Festival

Festival Web About Login

Home Syllabus/Register Schedule Create Account

### Create Account

Already have an account? [Login here](#)

**IMPORTANT:**  
You must have an account to register for a class.

A parent or a teacher can create an account and register participants under their account.

If you register the participant under your account YOU will be the only one who can see their schedule inside the account. If a participant wants to see their own schedule they will have to create their own account.

\* is a required field

First Name\*

Last Name\*

Email\*

Password\*   
Must be 8 to 12 alphanumeric characters

Repeat Password\*   
Repeat password

Address #1\*

Address #2

City\*

Province\*

Zip/Postal Code\*   
Alphanumeric characters only - no spaces

Country\*

Home Phone\*

Call Phone

# SCHEDULE – ONLINE

## The FEATURES

- DRAG and Drop – scheduling.
- VENUES – add , delete, modify.
- ADJUDICATORS – add , delete, modify.
- MANAGE – schedule your participants from a registration list, split classes.

The screenshot shows the 'EVENT MANAGER' interface for a 'Music Competition'. The top navigation bar includes 'Preview', 'Event', 'Registration', 'Syllabus', 'Schedule', 'Results', 'Donation', and 'Help'. The main header features the 'MUSIC Competition' logo and a dropdown menu for 'Music Competition Demo'. Below the header is a navigation bar with 'Details', 'Venues', 'Adjudicators', 'Assign IDs', and 'Manage'. A 'Learn' button is also present.

**How to manage your schedule**

You must have your sessions setup in the Venues tab before scheduling your classes. FIND a full set of instructions in our knowledgebase under Scheduling.

**Settings** | **Classes to Venue Sessions** | **Assign Registration Times** | Split Classes | Overview | Schedule Times

**IMPORTANT:** Please schedule a training session if you have not yet used drag and drop for scheduling. [Clear Schedule](#) [Sync Schedule](#)

Also please read [SCHEDULING-REQUIREMENTS.pdf](#) before scheduling.

To begin, select a Venue session then drag registered classes between the times from left to right.

**Venue Sessions**

Piano Studio : 09:00:00 - 12:00:00 : Friday, April 15, 2016

**CLASSES** Buffer: 5 min Total: 25 min

Ages 14 to 16 (20139)  
Piano Recital  
No Registrants (VE2PARM)

**SCHEDULE SESSION - 180 minutes**

**09:00**

09:00:00- 09:10:00 Ages 10 to 14 (20140)  
Piano, Own Piece  
Registered: 1 , Class Time: 10 minutes  
(85ZUHX4P) ✓

09:15:00- 09:25:00 Ages 10 to 14 (20138)  
Piano, Recital  
Registered: 1 , Class Time: 10 minutes  
(E1MN2G69) ✓

**12:00**



# SCHEDULE – ONLINE VIEW

## The FEATURES

- FULL schedule is viewable online
- MAPS – click to view google map
- NAMES – display or hide
- MY CLASSES – ‘View my schedule’ directly from the schedule

The screenshot shows the website for the Rotary Burlington Music Festival. At the top, there is a navigation bar with links for "Festival Web", "About", and "Login". Below this is a black header with white text for "Home", "Syllabus/Register", "Schedule", and "Create Account". The main content area is titled "Festival Schedule" and includes a link "View my schedule" circled in red. The schedule is organized by date, with each day's events in a separate box. The events listed include "Musical Trick or Treat Recital" on Sunday, October 28, 2018; "Strings Non-Competitive" on Monday, October 29, 2018; "Strings Competitive" on Monday, October 29, 2018; "Piano Non-Competitive" on Monday, October 29, 2018; "Piano Competitive" on Monday, October 29, 2018; and "Strings Competitive" on Tuesday, October 30, 2018. The "Strings Competitive" section provides a detailed list of activities with their respective times and descriptions.

**Rotary Burlington Music Festival** Festival Web About Login

Home Syllabus/Register Schedule Create Account

### Festival Schedule

Choose an instrument and specific date: [View my schedule](#)

**Musical Trick or Treat Recital** Sunday, October 28, 2018

St. Christophers Anglican Church, Sanctuary, Adjudicator: Halloween Recital

2:00 PM Trick or Treat Musical Recital - Junior (ages 11 & under) (20)

**Strings Non-Competitive** Monday, October 29, 2018

Calvary Burlington Baptist, Sanctuary, Adjudicator: Vanessa Mio

9:00 AM Solos - Beginner (ages 10 & under) (00)

**Strings Competitive** Monday, October 29, 2018

Calvary Burlington Baptist, Sanctuary, Adjudicator: Vanessa Mio

9:12 AM	Violin or Viola Suzuki - Junior (Books 2, 3, 4) (1) (20)
9:44 AM	Violin or Viola Suzuki - Junior (Books 2, 3, 4) (2) (20)
10:16 AM	Cello Suzuki - Beginner (Book 1) (00)
10:21 AM	Cello Suzuki - Junior (Books 2, 3, 4) (20)
10:45 AM	Violin or Viola Suzuki - Beginner (Book 1) (00)
10:50 AM	Duets, Trios, Quartets & Quintets - Junior (Levels/Grades 1, 2, 3, 4) (20)
11:10 AM	Duets, Trios, Quartets & Quintets - Intermediate (Levels/Grades 5, 6, 7, 8) (23)
11:25 AM	Violin or Viola List A Graded Classes - Junior (Levels/Grades 3, 4) (1) (20b)
12:21 PM	Violin or Viola Etudes/Studies - Junior (Levels/Grades 3, 4) (20b)
2:00 PM	Violin or Viola List A Graded Classes - Junior (Levels/Grades 3, 4) (2) (20b)
2:54 PM	Violin or Viola List A Graded Classes - Intermediate (Levels/Grades 7, 8) (23b)
3:45 PM	Violin or Viola List A Graded Classes - Intermediate (Levels/Grades 5, 6) (1) (23a)
4:40 PM	Violin or Viola List A Graded Classes - Intermediate (Levels/Grades 5, 6) (2) (23a)
7:00 PM	Cello List D Graded Classes - Senior (Levels/Grades 9, 10) (30)
7:30 PM	Violin or Viola Canadian Composers - Classical Solo - Senior (Levels/Grades 9, 10) (30)
8:00 PM	Cello List A Graded Classes - Senior (Levels/Grades 9, 10) (30)
8:15 PM	Violin or Viola List A Graded Classes - Senior (Levels/Grades 9, 10) (30)
8:50 PM	Cello List C Graded Classes - Senior (Levels/Grades 9, 10) (30)
8:45 PM	Adult Solo - Any level (50)

**Piano Non-Competitive** Monday, October 29, 2018

**Piano Competitive** Monday, October 29, 2018

**Strings Competitive** Tuesday, October 30, 2018

# REPORTS – ONLINE

## Access to REPORTS

- Event Registrations
- Event Transactions
- Order Items
- Site Accounts
- Teacher Accounts
- Adjudicator Accounts
- Venue Day Schedule
- Adjudication Tools
- Printable Schedule

...always adding more

## The FEATURES

- Search and view online for participants and teachers.
- Print adjudicator comment sheets and venue day sheets directly from your computer. Or use our virtual tools.
- Access a Printable schedule.

# REPORTS SEARCH & DOWNLOAD

## The FEATURES

- SEARCH - by date, name, status, Class ID
- DOWNLOAD – a csv
- CHANGE – easily move a registrant into another class

### Reports : Registrations

Your registration list can be downloaded to assist with scheduling and other tasks

Registrations : 92 | Unique : 22 | CSV file

Search Type:  Search Value:

Date	Status	Ref #	Name	Instrument	Category	Class	Adj ID
2018-09-21	PAID-Active	V6SPQ9HB	Barbrose Keck	Brass	Band	Adult	Br-J
2018-05-17	PAID-Active	HB6ZR75R	BarbR Keck	Brass	Band	Adult	Br-J
2018-05-17	PAID-Active	OAK3LGYV	BarbR Keck	Cello Solo	Canadian Composer	21 years and over	cello s
2018-05-17	PAID-Active	OAK3LGYV	BarbR Keck	Strings	String Ensemble: Quartet ...	12 & Under	
2018-05-17	NOT PAID	OAK3LGYV	Melody Lidstone	Vocals	Broadway	20 years and under	BRDWY-Sa
2018-02-20	NOT PAID	LOZDS4M8	Charlene Campbell	Cello Solo	Canadian Composer	21 years and over	cello s
2018-02-09	PAID-Active	9TSRGCHH	Susan Kittle	Vocals	Broadway	20 years and under	BRDWY-Sa
2018-02-09	PAID-Active	BENB11OY	Kathy Prodder	Vocals	Broadway	20 years and under	BRDWY-Sa

# MARKS & PLACEMENT

## The FEATURES

- Assistants can Enter Marks and placements online at the event with their mobile device.
- Find the recommendations in a quick search.
- Display Winners

solarislive!  
events managed online

MUSIC  
Competition 

Choose an Adjudicator:

Melody Adjudicator

Choose a venue session:

Friday, April 15, 2016 (09:00 to 12:00 ) - [Piano Studio - Grand Hall]

### Piano

9:00 AM Own Piece - Ages 10 to 14 (135)

1. Aytan Bieber

Mark:  Placement:

9:15 AM Recital - Ages 10 to 14 (135)

1. Austin Ace

Mark:  Placement:

Update

# EVENT STATUS – YOU TOTAL CONTROL

## The FEATURES

- Turn each section on and off at anytime
- Control when participants can edit their selection
- Preview Option

The screenshot displays the 'EVENT MANAGER' interface for a 'Music Competition Demo'. The top navigation bar includes links for 'Preview', 'Event', 'Registration', 'Syllabus', 'Schedule', 'Results', and 'Donation', along with a 'Help' dropdown. The main content area is titled 'STATUS' and features a 'Learn' button. Below this, the 'Event Status' section allows users to toggle various settings:

- Event Site:** The event is visible and accessible to the public. Toggle: **live ON**
- Syllabus:** The syllabus will be available for viewing when 'ON'. Participants can view their classes and registration status in My Classes. If Schedule is toggled 'ON' at the same time, only their schedule is viewable. Toggle: **live ON**
- Registration:** Registrations for your event can be accepted. Toggle: **live ON**
- Class Edit:** Participants can edit their class selections. 'ON' requires Syllabus 'ON' and Schedule 'OFF'. Important: Turn OFF before you start scheduling classes. Toggle: **live ON**
- Schedule:** The schedule will be available for viewing when 'ON'. Participants can view their schedule only in My Classes. Toggle: **OFF live**
- Third Party Preview:** See Learn button for how to use preview. Toggle: **OFF live**



# SUPPORT & RESOURCES

The screenshot shows the 'EVENT MANAGER' interface for a 'Music Competition Demo'. The navigation bar includes 'Preview', 'Event', 'Registration', 'Syllabus', 'Schedule', 'Results', 'Donation', and 'Help'. The main content area is titled 'General' and contains a registration form with the following fields:

- Registration Start Date:** 01/04/2016
- Registration End Date:** 05/31/2016
- Age Required?** (If checked, birthdate will be required of all participants. If not, birthdate field will not be displayed)
- Age Verification Date:** 12/31/2019 (Only applicable if Age Required is checked. This is the date, that all participants' ages will be verified against during registration, in regard to class age requirements)

A 'Submit' button is located at the bottom of the form.

On the right side, a 'Learn' tab is expanded to show 'Details' for the 'Age Required' feature:

- Age Required**  
This is a Birth Date Checker. When you choose to turn it on and add a date to the 'Age Verification Date' field the registration process will verify the birth date of the registrant with the date you enter in this field.
- How it works**  
Select an option and enter the age requirement for each class.  
When a student registers the birth date checker will verify if they are qualified for that class.  
If they do not fit into the age group based on the birth date in their account, it will give them a notification message that they do not qualify for this age group.  
This feature saves numerous administration hours for classes registered in error by the user.

## The FEATURES

- Learn tabs on each section
- Help Tab provides links to
  - FAQs, knowledgebase
  - TUTORIALS – youtube videos
  - HELPDESK – send in a question
  - CALL – our TOLL Free number
  - CHAT

# EVENTS HISTORY

Events are automatically backed up multiple times a day.

All past events history are easily accessible.

Succession planning – the history provides a valuable resource when a new coordinator or administrator steps in.

## The FEATURES

- View your reports by the year.
- No limit the number of years in your history.
- Event site is accessible all year round – even in parked mode.

# SECURITY & PRIVACY TAKES PRIORITY

## Security takes the highest priority at Solarislive.

In today's online and mobile business, ensuring our service and data is safe from cyber threats and third parties, is a very serious matter to Solarislive.

We maintain high standards to keep our service secure.

Our development lead, with 10+ years **employment with Microsoft** and 20+ years in technology, has experience and knowledge in keeping our service and data secure.

## The FEATURES

- Monitor incoming site traffic 24/7
- Keep the latest server and application software updated
- Use the latest technologies to keep data secure
- Create preventive measures for keeping service secure
- We are CanSpam act compliant
- Verification process – confirms it's a real user

# WIFY – WHAT'S IN IT FOR YOU!



## The FEATURES

- SAVE 100's of hours and thousands of dollars
- FUND RAISING – 3 opportunities
- SUCCESSION planning – don't lose your festival
- PARKED MODE– Saves all your history in one spot. Easily copy events to create a new year
- IMPROVEMENTS – we are always adding new features based on your feedback

# WHAT'S THE NEXT STEP?

## You Can...

- SIGN UP for a FREE account
- CALL 1.866.210.0483 and ask questions!
- BOOK a demo to speed up the process of understanding how our service saves you time and money.
- A Solarislive Specialist will walk you through all the features where you can ask questions throughout the call.

Everything you need for a successful event, in one place.

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Registration



Online  
Payment



Scheduling  
& Data



Reporting  
& Awards