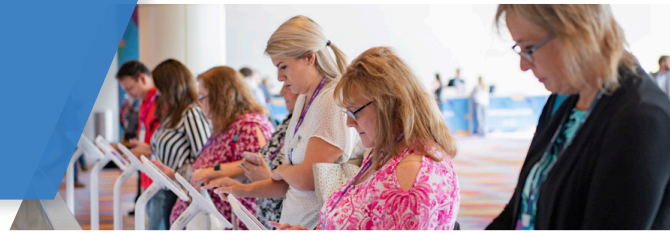


OnArrival

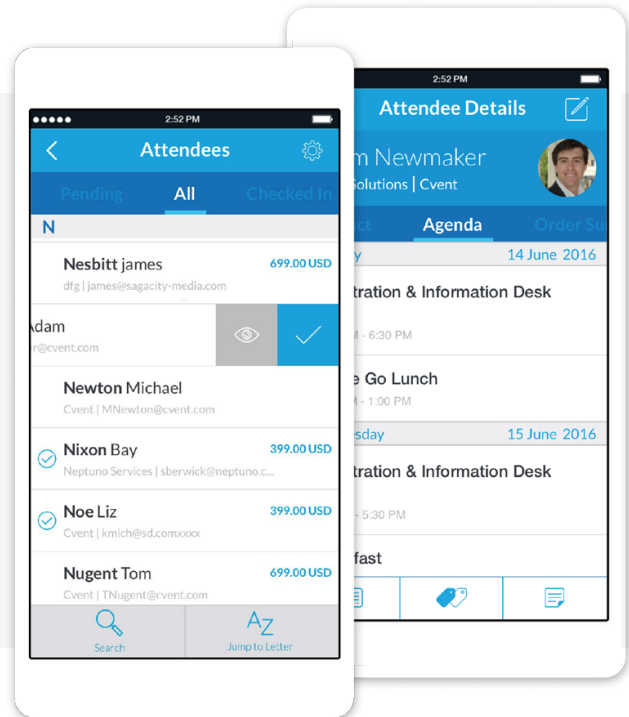


The experience attendees have at each touchpoint of your event impacts the impression of your organization they walk away with. Today, modern events use onsite technology to deliver a smooth, first-rate experience. For event organizers, it also allows them to capture and act on key data about their events and attendees.

OnArrival is our native app, compatible with iOS 10 and above and Android, for onsite attendee management. It enables event organizers to check attendees in, register walk-ins, collect fees, print name badges on-demand, track session attendance, and more.

Quickly Check Attendees In

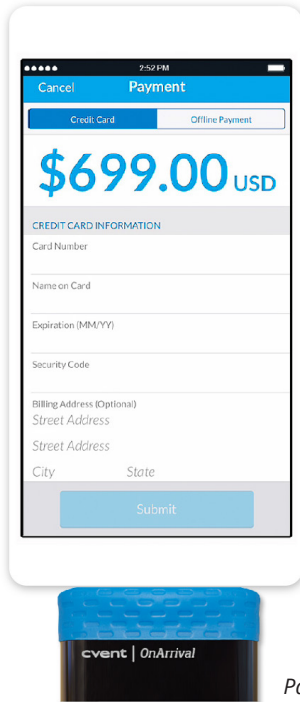
After a quick search by name, email, or confirmation number, locate and check attendees into your event in a matter of seconds. You can require a signature for additional verification needs, which will be captured both in OnArrival and Cvent Event Management. You can also take care of walk-in registrations on the fly or use our self-serve kiosk mode to allow attendees to check themselves in, reducing the burden on your staff.



Print Name Badges Onsite in Seconds

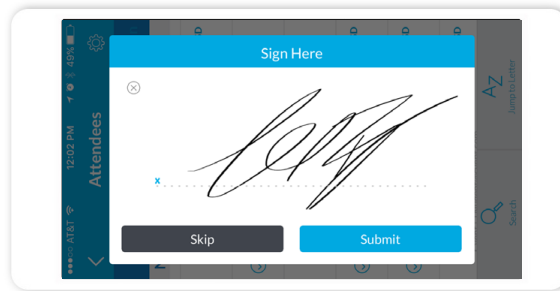
OnArrival enables you to design name badges for each type of attendee. As attendees arrive onsite, you can make any last-minute changes needed before wirelessly printing them in real time. You can eliminate those lanyard stuffing parties, late nights alphabetizing name badges, reprints, and wasted badges that never get picked up.

OnArrival



Process Payments Securely

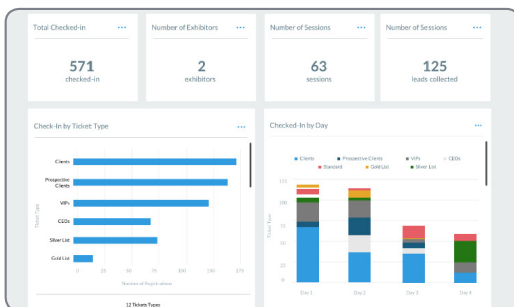
Securely collect payments by swiping a new card or simply using the card already on file. You can even input check and cash payments as well. This makes it easy to accommodate walk-in registrations, collect donations, or sell additional items, like raffle tickets or swag. As attendees check in, you'll also receive "balance due" alerts, helping you to collect outstanding fees from registrants up.



Payment Card reader

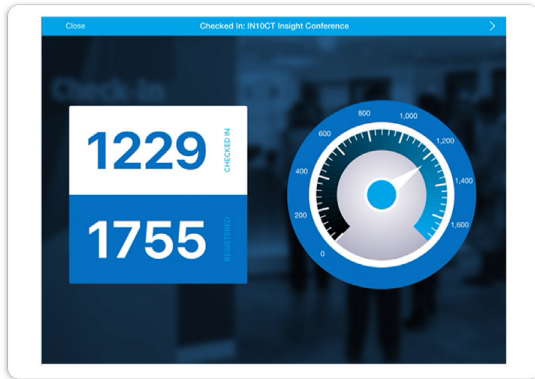
Track Session Attendance & Control Access

OnArrival gives you the ability to check attendees in to breakout sessions with a quick scan of their name badge. This is important for capturing attendance, monitoring capacity, and tracking continuing education credits. And it becomes critical when you need to control access. If your sessions require pre-registration or other attendee verification, OnArrival can allow you to easily identify which attendees to let in or turn away.



Get Reliable Reporting and Analytics

With OnArrival, you'll have better visibility into the performance of your events onsite and can use these insights to make data-driven decisions year-after-year. You'll always have a pulse on your event check-ins and can see popular check-in windows to effectively staff the registration desk at future events. You'll also be able to understand session attendance and popularity, and even attendance at social events or receptions.



Get Near Real-Time Updates

Attendee check-ins will be pushed to your Cvent Event Management solution in real time. Each device runs a background sync every 15 minutes to provide updates from other devices. Lists can be manually refreshed and updated at any time. Gatekeeper mode also allows you to verify in real-time that an attendee has not already been checked in on any other device.

What Level of OnArrival is Right for You?

OnArrival Features:	OnArrival BASIC	OnArrival PREMIUM
Event Check-In	✓	✓
Walk-In Registration	✓	✓
Fee Collection	✓	✓
Donation Collection/Sell Additional Items	✓	✓
Barcode Scanning (Camera)	✓	✓
Barcode Scanning (External, Wireless Bluetooth Device)		✓
Session Check-In		✓
Session Tracking/Access Control		✓
Signature Collection		✓
Check-In SMS Alerts		✓
QuickScan Kiosk Mode		✓
Self-Service Kiosk Mode		✓
On-Demand Name Badge Printing		✓
Event/Session Check-Out		✓



Need More?

Ask your Cvent representative if [OnArrival 360](#) might be the right fit for you. It's our full-service onsite attendee management solution that includes all the software, hardware and devices, badges and supplies, and onsite support you need to make your event a success.