

Marco Associates Inc. Services

Attendance Tracking and Certificate Generation



Description:	<p>A process for collecting tracking data using scanning devices and generating the certificates that attendees use to prove attendance at training and certification seminars.</p>
Benefits:	<ul style="list-style-type: none">· Easy-to-use, unobtrusive scanning devices enable rapid, accurate collection of attendance data· Accurate reporting of attendance at CEU (Continuing Education Unit), accredited seminars including detailed reports of all certificates granted with total hours attended· Electronic format enables rapid delivery and contains cost· Skilled staff versed in ensuring a trouble-free, scanning process
Options:	<ul style="list-style-type: none">· Attendees have year-round access to on-line, on-demand certificate printing from a web site· Associations can elect to print certificates using Excel spreadsheet data or other industry standard data sources· Customizable to conform to any mandated reporting requirements including the granting of partial credits· Consulting and planning services to assess appropriate practices and emerging technologies· Integrated survey with certificate printing can ensure that valuable feedback is collected while the convention is fresh in mind
Client Provides:	<ul style="list-style-type: none">· Specifications for layout of certificates including: design and logos and attendee lists· Specifications and business rules for granting certificates and credits· Provide staff to scan attendees at door