GrowthZone
User Group

GrowthZone
smarter association software

Advanced Events for REALTOR® Associations

GrowthZone
smarter association software

Agenda

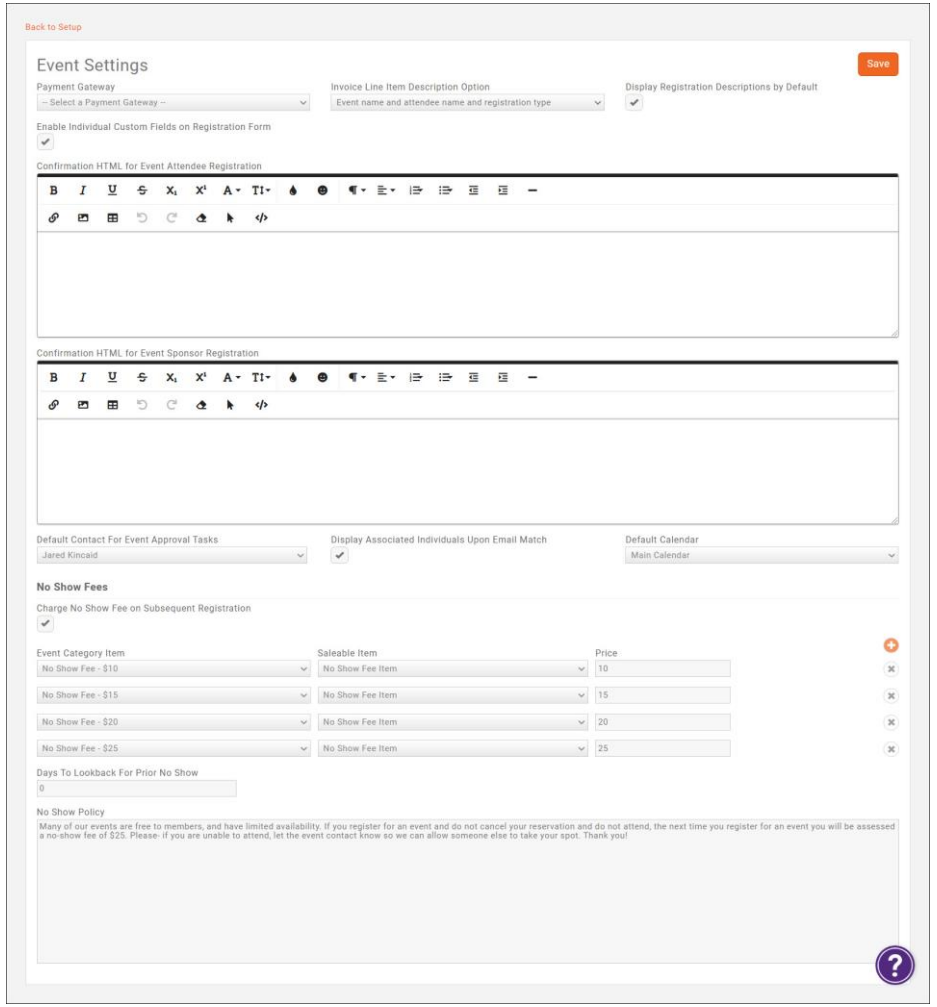
- Global Event Defaults
- Customizing an Event
  - Event Messaging
    - Overall Instructions
    - Registration Instructions
    - Confirmation Messaging
  - Continuing Education and Code of Ethics
- Open Q & A

GrowthZone
smarter association software

Event Defaults

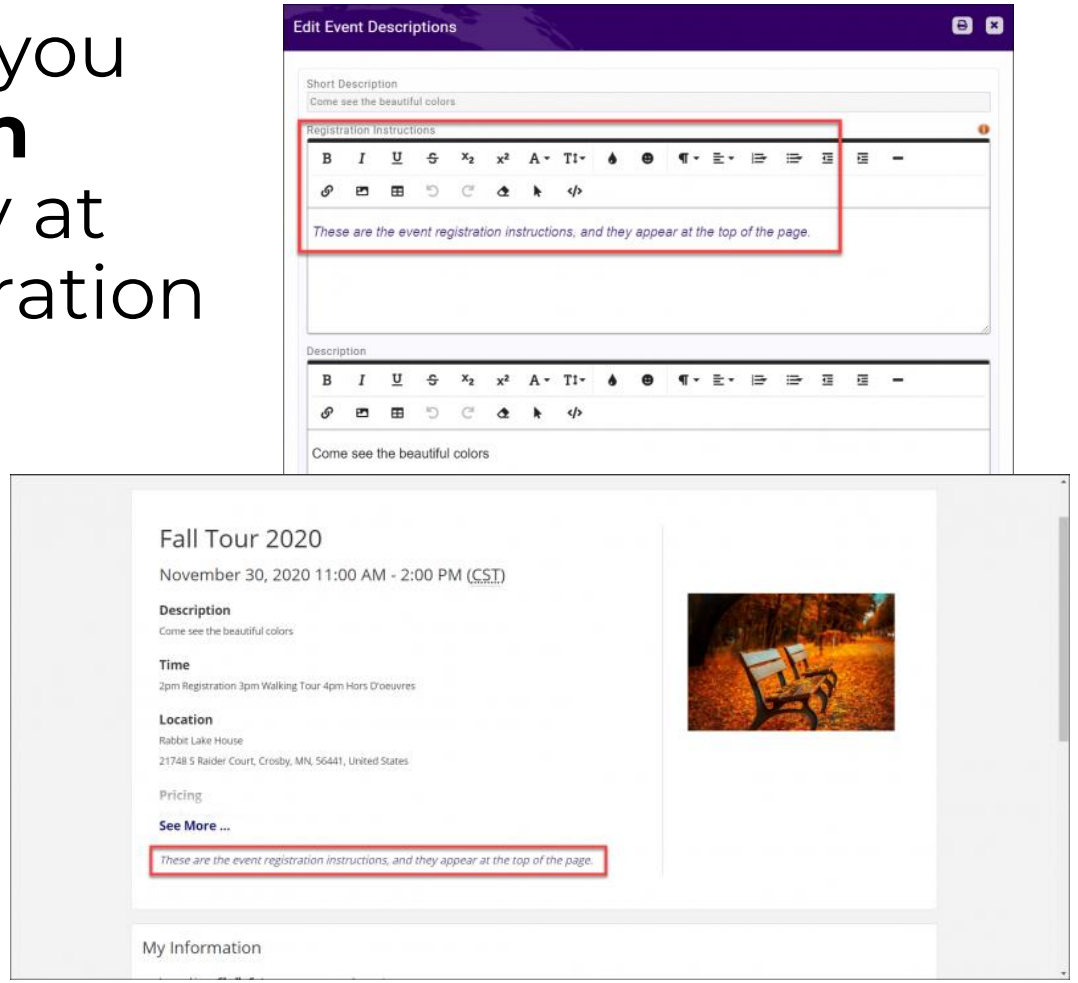
- The Event Settings options allow you to configure the defaults to be used for your events.

- GZ Knowledge Base: [Event Initial Setup]



Event Messaging

- In the Event's Description you can configure **Registration Instructions:** these display at the top of the event registration page.
- GZ Knowledge Base: [Event Description and Registration Instructions]



Event Messaging

- On the Event's **Attendee Setup** page, you can customize the instructions displayed above your registration options and the confirmation page displayed in the browser after event registration is completed. (Confirmation Messaging is also included in the registrant's confirmation email!)
- GZ Knowledge Base: Event Confirmation Messaging

Continuing Education and Code of Ethics

- Using a simplified Continuing Education setup, you can create Code of Ethics components* and tie them to an event
- Marking the registrant as “Attended” automatically applies the credit and will sync to NAR
- GZ Knowledge Base:
  - Continuing Education: A Simple Setup
  - Real Estate Edition: Code of Ethics and Continuing Education

* COEC and COEN only

Thank You

GrowthZone
smarter association software