**LS telcom**
Smart Spectrum Solutions

**Special Event Planning and Management**

*Global Spectrum Experience*

# Special Events Module

User-friendly and Efficient Planning
and Management of Special Events

# Special Events Module

## Efficient Design and Planning of Special Events

**What is a special event?** The special events industry encompasses private gatherings, public festivals and fairs, sporting events, and other events that take place outside of a host or sponsor's typical business operations. These events are considered "special" because they are not recurring and offer customers a unique opportunity for social, cultural, or recreational experiences.

**Challenges and Characteristics.** Special event characteristics are uniqueness, perishability, ambience, and service, labor-intensive, fixed timescale, intangible ritual or ceremony, and personal interaction.
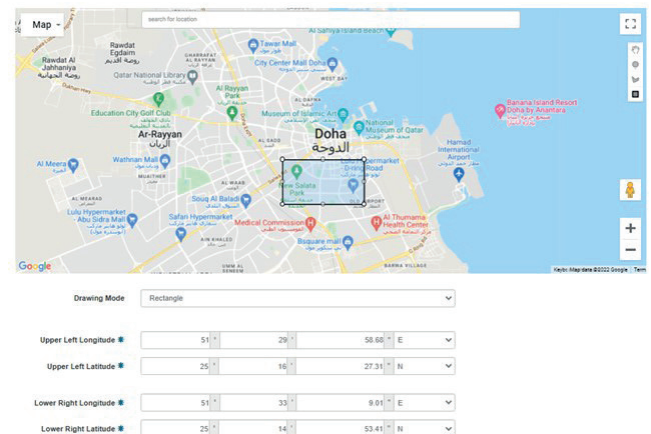
Additionally, the limited period and specific area of the event, as well as obtaining necessary licenses for equipment brought in by various participants must be considered. With many attendees coming from overseas and not being regular customers, there may be a surge in applications that must be efficiently managed. Furthermore, it is crucial to ensure that the existing network infrastructure remains uninterrupted during the event.

The module is an optional add-on to LS telcom's market-leading spectrum management solution mySPECTRA. It is structured systematically and guides the user through the individual process to provide relevant information.

## Product Features

**Event Creation.** As event organizers, you first specify general information about the special event such as the organizer themselves, schedule planning, event menu, and processing controlling configuration and main page configuration.

**Event Access.** The people who are involved are always at the center of any event. In managing participants, you have the ability to add, invite, and uninvite external applicants as attendees of the event.



**Event Venue.** For an event to happen, a venue is essential. You have the option to select a specific master venue or create a new one by specifying its location on a map.

*Pre-Event*

| Event Creation | ❯ | Event Access | ❯ | Event Venues | ❯ | Spectrum Licenses | ❯ | Equipment Registration | ❯ | Testing and Tagging |
|---|---|---|---|---|---|---|---|---|---|---|

*Event*

| Interference Complaints | Sub-Accounts |
|---|---|

# Product Features

**The Special Events Module is precisely designed for the planning and management of special events.**

Spectrum Licenses. Participants are required to have licenses to attend the event and operate their equipment in the designated area. Registered attendees can request frequency usage to obtain the necessary licenses. As an officer, you have access to view all active licenses within the event, as well as any applications submitted by external applicants. You can begin the process of reviewing and submitting them for further analysis.

Equipment Registration. Once participants have obtained their licenses, they can proceed to register the equipment they plan to use during the event.
Event staff members can also handle the registration of equipment for walking customers.

Testing and Tagging. As an event organizer, one of your important responsibilities is to ensure that only equipment that has been previously tested and tagged is brought to the event. The special event module provides a feature for this purpose and allows you to customize the process according to your preferences.
Participants can submit requests to register their devices and equipment, and internal users can review and record these requests. They can also schedule and assign appointments for testing and tagging. A unique tag number can be issued to identify the tested equipment when entering the event location.

Interference Complaints. Interference can occur from time to time when multiple users share the same frequency range. In such cases, affected parties can use this module to directly submit their complaints.

Sub-Accounts. Managing an event involves many employees and subcontractors working behind the scenes. The roles and tasks of these individuals may change frequently, and new duties may arise while others become irrelevant. The special event module is equipped with a feature that allows you to design and manage the event according to your preferences. This feature enables applicants to send invitations to add sub-accounts via email invitation after the main registration has been completed.
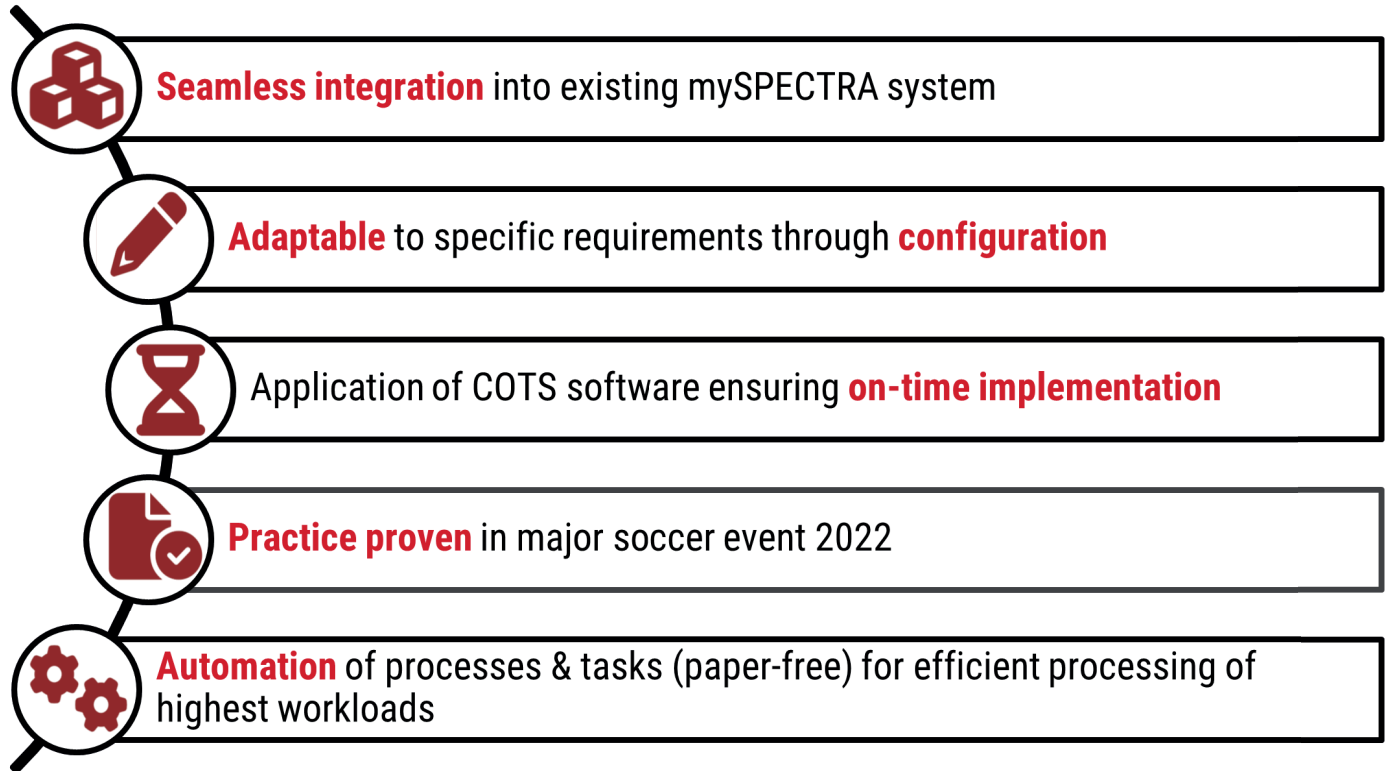
### Select Application(s) ✳

- **Equipment/Device Registration**
  Registration of Equipment and Devices Not Requiring a Spectrum License
- **Mobile Device**
  Registration of an in-ear Monitor, Microphone, Portable Audio Links, Portable Video links, Cordless Cameras, under a valid Mobile PMSE Area
- **PMR Stations Registration**
  Registration of PMR Base Stations and Terminals under a valid PMR Area License
- **Fixed Links**
  Registration of Fixed Audio Links, Fixed Video Links under a valid Fixed PMSE Area

### Select Data Entry Method: ✳

- Excel Import
- Fill Application Form

# Key Features and Benefits

**Seamless integration** into existing mySPECTRA system

**Adaptable** to specific requirements through **configuration**

Application of COTS software ensuring **on-time implementation**

**Practice proven** in major soccer event 2022

**Automation** of processes & tasks (paper-free) for efficient processing of highest workloads

DEA

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For more information on products and solutions, please visit our website at www.LStelcom.com or contact us:

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