# Event Management

## SoloEvent
### Mobile Phones & SMS

**Mobile-e-Solutions Ltd has teamed up with HT Projects Ltd to provide a simple way of planning staff allocations to events.**

If you are responsible for organising events with lots of staff (e.g. stewards or security personnel) then the planning of these events can be time consuming and tedious, especially if you use temporary staff.

It can involve lots of SMS texts going to and from staff, many phone calls and email messages – giving rise to shifts that are incompletely staffed and/or staff not getting enough (or too many) shifts.

With SoloEvent you can see at a glance how many shifts still need to be staffed and any replies from staff that you have still to action.

The ability to use automated text messaging to keep staff informed of events and any changes that have been made to schedules is the cornerstone to SoloEvent.

You log the forthcoming event (dates, location types of staff required) in SoloEvent and the software will automatically contact staff matching the skill set with details of the event and shifts on offer.

The system continuously monitors incoming and outgoing text messages and relates them back to the particular events to give you the complete picture at a glance.

No more missed shifts or misunderstandings!

This system does not require the purchase of specialised mobile phones for your staff - any mobile with SMS capability will be fine.

**Involved in Event Management?**
**Planning staffing allocations for events has just got easier!**

You can even respond to staff queries that have been sent in by text within the system.

Events organisers have to be flexible when it comes to managing schedules, if an event has to be cancelled it takes only a few clicks to inform all of the staff involved by text.

Once the event is over, updating the shifts to show actual staff hours is simple.

An important benefit of SoloEvent is the ability to produce payroll reports based on the staff schedules worked, this cuts down the amount of hours spent trying to collate and reconcile who was where and when. The report aggregates all time by staff and location and takes into account different pay rates such as double time for working public holidays etc.



All personnel details are stored within SoloEvent as well as maintaining event locations, tasks and staff uniform requirements for different events. This makes it much simpler to allocate jobs to staff members at the touch of a button.

Features include:-

- Web based event scheduling made easy - view from most internet enabled devices
- Send event details to staff  instantly by text and receive & match responses
- Store details of personnel and events and event logistics
- KPI reporting
- Payroll reporting

For more information please contact Mike Lister on 0845 643 4898 or email him at info@mobile-e-solutions.com