



Joingo Lite Features and Benefits

Features	Benefits
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Joingo

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| <ul style="list-style-type: none">• Access the software from any computer with an internet connection• Step by step help manual included | <ul style="list-style-type: none">• Manage your courses anytime, anywhere with an internet connection |
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Customization

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| <ul style="list-style-type: none">• Joingo site mimics look and feel of your primary website• Organization name printed on receipts | <ul style="list-style-type: none">• Easily customize without programming• Make changes on the fly• Everything is branded for your organization |
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Registration Management

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| <ul style="list-style-type: none">• Accept checks and credit cards or set up free events• Easily delete attendees who cancel | <ul style="list-style-type: none">• Participants are emailed a receipt |
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Reporting

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| <ul style="list-style-type: none">• Payment reports• Participant lists• Bulk reporting• Export to a .csv file | <ul style="list-style-type: none">• Export reports to further manipulate, import or save them• Print participant lists for the day of the event• Print payment reports to assist in your accounting processes• Bulk reports can be run for a specific coordinator or a specific event |
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Course Management

- One organization can have multiple coordinators and event locations
- One coordinator can have multiple events at different locations
- Each coordinator can log in and will only see his/her assigned events
- Expired courses auto-archive, preserving your historical data
- Late fee can be assessed automatically
- Your historical data is always available
- Coordinators can manage their own events easily
- Late fees are assessed with no intervention from you!

Communication

- Registration confirmations are automatically emailed to participants
- Coordinators can be set up with their own web access to manage their own events, one click emails the coordinator's user name and password.
- Receipts are automatically sent to participants
- Setting up multiple coordinators and broadcasting the credentials to each is a breeze