



LBB 3580

Delegate Database

- Comprehensive database creation for all delegates
- Facility for configuring 'screen line' and 'card label'
- Facility for printing labels and chip-card production
- Dedicated fields for ease-of-use
- On-screen help facility

The Delegate Database software allows users to compile a comprehensive database of information relating to participants at a conference or meeting. The delegate information is classed as either 'conference-related' or 'personal'.

- Conference-related deals with parameters like interpretation language, vote weight and authorisation. This data is used by the DCN for conference controlling
- Personal information deals with data such as home address and telephone number, date of birth and fax number. This data is for reference only

The data for each delegate is stored in a 'screen card', which contains delegate data in dedicated fields. Screen cards are stored collectively in a names file. There are a number

Delegate Database - Phil

File Edit Search View Fields Configure Query Help

Previous Name New Name Records: 7 Next Name

Conference Data

Last Name: Phil
 First Name: Phil Title: (None)
 Country: New Zealand Seat Number: 2
 Interpretation: Mixed PH Code: 321
 User Display: English Card Code: 88888881 Read Card
 Group: Mixteless Vote Weight: 5

Authorization
☐ Mic
☐ Voting
☐ Intercom

Personal Data

Street: 17 Mountbatten Road Phone:
 Postal Code: 5616 Gm City: Auckland BB 481 28 56728
 Company: Crowded House Ltd Fax: 88 481 28 56728
 Birthdate: 28/05/60 E-Mail: Phil@crowdedhouse.co

Delegate Database - David

File Edit Search View Fields Configure Query Help

Previous Name New Name Records: 4 Next Name

Conference Data

Last Name: Borthwick
 First Name: David Title: (None)
 Country: (None) Seat Number: 3
 Interpretation: (None) PH Code: 323
 User Display: Dutch Card Code: 88888881 Read Card
 Group: group 1 Vote Weight: 5

Authorization
☐ Mic
☐ Voting
☐ Intercom

Personal Data

ID Card Label:
 Borthwick
 David group 1
 88080881

Screen User:
 Borthwick

Produce Card

of options available to the user for working with these files, all of which are standard DCN file options. These consist of opening, creating, deleting and saving files under a new name.

All information is entered via a PC, before or during conference proceedings. A considerable amount of data can be specified for each conference participant. Many parameters are not general but delegate specific, including:

- PIN Code
- Card Code for chip card
- Delegate group
- Delegate country
- Delegate name
- Delegate vote weight
- Delegate seat number
- Language of delegate screen display (French, German, Italian, Dutch, English, Portuguese, Japanese or Spanish)
- Simultaneous interpretation language

If the Card Encoder (LBB 3577/00) and printer are connected to the DCN system, chip-cards can be encoded by using the ID-Card Encoder module, LBB 3581, and the labels for the chip-cards printed.

It is also possible to grant or deny authorisation to individual delegates for the following:

- Microphone
- Voting
- Intercom

This is possible when they use an ID-card to register, and is carried out using the Attendance Registration and Access Control module, LBB 3578.

All delegate data is input via the main window. For some entries (first name, last name) the only restriction is the number of characters entered. For other entries (country, group etc.) the input can easily be selected from a list of options which is presented by the system when the user activates that particular field. This options list can be edited and expanded by the user.

In the personal data section the user can input such delegate data as date-of-birth, address, telephone number, fax and E-mail number. Certain fields within the screen-card can be identified in order to print on an ID-card label, or associated (as a screen line) with other software packages such as Microphone Management and Attendance Registration and Access Control.