

ONLINE EVENTS

Discovery Questionnaire



DISCOVERY QUESTIONNAIRE

Official event name:	
Event dates:	
Type of event:	
Audience demographics:	
Anticipated audience size:	
Event budget:	
Your vision and expectations for this event:	
Run of show (include presenters and their physical locations):	

KEY LOGISTICS

Preferred platform:		Preferred fileshare service:	
CRM/registration service:			

CREATIVE CONTENT NEEDS (CHECK ALL THAT APPLY)

Opening segment:		Animations/imagery:		Logo animations:	
Logo bug:		Lower thirds:		B-roll:	
Speech writing:		Speaker introductions:		Interstitial/theme videos:	
Speaker support template:		Speaker support graphics:		Presenter backdrops:	
Custom set/studio design:		Other (please specify):			