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Confero PLAN

Prepare and manage your meetings upfront

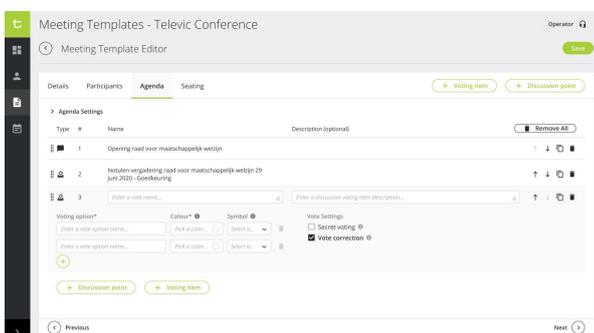


Description

Confero PLAN is Televic's newest solution for preparing meetings in advance. Since the application is web-based, the preparation can be done from anywhere by the Meeting Manager (City Clerk, Chairperson or Operator) directly on the Confero Cloud platform: they can create and manage a participants database, set up meeting templates, and of course publish meetings with structured agendas and voting items integrated upfront.

Preparation is everything! Confero PLAN is the perfect solution to organize, manage and control your meetings for guaranteed efficiency.

Since the Confero 360 license is included in Confero PLAN, the Meeting Manager will also be able to control the meetings, the microphones and the voting sessions, as well as view the meeting reports once the meetings are over.



Benefits

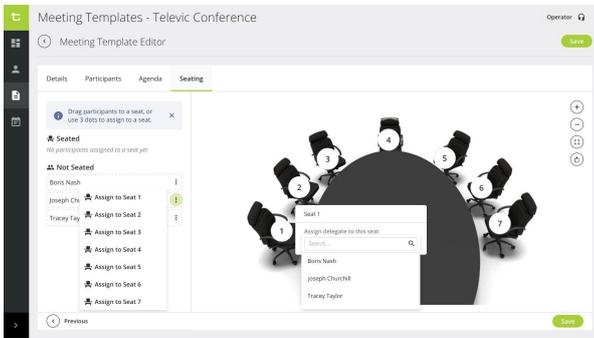
Zero Installation

Confero PLAN integrates in the Plexus system. There is no need to install a dedicated software: whatever OS is running on your computer, open the Confero platform in your Chrome or Edge browser and start using the new features.

Easy Meeting Management

The Confero platform has a very intuitive interface from which the Meeting Manager can:

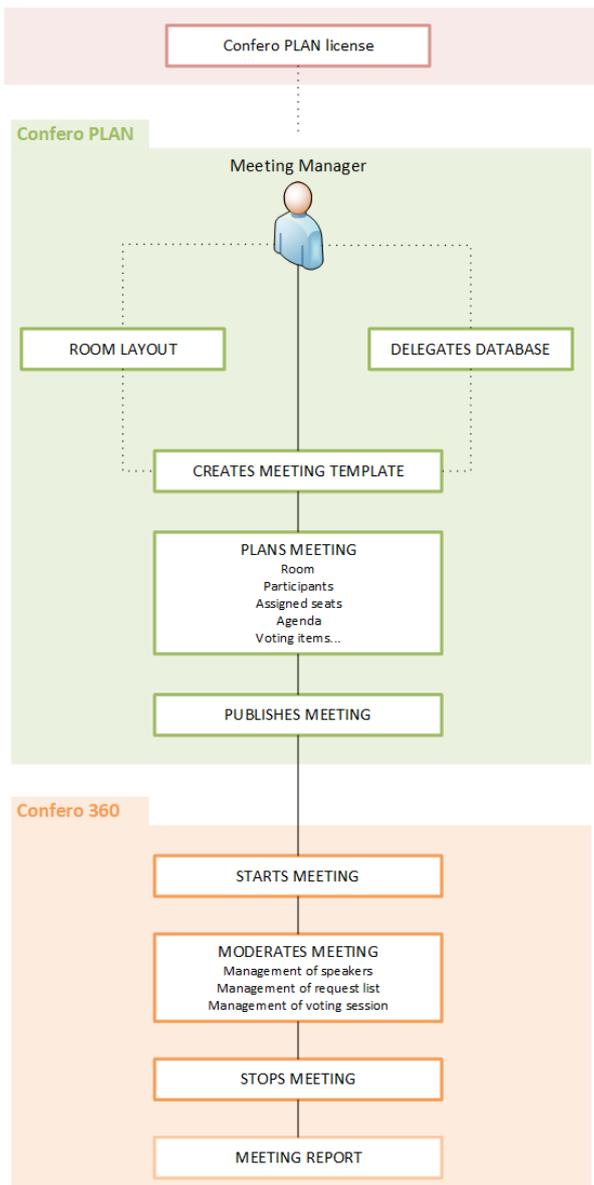
- » Create and manage an organization.
- » Create and manage a delegates database.
- » Create meeting templates for quick reuse.
- » Create and publish meetings with an assigned room, a list of participants, an agenda, voting items and seat assignment.
- » Start and manage a meeting.
- » Control an ongoing meeting via the included Confero 360 license.



Features

The Confero PLAN license contains the following:

- » Confero 360 functionalities (step-by-step configuration wizard, room layout configuration, user roles, speakers list management, request list management, starting voting session, signage, meeting reports, dark mode),
- » Creation of meeting templates,
- » Creation and management of participants database,
- » Creation and publication of meetings with room assignment, list of participants, structured agenda, voting items and seat assignment,
- » 28 supported interface languages,
- » Free feature updates.



Supported Conference Devices

- » Plixus AE-R (CRP 7.2 or higher)
- » Plixus MME (CRP 7.2 or higher)
- » Confidea T and F
- » Confidea FLEX
- » uniCOS/uniBOX
- » Lingua ID
- » Confidea WAP G4 (1.2.8 or higher)
- » Confidea WCAP G3 (coupling with Plixus AE-R or Plixus MME required)

System Requirements

- » Compatible browser: latest version of Google Chrome or Microsoft Edge
- » Plixus Gateway (to be ordered separately)

Licenses

To unlock the Confero PLAN functionalities, one of the following licenses is required:

- » **71.98.3101** - 1 year Confero PLAN subscription
- » **71.98.3102** - 2 years Confero PLAN subscription
- » **71.98.3103** - 3 years Confero PLAN subscription
- » **71.98.3104** - 4 years Confero PLAN subscription
- » **71.98.3105** - 5 years Confero PLAN subscription

All licenses need to be purchased upfront and include feature updates and basic maintenance.

The Confero 360 license (**71.98.3000**) is included in the yearly fee and should not be ordered separately.

See the table hereafter for detailed functionalities.

Confero Functionalities Overview

	Confero	Confero 360	Confer PLAN	
Setup wizard	✓	✓	✓	Technical Meeting Configuration
Devices setup	✓	✓	✓	
License setup	✓	✓	✓	
Interpretation configuration	✓	✓	✓	
Audio configuration	✓	✓	✓	
Diagnostics	✓	✓	✓	
Dark mode	✓	✓	✓	
Multilingual interface	✓	✓	✓	
Audio recording (if applicable)	✓	✓	✓	
Room layout	-	✓	✓	Meeting Control & Management
User roles	-	✓	✓	
Single meeting template	-	✓	✓	
Delegate information	-	✓	✓	
Voting	-	✓	✓	
Badge identification	-	✓	✓	
Signage	-	✓	✓	
Meeting reports	-	✓	✓	Meeting Planning
Multiple meeting templates	-	-	✓	
Multiple organizations	-	-	✓	
Meeting room assignment	-	-	✓	
Agenda preparation	-	-	✓	
Voting session preparation	-	-	✓	
Publication of meetings	-	-	✓	
Delegates database management	-	-	✓	