

## Campaigns and Events

### One day open course

This course provides the opportunity to learn how the Campaigns and Events modules can help transform your team. Structured management of these activities will show a real return, streamlining actions and revealing what works for your organisation.

### Who should attend?

This course is aimed at existing users with a good understanding of Donor Strategy™. It is designed for those who help manage events and campaigns. Those who wish to start using or better understand these modules will benefit.

### Course location

This course is normally run at our training facilities in London. In certain circumstances it can be run at our Head Office or at your offices.



### Course outline

#### Morning session

- Campaigns and Events: a hierarchical relationship
- Creating an Event
- Setting up locations
- Assigning roles to individuals
- Creating a pricing structure

#### Afternoon session

- Inviting participants
- Assigning tickets
- Accepting payments
- Financial analysis
- Questions and answers

### Course timings

09:30 10:00 Arrival and setup

10:00 12:30 Morning session

12:30 13:30 Lunch and discussion

13:30 15:30 Afternoon session

15:30 16:30 Questions and close

**Note:** There are regular breaks throughout the day.

### Delegate requirements

You may use your own machine if you have a portable computer that you wish to use for this course, otherwise machines will be provided. Please let us know if you intend to bring your own machine.

Lunch is provided; please let us know as soon as possible if you have any special dietary requirements.

Please note that once a course has been booked, we require at least one week's notice for cancellations. Bookings are subject to terms and conditions.

To book to attend this training course, please email [charlotte.pike@donorstrategy.com](mailto:charlotte.pike@donorstrategy.com) or telephone 0845 2 26 26 71.

The content and pricing information in this document are correct at the time of production.

Donor Strategy™ reserve the right to amend these details without notice.