

## If You Provide Professional Development Programs and Services...

### WebReg is Your Online Enrollment Management Solution

**WebReg** is an enrollment management tool developed specifically for professional development providers. It's a highly focused suite of tools designed expressly for BOCES, Service Centers, Intermediate Units and other organizations to help you manage activity and enrollment when the participants are from multiple districts or sites. It's also a terrific answer for State Departments of Education, regional and national program providers, association conference organizers, and those who manage adult education programs.

**WebReg** gives you comprehensive tools and assistance to make managing conferences and other professional learning events convenient and efficient. From an online catalog and payment management system to tools that make it fast and easy for you to produce and distribute session evaluations, **WebReg** helps you handle all the details.

#### Online Course Catalogs & Registration

With **WebReg**, you can post and maintain your conference offerings or course catalog online and enable participants to register online as well, 24/7. It's an easy way to give your programs added promotion and visibility...and provide fast and easy registration.

- Create and distribute needs assessments and other surveys before and after events
- Manage single or multi-day conferences
- Give participants the ability to easily search the catalog for your events
- Enable participants to use online tools to track their registrations, get directions, and even download their completion certificates
- Provide forums for online collaboration and team learning through threaded discussions and file sharing within Team Rooms

#### Management Tools to Make It Fast and Easy for You and Your Staff

**WebReg** gives you the management tools and functions you need to support effective, efficient operations, reporting, and financial functions...everything from credit card processing for registrations to systems that help you and instructors track attendance and generate reports on demand. And because we understand the details related to conference and course management, we've built in tools to help you with the tasks of event evaluation and email communications and updates for your program prospects and participants.

#### WebReg Integrates with Your Web Site

**WebReg** will integrate seamlessly with your web site, so you can promote your conferences and courses directly to your stakeholders. It eliminates programming complexities and associated costs. And if your professional development and conference events take place throughout the year, you can use **WebReg** to support each event. That means consistency, convenience and a more streamlined approach to event management for every member of your team.

If you're in charge of professional development or course management for your institution or organization, make it fast and easy. Use **WebReg**.

For complete information  
and a demo of **WebReg**,  
contact MyLearningPlan today