The Games Management System (GMS) provides an integrated suite of modules to manage every aspect of your event for optimum efficiency and cost effectiveness. The module functions include accreditation, sport event entries, online sales, VIP guest management, volunteer recruitment, communication and reporting.
Accreditation Application Processing

**Accreditation Management**
- Flexible configuration of Categories, Roles & Sub Roles
- Flexible required & optional data fields per Category
- Automated and batch emailing workflow
- Incomplete application reminders
- De-duplication of registrations

**Online Applications**
- Self-registrations for individuals
- Group logins for contractors, teams and other organisations
- Online pass photo upload
- Online document upload
- Custom attributes to capture additional data as required

**Data Import**
- Data import service for data from 3rd party systems
- Data import from Excel template
- Photo import

**Application Approval**
- None, single or multiple approvals per Category
- Batch & individual approval processing
- Approve or reject applications
- Email approved & rejected applicants

**GMS Core Accreditation Module**

**Pass Printing**
- Custom pass design
- Individual & batch printing
- Pass print log
- Preview individually and by batch
- Add & Print Wizard to add, print & issue in one process

**Default Pass Rights**
- Assign default venues, zones & days per Role or Sub Role
- Individually override venues, zones & days
- Event day request option for Media and other groups

**Day & Upgrade Passes**
- Day pass with or without photographs
- Upgrade pass printing

**Photo Check & Approval**
- Edit pass photos
- Approve or reject pass photos
- Email applicants with rejected photos

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VIP Guest Management
- Invite VIPs via email with link to respond online
- Allocate VIP Sessions to VIPs
- Limit number of sessions VIPs can accept online
- Enable VIPs to add their own guests online
- Workflow emails inviting, reminding and sending attendance details

Volunteer Recruitment & Rosters
- Volunteer recruitment workflow
- Online applications
- Request availability online
- Set volunteer requirements per shift
- Assign volunteers to shifts
- Track volunteer requirements against assignments per shift
- Workflow invite, reminder and shift detail emails
- View shifts assigned online

Online Sales & Payments
- Online sales of items such as registration fees, event entry fees, social events & clothing
- Limit sales items available per Category & Role
- Email invoices
- Online payment

Visa Invitation Letters
- Custom letter design
- Generate individual letters with mail merged data
- Generate data export for 3rd party to produce letters or invitations
- Track invitations sent

Sport Event Entries
- Online sport event entry
- Optional sport and event fees
- Set events available per Role
- Set maximum entries per participant
- Request personal best details
- Multiple sport configuration

Staff Uniforms & Benefits
- Set default benefits such as uniforms per Role or Sub Role
- Individually override benefits
- Capture uniform size requirements online
- Requirements reports & exports
- Print packaging labels

Travel & Accommodation
- Capture detailed travel information online
- Allocate hotels
- Ongoing updates to travel plans

Reporting & Exporting
- Built in formatted reports
- Custom reports added as required
- Filter data and generate reports
- Filter data and export data to Excel
- Save data export definitions

Communications
- Mail merge data into individual emails
- Automated emails for VIP, Volunteer, Visa Letter and Accreditation processing workflows
- Workflow process template emails
- Individual and batch emails
- Log of emails sent

GMS Database

GMS Module Functionality

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GMS Admin

- Import from CSV
- Import from 3rd Party System
- Administrator adds person
- Administrator adds organisation/group

Groups register their people online

Individuals self register online

GMS Online

Accreditation Passes

Formatted Reports

Data Exports

Email People & Organisations

Visa Invitation Letters

Volunteer Shift Rosters

VIP Tickets

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GMS Example Client Groups

- Event Staff
- Technical Officials
- VIPs & Guests
- Teams & Competitors
- Contractors
- Venue Staff
- Broadcast
- Media
- Volunteers
- International Federation
- Observers

GMS Database

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<thead>
<tr>
<th>Year</th>
<th>Event</th>
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