

# July 4th, 2023

Last Modified on 05/08/2024 12:19 am EDT



## eventsair Latest News

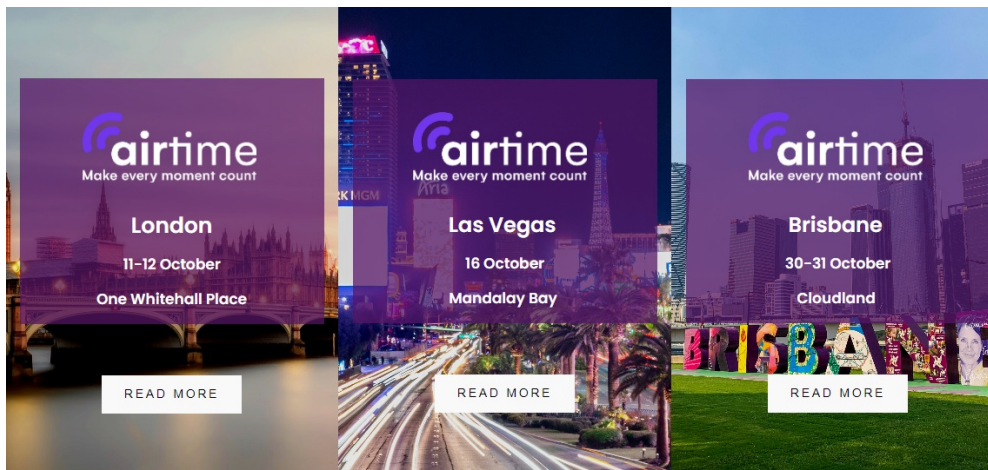


## July 4, 2023

### Latest Education webinar – Understanding Reporting

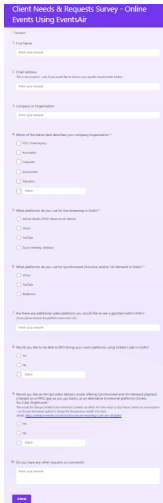
- So much interest in this webinar, with hundreds attending! Thank you everyone for your terrific questions.
- Webinar recording and Q&A now available [here](#)
- You can also read the [new detailed guide](#) all about reporting.

### AirTime User Conference – Early Bird Registrations now open



- We look forward to seeing you at **airtime** (previously called Rise) – in-person and virtual attendees both welcome!
- Register now at <https://airtime2023.com/>

### Video streaming services – client needs and preferences



Our super-quick video streaming survey can be completed here:

<https://forms.microsoft.com/r/Kkia4834cj>

*Here's a picture of the entire survey – just so you can see it's mostly multiple choice and can be completed in a minute or so.*

We really want to hear your thoughts!

## Support Portal FAQs

- We're continuing to add videos and text responses to our support portal, so [please log in](#) and take a look.

## Big product news coming soon!

Stay tuned for an announcement mid-to-late July...

## Knowledge Base (Help and education) articles updates

- On this website (our Help and Education portal), we're rolling out a helpful new feature – a right-hand side table of contents that you can toggle on and off by clicking the arrow tab to the right of the article. This will be shown on longer articles to help you find what you need faster.
- See examples [here](#) and [here](#), and on the new Reporting Overview – see link above under webinar recap.

**Reporting Overview** 📄 📧

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### Creating reports

Within the Reporting Panel, you'll find:

- **Dozens of pre-built (default) reports**, grouped under "libraries" such as Agenda, Functions, Accommodation, etc. These are all based on the common needs of event managers (for example, under Presentations, there's a pre-built report for speaker A/V requirements).
- **Filters** to allow you to include and/or exclude certain data. You can also create what's called a Data Snapshot (read more about this in a later section).
- A **"copy"** button so you can create your own edited version of a report.

**Creating reports**

- > Reports can also be generated from:
- > Types of reports in the Report Panel

**How to generate a report**

**Filtering report data**

- > More report filtering options — using "to" and "from" ranges
- > Saving a filter
- > Data Validation filters
- > Selected Records tab
- > Data Snapshots
  - Creating a Data Snapshot
  - Appending and Replacing Data Snapshots

## More Fast Track improvements

Re-numbering of Stage 2 makes it easier to find and complete advanced/in-depth topics that are of interest to you.



## July Webinar – AirWaves

We're now alternating each month between Education webinars and AirWaves webinars each month. Come along in July for company and industry news and updates! If you'd like to attend and you're not already on our webinar mailing list, please let us know by emailing: [education@eventsair.com](mailto:education@eventsair.com)

- If you've missed a previous Education webinar (or any previous Education webinars), or you'd like to see the full Q&A from a previous webinar, please visit our [Education Webinar Library](#),
- Missed an AirWaves webinar? You can see highlights on [our blog page](#).

Oh and also – Happy 4th of July to all our USA clients and colleagues!

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