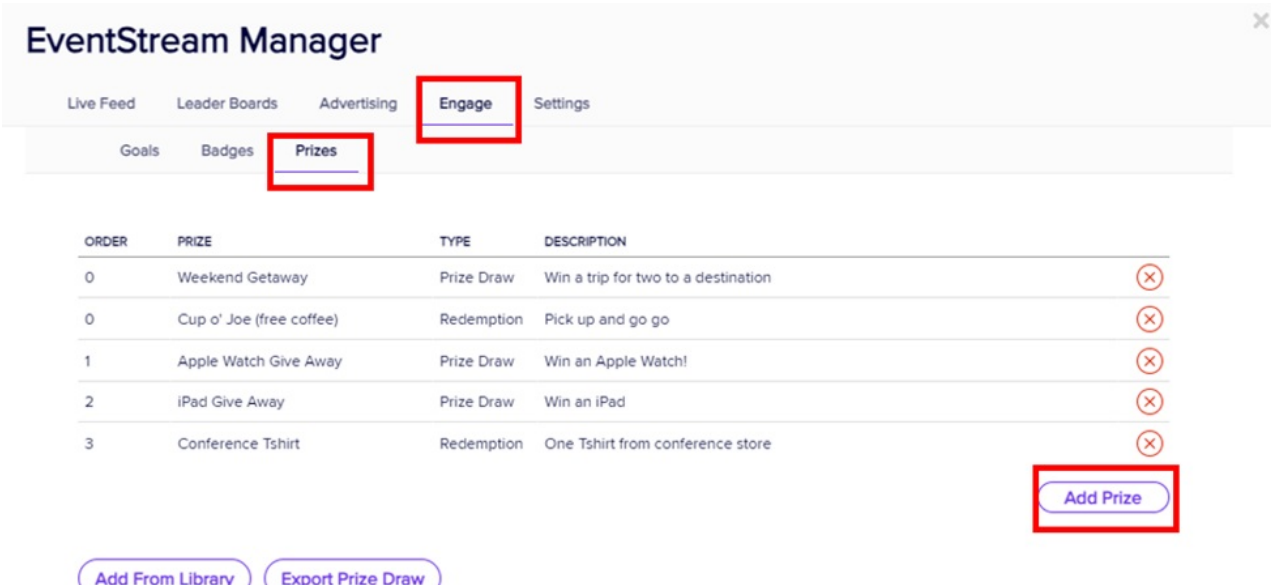


How do I set up a raffle-style (lottery-style) prize draw?

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1. Go to the **Communications** panel
2. Select **“Manage EventStream”** from Actions — the icon is a paper plane inside a speech bubble.
3. Under the **Engage** tab, there are three headings: **Goals**, **Badges**, **Prizes**.
4. Under Prize, select **“Add Prize”**.



The screenshot shows the 'EventStream Manager' interface. At the top, there are tabs for 'Live Feed', 'Leader Boards', 'Advertising', 'Engage', and 'Settings'. The 'Engage' tab is selected and highlighted with a red box. Underneath, there are sub-tabs for 'Goals', 'Badges', and 'Prizes', with 'Prizes' also highlighted by a red box. Below the tabs is a table with the following columns: ORDER, PRIZE, TYPE, and DESCRIPTION. The table contains five rows of prize entries, each with a red 'X' icon in the right margin. At the bottom right of the table area, there is a red-bordered button labeled 'Add Prize'. At the bottom left, there are two buttons: 'Add From Library' and 'Export Prize Draw'.

ORDER	PRIZE	TYPE	DESCRIPTION	
0	Weekend Getaway	Prize Draw	Win a trip for two to a destination	⊗
0	Cup o' Joe (free coffee)	Redemption	Pick up and go go	⊗
1	Apple Watch Give Away	Prize Draw	Win an Apple Watch!	⊗
2	iPad Give Away	Prize Draw	Win an iPad	⊗
3	Conference Tshirt	Redemption	One Tshirt from conference store	⊗

5. For Type, choose Prize Draw from the drop-down.
6. You need to fill out name and description and supply an image (maximum 1440 pixels wide — test images to make sure they appear correctly in smart devices).
7. Nominate how many points are needed to get 1 ticket. (Enter this number in the “Attendees Receive 1 Ticket for Every (Ticket to Points Earned)” field.

1. **Order** — you can set the order that prizes appear in the Attendee App. (Zero will be 1st, 1 will appear second, and so on.)

2. **Filter Potential Winners** — You can use this option to filter for the allowed attendees to participate in the prize draw. For example, you may wish to exclude staff, speakers or exhibitors from a prize draw. Be sure to follow any laws and regulations for your region in relation to running prize draws.

3. You can also make the prize draw inactive for a time if needed (and reactivate it later).

To draw the prize, use the **EventStream Engage Analytics** app, under Prize Draw.
