

# Step By Step Video Guides

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- [Form Builder Designer: Video Tutorial](#)
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- [Ticketing & Session Selection: Video Tutorial](#)
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# Settings & Uploading People: Video Tutorial

# Form Builder Designer: Video Tutorial

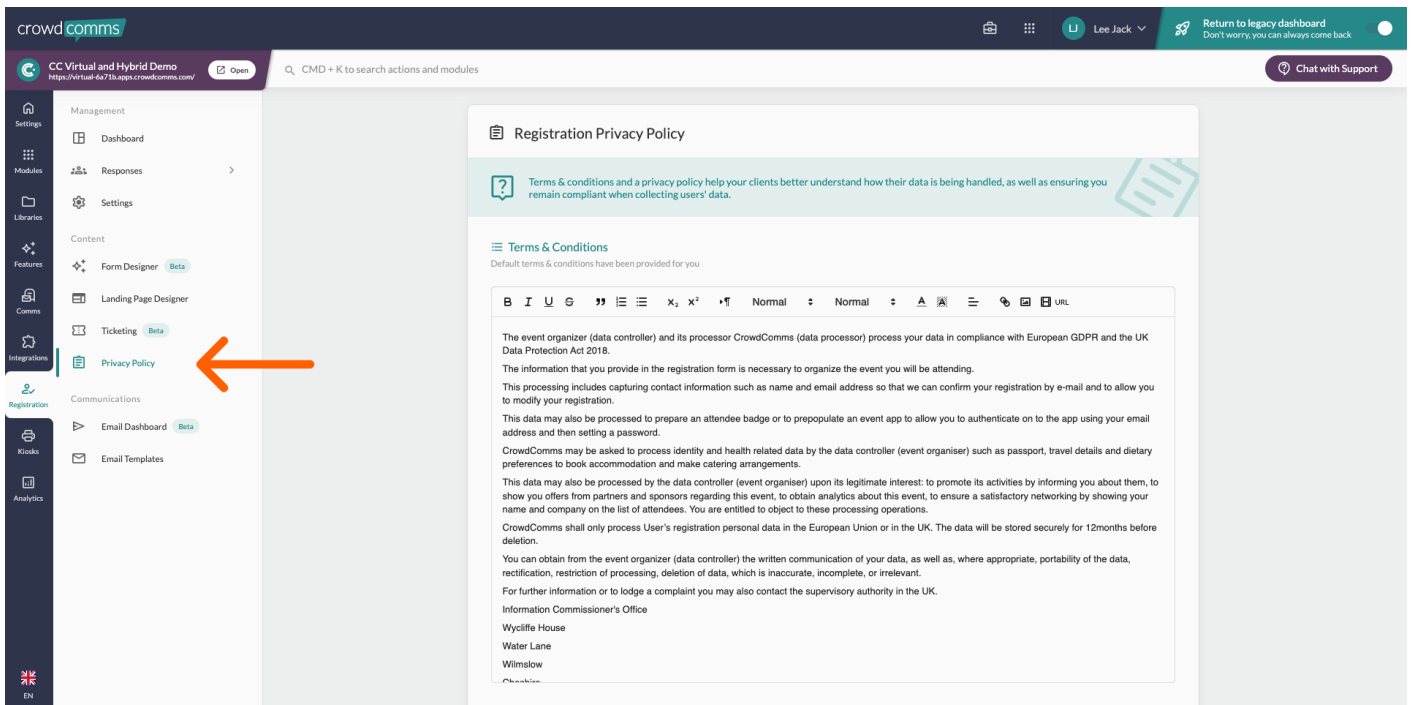
# Landing Page Designer: Video Tutorial

# Ticketing & Session

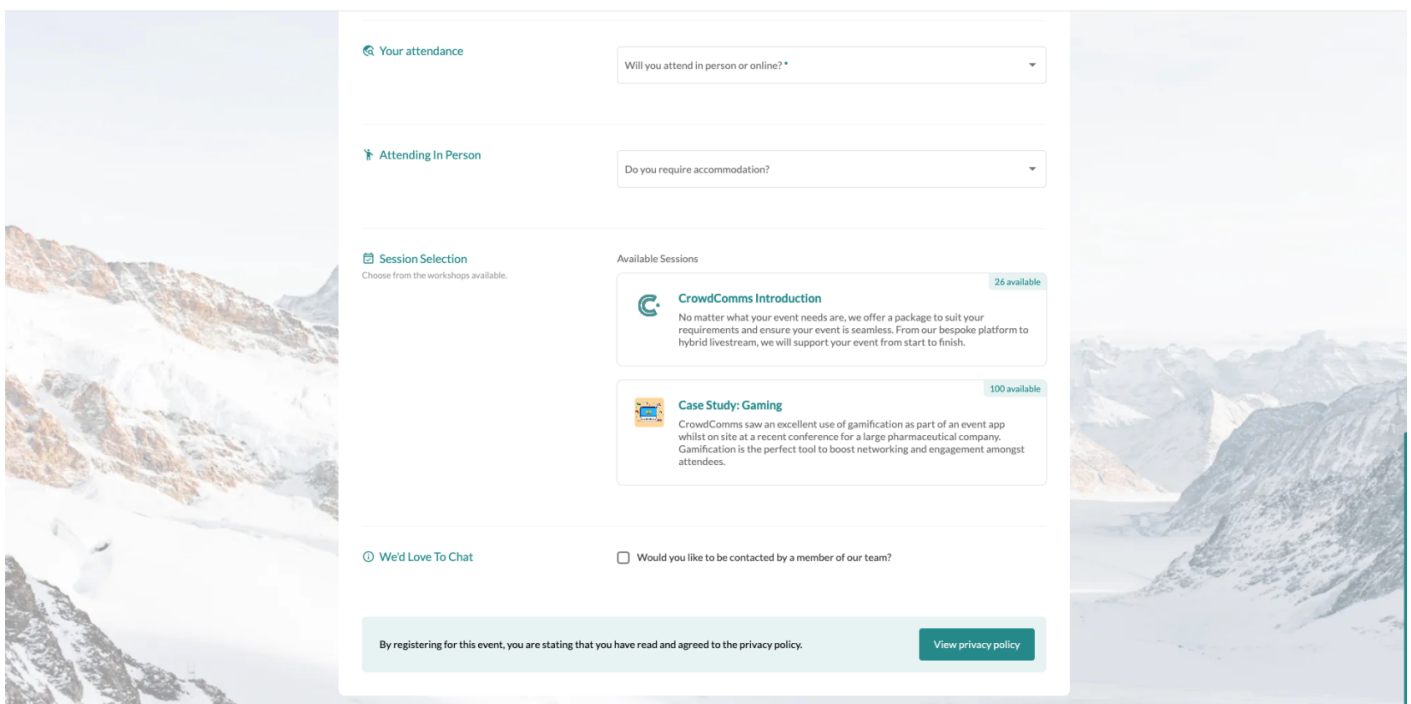
## Selection: Video Tutorial

# Privacy Policy

It's a requirement to include a privacy policy linked to the registration form to explain to those registering how you intend to use their data. Our default policy will be included to begin with, but it is an essential step to review this and make sure this covers your intended use of users data. You will need to update this to reflect how you are going to use peoples data before promoting registration.



On the registration form, the privacy policy will be accessible as shown below:



🔍 Your attendance

Will you attend in person or online? \*

👤 Attending In Person

📅 Session Selection

Choose from the workshops available

💬 We'd Love To Chat

By registering for this event

### 📄 Privacy Policy

The event organizer (data controller) and its processor CrowdComms (data processor) process your data in compliance with European GDPR and the UK Data Protection Act 2018.

The information that you provide in the registration form is necessary to organize the event you will be attending.

This processing includes capturing contact information such as name and email address so that we can confirm your registration by e-mail and to allow you to modify your registration.

This data may also be processed to prepare an attendee badge or to prepopulate an event app to allow you to authenticate on to the app using your email address and then setting a password.

CrowdComms may be asked to process identity and health related data by the data controller (event organiser) such as passport, travel details and dietary preferences to book accommodation and make catering arrangements.

This data may also be processed by the data controller (event organiser) upon its legitimate interest: to promote its activities by informing you about them, to show you offers from partners and sponsors regarding this event, to obtain analytics about this event, to ensure a satisfactory networking by showing your name and company on the list of attendees. You are entitled to object to these processing operations.

CrowdComms shall only process User's registration personal data in the European Union or in the UK. The data will be stored securely for 12 months before deletion.

You can obtain from the event organizer (data controller) the written communication of your data, as well as, where appropriate, portability of the data, rectification, restriction of processing, deletion of data, which is inaccurate, incomplete, or irrelevant.

For further information or to lodge a complaint you may also contact the supervisory authority in the UK.

Information Commissioner's Office  
Wycliffe House

✓ Got it!

[View privacy policy](#)

25 available

to suit your  
bespoke platform to  
finish.

100 available

part of an event app  
eutral company.  
engagement amongst

# Email Templates: Video Tutorial

**Before you begin:** [Customise the email domain \(Your sender email address\)](#)