

TRAQ-IT Software Newsletter

July 2010

About TRAQ-IT:

TRAQ-IT®, the industry standard in trade show and event management software, offers an Online solution for the exhibit manager. TRAQ-IT allows users to plan, organize, manage and report on all activity without re-entering information into complex spreadsheets. Web access enables coordinators, as well as attending personnel, to communicate 24/7 so lost emails and miscommunication is a thing of the past. With 10 years of customer input, it's easy to see how TRAQ-IT always puts the Exhibitor First™.

TRAQ-IT at TS2:

Marina Ellis and Eric Schaumburg from the Kansas City TRAQ-IT team just finished exhibiting at the TS2 Show in Boston. In case you were unfamiliar, the TS2 Show is a resource tradeshow for those who work in the tradeshow industry (TS2 = tradeshows squared!) For more information about the TS2 Show, please visit www.ts2show.com. Marina and Eric were excited to meet new clients as well as see some familiar faces. If we didn't get the chance to see you in Boston, please come visit us at the Exhibitor Show in Las Vegas next March!

FAQ of the Month:

Q. I can't find the outstanding To Do's that are assigned to me on the opening Reminders Page. How can I find them?

A. If you are having trouble finding your outstanding To Do's on the Reminder icon page, make sure your Organization is selected in the drop down menu above the To Do grid, and then select the "overdue" or "current/overdue" filter. That drop down is located to the top right of the grid. You can also select Current, Pending, Completed or you have the option of Select All if you want to see all To Do's. You can then sort by your name by clicking the header of "Person."

Don't forget the print button at the top right above the To Do grid if you would like to see a print out of your To Do's.

You may also visit the "Calendar" icon on the left panel, and select the To Do tab and print a wall calendar *.pdf. You may select the month, individual and the reminder or due dates you'd like to have displayed.

Tip of the Quarter:

Do you get asked a lot what booth number you are at a specific show? How about where is the show located? Those are simple answers and if you don't quite have them memorized finding the answers quickly isn't always the case. TRAQ-IT's newest enhancement gives you a quick and easy way to find the answers you are looking for and giving the folks who are asking an answer so quick they won't know how to react.

The Dashboard is the newest and easiest way to view basic information about your trade show/event, including: Event Name, Location (City, State), Start Date, End Date, Metro Area, Staff Count (the number of staff members assigned to staff your booth(s)/Activities/Meeting Rooms), Booth Number, and Has Inventory (has inventory been assigned to this show/event?)

There is also a printable report from the Dashboard icon to give you a print out of your entire dashboard for easy reference to your shows and the information that is frequently asked for.

Fun Facts:

This past 4th of July, I bet all of us at some point shot off a firework, whether it was a commercial grade firework, bottle rocket or a smoke bomb. We enjoyed being with friends and family and great food and cold beverages. But what do you know about the holiday and how it came to be such a wonderful national holiday? Keep reading and you will probably learn a little something you didn't know about the 4th of July aka Independence Day!

- On July 4th, 1776, the Declaration of Independence was approved by the Continental Congress.
- Thomas Jefferson presented the first draft of the declaration to Congress on June 28th, 1776.
- According to legend, Betsy Ross sewed the first American flag in May or June 1776, as commissioned by the Continental Committee.
- The first Independence Day was celebrated on July 8, 1776 in Philadelphia.
- The first public Fourth of July event at the White House occurred in 1804.
- Both Thomas Jefferson and John Adams died on Independence Day, July 4, 1826.
- The 56 signers of the Declaration of Independence did not sign at the same time, nor did they sign on July 4, 1776. The official event occurred on August 2, 1776, when 50 men signed it.
- In 1941, Congress declared 4th of July a federal legal holiday.

For any questions about information in this newsletter, please contact Marina Ellis at 913-498-1221.