Yesplan

PART OF ACTIVITY STREAM

Yesplan is with you **every step of the way,** *both* during and after your **implementation project,** to make sure **you get the most** out of your system.

Behind every great Yesplan project is a great project leader - help us help you get the most out of our software!

PROJECT LEADERS

To keep your project running smoothly, appoint one person as your organisation's project leader. This person will serve as the primary contact for Yesplan and will also become a Yesplan administrator.

The project leader should be familiar with your organisation's internal workflows and have the authority to make decisions. It's also advisable to designate a second administrator who can attend the training sessions alongside the project leader.

YOUR PACE, YOUR PRIORITIES, OUR GUIDANCE

Set aside enough time for the implementation process. We'll collaborate with you to customise our software to suit your preferred way of working.

You and your dedicated Customer Success Manager will work together to determine the pace and set the priorities.

Implementing Yesplan gives you a chance to reassess and optimise your workflows. Whether you're looking to refine your current processes or are already happy with them, we'll work with you to create the perfect event planning setup.

KEY STAGES IN YESPLAN PROJECTS

Discovery 🔍

Project Planning 📅

Configuration 🖥️

Training

Our Customer Success Managers are there every step of the way

Chris   Gaël   Lenka   Thanh

WHAT YOU CAN EXPECT

KICK-OFF MEETING

This is where you'll first meet your Customer Success Manager.

Together, you'll discuss the specific needs of your venue, such as how many rooms you have, what kind of activities you organise, and whether you have workflows in place or are you looking to improve them. Let's get started and get to know each other!

TRAINING

During the implementation phase, we'll cover all aspects of Yesplan: event scheduling, resource management, the Yesplan app, and more. Together, we'll create a setup that perfectly fits your needs.

The training usually lasts between one to several months, depending on the size of your project and the experience of your team.

YOUR INSTALLATION IS READY TO USE

With everything set up, you're ready to start using Yesplan every day. The real strength of Yesplan is its adaptability, so you can keep tweaking your workflow as needed—or leave it as it is. The choice is entirely yours!

If you have any questions, our Customer Support Team is here to help. Just drop us an email at support@yesplan.be.

LEARNING PLATFORM

We've put together a learning platform with helpful videos and a detailed guide to help you master Yesplan. If you forget something from a training session, you can always revisit our videos and guides whenever you need. Plus, you can learn at your own pace.

SELF-STUDY

After each training session, you'll get more familiar with Yesplan. Use the time between sessions to build on what you've learned and practice in a controlled environment. Use the training and implementation phase to figure out what you want to keep improving. And don't hesitate to ask questions!

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