



Your Performance Made Easier

Symphony Organizer is an online **season, concert, and personnel management tool** that allows your administrative staff to simplify many of its routine and tedious tasks electronically.

- **DATABASE**

With the **Symphony Organizer** dynamic database, enjoy a central location to store musician information such as addresses, phone numbers, hire dates, per service pay scale, etc. Changes made in the database are synchronized across other program functions.

- **SEASON**

Create a new season in minutes with **Symphony Organizer**. The system automatically keeps track of different levels of guaranteed services, number of services offered, and other important information for each musician.

- **CONCERT SET UP**

Input concert service count, concert details, musician notes, administrative notes, and edit passwords. Set your instrumentation for each concert.

- **E-MAIL**

Notifying musicians of schedule changes and other general reminders throughout the season is made easy with our **broadcast e-mail** delivery system. Symphony Organizer also includes a **confirmation e-mail** function which allows you to send and track service offers. Musicians receive an automated response e-mail confirming their decision.

- **MAESTRO PAGE**

With this program, the maestro has the tools to e-mail musicians comments and instructions regarding specific areas that may need attention before the next rehearsal.

- **MUSICIAN PAGE**

Automatically make concert details and roster information available to authorized musicians. Musicians may send a concert specific note to the personnel manager, via the program, which are date stamped and archived for reference.

For additional information visit www.SymphonyOrganizer.com or to schedule an on-line demonstration, contact us today.

SYMPHONY ORGANIZER

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