

# Conference Tracker - Administrator FAQ / Knowledge Base

This section covers some of the most frequently asked concerns that our conference organizers have had during their use of the Conference Tracker software.

## Top 10 Frequently Asked Questions by Administrators

1. How do I import attendees? exhibitors and Event Staff?
  - [KB Article - How do I mass upload Attendees in Conference Tracker?](#)
  - [KB Article - How do I mass upload Operators in Conference Tracker?](#)
  - [KB Article - How do I mass upload Presenters in Conference Tracker?](#)
  - [KB Article - How do I mass upload Moderators in Conference Tracker?](#)
2. How do I design and print badges for my conference attendees?
  - [KB Article - How to Design Badges in Conference Tracker](#)
3. How do my Presenters upload documents to the Sessions for Attendees to download?
4. etc.
5. etc.
6. etc.
7. etc.
8. etc.
9. etc.
10. etc.

## Conference Tracker Knowledge Base

If you still have concerns you can always find more answers, submit tickets, and ask the community here on our Conference Tracker Knowledge Base website:

<https://desk.zoho.com/portal/engineerica/kb/engineerica/conference-tracker-faq>

[Back to Administrator Guide](#)

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<http://www.attendance-tracking.com/docs/> - **Engineerica Documentation**

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<http://www.attendance-tracking.com/docs/doku.php/conferencetracker/administrator/faq-kb>

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