

# Exhibitor / Sponsor Event Networking Guide

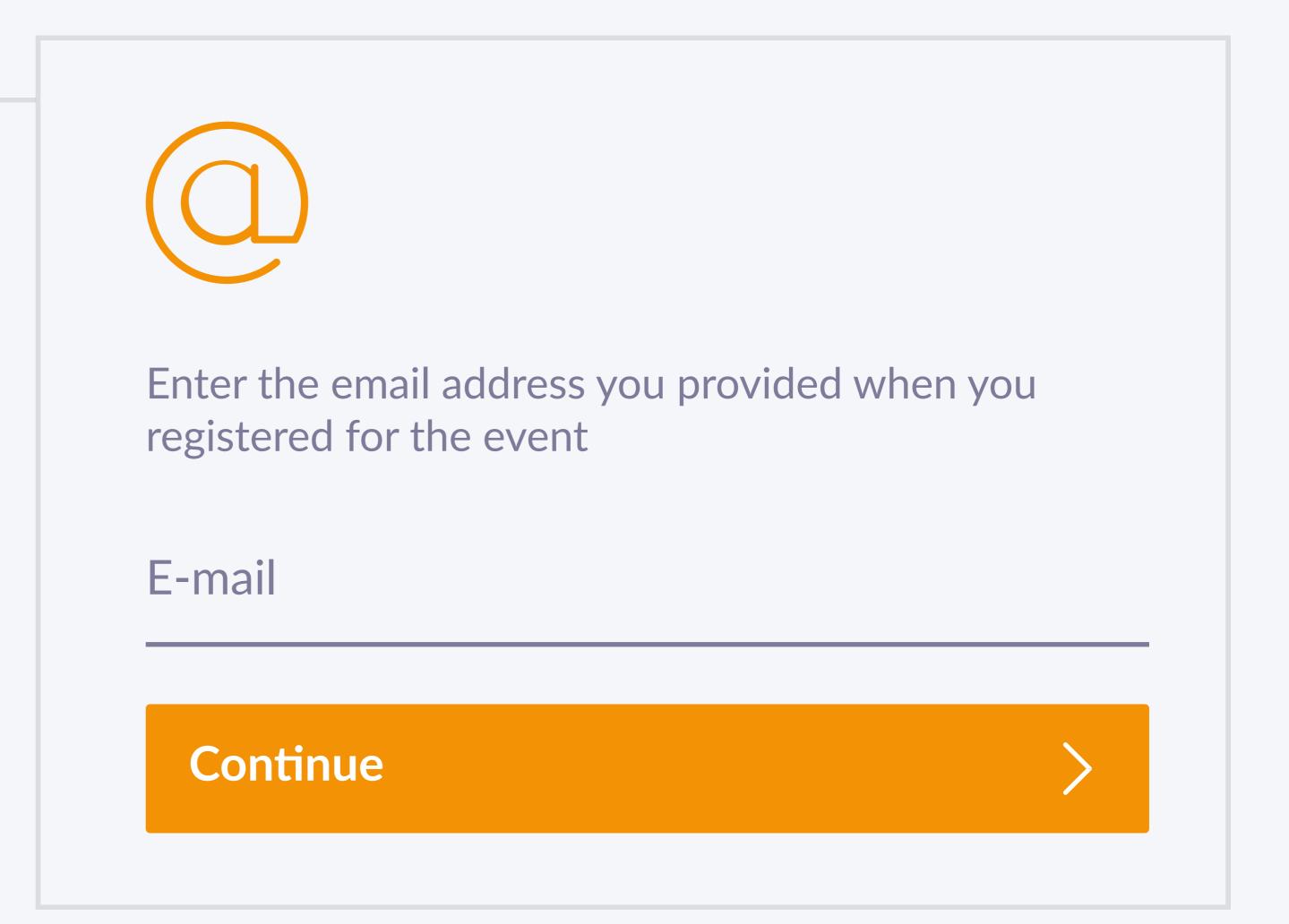


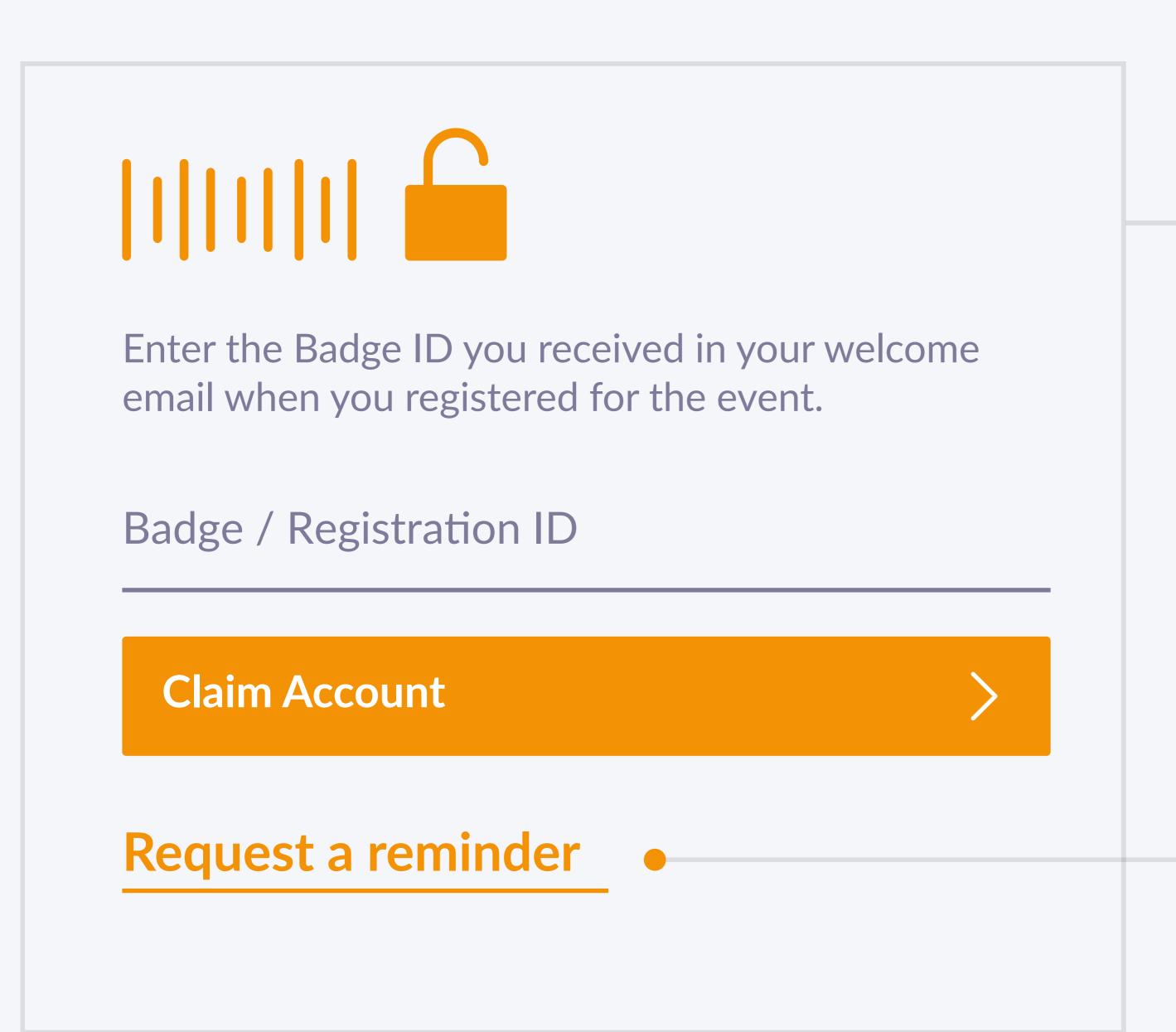
# Accessing your Account

All you need to access your account is for your email address to be registered with the event, besides that, just follow the steps below.

### **Enter your Email**

This <u>needs</u> to be the email that you registered with for the Event. If your email is not registered, contact the organiser or support@grip.events





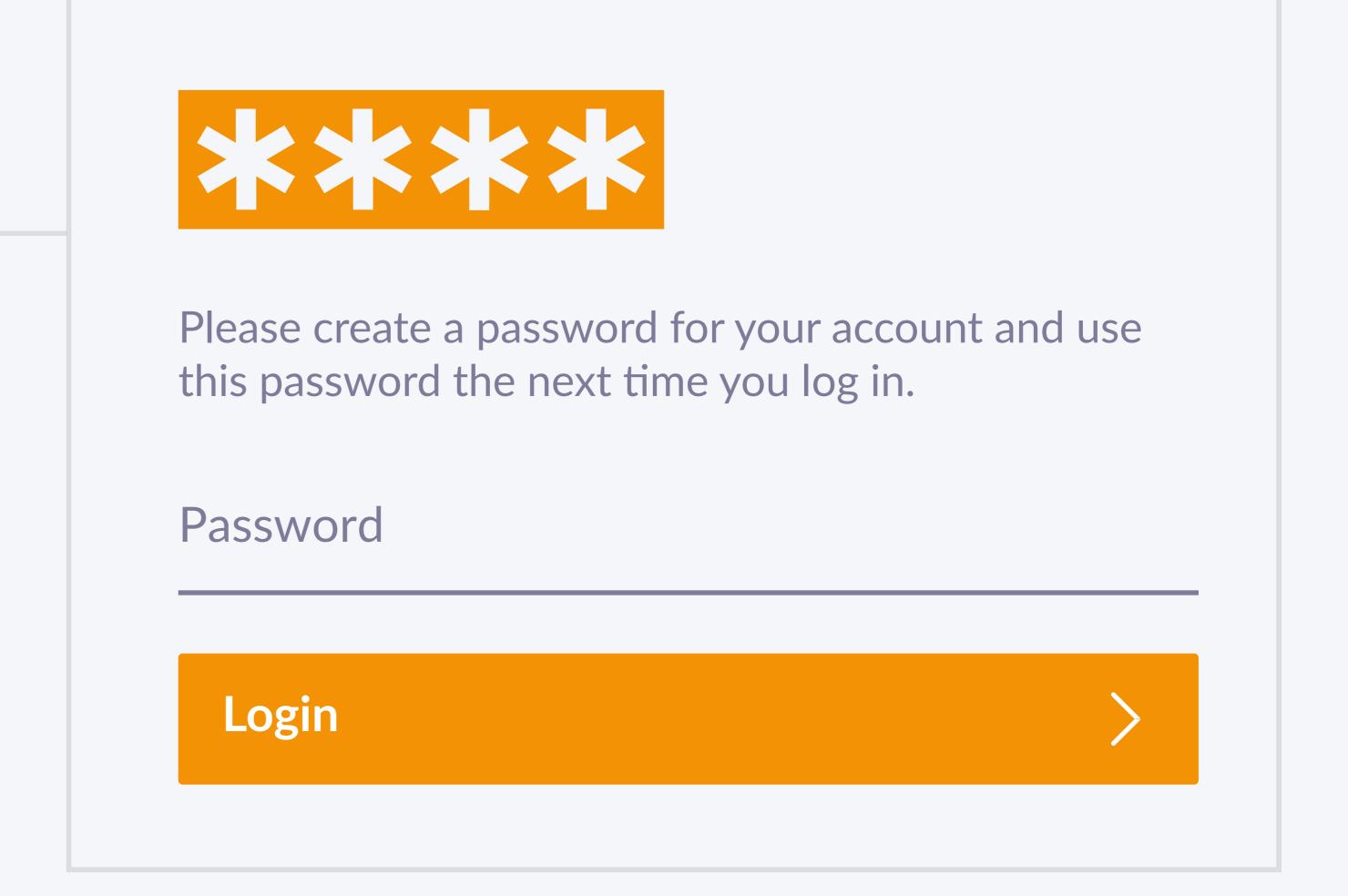
#### **Enter your Badge / Registration ID**

As part of registering for the Event you'll have received a unique Registration or Badge ID. Enter it to claim your account.

Requesting a Reminder will send you an email with your ID (<u>check your spam folder</u>)!

#### Create a Password

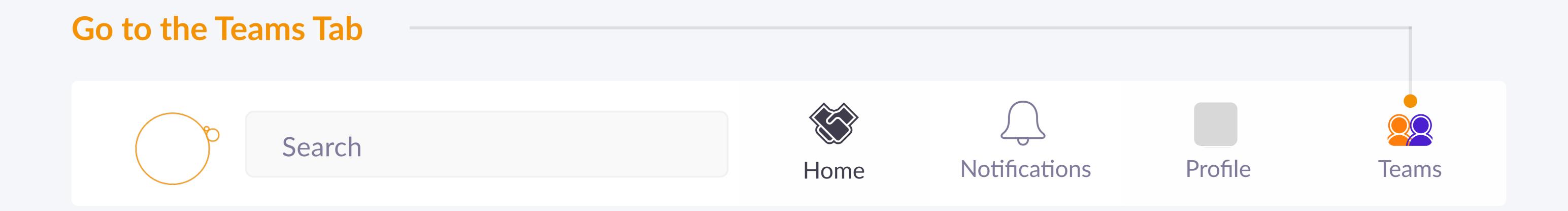
You'll use this password moving forward to access your account on Grip. You can always reset it, in case you forget it.





# Teams (Exhibitor & Sponsor Portal)

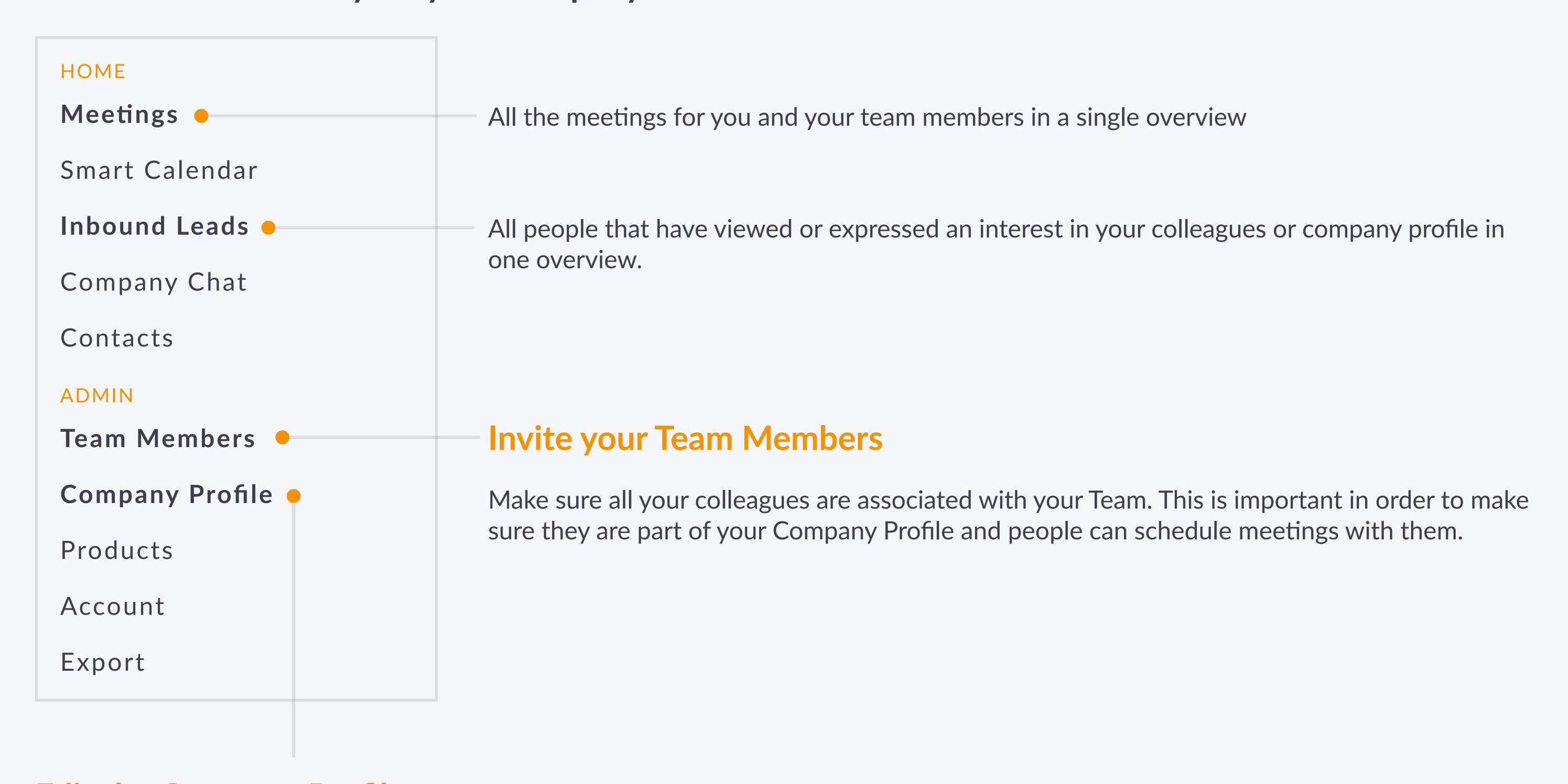
Teams is a critical element of the platform for exhibitors and sponsors. This page explains how to access it and some of its key features.



#### **Creating your Team**

If you're the first person from your Company signing in you'll be presented with the option to "Create a Team". Enter your Company Name and <u>immediately invite your colleagues to your team</u>. This is very important if you want to take advantage of the features outlined below.

### Powerful functionality for your Company



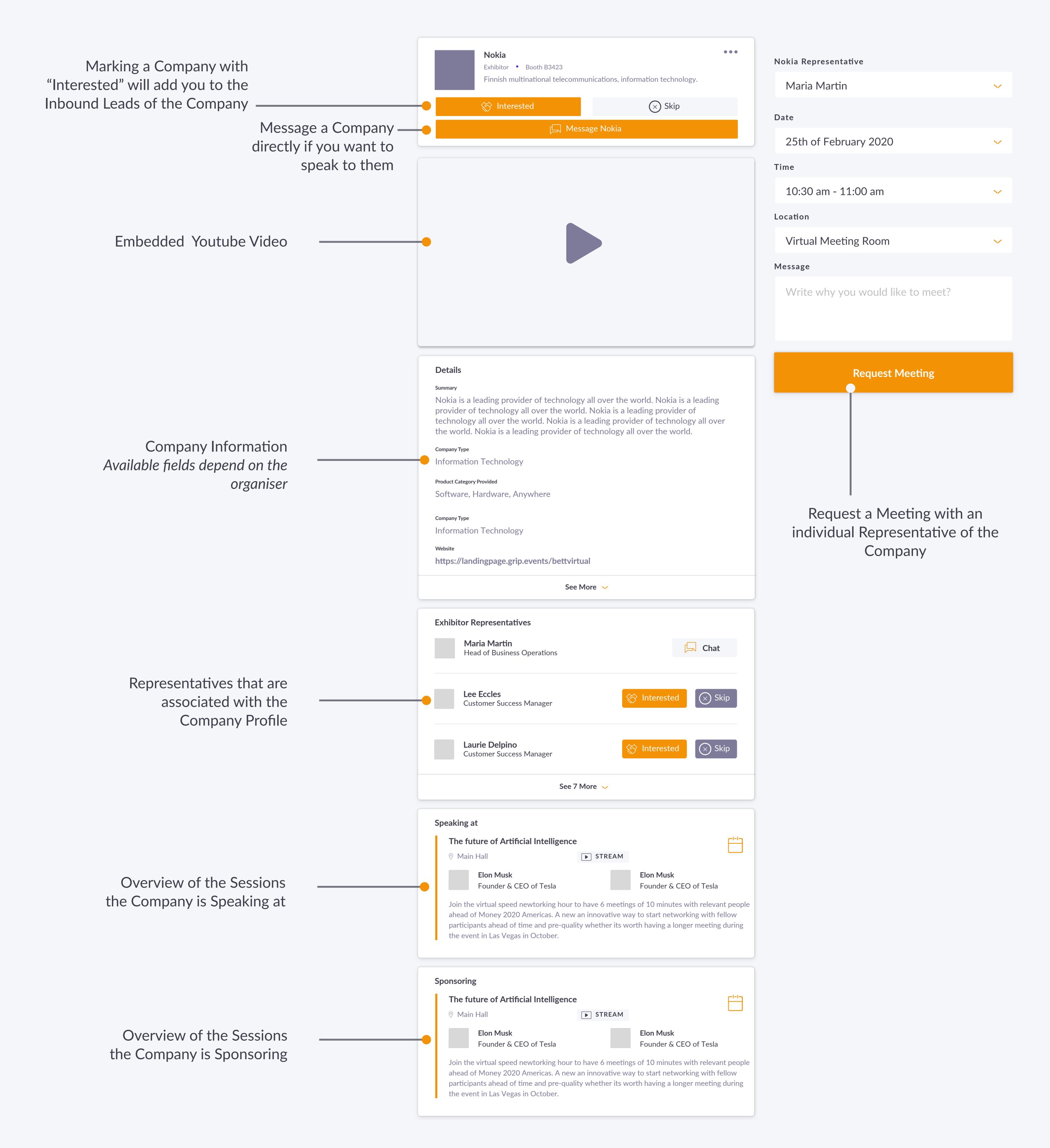
#### **Edit the Company Profile**

It is critical that your company profile looks as great as it can be, add images a description and event specific metadata to make it appear across the platform as frequently as possible.



### Company Profiles

Company Booth Profiles bring plenty of opportunities for companies to showcase their unique capabilities and products in a single overview. Simple to set up and easy for attendees to explore.





### Networking

Connections and Meetings are a core element of a successful event experience. We've made this as easy as possible, distilling it down to just 4 simple steps to get a calendar full of meetings:

#### Request

Get recommendations, search and scroll through lists to request meetings for a time and date that works for you.

#### Accept

Receive incoming meeting requests via notifications or in your email and accept them to have them synced to your personal calendar.

#### Join

Virtual Meetings can be joined 5 minutes before the scheduled start time. You can join the meeting from your email or the platform by clicking:



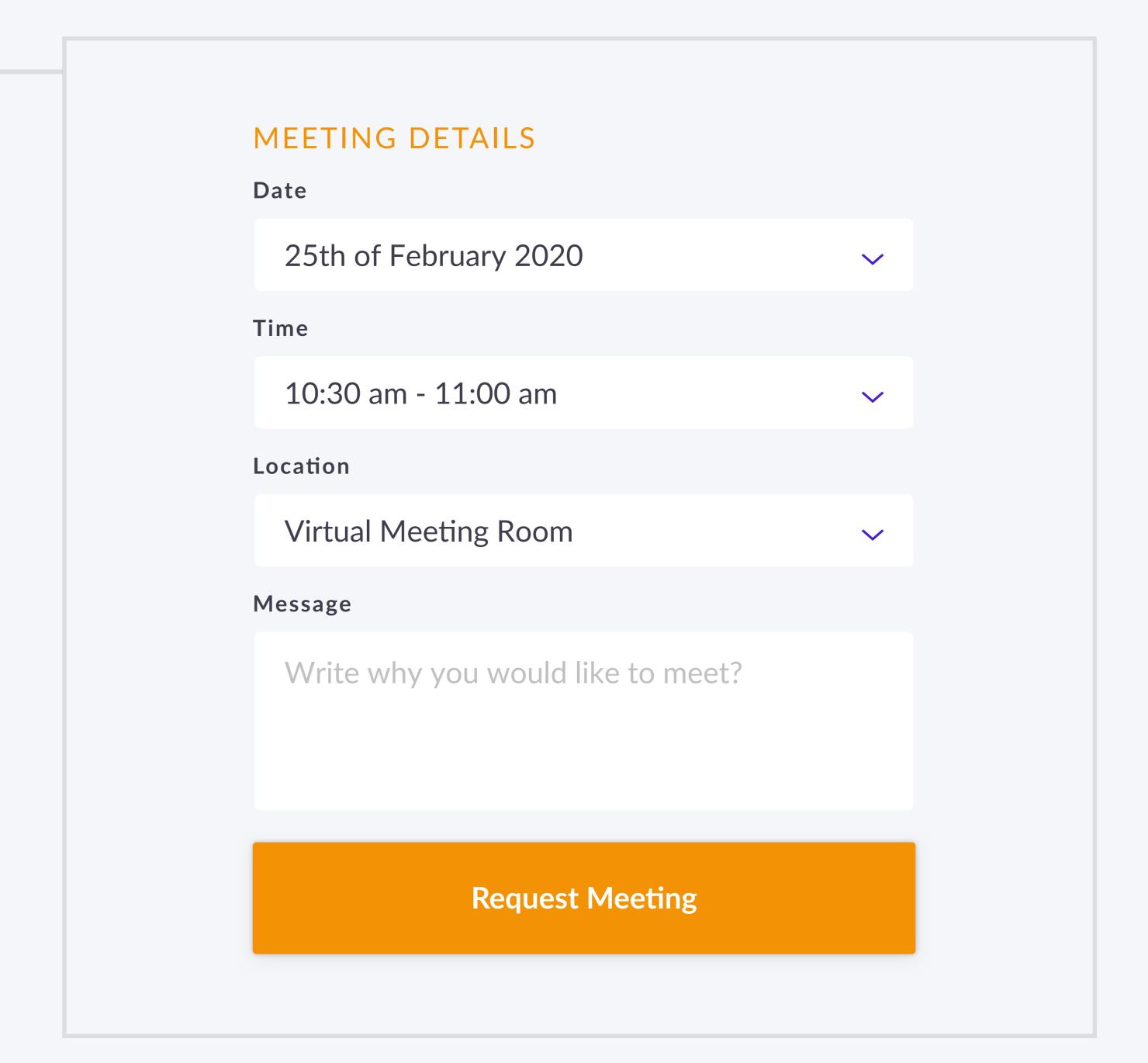
#### Rate

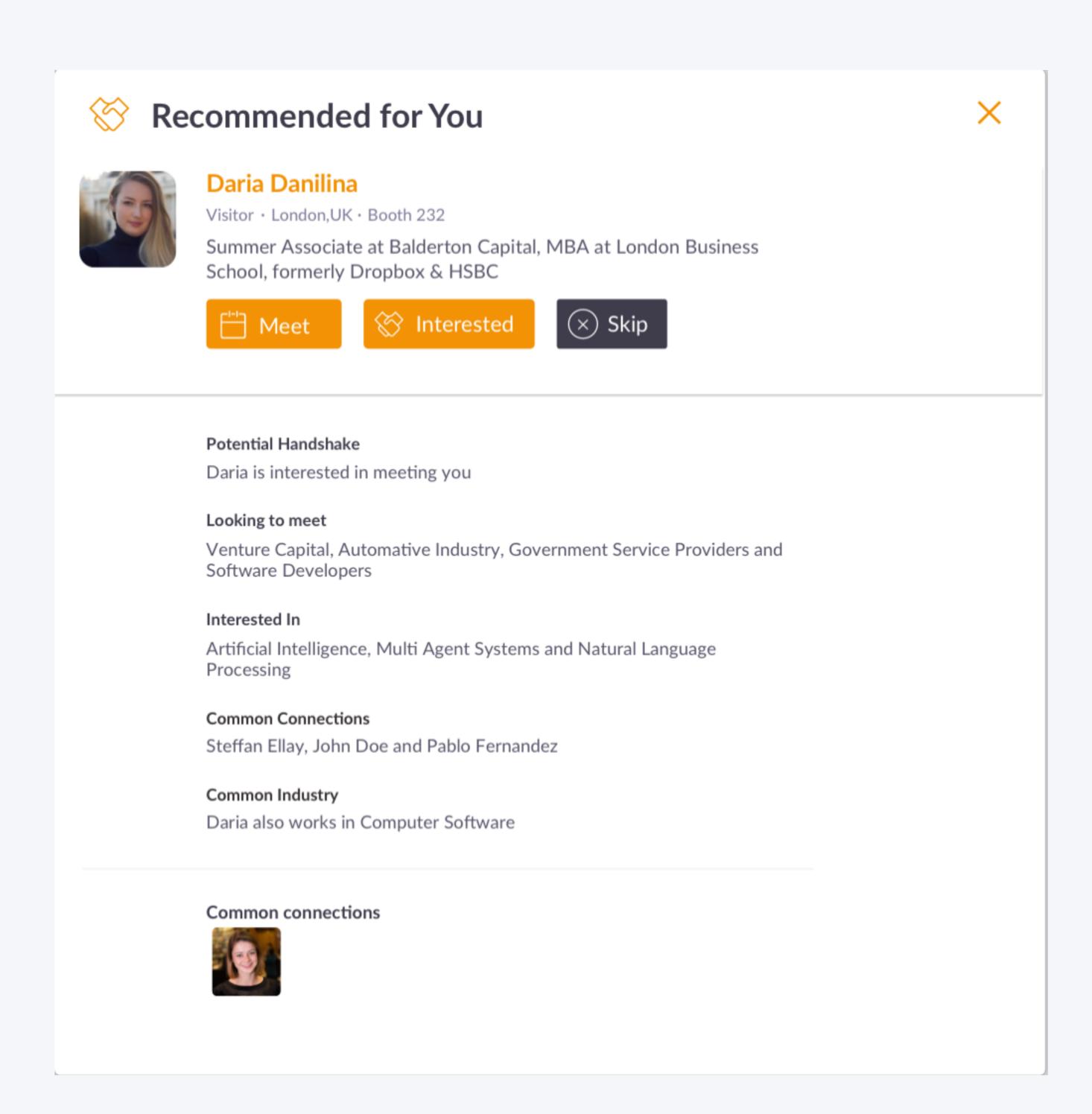
Give anonymous feedback on your meeting with "Good", "Bad" or "Didn't Happen" and give a reason for your rating to qualify your post-event follow-ups.

#### PRO TIP

To get the best recommendations of people to meet and increase the chances that people accept your meetings one element is absolutely crucial: complete your profile!

Add a profile image, fill out your summary and select your preferences in the event-specific questions.





Besides being able to request meetings, mark people with "interested" or "skip". If someone is also interested in you, chat with them and grow your network!

