# VISITI*connect* user guide

#### PREPARE PRE-EVENT

# Web Portal



Create custom questions and answers



**Print** answer sheets if using barcode scanners



**Set targets** and measure performance



**Manage** app licence allocation, set user permissions and view the status of individual licences



**Create** additional users for the portal to follow the lead capture progress

You can access the Visit Connect web portal at https://visitconnect.n200.com

### **ACCESS LEADS**



View leads captured by all devices



Edit all leads scanned by all devices



**Download** leads to Excel spreadsheet



Measure performance against targets



Assess Rol of the event

# COLLECT LEADS AT THE EVENT

#### Scan App



Scan the scan app licence code to activate it



**Scan** a visitor badge



**Answer** questions, makes notes, add voice memos, add photos



Access leads via the app or export via email



All leads collected are synchronised to the web portal when online











Should internet connectivity be temporarily lost while using the Scan App, users can continue to scan and make notes. Once connectivity is regained all detail will be synchronised and full functionality be available.

Search in App Store or Play Store for 'Visit Connect'.

Need help? visit.ges.com/vchelp





Test your scan app by scanning this QR code



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# VISIT CONNECT QUICK START GUIDE

Visit Connect enables you to efficiently follow up on your leads captured at the event

- Scan a visitors badge to capture their information
- · Answer questions bespoke to your business
- Make notes, take voice memos, even take photos on the spot!
- No more transcribing business cards or sifting through scribbled notes



#### GOTALICENCE ALREADY?















Start theapp

Scan the QR code to activate licence

Scan visitor badges

Make notes add pictures and voice memos to your leads

Export leads via email

#### NOT GOT A LICENCE YET?

















Start theapp

Scan visitor badges

Make notes add pictures and voice memos to your leads

Buy a licence and scan the QR code licence

Access your Lead info

## WHAT ELSE CAN I DO?

Purchasing a licence also gives access to a web portal where you can...















Set daily scan targets

Email licences, set licence rights

Create custom questions

Download leads from all scan devices

Search App Store or Play Store for 'Visit Connect'. \*iOS 9.2 and Android 4.4 and higher are supported.

Need help? visitconnect@ges.com

**VISIT** | CONNECT

Test your scan app by scanning this QR code



Test scans will be deleted after 24 hours

Powered by

