Progressive Collaboration and Innovative Solutions: **Shaping the Future of Energy**

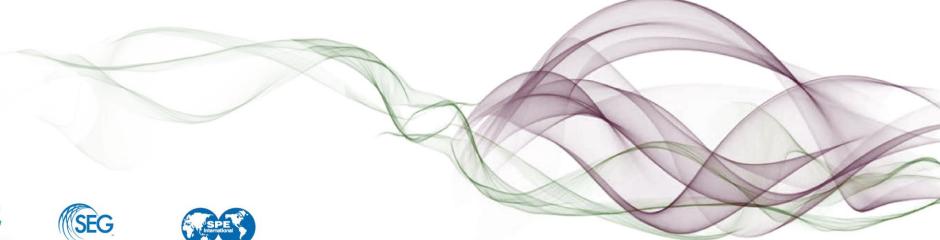


Host Organisation





EXHIBITOR PANEL PREMIUM BOOTH PACKAGE



Sponsoring Societies









Content

Login	3
Exhibitor Panel Overview	5
1. Dashboard	7
2. Booth Setup	9
3. Booth Preview	15
4. Exhibitor	24
5. Report	26
6. Virtual Lobby	28



Login

Login

- Exhibitor Panel page https://virtual.iptcnet.org/exhibitor/panel/
- Login to Exhibitor Panel page with registered email address and system generated password.
- Browser: Mozilla Firefox and Google Chrome are preferred.

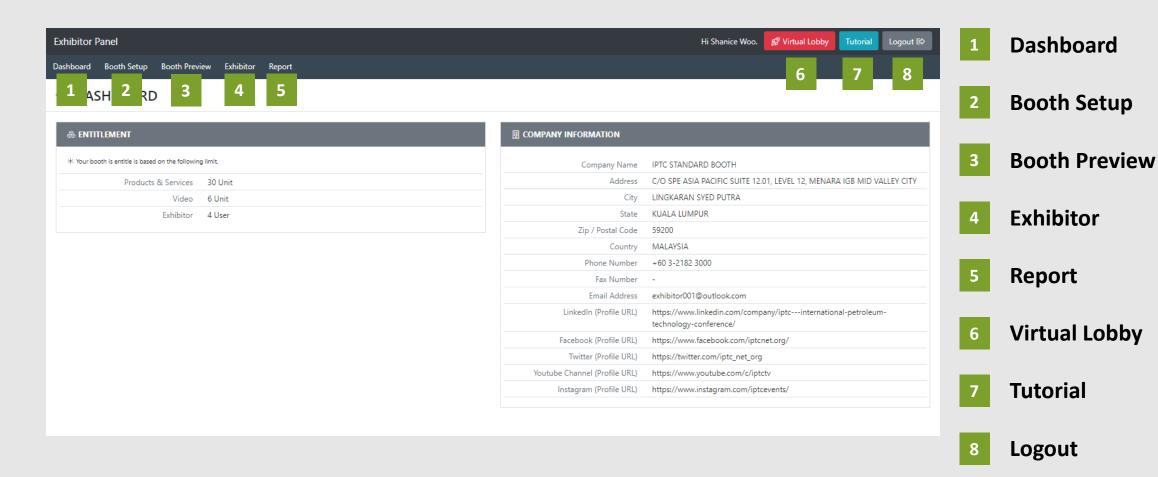
EXHIBITOR PANEL	LOGIN
mail Address	
assword	
Please contact Shanice Woo at email swoo@ login details.	iptcnet.org to obtain your
Login	



Exhibitor Panel Overview



Exhibitor Panel Overview

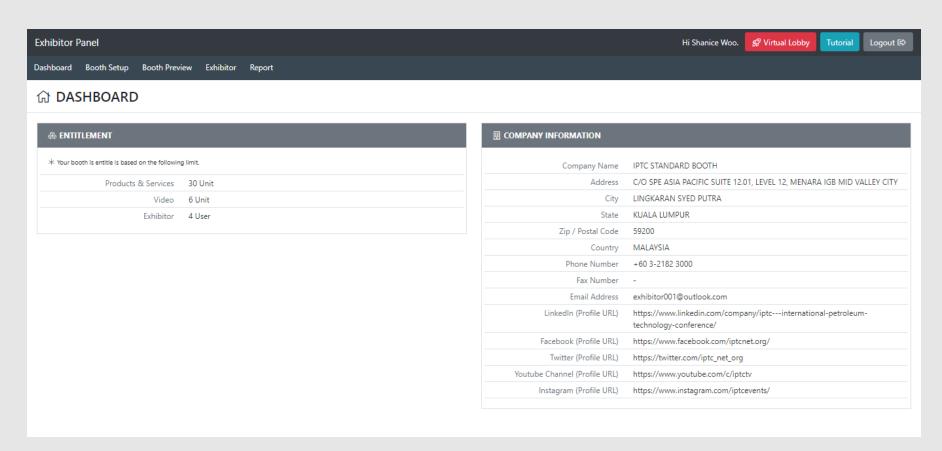




1. Dashboard



1. Dashboard



Entitlement

Information of your company's entitlement for Products & Services, Video and Exhibitor.

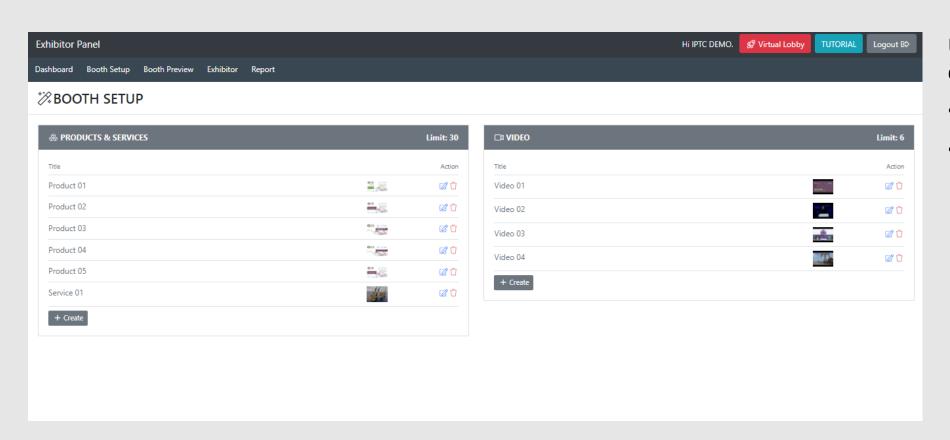
Company Information

Information captured from completed Company Information Form





2. Booth Setup



Upload your booth's digital materials for:

- Products & Services
- Video

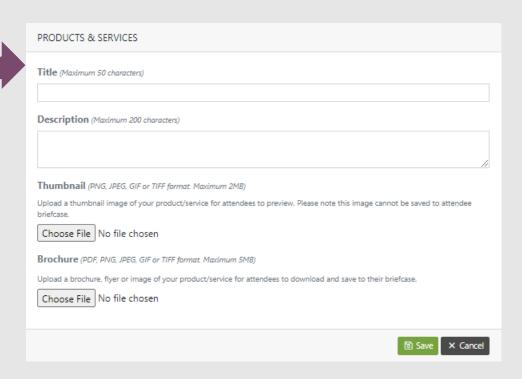




Upload a digital material for Products & Services:



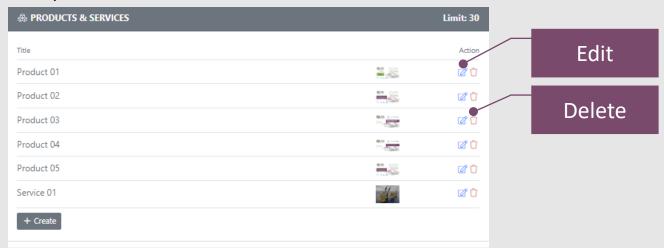
Select Create button



- Insert **Title** and **Description**
- Choose Thumbnail and Brochure files
- Select Save button



Edit / Delete a Products & Services item:



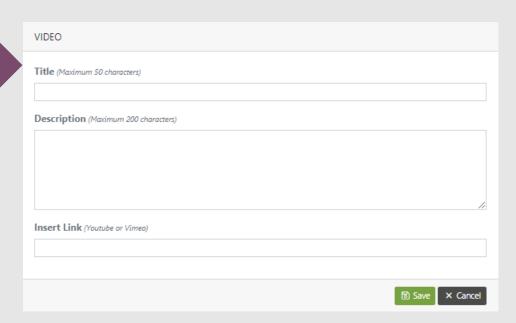




Upload a digital material for Video:



Select Create button



- Insert **Title** and **Description**
- Insert YouTube / Vimeo link
- Select Save button

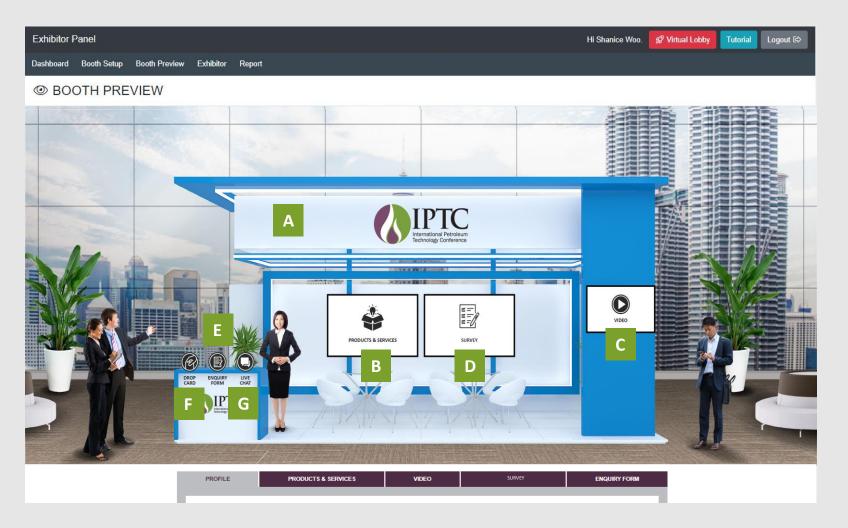


Edit / Delete a Video item:









- **Company Information**
- **Products & Services**
- Video
- Survey
- **Enquiry Form**
- **Drop Card**
- **Live Chat**

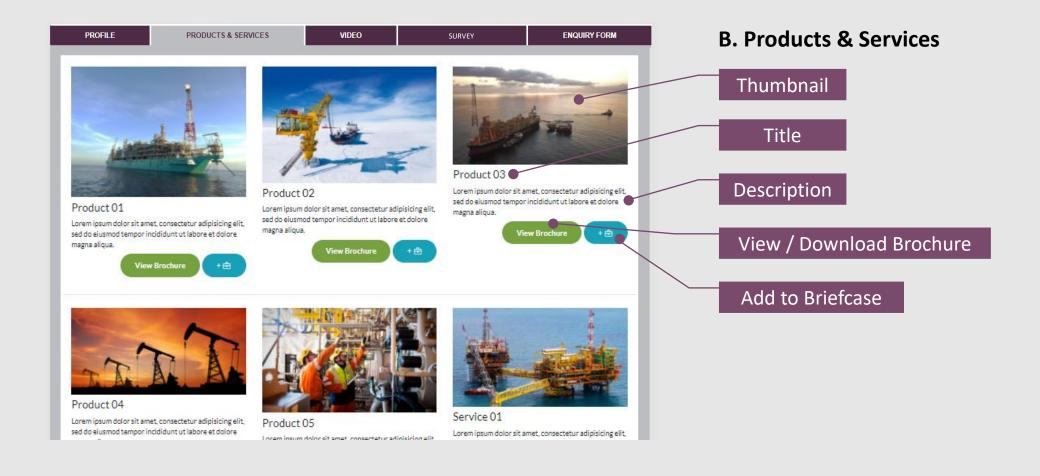


A. Company Information

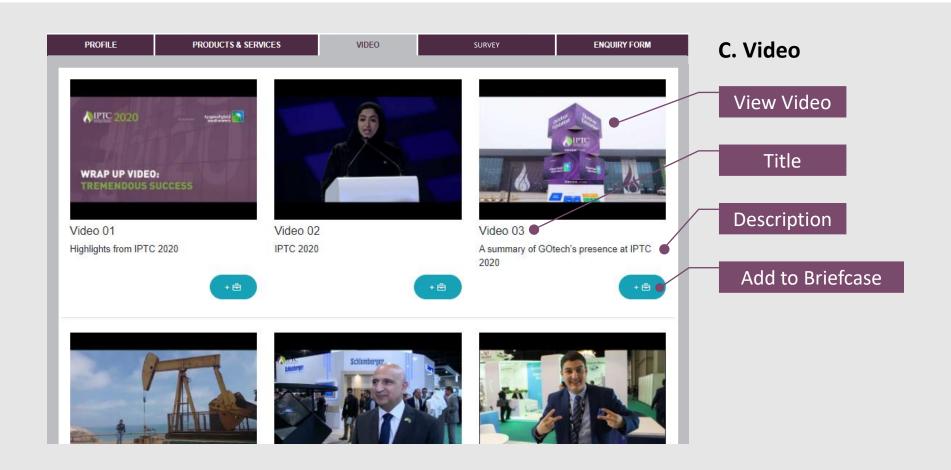
Contains:

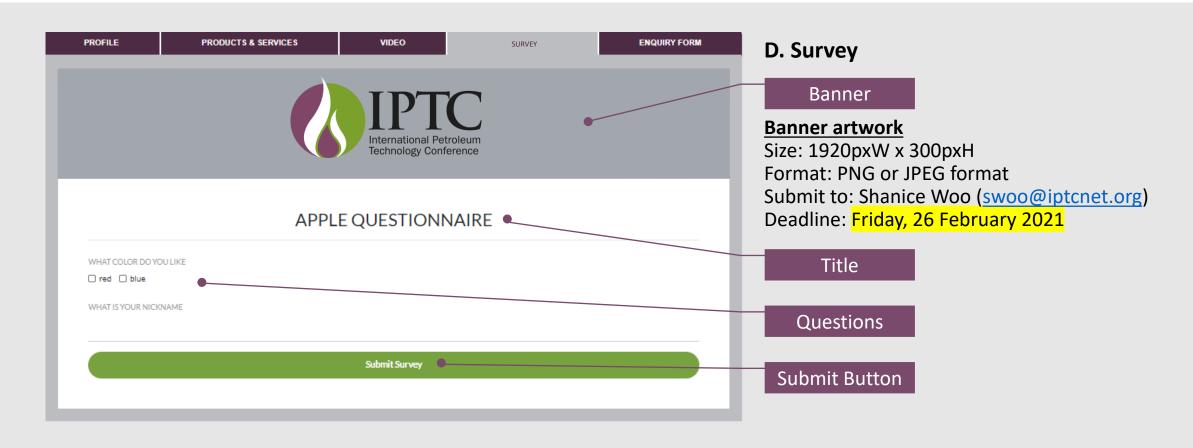
- **Company Name**
- Company Logo
- **Company Profile**
- Address
- **Company Email Address**
- **Company Phone Number**
- Company Fax Number
- Website
- Company Social Media

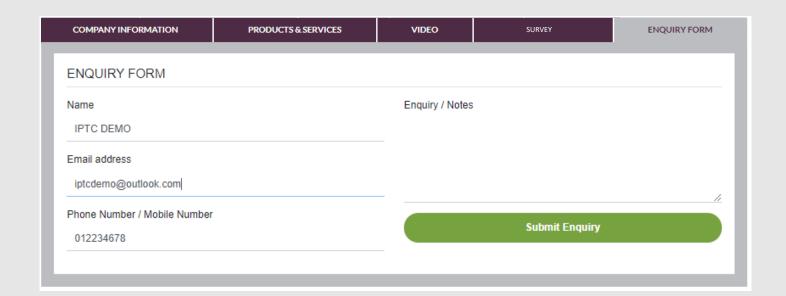










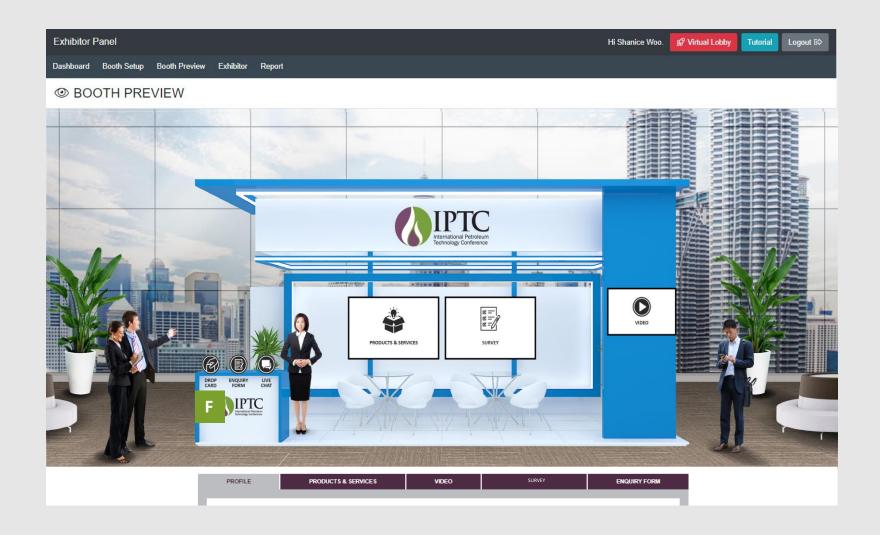


E. Enquiry Form

Receive Enquiry in Email

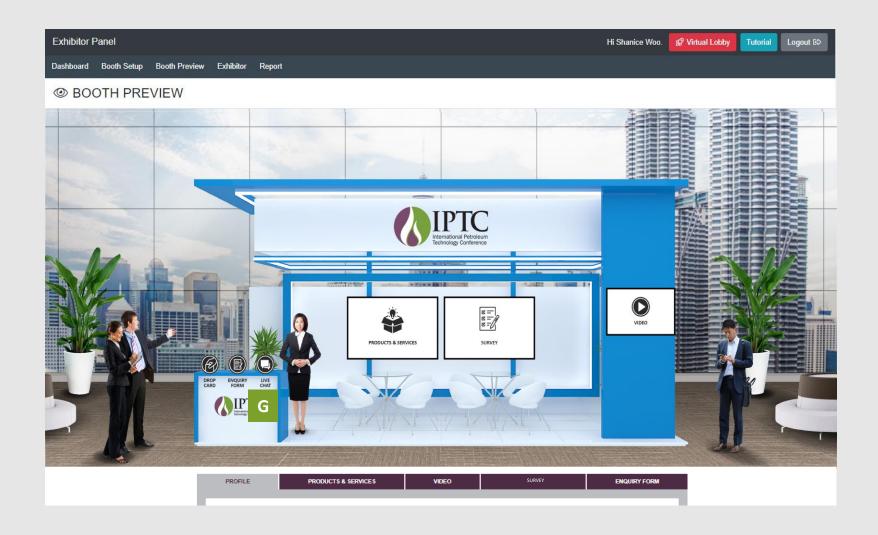
Please provide assigned **Exhibitor details** to receive enquiry in email to Shanice Woo at swoo@iptcnet.org by Monday, 1 March 2021





F. Drop Card

To receive business card data from booth visitor



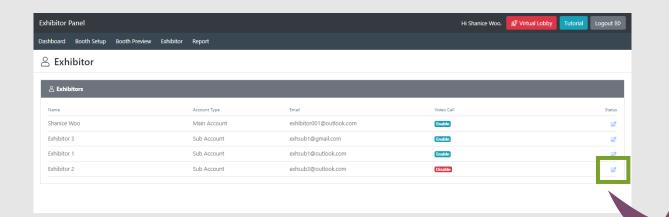
G. Live Chat

Refer to **Live Chat user information** for more details.

4. Exhibitor



4. Exhibitor



Enable / Disable Video Call Feature

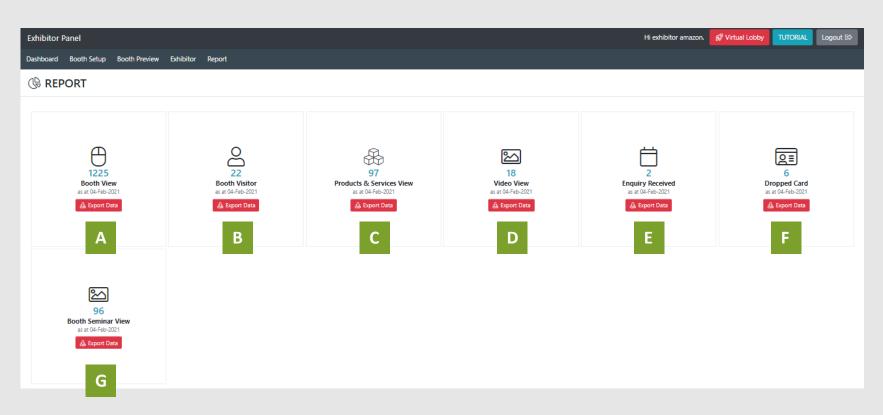
- Select **Status** button
- At Exhibitor page, choose On / off
- Select Save button

Exhibitor	
Account Name *	
Exhibitor 1	
exhsub1@outlook.com	
Video Call ON	
	Save × Close



5. Report

5. Report



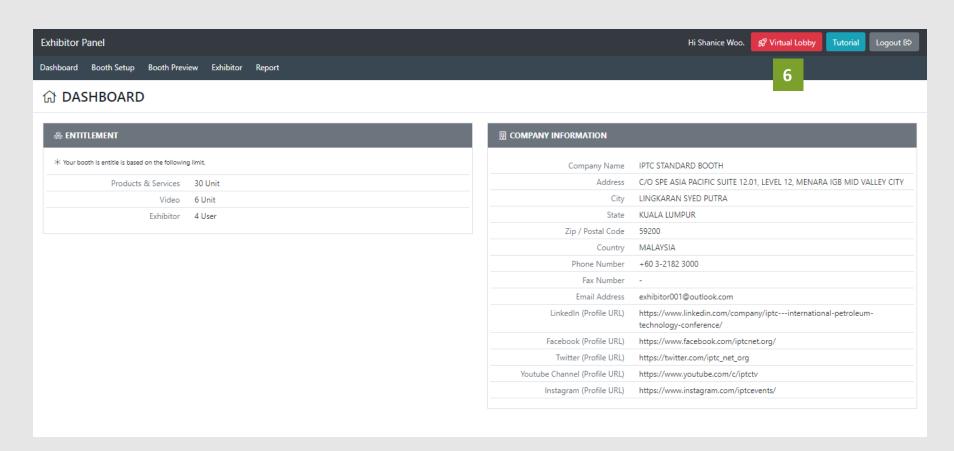
- **Booth View** Total Visitor number and database
- **Booth Visitor** Unique Visitor number and database
- **Product & Services**
- Video
- **Enquiry Received**
- **Dropped Card**
- Survey



6. Virtual Lobby



6. Virtual Lobby



Virtual Lobby

Access to Exhibition (network with other exhibitors, join Booth Seminars, etc.),
Sponsored Seminars, ePoster Sessions, Business Matching,
Networking Lounge, My
Account setting, personal
Briefcase, personal Business
Card and Live Chat.

Virtual Lobby will be available on Friday, 19 March 2021.



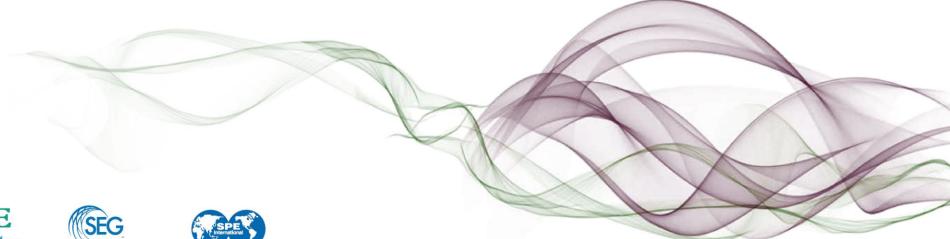
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Need help? Contact Shanice Woo at email swoo@iptcnet.org



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