Virtual event exhibitor guide
Login screen

This is the first page people will see when they access the event.

Note: The screenshots in this guide are from a sample event. The site design will match the event organizers’ branding.
Home lounge

Attendees land here once they have logged in.

Note: this screenshot is showing generic information. The details will be customized to your event.
Attendees can earn reputation points for engaging! Networking with other participants, visiting exhibitor pages, or asking questions in sessions. They can use these points to unlock exclusive benefits.

All participants can access their profiles via the top menu. They can manage their profile and share information based on their comfort level.

Talk to us about opportunities to offer reputation points to attendees for visiting your exhibitor page. You can also grant exclusive rewards at certain point levels!
Attendees land on this page once they enter the Exhibit Hall. This is also available in list view. The exhibitor list can be sorted for each attendee based on the types of products and services they are interested in.

Attendees can also use the search function to sort by keyword, company name, etc.

Explore opportunities to be featured to specific participants based on their individual profiles. Gain access to the leads that are most relevant to you.
Exhibitor page

Attendees land on this page after they select an exhibitor from the Exhibit Hall.

Attendees have the option to view your activity feed, documents and photo gallery.

Your team members who are online are denoted with a green dot so attendees know when they they are available to receive direct messages.
Exhibitor video chats

You can start private video chats with your page visitors/followers.
Exhibitor albums

You can add photos of products and services to this album area.
Exhibitor staff profile

Your staff can create profiles, which will be available within your page in the Exhibit Hall and in the general participant directory.
Participant directory

Search this directory to connect directly with participants.
Networking
Community Q & A

Participants can share knowledge with each other in this area of the platform.

Allows an entire community of experts to share ideas and insights.

Is a forum for thought-provoking questions and answers and productive debate.

Questions and responses are upvoted or downvoted by the community, raising the most relevant discussions to the top.

This forum can be a long-term resource for the community.

Further establish your company as a thought leader and authority in your industry.
Exhibitor news feed

Attendees can interact with exhibitor staff and other attendees through the news feed within each exhibitor page. You can also use this space to upload videos and other information.
Exhibitor direct messaging

Interact with attendees via private direct messaging.
Networking

Networking rooms/roundtables

Participants can network and connect with other attendees in this area of the platform.

- Small groups of people can gather and network through free-flowing or topic-oriented discussions.

- A maximum of 6 people can participate in each discussion in order to maximize interaction.

- Engage participants face to face through a video call about a common interest.
Sessions

The virtual event can feature sessions presented in a variety of formats such as keynotes, breakout sessions, live panel discussions, fireside chats, solo presentations, and more.

Participants will see speakers, session content (if available) and have the opportunity for Q&A/chat during each session.