

Instructions for Exhibitors

Virtual Platform and Exhibit Page

1. Login at <https://pheedloop.com/p2pvvp2022/virtual> with your credentials
2. Once logged in, you will see the Virtual Event Lobby. On the **Left-hand side navigation menu**, click the **“Exhibit Hall”** section.
3. You will find a list of exhibitors here. You will also find a 3D map of the exhibit hall. Note, the list is randomly ordered every time someone lands on this page to ensure that all exhibitors get equal exposure
4. Click the name of your booth (organization) or the booth image in the 3D map to go to your exhibit page
5. Your exhibit page has the details that you have added through the admin link. This includes a brief description, contact information, promotional video, and Gamification Codes
6. We have linked representatives from your organization to your booth

Networking

A) Private chat:

Attendees may connect **privately** with you using the **“Start Chat”** button under your name. The **“Private Chats”** window will pop-up and you can now chat with the attendee.

You will also receive an **email notification** when someone starts a private chat with you. In addition, the **notification bell** on the top right-hand corner will indicate **the number of new notifications you have received**. Click on **the Bell** to see your notifications.

B) Public chat:

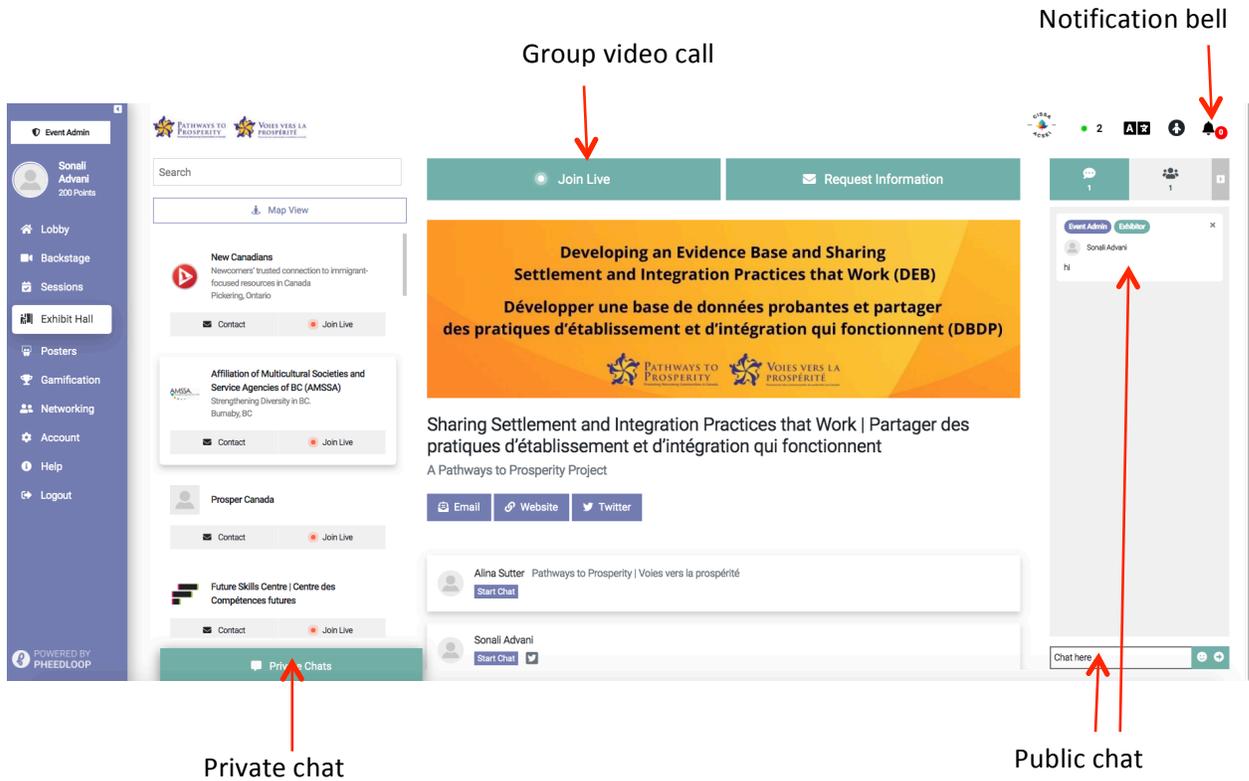
Attendees may also connect with you via a public chat widget found on the right of your exhibitor page. All messages sent using this widget will be public; that is anyone on the platform can see them. A number of attendees can chat with exhibitors at the same time using this public chat option.

C) Private video call

Once you have connected with an attendee via a private chat message, you can then connect with them via a video call. This **“Join Video Call”** button can be found within the private chats pop-up window at the bottom of your screen.

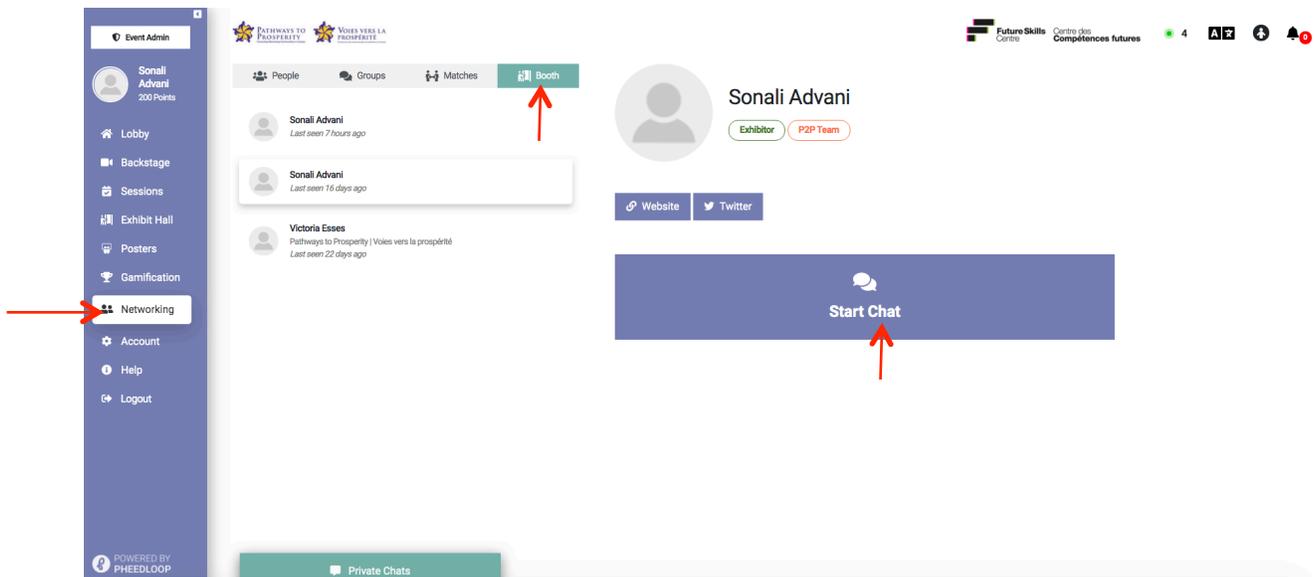
D) Join Live

The **“Join Live”** button at the top of your page allows you and attendees to join a live video meeting with up to 25 fellow attendees and exhibit staff members. Exhibit staff members can share their screens and run full presentations or demos in real-time as they would on-site.



To see who has visited your exhibitor page

- Go to the 'Networking' link
- Then click 'Booth'
- You will see a list of registrants who have visited you exhibit page
- If you wish to start a private chat with them, click their name, and click "Start Chat"



Gamification

- If you have given us a gamification code, we have now activated it.
- Please mention the gamification code on your page so that attendees are aware of the code and can submit it to claim points
- If you have reserved the code for private chat, we recommend that you let attendees know you will be giving out the codes during these meetings or that they should connect with you via private chat to obtain this code.
- We also recommend that you direct attendees to “Request Information”.

All of the above information and notes can be added to your description

Admin Dashboard

- You have all been given access to add information and edit your exhibitor booth.
- Please complete the set-up of your booth before the conference
- You can edit the information at any time
- You can add/edit the description and contact information under “Edit Profile” link
- You can upload/edit the logo, banner, thumbnail, video under “Edit Design” link
- You can see your virtual booth preview under “Edit Design” link
- Lead Retrieval: This link has the list of attendees who may have directly sent you a “Request Information” message

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- Information
- ✓ Edit Profile
- ✓ Edit Design**
- ✓ Assigned Tasks
- Managers and Tickets
- Lead Retrieval
- File Uploads
- Co-Exhibitors

Edit Design

Logo
Your organization's full logo. Wide version of logo recommended with transparent background and no white-space.

Choose file Browse

Thumbnail
A square representation of your logo. Displayed in lists and icon sets. Recommended size: 500 x 500 PNG or JPEG, no white-space.

Choose file Browse

Banner
Used in various promotional areas, and shown at the top of your profile pages. Recommended size: 1000w x 400h PNG or JPEG, no white-space.

Choose file Browse

Promotional Video
Upload a promotional video. Supports a single MP4 file up to 100 MB (duration of video depends on resolution, usually 5-10 minutes of HD quality), typically 16:9 aspect ratio. Videos are displayed on loop and start muted.

Virtual Booth Preview
Preview does not include real-time chat and video meeting features

Join Live Request Info

Developing an Evidence Base and Sharing Settlement and Integration Practices that Work (DEB)
Développer une base de données probantes et partager des pratiques d'établissement et d'intégration qui fonctionnent (DBDP)

Sharing Settlement and Integration Practices that Work | Partager des pratiques d'établissement et d'intégration qui fonctionnent

A Pathways to Prosperity Project

Email Website Twitter

Alina Sutter Pathways to Prosperity | Voies vers la prospérité

Start Chat