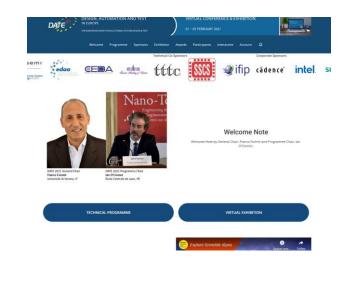


## Virtual Conference Platform (basics)

- DATE 2021 is hosted on a webbrowser based conference platform
- The platform works best with Google Chrome but other web browsers work as well
- Virtual 1:1 meetings/sessions on the platform are realised via **ZOOM**, a tool for video communication. The latest version should be installed on your computer.



## Before the conference – Register to DATE 2021

#### Please note:

Registration for DATE 2021 is mandatory so that access to the virtual conference platform can be granted.

https://www.date-conference.com/registration

If you still want to register colleagues as booth staff, please register them online as Exhibition Visitor with the reference "Booth staff + Company name".

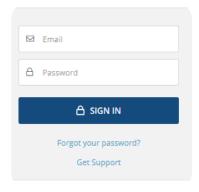
For free registrations (as part of sponsorship packages) please contact us directly by e-mail.

## Accessing the virtual conference platform

The virtual conference platform can be reached by using this link:

https://virtual21.date-conference.com/

 Upon accessing the link, you will be asked to log in to see relevant content



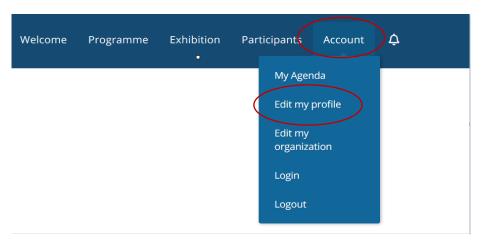
 Please log in to the virtual conference platform by using the access data received via email in the last week on January 2021!
 In case of any troubles, please contact <a href="mailto:date@kitdresden.de">date@kitdresden.de</a>

## Virtual conference platform - menu

Once logged in, you will be requested to complete your profile information

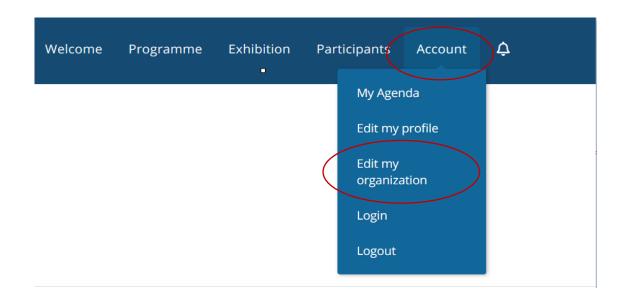
(Please note: you can also complete this step via "Edit my profile" at any

other time later on)



## Virtual conference platform - menu

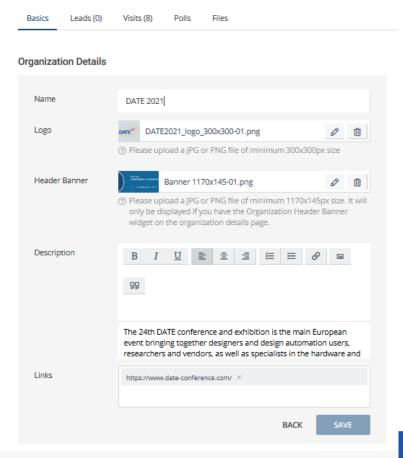
To manage your virtual booth in the next step, please click under "Account" the menu item "Edit my organization"



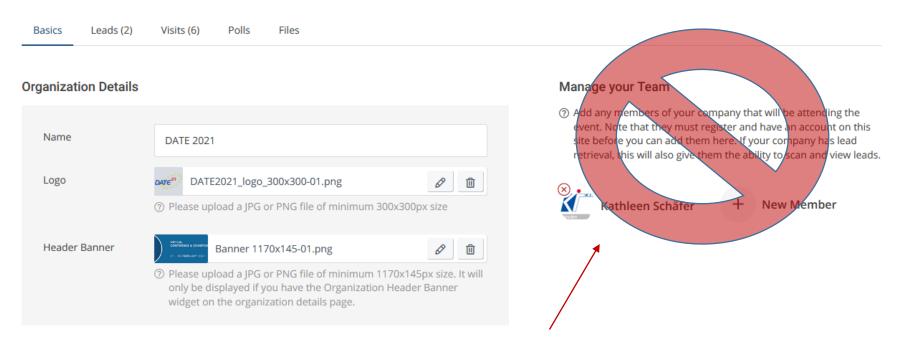
#### Virtual Exhibition Booth - Manage

You are now in the "Backend" area of your virtual exhibition booth. Here you have the possibility to upload information, logos or files.

On the next slides, we will show you a comparison of the booth's "backend" and the "frontend" where the information is publicly displayed



#### Virtual Exhibition Booth - Backend

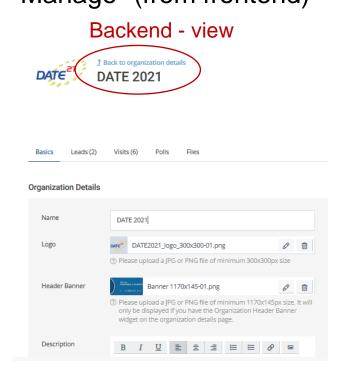


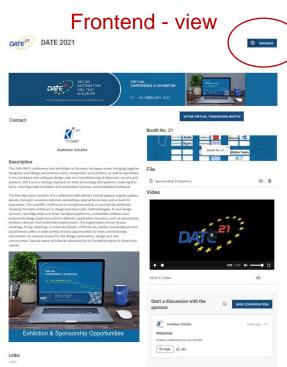
Function "Manage your Team": Please do not use the "New Member" function. We will be happy to assist you if you still want to add booth staff to your exhibition booth. Feel free to contact us at <a href="mailto:date@kitdresden.de">date@kitdresden.de</a>!

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#### Virtual Exhibition Booth – Backend vs Frontend

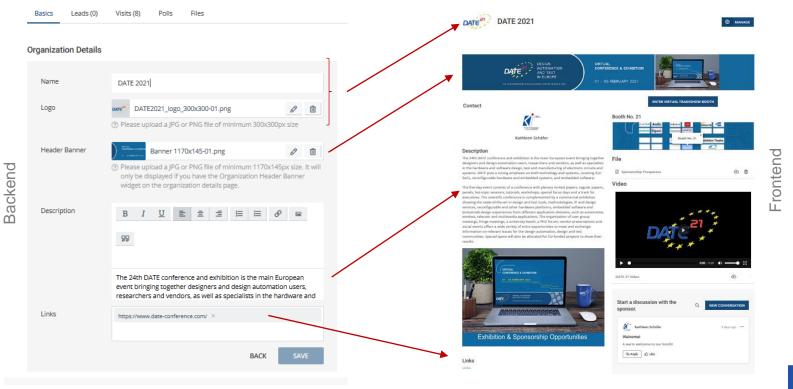
To switch back and forth between the backend and the frontend views, simply click on "Back to organizational details" (from backend) or "Manage" (from frontend)





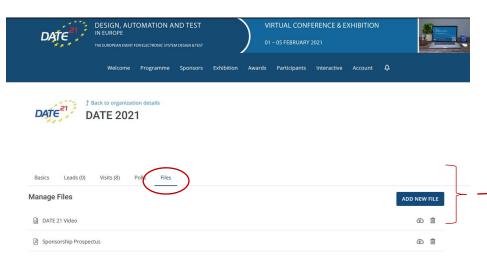
#### Virtual Exhibition Booth – Backend vs Frontend

Here it shows the screenshot of the backend in the system and where in the frontend the information is mapped.

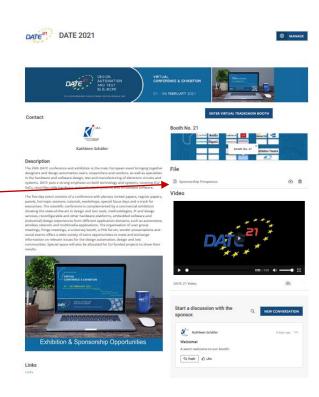


#### Virtual Exhibition Booth — Backend vs Frontend

#### Backend - view



#### Frontend - view



# **Booth "equipment" - requirements**

Logo	JPEG or PNG file (min. 300 x 300 px)
Banner	JPEG or PNG file (min. 1170 x 145 px)
Description	The currently displayed content was taken from your company profile on the DATE website. If you wish to make changes/additions, you are welcome to edit this manually. Kindly note that the company profile on the DATE website is not synchronised with the changes on the virtual conference platform and remains unchanged regardless of updated made in line with "equipping" the virtual booth.
Links	The currently displayed content was taken from the company profile on the DATE website. Kindly note that the company profile on the DATE website is not synchronised with the changes on the virtual conference platform and remains unchanged regardless of updated made in line with "equipping" the virtual booth.
Files/ Videos	Files: It can be PDF's, images etc  Videos: The platform accepts links from the following providers: Youtube/ Facebook/ Vimeo/ Wistia/ Videopress/ Livestream/ IBM/ Twitch/ DailyMotion/ VidYard/ Soundcloud (audio files)

Start a discussion with the sponsor.

**NEW CONVERSATION** 



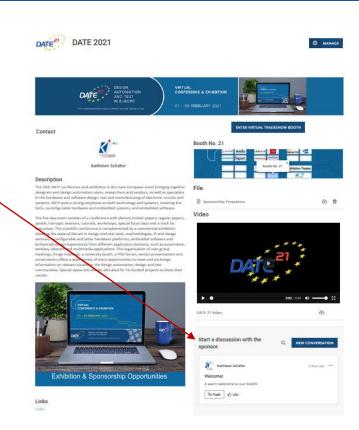
No Discussions Yet

Why not start a conversation?

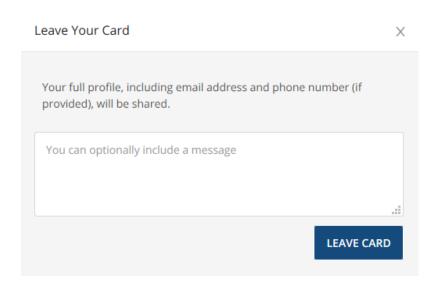
On your booth you have the option of a (public) chat function with the participants.

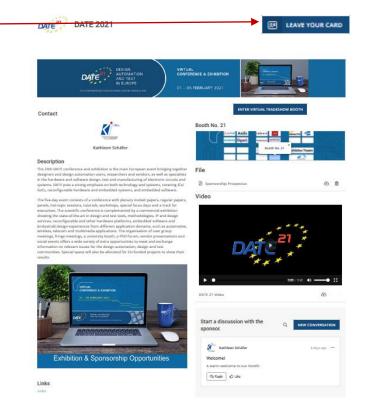
Please note: This chat can be viewed and commented by all registered participants.

You are welcome to add a short "Welcome" as a greeting (just click on "New Conversation").



## Leave your card-Function for Exhibition Visitors





**DATE 2021** Participants who wish to send a private message to your booth staff or VIRTUAL CONFERENCE & EXHIBITION schedule a meeting, can click on your 01 - 05 FEBRUARY 2021 staff listed among the "Contact" label ENTER VIRTUAL TRADESHOW BOOTH at the booth. Contact Booth No. 21 A new window will open. Kathleen Schäfer K.I.T Group GmbH SCHEDULE MEETING SEND MESSAGE **EXHIBITOR** 



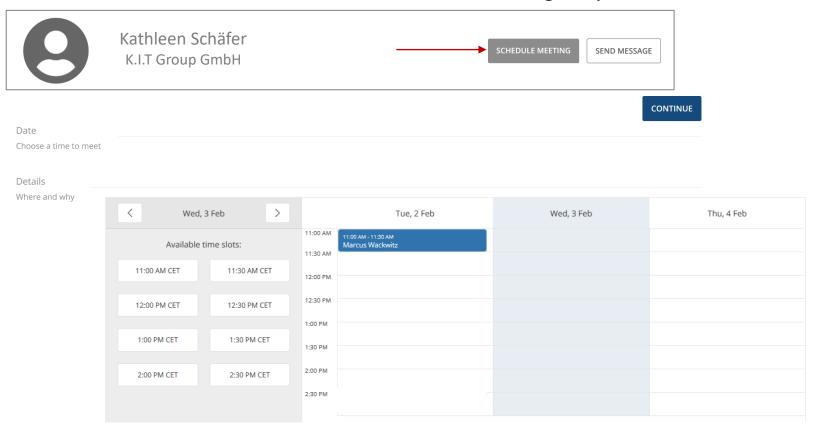
#### Schedule a meeting (1:1 Meeting)

The exhibition visitor will have the opportunity to book an online 1:1 meeting with you (Tue-Thu, each from 11:00 to 14:30 CET) for a 1:1 meeting (platform Zoom). The duration of this meeting is max. 30 minutes.

You can view/confirm this meeting request in the menu bar.

Welcome Programme Sponsors Exhibition Awards Participants Account \$\oldsymbol{\Omega}\$

Preview for exhibition visitors to book a 1:1 meeting on your exhibition booth



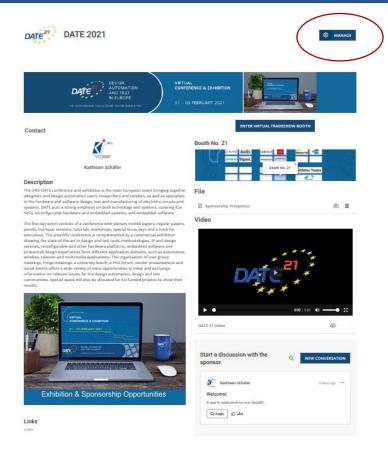
#### **Virtual Exhibition - Access**

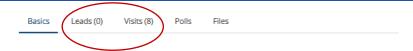
Please refer to the menu item "Exhibition" with the subcategory "Virtual Exhibition"



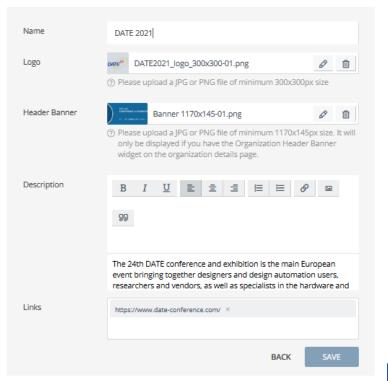
Here you can find an overview of all our exhibitors participating in DATE 2021. Please click on the company logos/links to enter the virtual booths.

#### **Virtual Exhibition - Statistics**

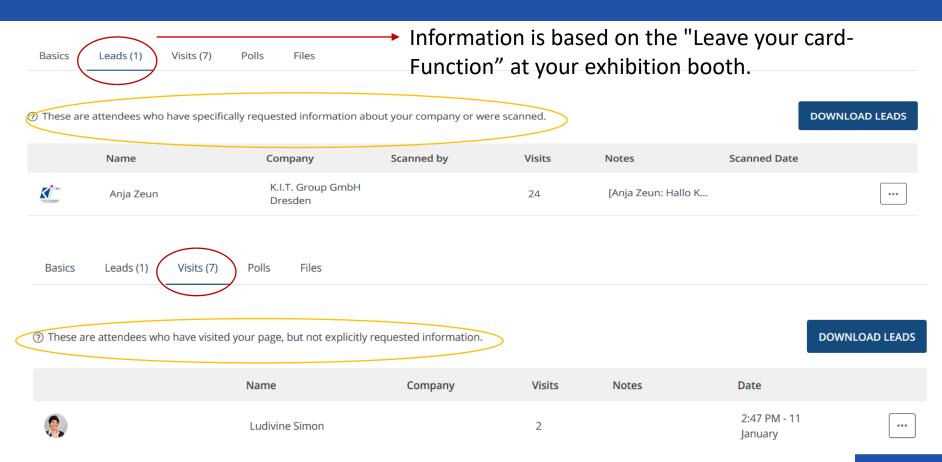




#### **Organization Details**



#### **Virtual Exhibition - Statistics**



### **Further Questions?**

If you need any assistance with the setup of your virtual booth or have any further questions, please do not hesitate to contact us at

date@kitdresden.de

Thank you for your support and contribution to virtual

