

## October 12-15, 2020 **USER GUIDE**

Login to your National Hardware Virtual Show Account and Begin Planning Your Virtual Show Experience!

Dear Yi Li test attendee,

Thank you for registering for the 2020 National Hardware Virtual Show!

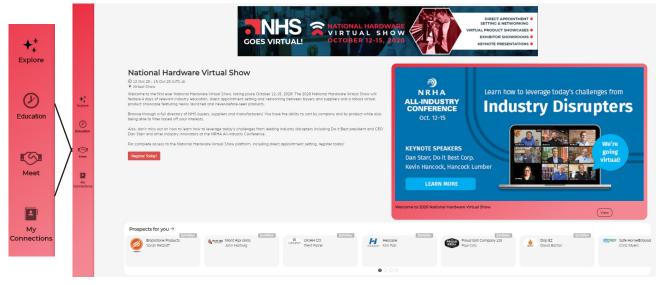
Using Match App, an exclusive business matching service powered by Jublia, the four Show days will be structured for you to find, connect, and set direct appointments with all of our exhibiting suppliers and manufacturers, view the robust virtual product showcase featuring newly launched and never before seen products and learn how to leverage today's challenges in keynote presentations and educational seminars.

Access your profile that was created with the information you provided during the registration process by clicking below, or manually accessing via the link provided.

Click the [Access Your Account] button in the invitation email to start.

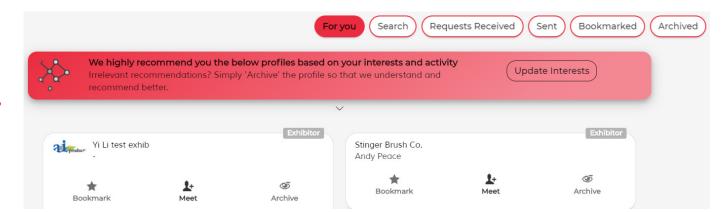
 Your personal account will open in a new page.

## Access Your Account!



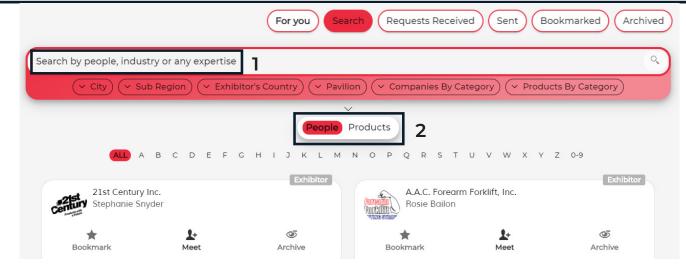
On the "Explore" page, you will see a selection of exhibitors chosen just for you, based on your interests. You can also navigate to:

- The "Education" page to save and attend education sessions.
- · The "Meet" page to browse exhibitors & products by category & arrange meetings.
- The "My Connections" page to keep track of who you have met.



From the "Meet" page, in the "For you" tab, you can [Update Interests] to load the best recommended profiles to meet, customized just for you! This section will also give suggestions based off of your interests you selected during registration and what other attendees, like you, are looking at.

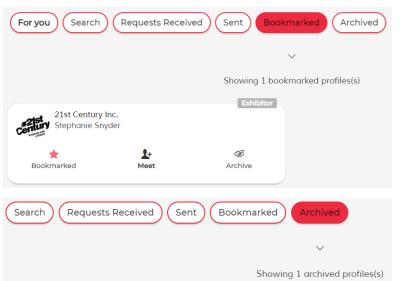




## On the "Search" tab, you can view the complete list of participants.

**ॐ** Archived

- 1. Enter keywords in the search box to narrow down matches.
- 2. Select a category from the Product View list provided to filter more matches.

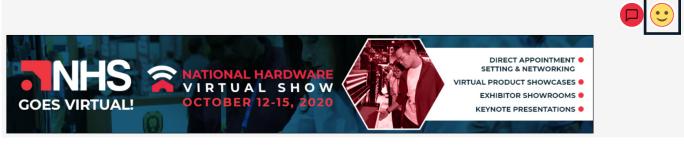


21st Century Inc.

Stephanie Snyder

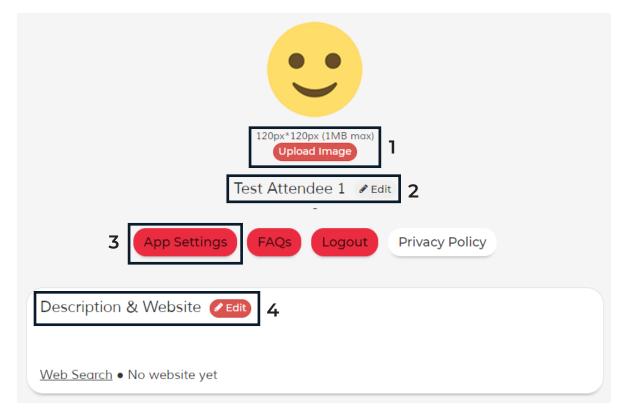
The profiles you have starred can be found on the "Bookmarked" tab.

If you don't want to see a company profile card again during the search, you can click [Archived]. If you want to retrieve these profiles, you can find it under the "Archived" tab.

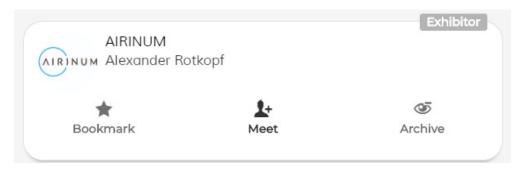


Navigate to the "Me" page to update your profile.





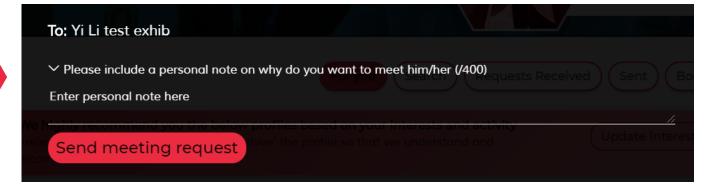
- 1. Upload a profile image. It must not exceed 1MB. Dimensions: 120px x 120px 2. If necessary, edit your name, job title and company. Insert/edit your mobile number.
- Not to worry, your mobile will not be displayed, it's solely used for giving you SMS reminders before each meeting.
- 3. You can adjust our email notification frequency and change the platform language through [App Settings].
- 4. You can edit the company description and website to allow others to better understand your company.



After setting up your profile, you can start sending meeting invitations to participants.

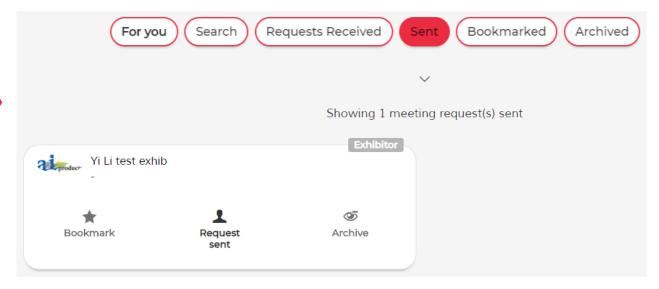
• Want to see more information about an exhibitor? Just click any blank part of the profile card!



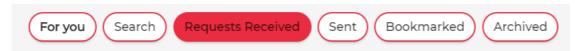


If you want to schedule a meeting with an exhibitor, click [Meet] on their profile card to send the invitation, you may also enter a message to the other party to explain your meeting agenda.

• Please remember to click [Send meeting request] to send.

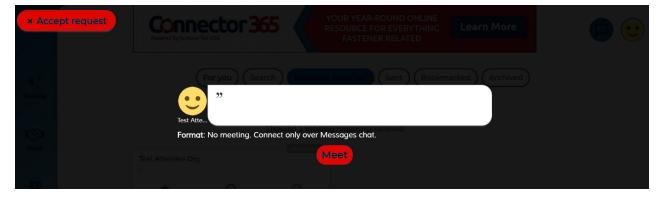


The meeting invitation you sent will be displayed on the "Sent" tab. If you need to edit the message that has been sent or cancel the meeting invitation, you can select [Request Sent] to modify it.

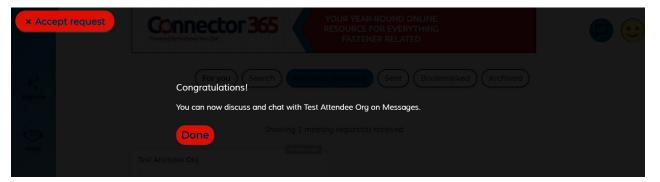


If you want to check whether you have received a meeting invitation, you can click the "Requests Received" tab.

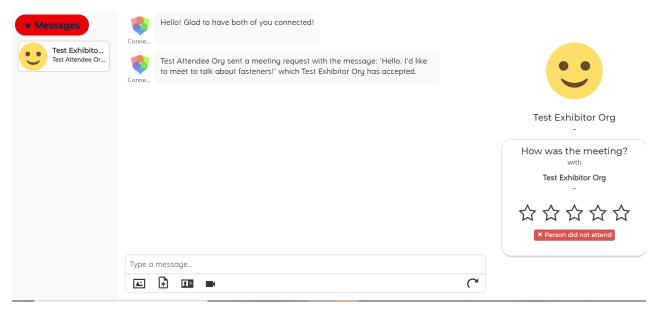




If you are not interested in a meeting, click [Decline], then select a reason (if applicable) from the drop-down selection provided, and then click [Decline Invitation].



If you are interested in the meeting, please click [Accept].



On the [Messages] page, you can communicate with the other party you have successfully arranged a meeting with.

