



How to Navigate the Attendee Hub

Our new and improved online NHS Connects platform allows all NHS attendees to make connections and discover new and exciting products from our exhibitors! This guide will show you how to get the most out of the platform to optimize your National Hardware Show experience.

Step 1: Logging In

You should receive an email from no-reply@rxglobal.com with the subject line “**Access your National Hardware Show Experience now**”, prompting you to activate your account in the Attendee Hub.

There are two options to activate your account:

1. Use “Activate” button
2. Copy and paste the link at the bottom in a browser

Once you activate your account, you may login directly to the NHS Connects Attendee Hub. The Hub is also available via the NHS Website. If you need additional help logging in, contact Customer Service by emailing inquiry@nationalhardwareshow.com.

Note: We strongly encourage all attendees to set up profiles ASAP to start connecting with peers and exhibitors leading up to the 2023 National Hardware Show (January 31 – February 2, 2023).

A screenshot of the login page for the National Hardware Show Attendee Hub. At the top, there is a black banner with the 'NATIONAL HARDWARE SHOW' logo in white and red. Below the banner, the text 'NATIONAL HARDWARE SHOW' is centered. The page contains two input fields: 'Username (email)' with a placeholder 'Username' and 'Enter Password' with a placeholder 'Password'. At the bottom left is a dark blue 'Login' button, and at the bottom right is a blue link for 'Forgot Password'.

Step 2: Update your participant profile

Access your participant profile on the Participant directory page, by clicking on “Edit my profile”

The screenshot shows the NHS Connects participant profile page. At the top, there is a navigation bar with three links: "Edit My Profile" (highlighted with a red box), "Edit company details", and "Logout". Below the navigation bar is a search filter with the text "Filter" and a search icon. The main profile card for "John Smith" from "Company ABC" is displayed. It features a circular profile picture placeholder with an "Upload picture" button and a camera icon (highlighted with a red box). The "About John" section has a dashed text box and a pencil edit icon (highlighted with a red box). To the right, there is a social media section with an "unavailable" email icon and a pencil edit icon (highlighted with a red box), and links for "Twitter" and "LinkedIn". Below the profile card, there are three sections: "Your badge category:" with a dashed text box and a pencil edit icon (highlighted with a red box); "Your Show activities:" with a dashed text box; and "Country/Region:" with a dashed text box.

You can edit anything with a pencil icon next to it. To set up your profile, add:

- Your photo (recommended size 180*180px, max 1MB)
- A link to your social media profiles (Twitter & LinkedIn)
- A short blurb about you
- Your badge category, show activities and country/region

Note: We encourage you to completely set up your profile and make sure you fill in as many details as possible. The online directory has enhanced filters and searching capabilities, which will be used by participants to identify relevant connections.

Step 2: Connect with Attendees and Exhibitors via the Chat Module

- To start a discussion, click on “Send a message” on a participant details page
- The chat module is always available in the bottom right of the platform and can be minimized or displayed using the small arrow



Things to Keep in Mind

Browsers

To maximize your online experience and to be able to use all platform features such as file uploads and chat messaging, we strongly recommend that you use the latest version of one of the following browsers:

- Firefox
- Google Chrome
- Safari (on macOS)
- Microsoft Edge (on Windows 10)