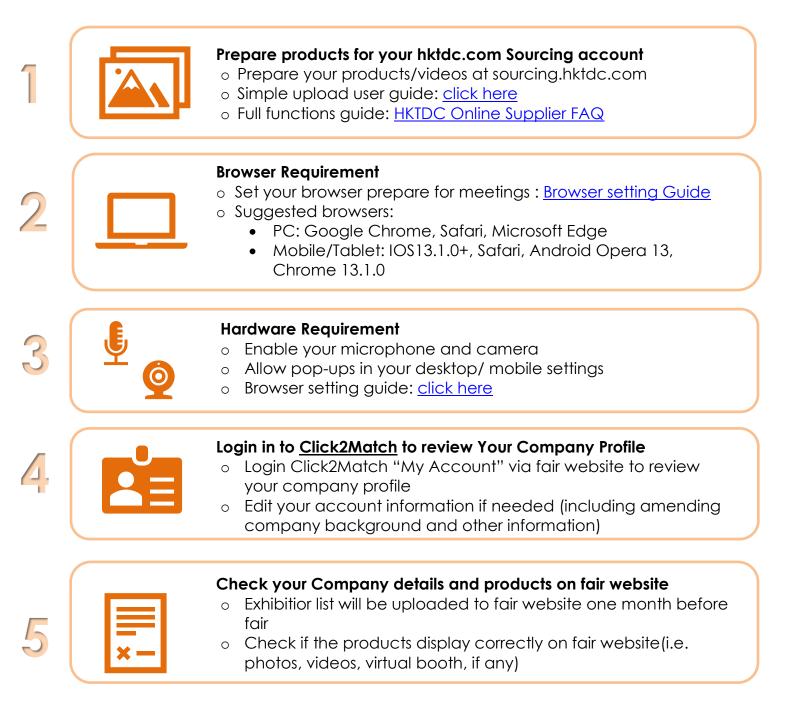
EXHIBITION PLUS

Pre-fair Preparation





Tel 電話 (852) 2584 4333 Fax 傳真 (852) 2824 0249 Email 電郵 exhibitions@hktdc.org

EXHIBITION PLUS



Click2Match Period

1		 Appoint Dedicated Staff & Provide TDC Contact Details Assign at least one dedicated staff to contact with buyers Provide HKTDC direct contact methods of dedicated staff (email & mobile number) Get familiar with the functions of Click2Match C2M User guide: <u>click here</u>
2		 Login to <u>My Account</u> for Meeting Preparation Set your timezone, notification and language preference Set your meeting time availability for meeting appointment request
3	Q	 Look for Potential Buyers & Meeting Request View Al Recommended buyers OR Search for buyers by keywords & fliters Send meeting request to buyers Accept pending meeting requests from buyers
4		 Live Chat & Virtual Meetings Can enter the virtual meeting room 15 minutes prior to meeting Share catalogue, name card or other information via chat box during live meeting (file support type: jpg, jpeg, png, pdf, tiff) Virtual meeting can be invited maximum 2 guests to join

