The Virtual Edition

20-22 October 2020

From the comfort of your home or office

Medlab Asia
By Informa Markets

Asia Health
By Informa Markets

Visitor login guide

Organised by

informa markets

IMPACT MUANG THONG THANI

1. Login

- You will receive a welcome email from noreply@virtual.medlabasia.com with your login credentials and details to access the event platform.

- Navigate to the event platform, click on 'Login' and activate your account by using your email and registration ID.

- If you did not receive this email, contact: masupport@informa.com
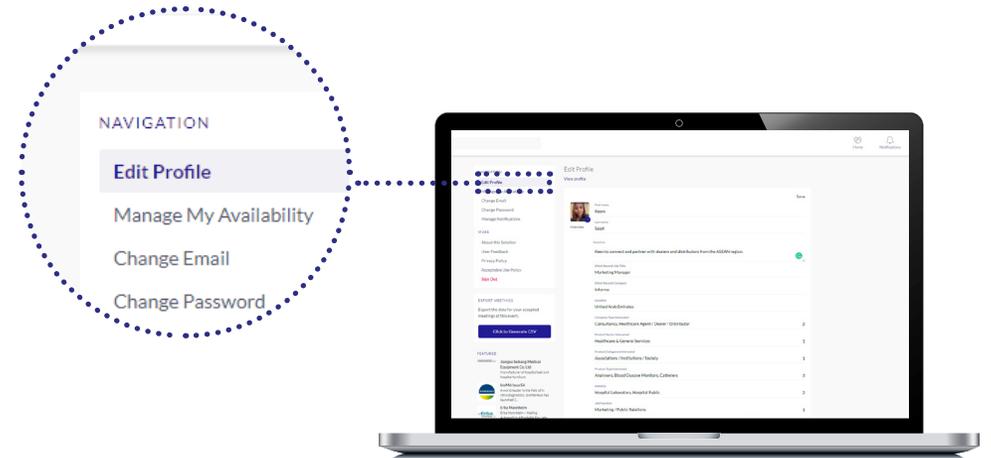
*If you have not registered yet, click here

2. Complete your profile

Click on 'Profile' and make sure your profile is up to date.

- Upload a picture

- Enter your profile information

Tip: Having a complete profile will enable our AI matchmaking tool recommend more meaningful connections for you.

3. Start networking and request meetings

Click on 'Home' and under the 'Network' section, you will find:

- **Recommended for You:** Review the recommendations just curated for you. Here is what you can do next:

  - Click on **'Skip'** if you are not interested in this person

  - Click **'Interested'** if you would like to spark a conversation

  - Click on **'Meet'** and mention the meeting details to request a meeting with the person

- **Interested in You:** See the people who have shown interest in you

- **My Connections:** Once you have a mutual interest with someone or a scheduled meeting, you will be able to start a chat with them

- My **'Interested'** List: See a list of people who you have shown interest in

- My **'Skip'** List: See a list of people who you have skipped
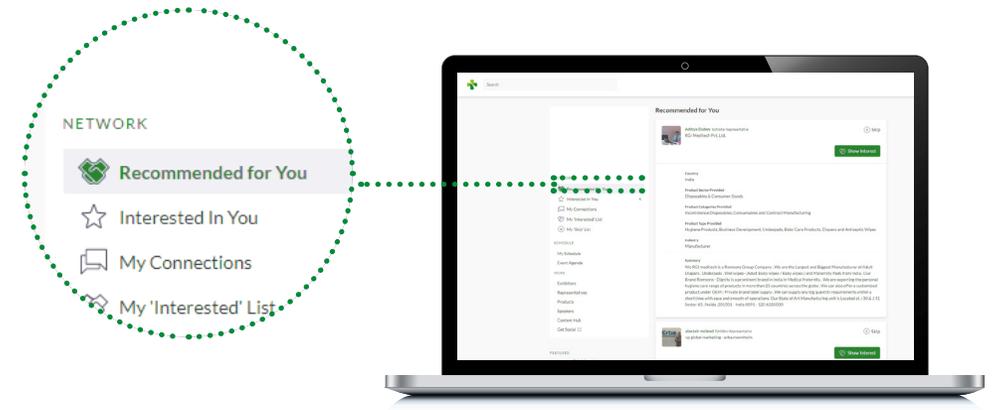
4. Your personalised schedule

- Go to 'My Schedule'. In this section, you will be able to keep track of the meetings you have requested and scheduled and the sessions you will be attending.

### a. Attend your virtual meetings

You will be able to access the virtual meeting room for any given scheduled meeting directly within the web platform via the 'My Schedule' tab.

- Virtual meeting rooms are only available for scheduled meetings (if the meeting is pending or cancelled, the virtual meeting room will be unavailable).

- A Virtual Meeting Room will be clickable 5 minutes before the scheduled meeting.

- Click on **'Open Virtual Meeting Room'** to attend your meeting.

- You can go in and out of the Virtual Meeting Room within the scheduled meeting time, however, once the meeting time has expired you will be unable to access the Virtual Meeting Room.

- The meeting duration is not limited once you are in the virtual meeting room.

- Inside the virtual meeting room, you'll be able to

  - Review the profile of the person you are meeting

  - Send a message to the person you are meeting

  - Share your screen
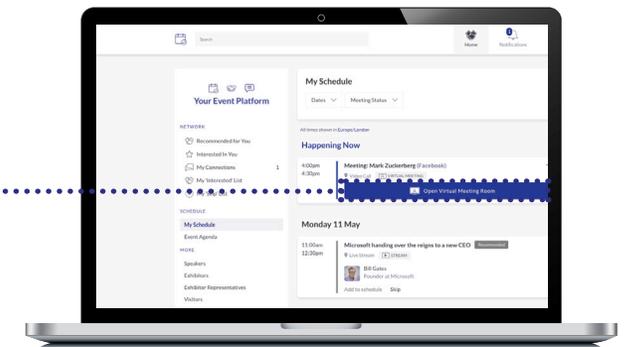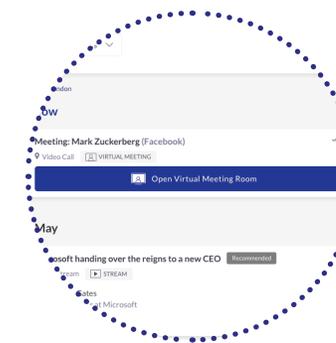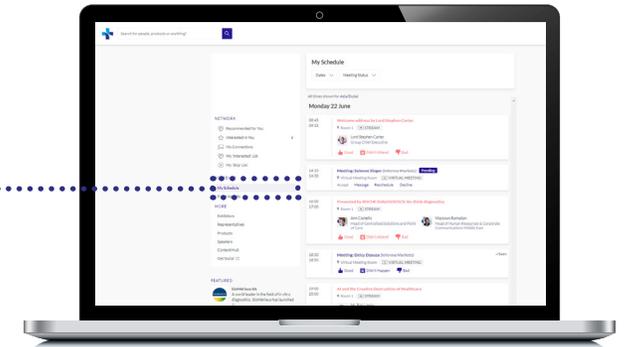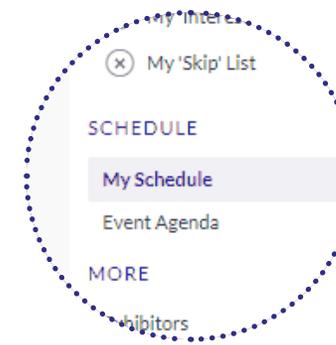
b. Explore event agenda

- Go to the 'Event Agenda' tab. In this section, you can discover our unmissable line-up of sessions, bookmark the sessions you are interested in attending.

- At the date and time of the session you are attending, click on 'Watch Live Stream' button to access the session.
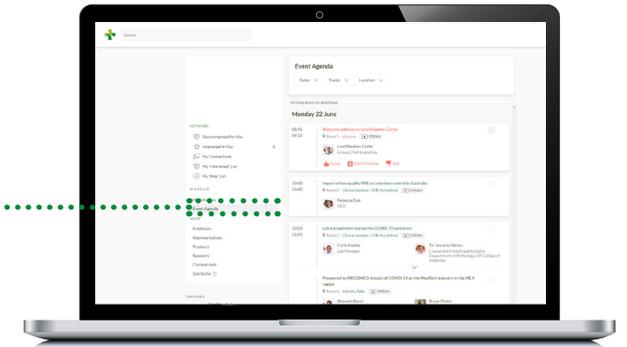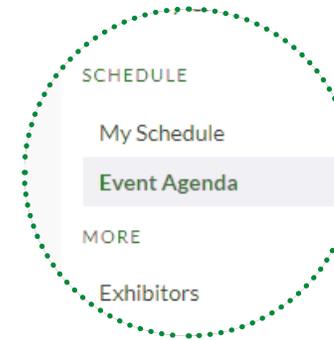
5. Review the 'More' section

Under the 'More' section, you will find:

- **List of exhibitors representatives:** See the full list of exhibitor representatives attending the event, request meetings and /or show interest in them

- **The product directory:** See a full list of product offerings at the event that you can view or show interest in

- **List of speakers:** See the full list of speakers speaking at Medlab Asia and Asia Heath - The Virtual edition, request meetings and or/show interest in them.

- **Content Hub:** View all the show's content articles, videos, interviews and more
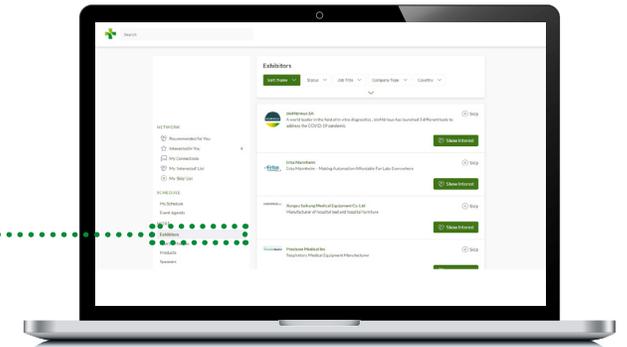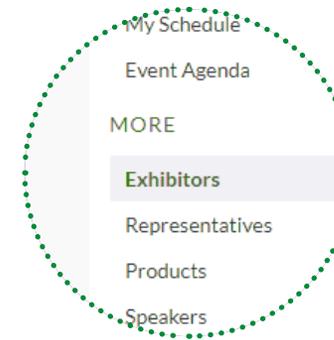
For any questions regarding the virtual platform please contact

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