

Exhibitor Profiles:

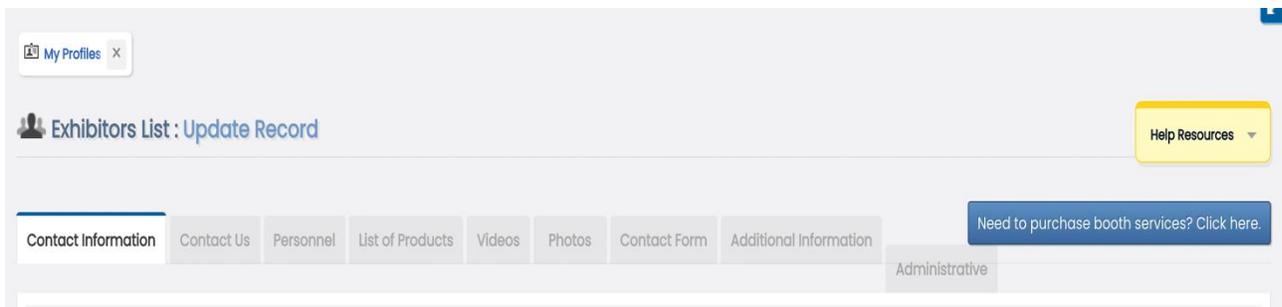
Logging into Map D:

- Go to <https://admin.map-dynamics.com/login.php> to log into your Exhibitor Profile
 - Use the email address you used to sign up with the show, you'll find this in the Order Confirmation.
- Sign in with your email and password you created when creating your profile
- Click "Submit"

A screenshot of a login form titled "Event Manager: Login". The form is light gray and contains two input fields: "Email:" and "Password:". To the right of the "Email:" field is a button labeled "Forgot Your Password?". Below the "Password:" field is a blue button labeled "Submit". The form is set against a background of a grid of chairs.

Contact Information Tab:

- Once logged in, you will see "My Profiles" on the screen along with "My Exhibitor Profiles"
- Click on the event with your exhibitor profile that you wish to make changes to
- The Exhibitor Profile for the event you signed up for will appear. The first tab will be "Contact Information". From there, you can add or change any information



Contact Us Tab:

- Same as above, go to “My Profiles” and select the exhibitor profile for the event you wish to add or make changes to.
- Click “Contact Us” tab”
- Add the information you wish to add and/or make changes to

Personnel Tab:

This is a listing of who, from your organization, will be appearing at the event and maintaining the booth.

- Same as above, go to “My Profiles” and select the exhibitor profile for the event you wish to add or make changes to
- Click “Personnel” tab
- Click “Add New Person”
- Add the information. Save changes

List of Products:

This is a listing of your products and service.

- Same as above, go to “My Profiles” and select the exhibitor profile for the event you wish to add or make changes to
- Click “List of Product” tab
- Click “Add New”
- Add the products. Save changes

Videos:

This is the list of YouTube videos or video links that will be displayed on your profile.

- Same as above, go to “My Profiles” and select the exhibitor profile for the event you wish to add or make changes to
- Click “Videos” tab
- Click “Add New Video”
- Add the video links. Save changes

Photos:

This is where you can add photos from your company to your profile.

- Same as above, go to “My Profiles” and select the exhibitor profile for the event you wish to add or make changes to
- Click “Photos” tab
- Click “Click to Add Images”
- Select the images you wish to add. Save Record

Contact Form:

This is where you can add a Contact Email for contact submissions and where you can see the contact submissions from attendees.

- Same as above, go to “My Profiles” and select the exhibitor profile for the event you wish to add or make changes to
- Click “Contact Form” tab
- Add an email for the Contact Form
- Save Record

Administrative Information:

This is for internal use only for the show manager to use.

- Same as above, go to “My Profiles” and select the exhibitor profile for the event you wish to add or make changes to
- Click “Administrative” tab
- Add/or change information for the administrative information
- Save Record