

Exhibitor Toolkit

Thank you for joining us at Sustainable Industrial Manufacturing (SIM) Virtual Event 2023.

As an exhibitor, this toolkit will guide you through the steps you should take to prepare for the event in November. Follow these steps and you'll be ready on 21-22 November with a great looking booth, and you'll understand exactly the ways in which you can engage with attendees, talk to buyers and join in with all that the event has to offer.

It's a really innovative platform that delivers exciting content and business solutions for our visitors, as well as a vital commercial and interactive opportunity for our exhibitors.

Let's get started...



Accessing the Event

The beauty of our virtual event platform is that there are no apps to download, and you can access the event from any device of your choice with a simple login.

The week before the event, everyone that you have named as a member of staff on your booth, will receive an email from the team. This email will contain the link and login details that you will need to enter the event.

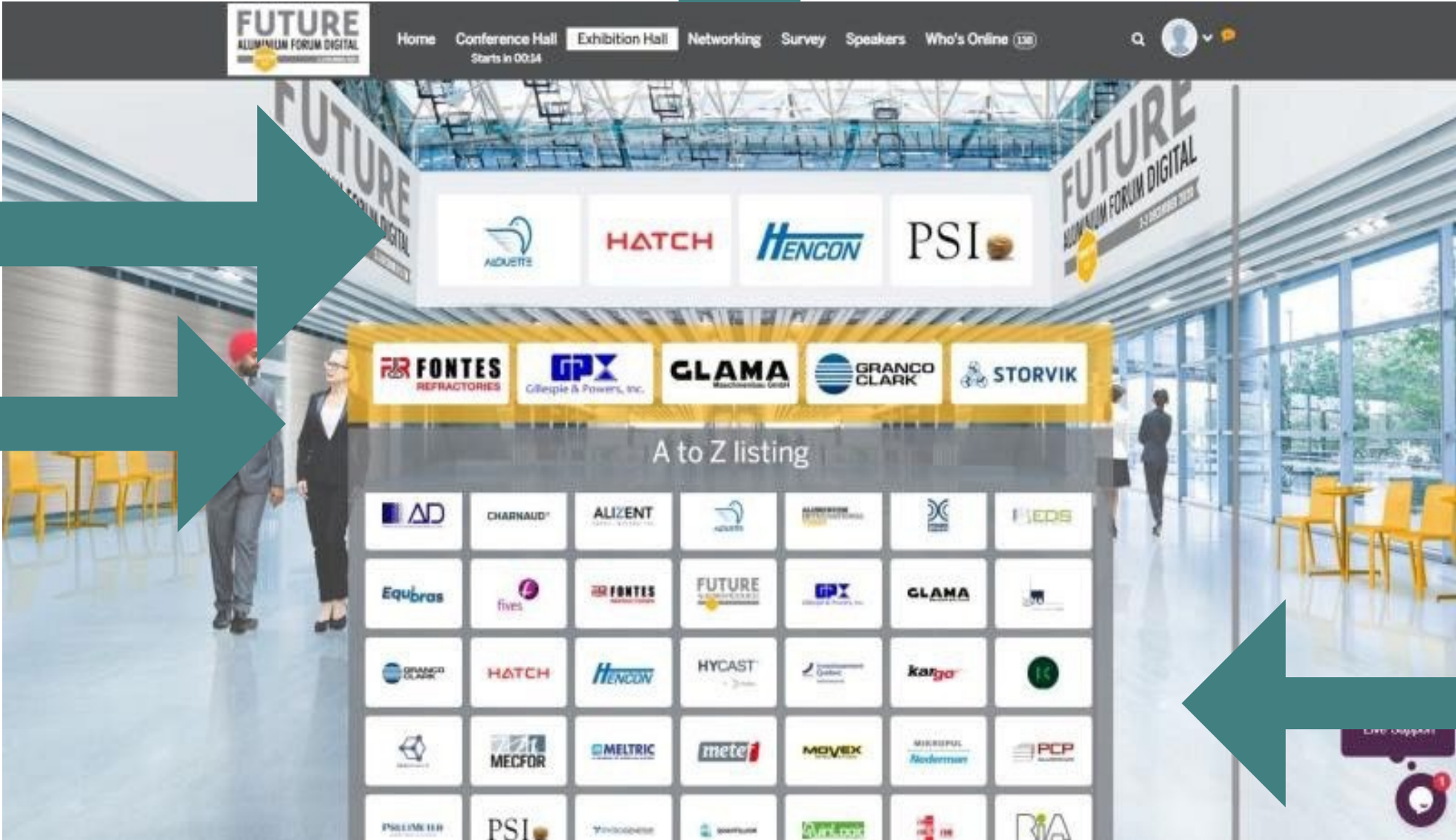
Simply login, check your booth, have a look around the platform, and get ready!

It couldn't be easier.



The Exhibition Hall

Premium location at the top for featured exhibitors and sponsors



A-Z listing of all sponsors and exhibitors –logo and link to your booth



About Your Booth



Visitors to your booth can...

- See a fully branded booth (including front desk logo, and a name board logo).
- Click to view your company video, or use this central area as a button to your website.
- See a list of booth staff and send a direct message or meeting request.
- Click the 'Submit an enquiry' button to reach a contact form.
- Click the 'Resources' button that links through to company information and can include up to 5 PDFs, videos or photos.
- Click the 'Discover' button which displays your company profile.
- Click through to your social media channels, if applicable.

And exhibitors will receive...

- A file of attendees that visited their booth.



Building your booth

The good news is that we build your virtual stand for you!

All you need to do is to email the following information to Zahra Awan (zahraawan@quartzltd.com) by 6th November 2023.

What we need from you:

Company name, as you would like to be listed. Company description (200 words maximum).

Website address.

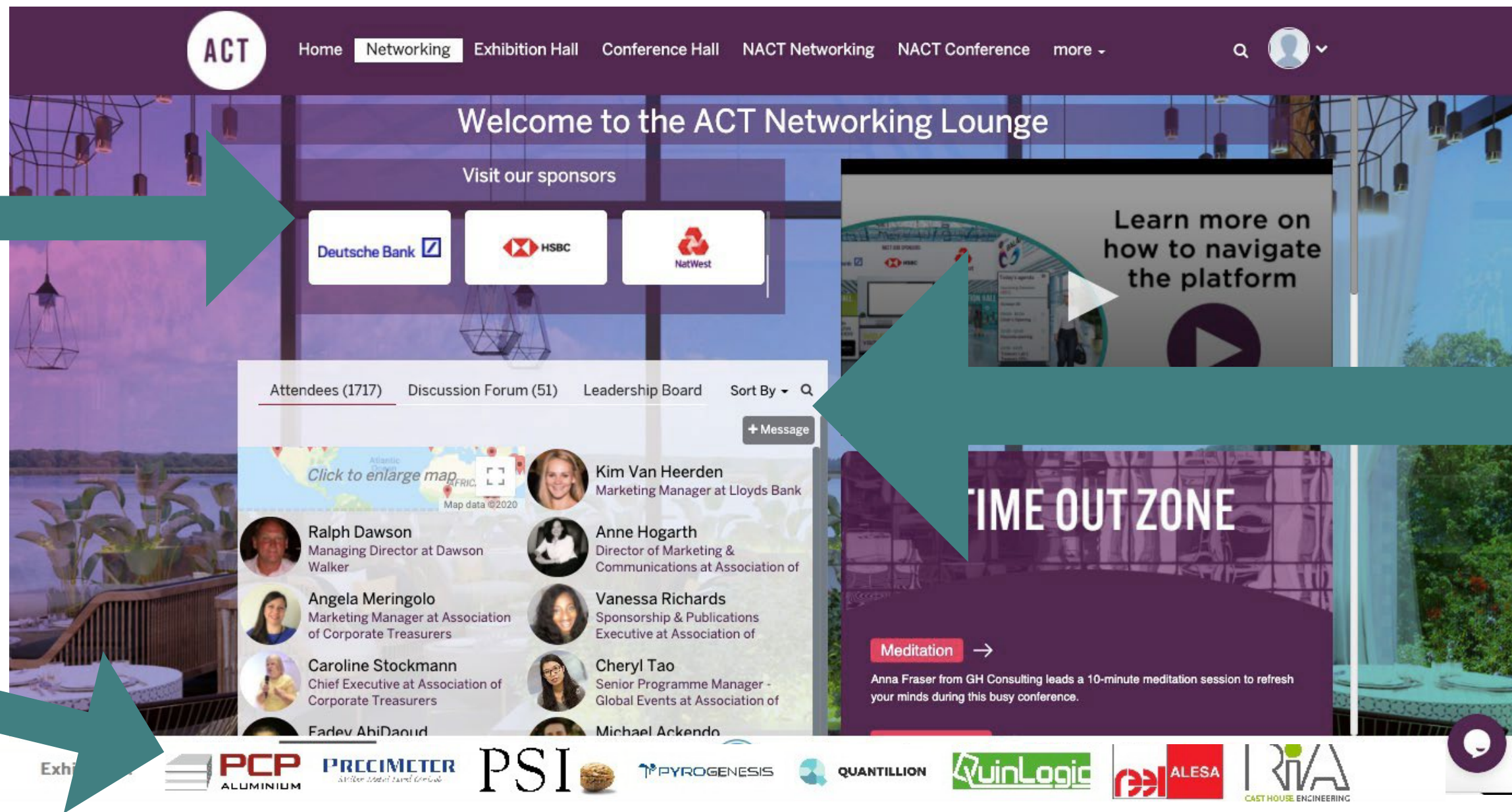
High resolution logo with a transparent background (in JPG/PNG format).

1 x video for the central player on your stand (in MP4 format, or as a YouTube/Vimeo link). Name and email address of up to 6 staff members who will operate your booth.

Up to 5 pieces of collateral for your built-in resource centre (PDFs, MP4 files or photos).



The Networking Lounge



Sponsor branding

Scrolling list of exhibitors



Attendee list:

- View names, job titles and companies.
- Easily see who is online right now.
- If an attendee is online you can click their name to send an instant message, video call, send a meeting request or connect via social media profiles.
- If they are not online, you can send them a message or meeting request via email instead!

Important deadlines

**Please email all of your booth materials to Zahra Awan
by 6th November 2023.**

Zahra Awan

Editorial Assistant

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