



PARTNERING PLATFORM MANUAL

Ver4. 210802

BIOPLUS-INTERPHEX KOREA 2021 Secretariat.

※ Notice – Partnering Platform Access

The partnering platform is only available to the participants that have received an invitation email.

- 1) If you enter essential information in the [Exhibitor Online System](#),
- 2) You will be received an email with instructions on accessing the Partnering Platform. (Refer to the picture on the right.)
- 3) With the [passcode] provided in the invitation email, you can use the partnering platforms.

* The passcode is set as the unique password of the participating company, and if you enter it in the first login, you will be automatically logged in without having to reenter it later.

** If you did not receive the partnering invitation email, please contact the secretariat.

Tel. +82-70-4912-7934 / interpex@reedexhibitions.co.kr

※ Notification:

Partnering platform is different from the official website and online directory page.

You are required to upload all the information such as Technology Introduction, Product images more for the partnering meeting separately.

The more information you enter, the more successful your matchings can be.

BIOPLUS-INTERPHEX KOREA 2021

The Circle of Bio Life

2021.8.31 - 9.2 COEX, Seoul, Korea

BIOPLUS-INTERPHEX KOREA 2021 파트너링 플랫폼 접속 안내
Invitation information of BIOPLUS-INTERPHEX KOREA 2021 Partnering platform access.

Johnny Deep님께,
BIOPLUS-INTERPHEX KOREA 2021에서는 참가업체의 성공적인 비즈니스를 위해 '파트너링 플랫폼'을 운영하고 있습니다.
BIOPLUS-INTERPHEX KOREA 2021 presents Match App, an exclusive business matching service, for you to find your perfect business partner suited to your needs.

온라인 파트너링 플랫폼을 통해 참가업체 담당자분은 관심 있는 참가기업(바이어/파트너와)의 1:1 미팅을 사전에 준비할 수 있습니다.
Match App helps you connect with relevant Delegates for private networking opportunities by scheduling 1-1 meetings.


아래 [현재 참가기업 리스트 보기] 버튼을 클릭해서 온라인 비즈니스 매칭 시스템 접속을 해주시기 바랍니다.
Access your meetings account by clicking below.

현재 참가기업 리스트 보기
Check partnering participant list

아래의 링크로 직접 접속하신 후에 고유 패스코드를 입력하여 로그인 하실 수도 있습니다.
Alternatively, manually access via
<https://e.jublia.com/INTERPHEX>

귀하의 고유 패스코드
with your passcode:
2002unne

QR Scanner / FACEBOOK / LINE 등 모바일이나 태블릿 PC를 통해서도 간편하고 편하게 QR 코드로 접속이 가능합니다.
or scan the below QR code with Facebook/LINE/QR Scanner.



참 번의 로그인으로 쉽고 빠르게 파트너링을 준비하십시오.
Setting up partnering is quick and easy. Once logged in:

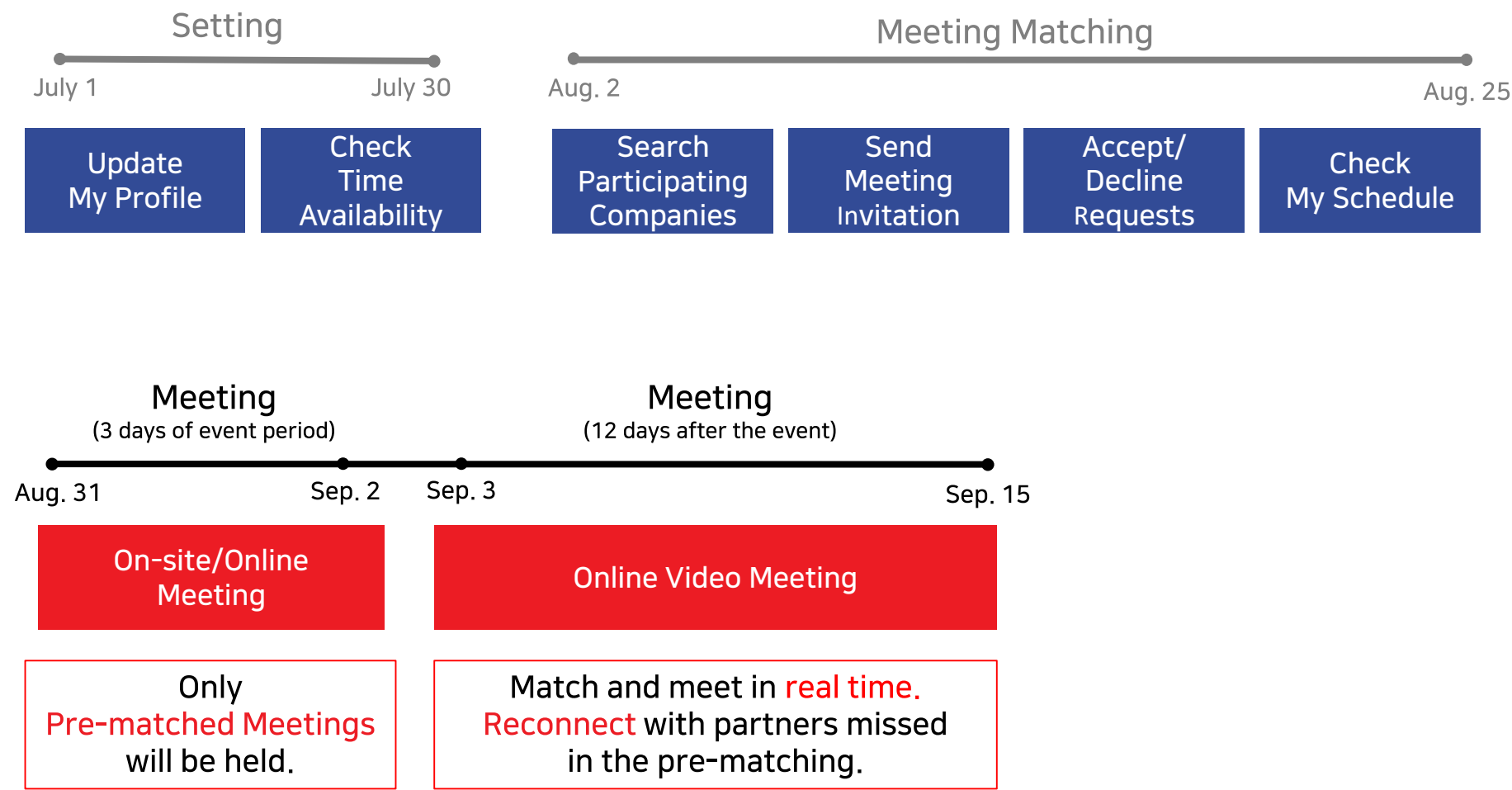
"My Profile"에서 참가기업 프로필을 업데이트 하세요.
Update your profile under "Me" for others to know you better.

관심 기업 프로필을 조회하신 후 파트너링 신청 버튼을 누르세요.
View company profiles that are ranked in order of relevance to you. Click on the "Partnering" icon to connect.
"My Schedule"에서 파트너링 가능한 시간 등 파트너링을 위한 설정을 관리할 수 있습니다.
Go to "My Schedule" to manage your availability and partnering requests.

플랫폼에 대한 도움이 필요하시면 FAQ를 클릭하여 확인하시거나, 이메일로 문의주시기 바랍니다.
If you need help with the platform, you can view our FAQ, or please do not hesitate to reply to this email should you have any questions!

Match App is designed for modern browsers (Chrome, Firefox and Edge) and mobile devices (iOS+, Android 4.3+) to enable the best networking experience.

Partnering Schedule





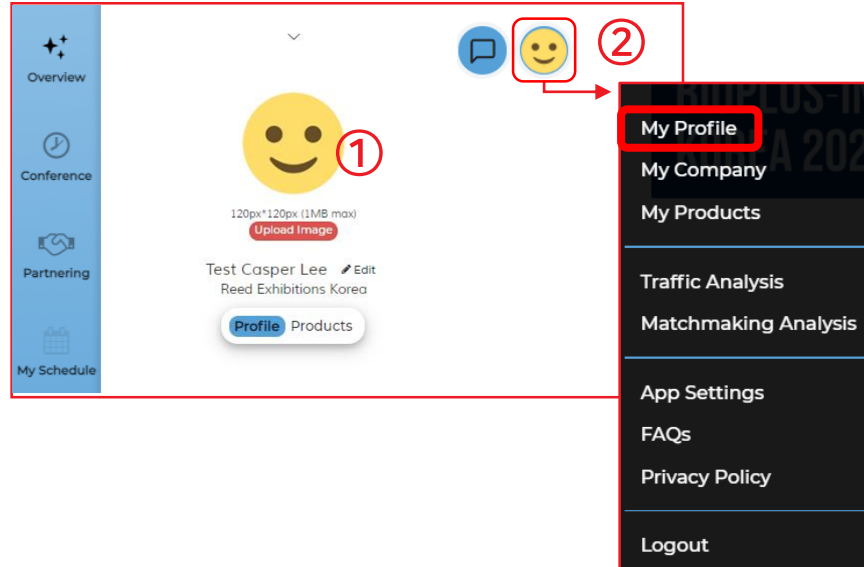
1. Setting

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Update My Profile

Step 1. Navigate to the [My Profile] page located top right to update your profile.

※ The information uploaded to the [Exhibitor Online System](#) is exposed.



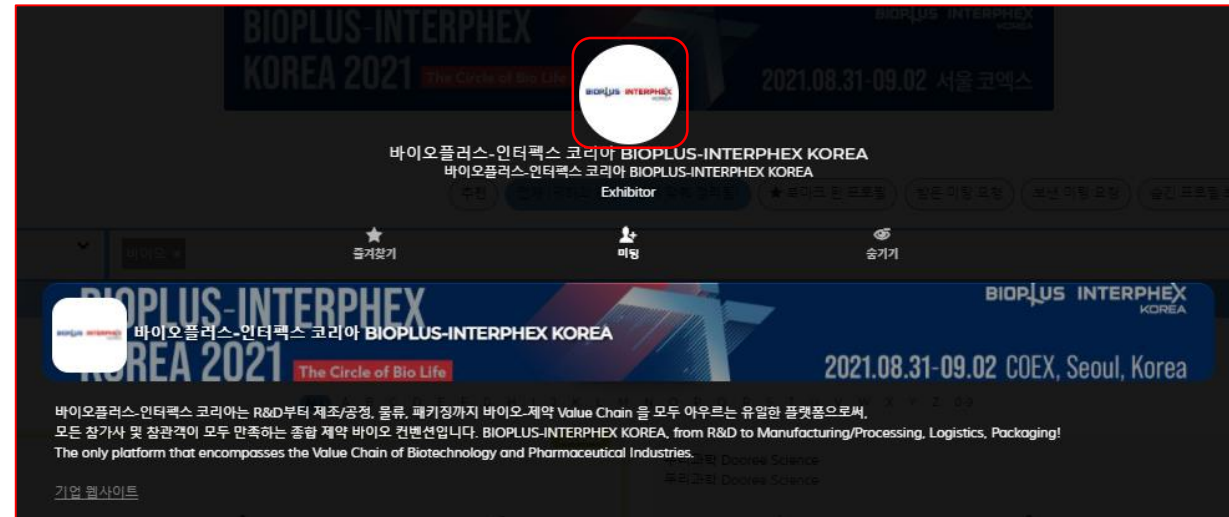
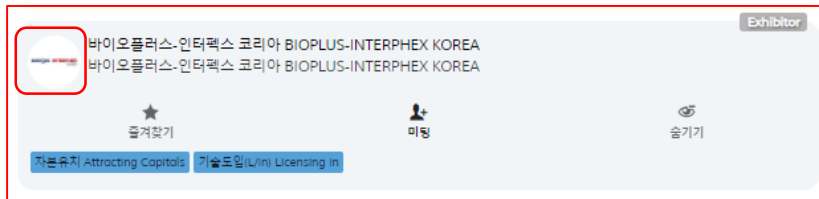
① Logo Image

- Please upload logo image that does not exceed 1MB, and 120px X 120px images.

② App Settings

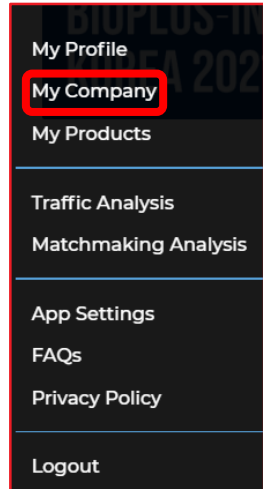
- You can set the email notification frequency and change the platform language through "App Settings."

※ Example



Update
My Profile

Step 1. Update your [MY company] profile.



① Company Logo

- Upload **company logo** image with **250px X 250px** size.

② Company Banner

- Upload **banner** image with **1200px X 150px** size.

③ Company Name

- You can change company name if necessary.

④ Insert the Promotional Video Link (**Youtube**)

- Please check **the guidance** on the next slide to upload the video clip.

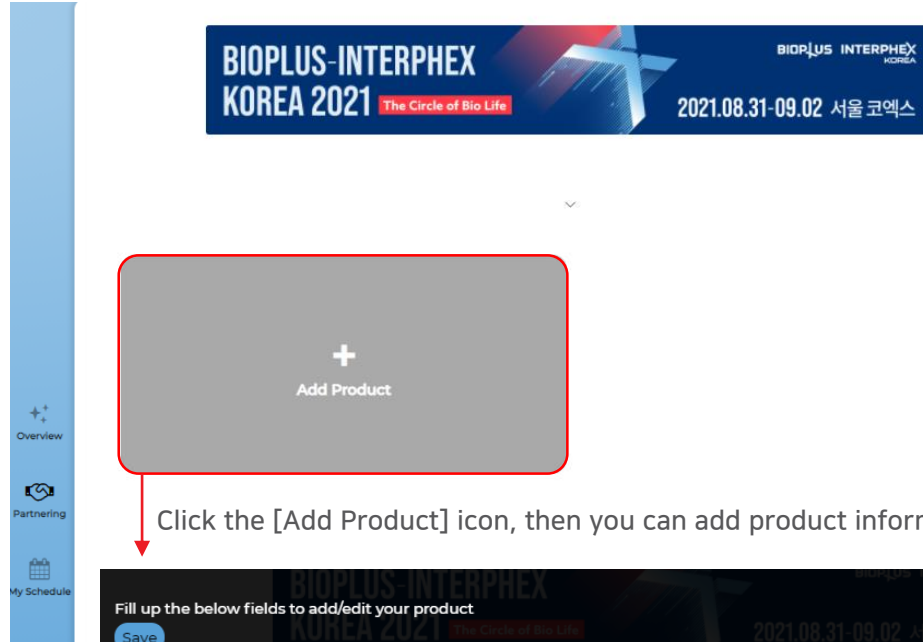
⑤ Upload the partnering information file

- Upload **PDF files** does not exceed **10MB** in each, Max 3 files.

Update My Profile

Step 1. Update your [MY products] profile.

- My Profile
- My Company
- My Products**
- Traffic Analysis
- Matchmaking Analysis
- App Settings
- FAQs
- Privacy Policy
- Logout



Click the [Add Product] icon, then you can add product information.

① Product Description Insert
- Please enter less than **1,000** byte(1,000 characters).

- ① Product Image Upload
- Please upload **JPEG** file that does not exceed **1MB**, and **700px X 700px** size.
- ② Promotion Video(Youtube) link Upload
- Please check **the guidance** to upload the video clip.

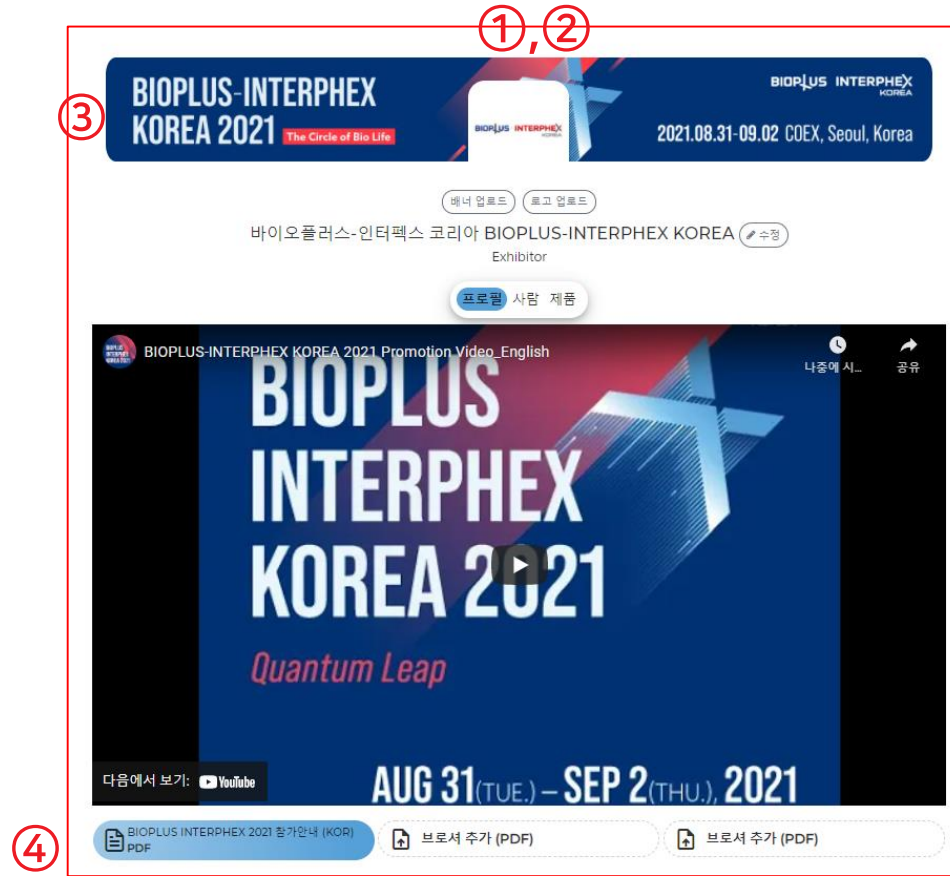
※ How to insert the video clip link

The screenshot shows a YouTube video player for 'INTERPHEX KOREA 2021 Quantum Leap'. The video title is '바이오플러스-인터펙스 코리아 2021 2차 홍보영상!'. The video has 159 views and was uploaded on April 29, 2021. A red box highlights the '공유' (Share) button. Below the share button, a list of sharing options is shown: '퍼가기' (Copy), Facebook, WhatsApp, Twitter, Email, and 카카오톡 (KakaoTalk). The '퍼가기' option is selected, and a red box highlights the URL 'https://youtu.be/PrZLKmQ3bQE'. Below the URL, a red box highlights the embed code: `<iframe width="100%" height="450" src="https://www.youtube.com/embed/PrZLKmQ3bQE" title="YouTube video player" frameborder="0" allow="accelerometer; autoplay; clipboard-write; encrypted-media; gyroscope; picture-in-picture" allowfullscreen></iframe>`. A red box also highlights the '복사' (Copy) button next to the URL.

① Copy the url from `<iframe>~~</iframe>`, and insert it where you want to upload the video.

② By setting "Width=100%", "height=450", the video will be uploaded with appropriate size.

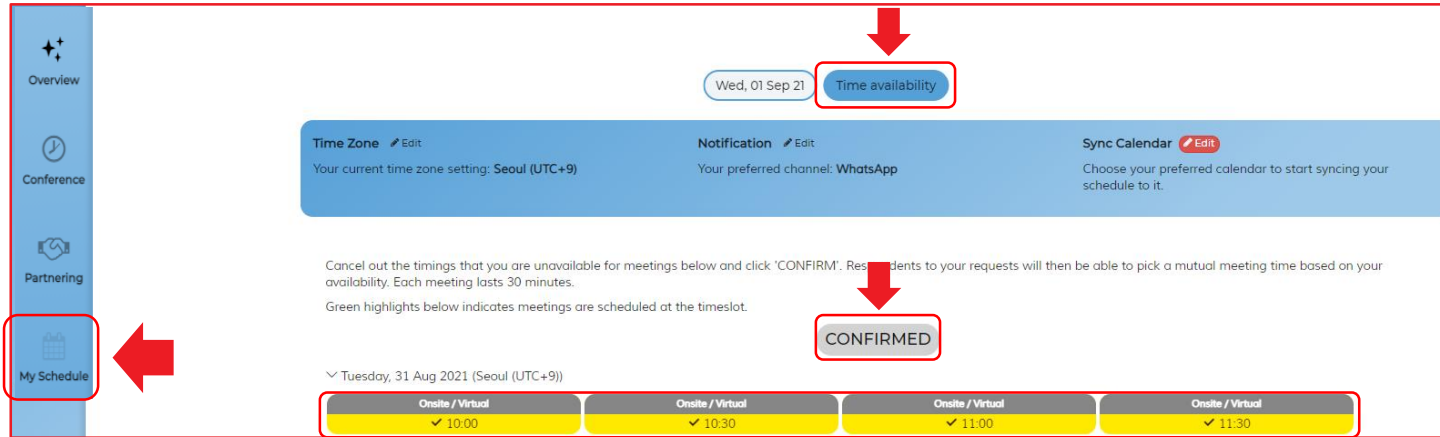
Step 1. Example when all the information is entered.



- ① Company Logo with 120px X 120px
- ② Company Logo with 250px X 250px
- ③ company Banner with 1200px X 150px
- ④ Partnering Files (PDF format, below 10MB for each file)
- ⑤ Product Image (JPEG format, 700px X 700px)

Check
Time
Availability

Step 2. Click the [My Schedule] tap to set available meeting times.
 ※ Meeting requests can only be accepted during the time zone you set.



Click on the timeslots that you would like to block out, and it will be greyed.
 Click [Confirmed] after you've looked through the timeslots, to save your available timeslots.

On the same page, you could also:



- ① Indicate the time zone of your region.
- ② Set your preferred notifications setting via SMS, Wechat, or Whatsapp.
- ③ Synchronize your schedule to your preferred calendar, be it Google calendar, Outlook calendar, or via ICS file.

※ Email notifications are provided by default.

※ Applied notifications will be sent the day before meeting and 15 minutes before meeting.



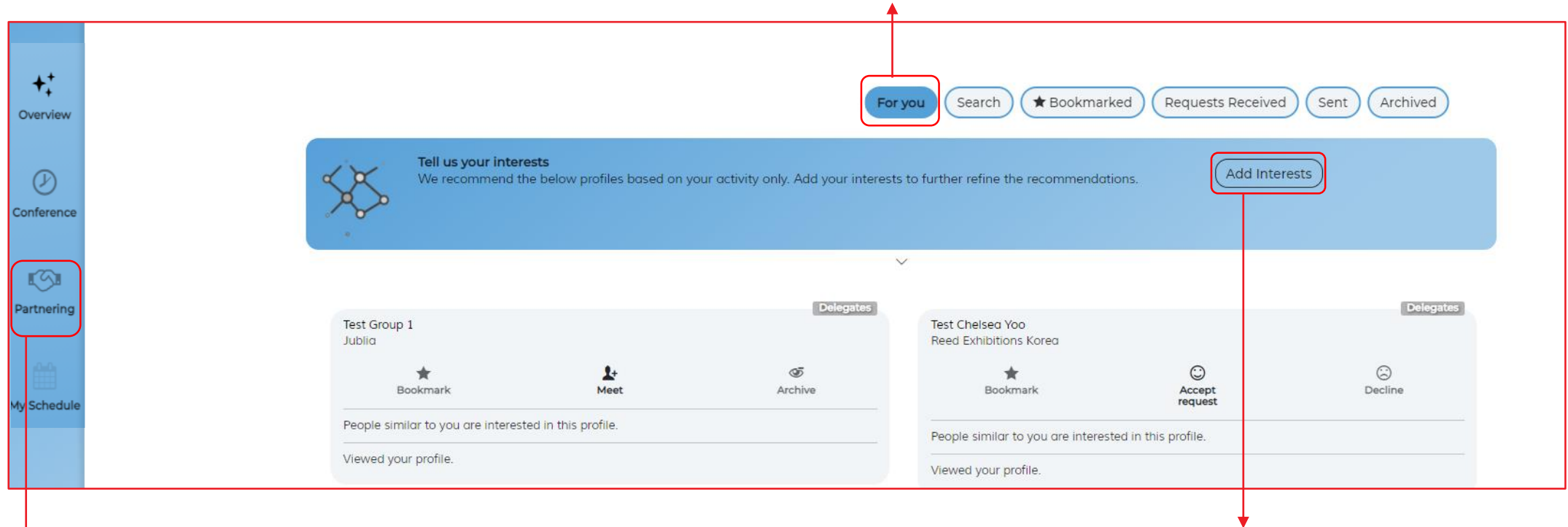
2. Meeting Matching

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Step 1. Click the [For you] on the [Partnering] tab, you can add your interests.

※ Based on your set interests, you can find the customized list of profile!

② Click [For you] to set your interests.

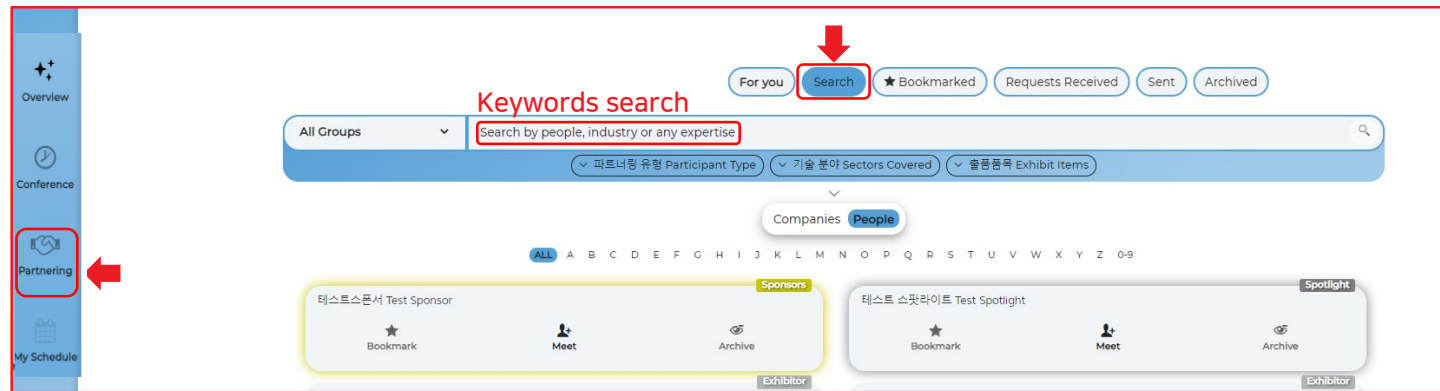


① Go to the [Partnering] page.

③ Once you updated your interests, you can find the recommended participants to meet.

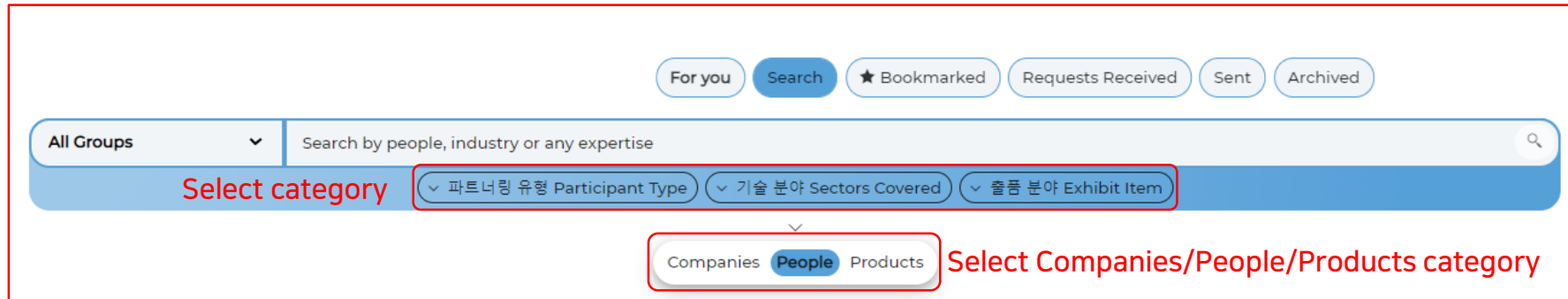
Search Participating Companies

Step 1. Click the [Search] to find the full list of participants.
Enter **keywords** in the search box to narrow down matches.



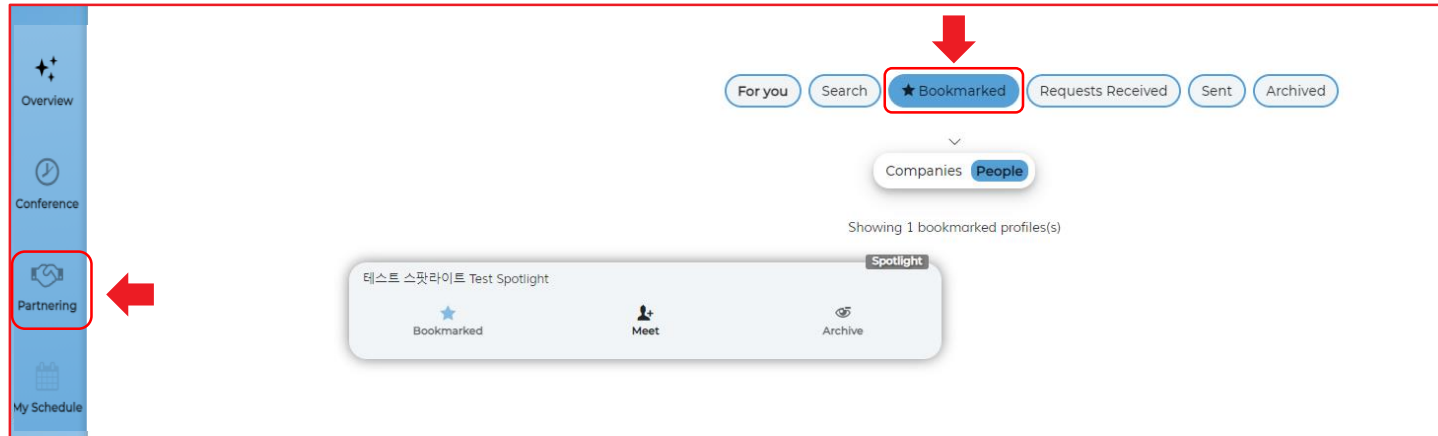
Select [Category] to find the participants that you want to meet.

You can search the participants by selecting **Participant Type/Sectors Covered/Exhibit Item**.
You can check the list of interested participants with **Companies/People/Products** category.

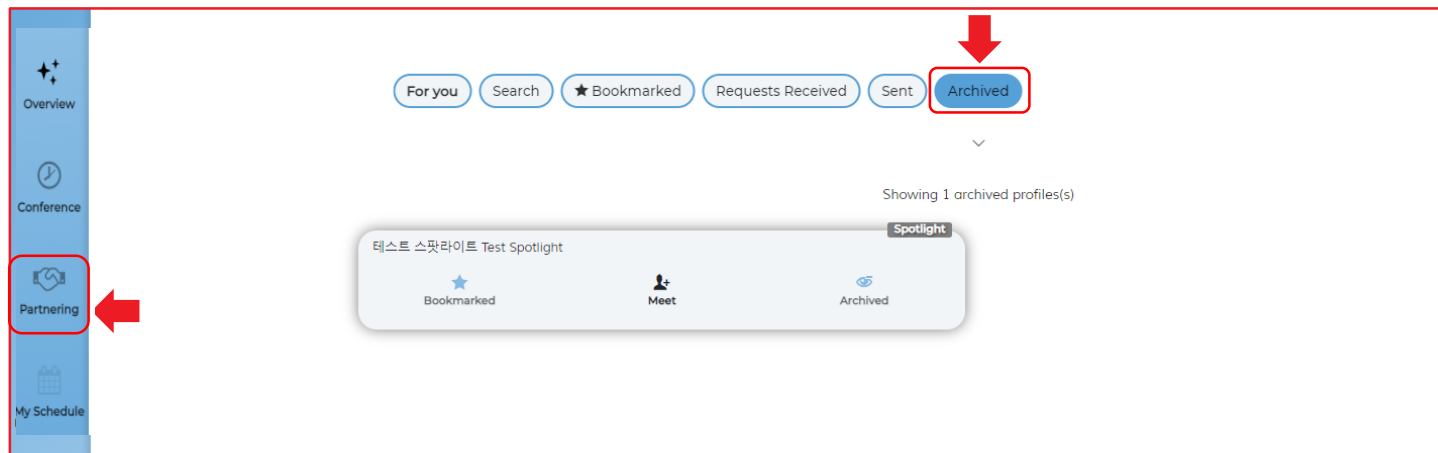


- ① With "Companies" category, you can check the list of participants and their partnering information files.
- ② With "People" category, you can check all the types of participants at once.
- ③ With "Products" category, you can check the information of the products.

Step 1. Mark the participants you are interested in and you can find them on [Bookmarked].



If you don't want to see some participants during the search, you can click [Archived] to hide them.
You can click the [Archived] tab again to restore those profiles.

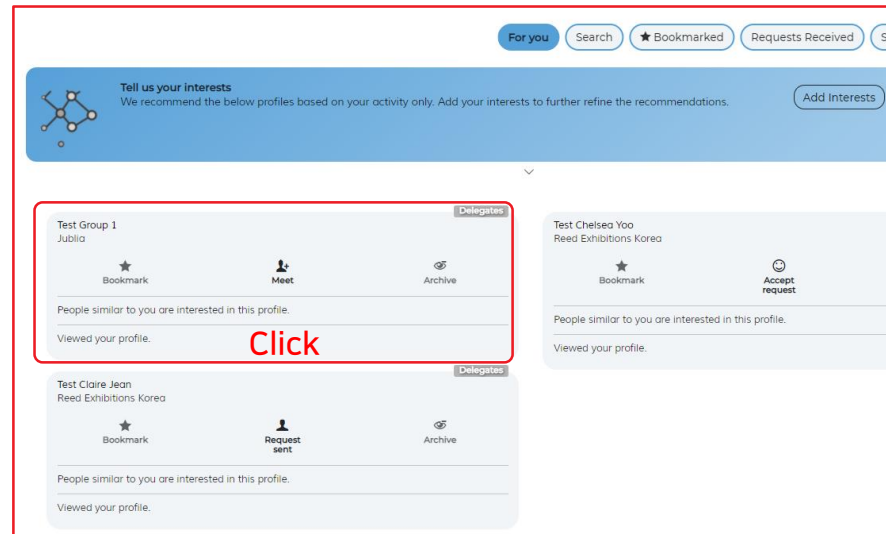


Send
Meeting
Invitation

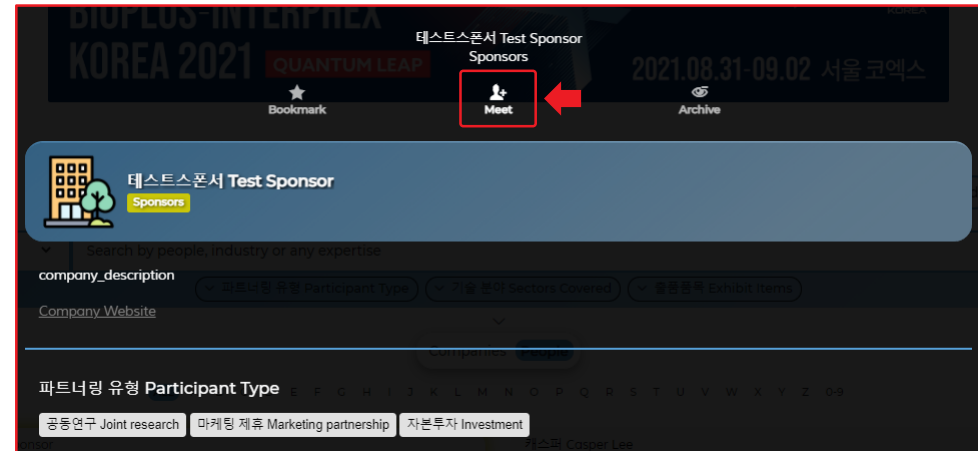
Step 2. After searching your **interested participants**, you can start sending meeting **invitations**.

※ You can send invitations as much as you can. Basically **30 minutes** are assigned for **each meeting**.

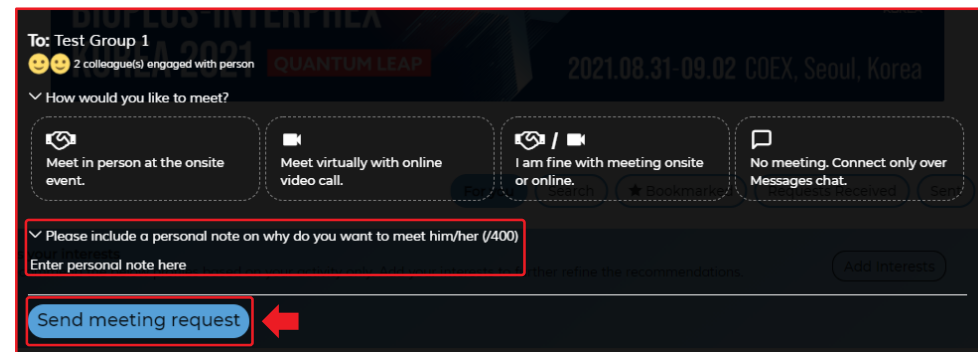
① Click the [Profile] to get more information of the participant you are look into.



② If you want to schedule a meeting with the participant, please click [Meet] to send the invitation and select your preferred meeting format.



③ You may also enter a message to the participants to explain your meeting agenda. Please remember to click [Send meeting request] to send.



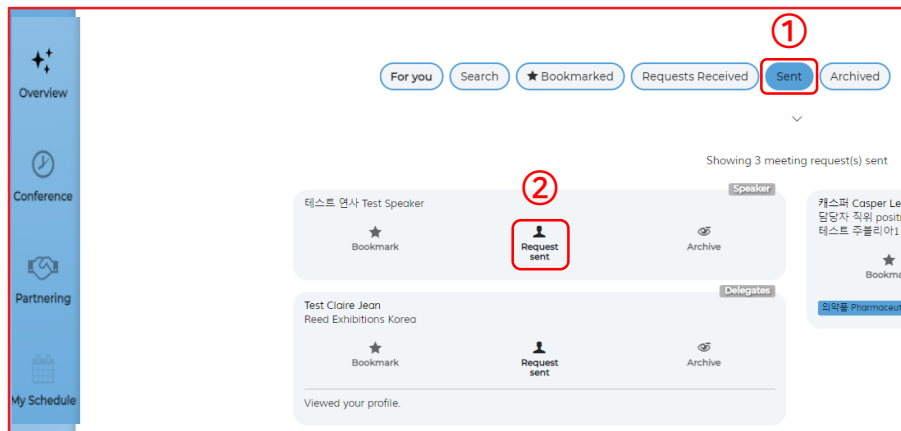
※ There are 4 options for the meeting type, and you can choose one of them before sending invitation.

- ① On-site Meeting
- ② Online Video Meeting
- ③ Online/On-site Meeting
- ④ Message Meeting (Chat)

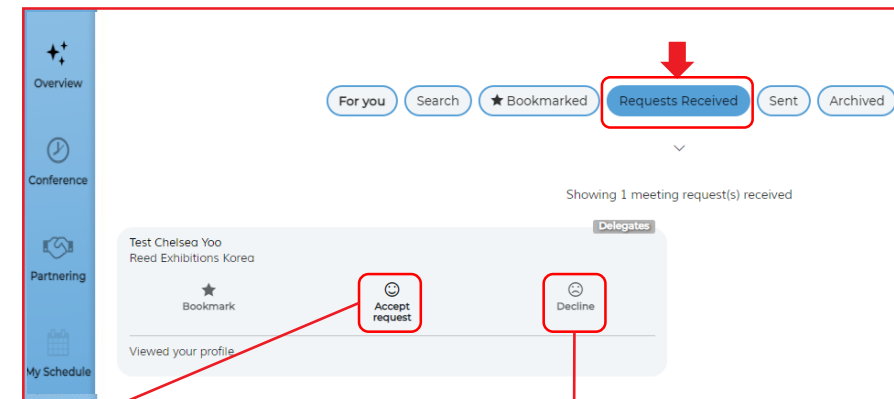
Accept/Decline Requests

Step 3. How to accept or decline meetings

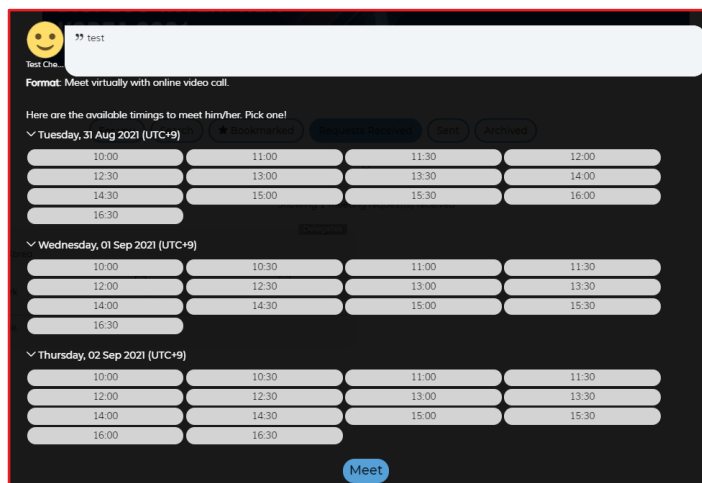
- ① The meeting invitation you sent will be displayed on the [Sent] tab.
- ② If you need to edit the message that has been sent or cancel the meeting invitation, you can select [Request Sent] to modify it.



- ③ Click [Requests Received] to see the meeting schedule received and click [Accept] to find details (not immediately accepted).

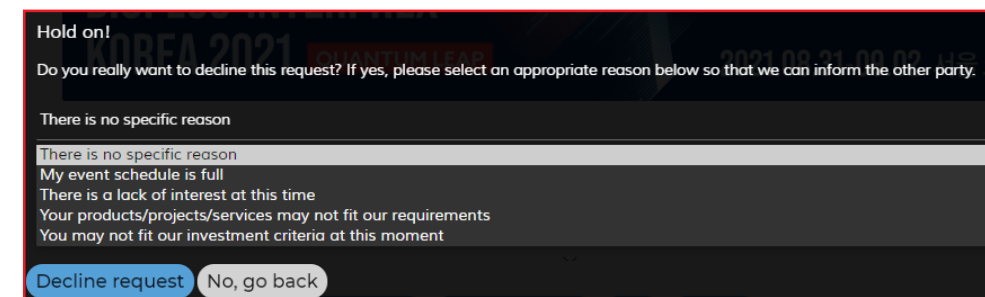


- ④ And select your preferred meeting format and time, and then [Set Time] to arrange the meeting.



- ⑤ If you are not interested, click [Decline] (not immediately rejected). Select a reason from the drop-down selection provided, and then, click [Decline Invitation].

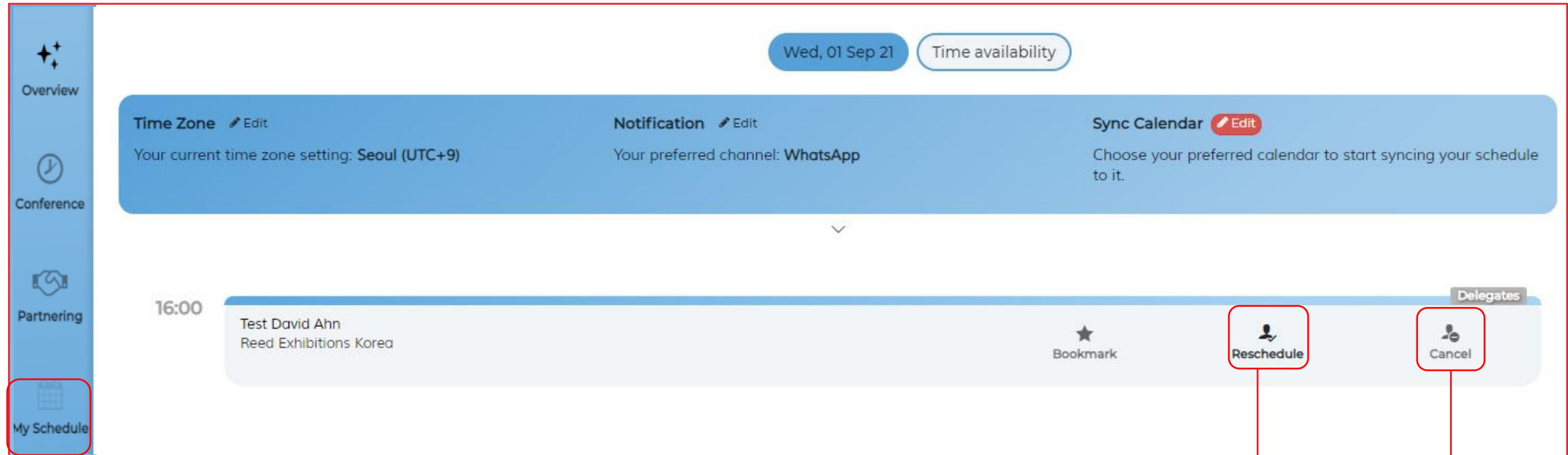
※ Caution: If you decline meeting request, you cannot meet with declined participant. (If the meeting is cancelled by accident, please contact the secretariat.)



Check
My Schedule

Step 4. The confirmed meeting information will be displayed on the [My Schedule] page.

※ If necessary, you can reschedule or cancel the meeting on the same page.



① Go to the [My Schedule] page.

② You can **reschedule** your meeting.

③ You can **cancel** your meeting.

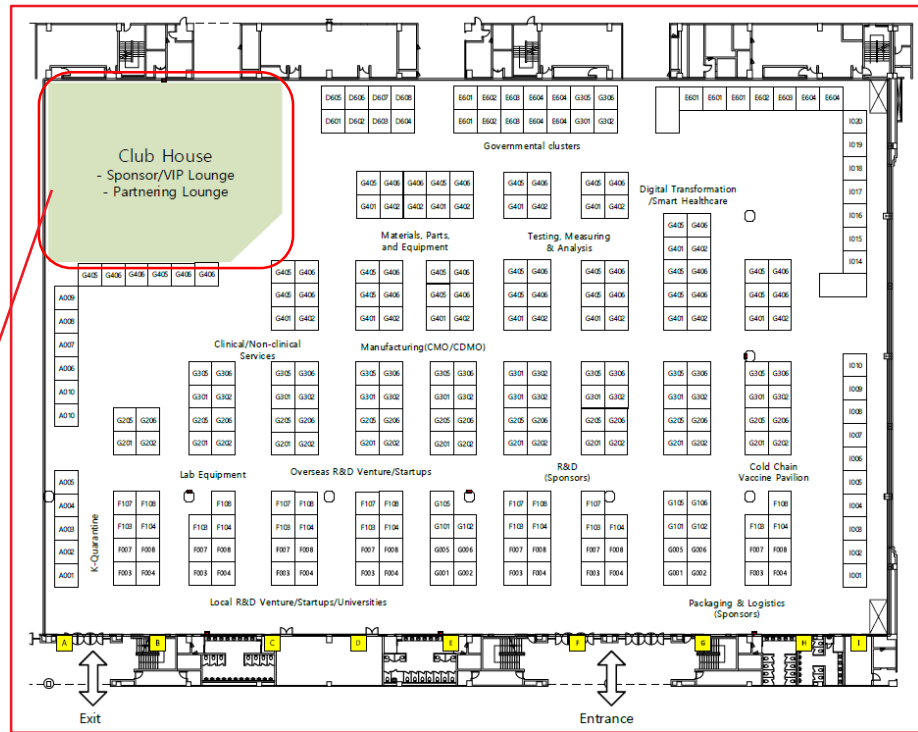


3. Meeting

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Step 1. Meetings confirmed as off-line meeting will be held at the partnering lounge on site.

※ Location of on-site partnering lounge: Partnering meeting room installed in the official lounge "Club House" of the event



What is the club house? This is the official lounge of BIOP.LUS-INTERPHEX KOREA 2021. It will be operated as a sponsor, VIP lounge, and partnering lounge.

Off-line on-site meeting operation hours (KST)

- August 31 (Tuesday): 10:00 – 17:00
- September 1 (Wednesday): 10:00 – 17:00
- September 2 (Thursday): 10:00 – 17:00

※ One meeting is held for 30 minutes.

How to join an off-line on-site meeting

1. Visit the Partnering Lounge according to the pre-matched meeting schedule.
(Arrive at least 5 minutes prior to meeting.)
2. After checking the assigned meeting room, enter and prepare for the meeting.
3. Perform the successful business meeting with the partner.

You're all set now for the off-line on-site meeting!
Visit the Club House and host a successful meeting in the assigned partnering meeting room.

Online Video Meeting

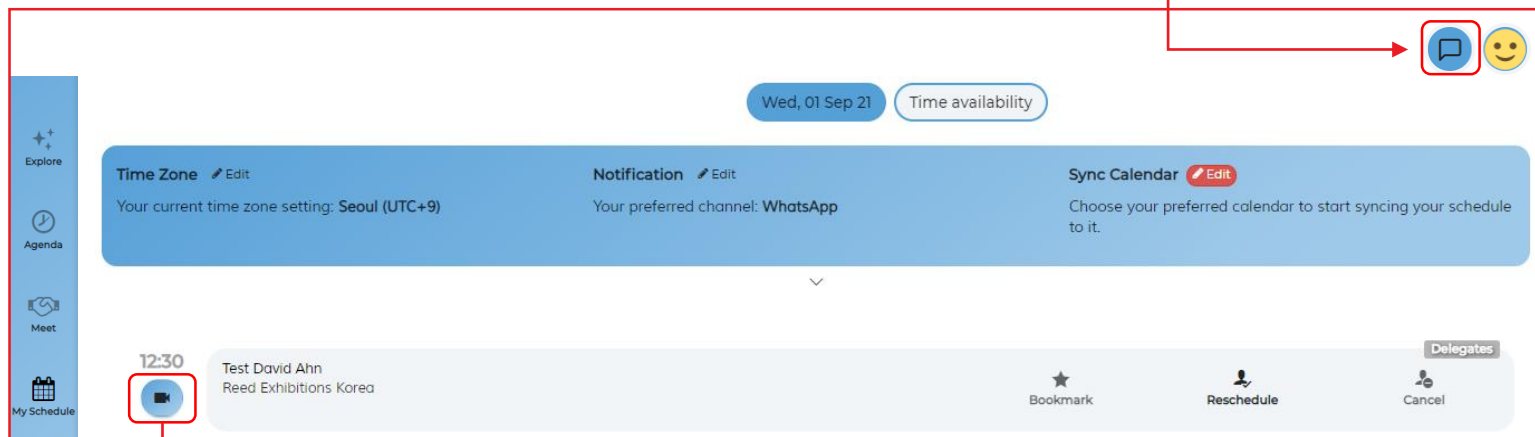
Step 2. To join the online video meeting, click on the [Camera] icon and click [Join Now].

※ Please check your device if it is working properly before entering the meeting room.

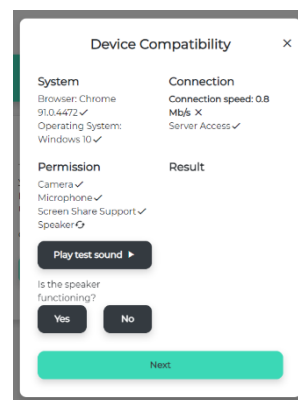
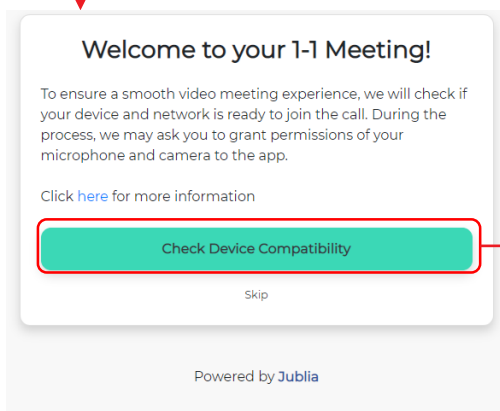
※ Example: Video meeting room

In [Messages], you can communicate with the other party you have arranged a meeting with!

(Available only for the pre-matched chat meeting.)



Click on the [Camera] icon next to the schedule meeting, and then, click on [Join Now] to enter the video meeting.



Things to take note of:

- 1) Please ensure your microphone and video buttons are switched on before entering the room.
- 2) Please ensure that your device supports the video call before joining, by clicking on the device checker button.

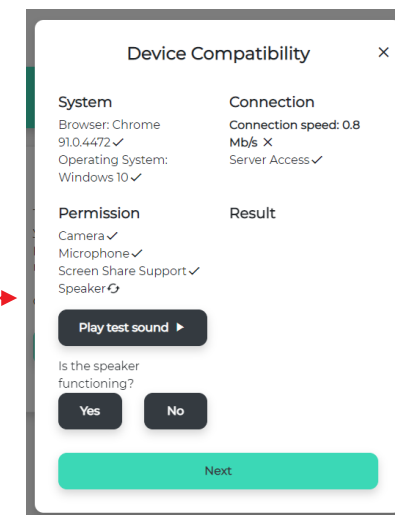
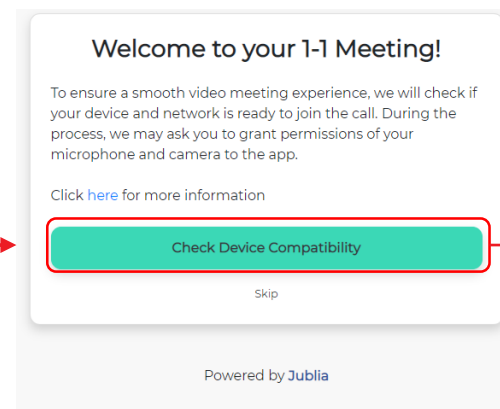
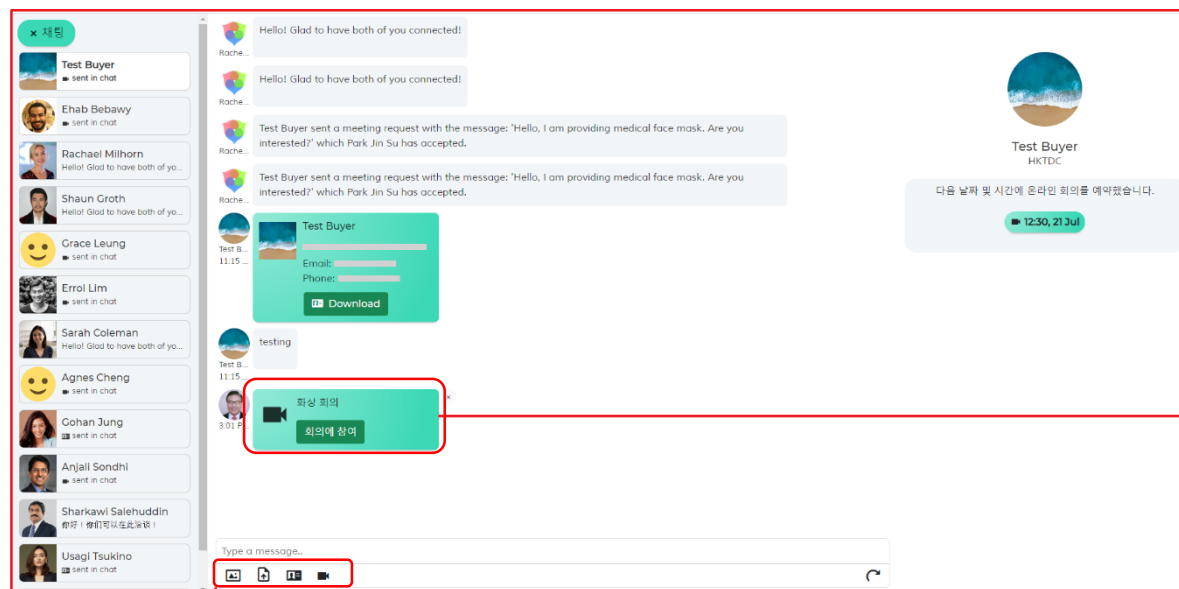
※ For the better communication, using earphones or headset is recommended.

Online Video Meeting

Step 2. To join the online video meeting, click on the [Camera] icon and click [Join Now].

※ Please check your device if it is working properly before entering the meeting room.

※ Example: Message Meeting



Chat Features:

- 1) Sending images
- 2) Sending document files
- 3) Sending email or phone number
- 4) Instant video call

Things to take note of:

- 1) Please ensure your **microphone and video buttons are switched** on before entering the room.
 - 2) Please ensure that your device supports the video call before joining, by clicking on the **device checker button**.
- ※ For the better communication, using earphones or headset is recommended.

You're all set now!

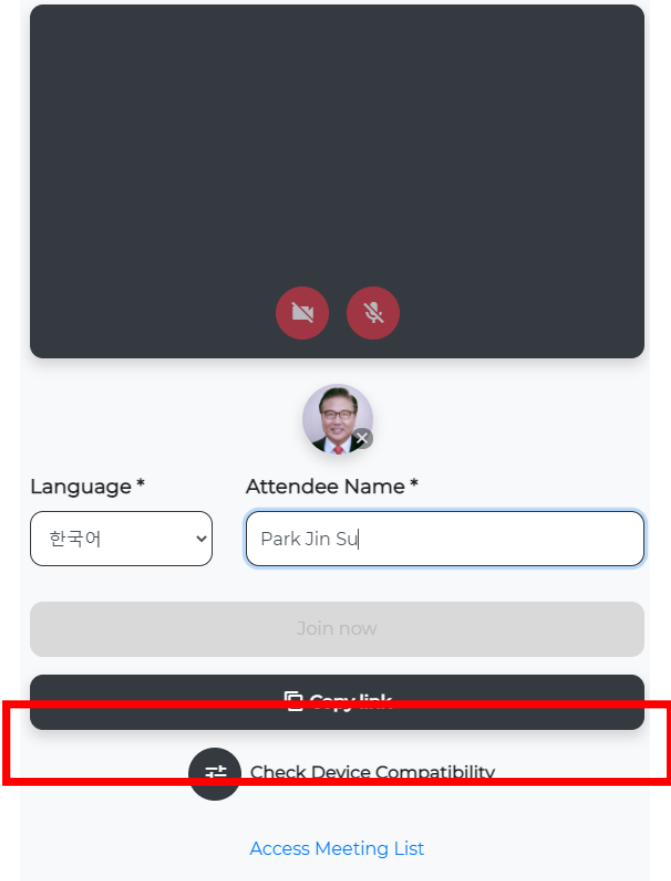
We hope you make full use of the platform for your successful meeting!

Online Video
Meeting

Step 3. You can invite an external person separately for the video meeting.

(※ Only invite up to 2 people per company account.)

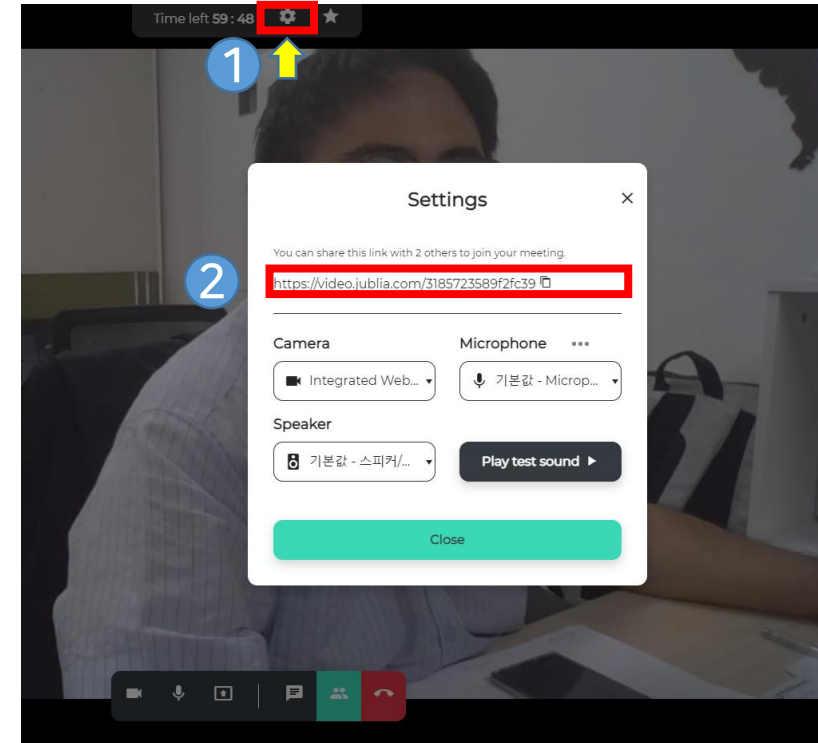
Before the meeting starts



If you click the Copy link button, it is automatically copied and can be shared by pasting the link

※ Example: Video Meeting

During the meeting



- 1) Click the gear-shaped button at the top center of the screen
- 2) Copy the link in the center and share it externally, up to 2 people can enter the meeting

※ Example: Video Meeting



Create successful business opportunities
with our partnering program!

Inquiry: Tel. +82-70-4912-7933 / Email: interphex@reedexhibitions.co.kr