Practical info for exhibitors at FSL 2021

Time plan

The digital meeting platform may open a few days before FSL opens on September 8 and we ask that all e-stands are completely built by September 1. Additions and changes can be made later and also during the congress.

Support

Exhibitor support email for the digital meeting platform: <u>support@inadra.se</u> (Monday to Friday 08.00-17.00)

Technical support chat: Inadra support

For other questions concerning your participation as an exhibitor at FSL 2021, please contact bo.magnusson@travekoscandinavia.se

Access to the exhibitor platform

When booking your stand you will have received an email from Inadra with login details to your e-stand. The login is connected to your email address.

Your stand is available to delegates during the entire meeting and we recommend that at least one representative always is present on the stand. Recommended times for staffing your stand are Wednesday-Thursday 8.30-16.00 and Friday 8.30-14.00, but you have access to the stand both before and after these times. You can hold meetings on your stand whenever you wish during the congress days.

Before the program starts in the morning as well as during coffee and lunch breaks delegates will be urged to visit the exhibitors' stands and therefore we ask you to be present on your stand during these times. Please see the congress schedule here >>

As an exhibitor you also have access to all sessions.

Exhibitor videos

All videos you upload on your stand will also be visible on the digital platform under a separate heading: Exhibitor videos (Utställarvideos). Instructions for how you upload your videos on the stand can be found when you are logged in. If you have any questions, please contact support@inadra.se

Possibility to hold meetings on your stand / Exhibitor Program

To increase you possibilities to meet and expose your company to the delegates at FSL you can arrange meetings on your stand. In order to do this, please send an email to bo.magnusson@travekoscandinavia.se with a suggested time, title and host/speaker. Then these slots are added on the platform in the Exhibitor Program. The participant "enters" your stand where they will find a link to a video meeting. Here you as a host can share presentations, hold lectures, chair a Q&A session or similar. We recommend that you keep these meetings short as the delegates have a busy program. This is an open video meeting so all exhibitors taking part will be visible to others. If you as a host want to record the meeting you should ask permission from the participants. Marketing efforts in order to invite delegates are done by yourselves before and during the meeting and you are also listed in the Exhibitor Program. Questions regarding the video meeting technology can be sent to support@inadra.se

Competition for delegates with great prizes

During FSL all delegates will be able to visit all exhibitor stands and meet their representatives. To encourage visits there will be a prize draw for those who have visited the most stands. Our partner Studentlitteratur has contributed with great prizes. Click here for more information >>

Login to your e-stand for further company representatives

In order for further representatives from your company to be able to login and create their own profile on the platform you need to report who should have such a login to support@inadra.se. You can add more persons along the way and also replace representatives. The number of logins included are 4 for exhibitors and 6 for Expo Partners. If you wish further logins, please contact bo.magnusson@travekoscandinavia.se

Banners for marketing your participation

Market your participation at FSL by including our banners on your website, in newsletters, email signatures etc. Link to <u>framtidenslakare.se</u>. Let us know if you need them in a different size or format.

Banner 468 x 60 px Banner 200 x 350 px

Logotype and website url

At <u>www.travekoscandinavia.se</u> all exhibitor logos are added with a link to your website or wherever you want to refer the visitors to. The plan is that these will be presented also at <u>framtidenslakare.se</u>. Please send your logo to <u>info@travekoscandinavia.se</u> if you haven't already sent it at the time of booking.