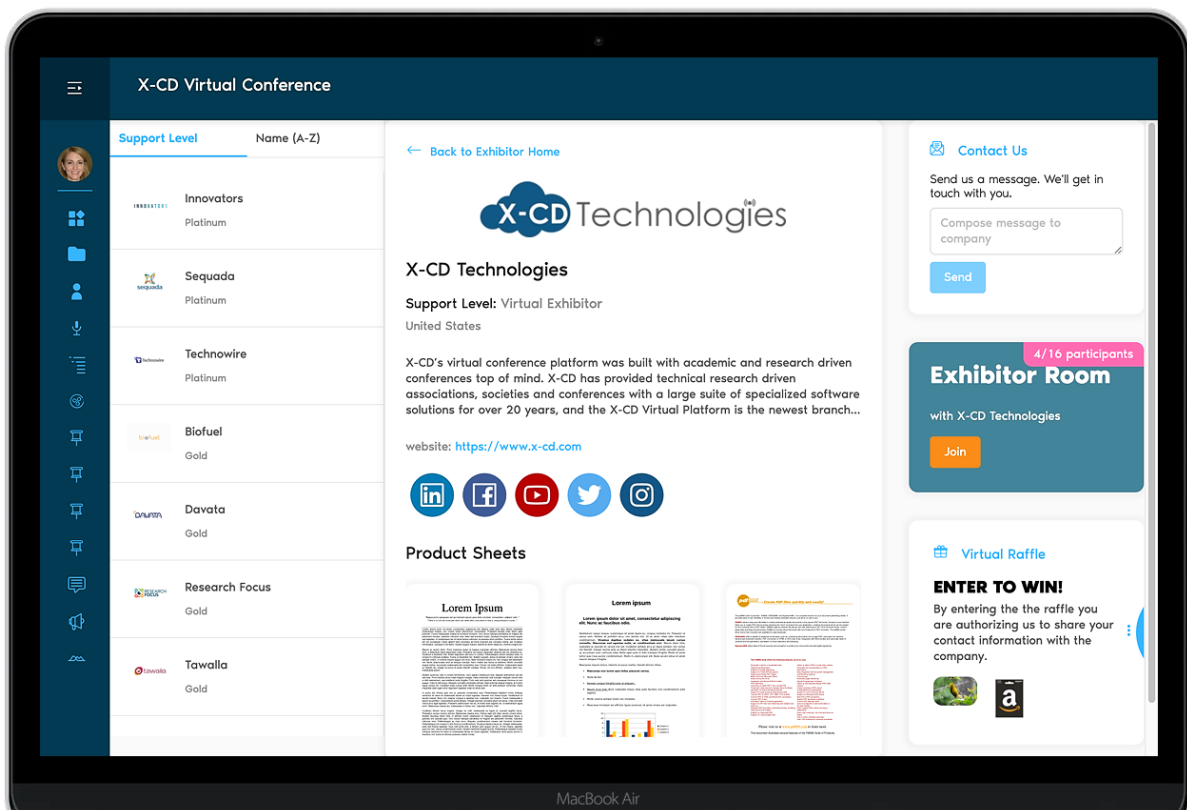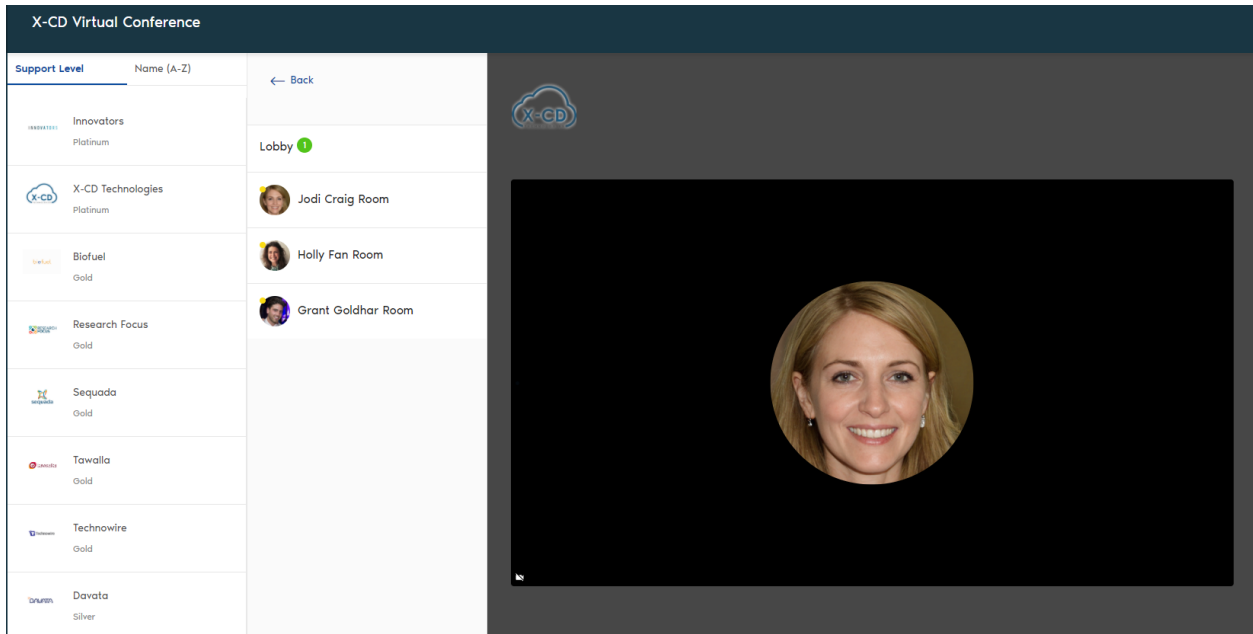# Virtual Exhibitor Booth

- Exhibitors and sponsors can log into X-CD platform to populate booth content, company information, website and social media links, product PDFs, promotional videos, staff members, and raffle giveaways
- Product sheets must be in PDF format when uploaded
- Videos must be YouTube URLs
- Populate booths with public facing staff contacts
- Allow staff to upload head shots and their position title at the exhibiting company
- Adding raffle items is strongly encouraged to incentivize attendees to visit and share their contact information in order to enter the raffle
- Preview your booth as you build it

Exhibitors Virtual Networking Lounge

- Exhibitors may utilize a built in meeting space that consists of a company lobby and individual staff private rooms
- The exhibitor meeting space is a virtual meeting program that consists of full audio, webcam and screen share capabilities
- The exhibit staff team can wait together in the lobby until visitors arrive
- Once a staff member is identified as the best representative for the attendee they may leave the lobby and continue speaking privately in the staff member's private room by just clicking the staff member's private room link in the listing of lounges

Attendee Exhibitor Appointment Booking

- Allow exhibitors to create staff time slot availability as they build their booths
- Attendees may see these time slots from within the virtual booth area and book appointments with staff members
- Attendees and exhibitors are notified about the appointment and they can meet inside the virtual app's private exhibitor staff meeting room

Exhibitor Creates Time Slots

Attendee Books Meeting Inside The App