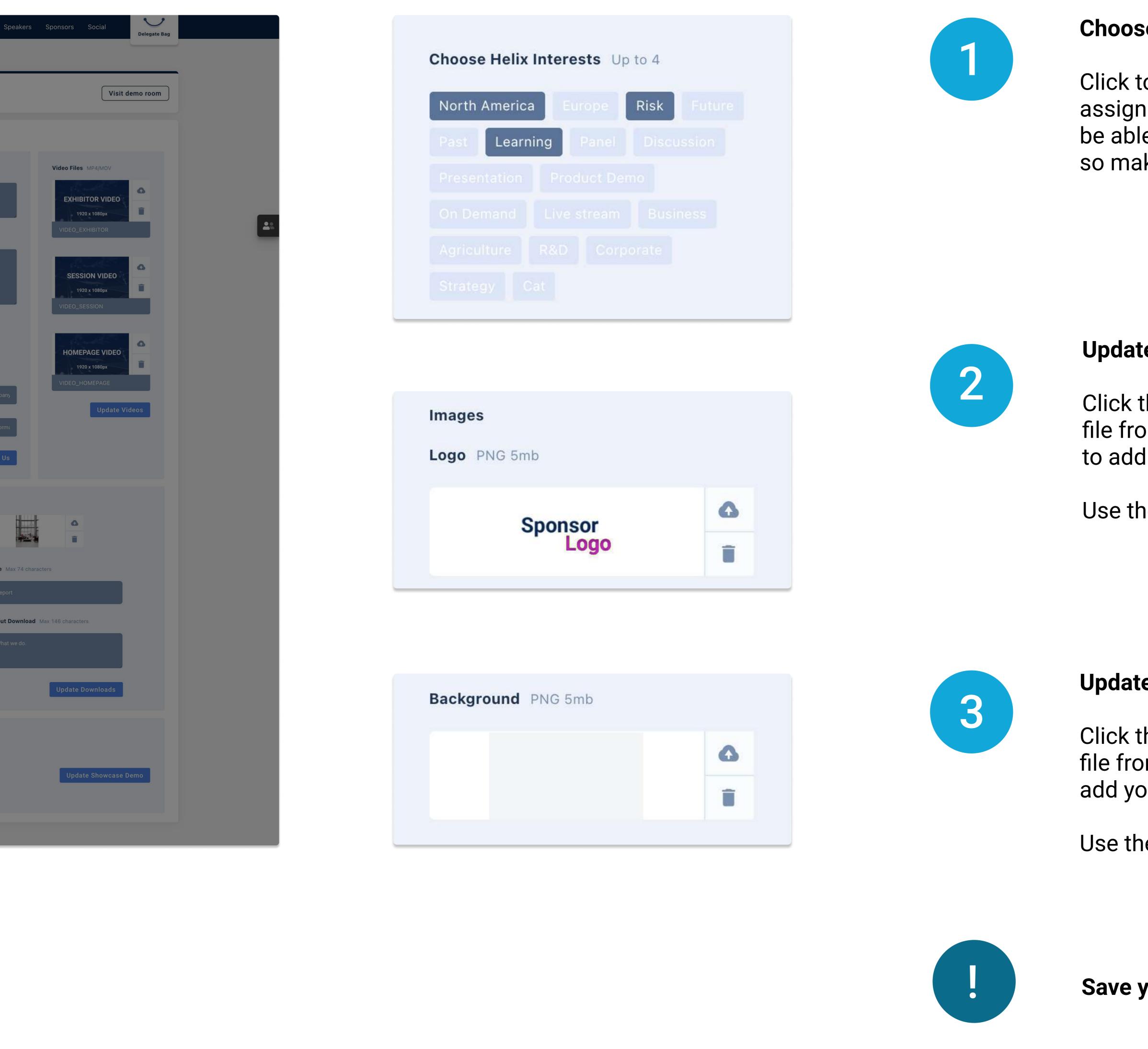
Build Your Showcase

Version 4

How To Build Your Showcase - logo, images and Helix tags

To start editing your Showcase click the [Edit Stand] button in the top right of your Showcase header bar. Representatives must login to the platform first, and then be added to the Showcase by an admin to update content.

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Choose Helix Interests

Click to select up to four Helix Interests to assign to your Showcase. Attendees will be able to search tags from the main expo, so make sure they're appropriate.

Update Logo Image

Click the upload button, select the relevant file from your computer then click Open to to add your company logo to the showcase.

Use the Trash icon to delete a logo.

Update Background Image

Click the upload button, select the relevant file from your computer then click Open to add your background to the showcase.

Use the Trash icon to delete a background.

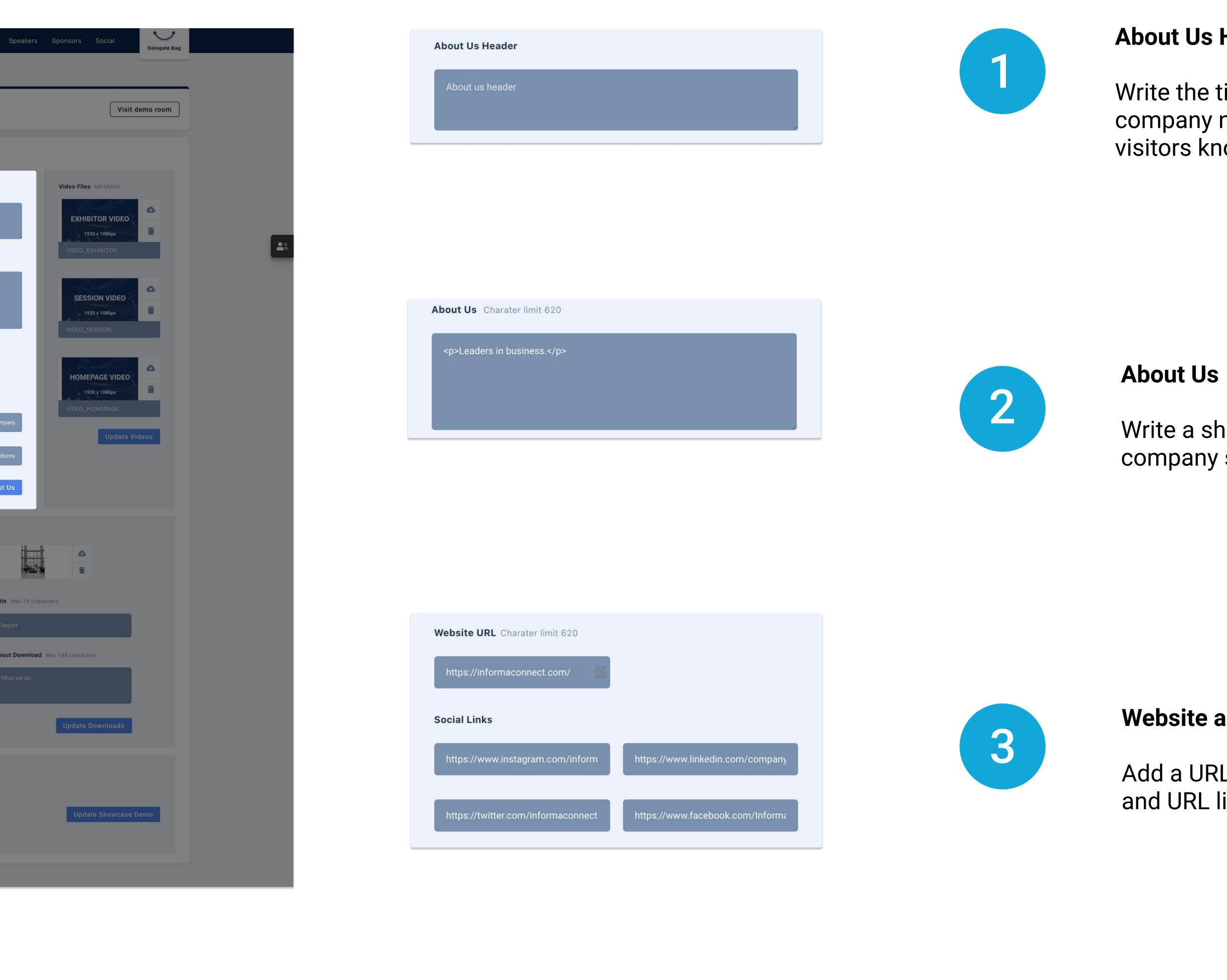
Save your changes

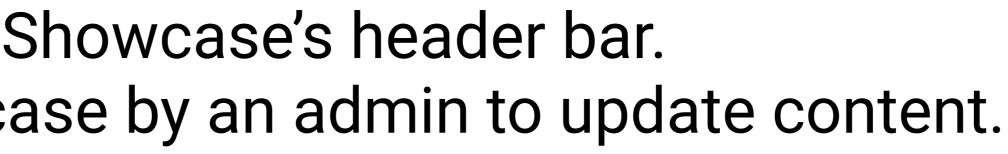
Update Images

How To Build Your Showcase - about section, web and social links

To start editing your Showcase click the [Edit Stand] button in the top right of your Showcase's header bar. Representatives must login to the platform first, and then be added to the Showcase by an admin to update content.

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About Us Header

Write the title of your Showcase or company name here to let Showcase visitors know who you are.

Write a short description, strapline or your company slogan here.

Website and Social Links

Add a URL link to your company website, and URL links to your social media pages.

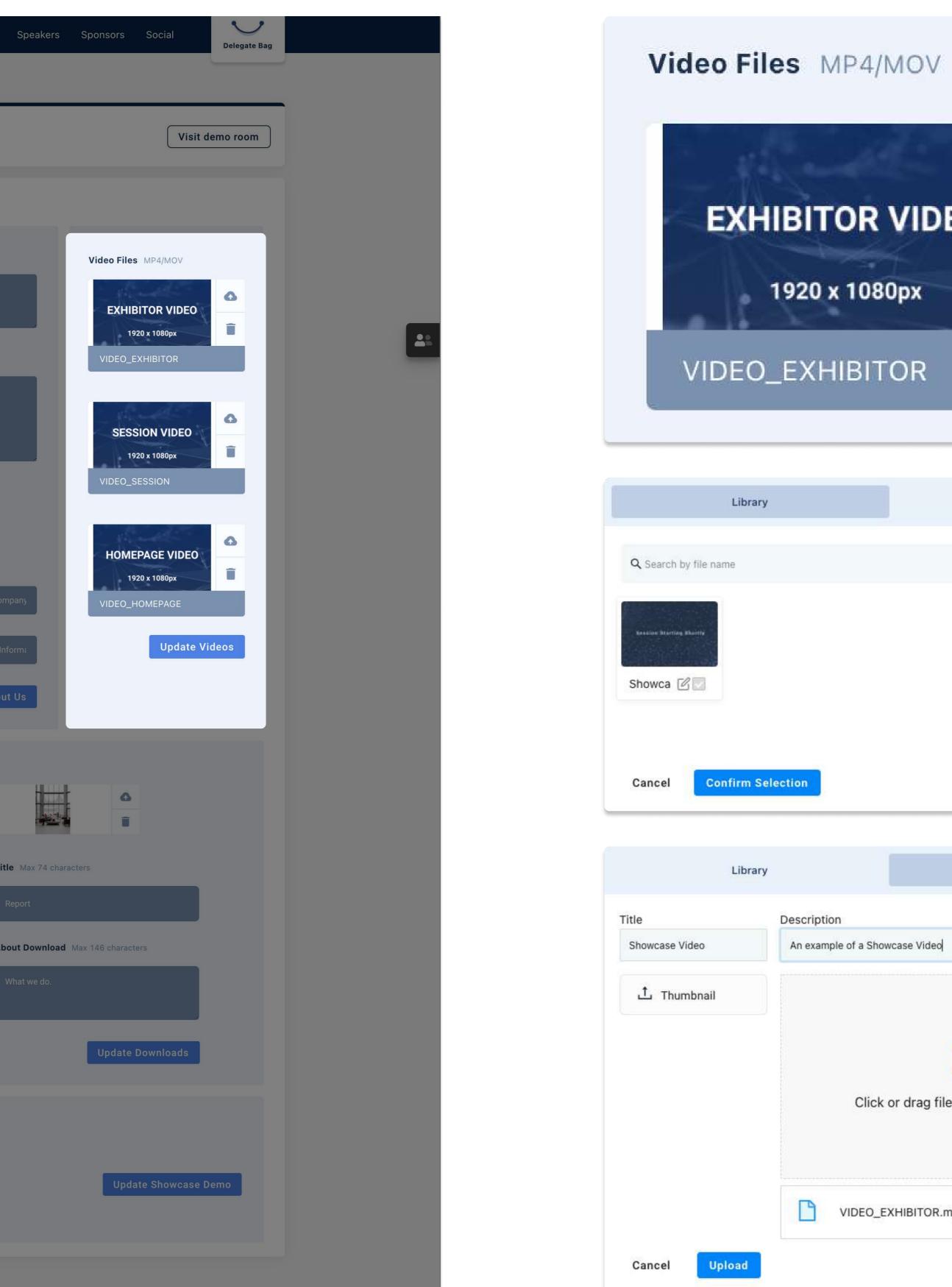
Save your changes

Update About Us

How To Build Your Showcase - videos

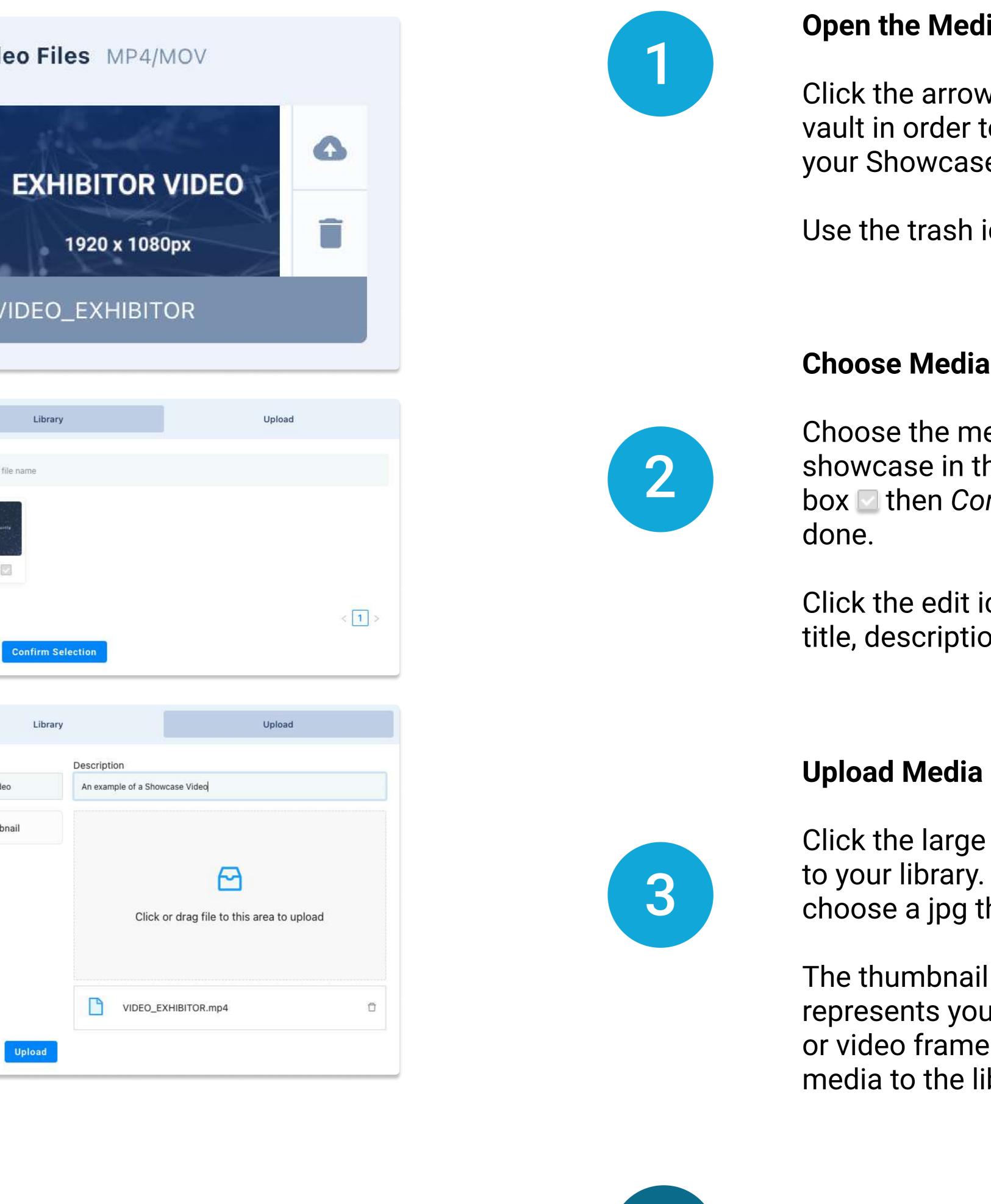
To start editing your Showcase click the [Edit Stand] button in the top right of your Showcase's header bar. Representatives must login to the platform first, and then be added to the Showcase by an admin to update content.

 Back to Stand Business Leaders 	
	Back to Stand
Choose Helix Interests Up to 4	About Us Header
North AmericaEuropeRiskFuturePastLearningPanelDiscussionPresentationProduct Demo	About us header
	About Us Charater limit 620
Strategy Cat	Leaders in business.
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Description

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Open the Media Vault

Click the arrow button to open the media vault in order to upload an mp4/mov to your Showcase.

Use the trash icon to delete an item.

Choose Media

Choose the media you want to add to your showcase in the Library tab. Click the tick box I then Confirm Selection and you're

Click the edit icon 🗹 to edit the media title, description and thumbnail.

Click the large panel 🔁 to upload new media to your library. Write a title, description and choose a jpg thumbnail for your media.

The thumbnail should be a small image that represents your media, such as a front page or video frame. Click Upload to add your media to the library.

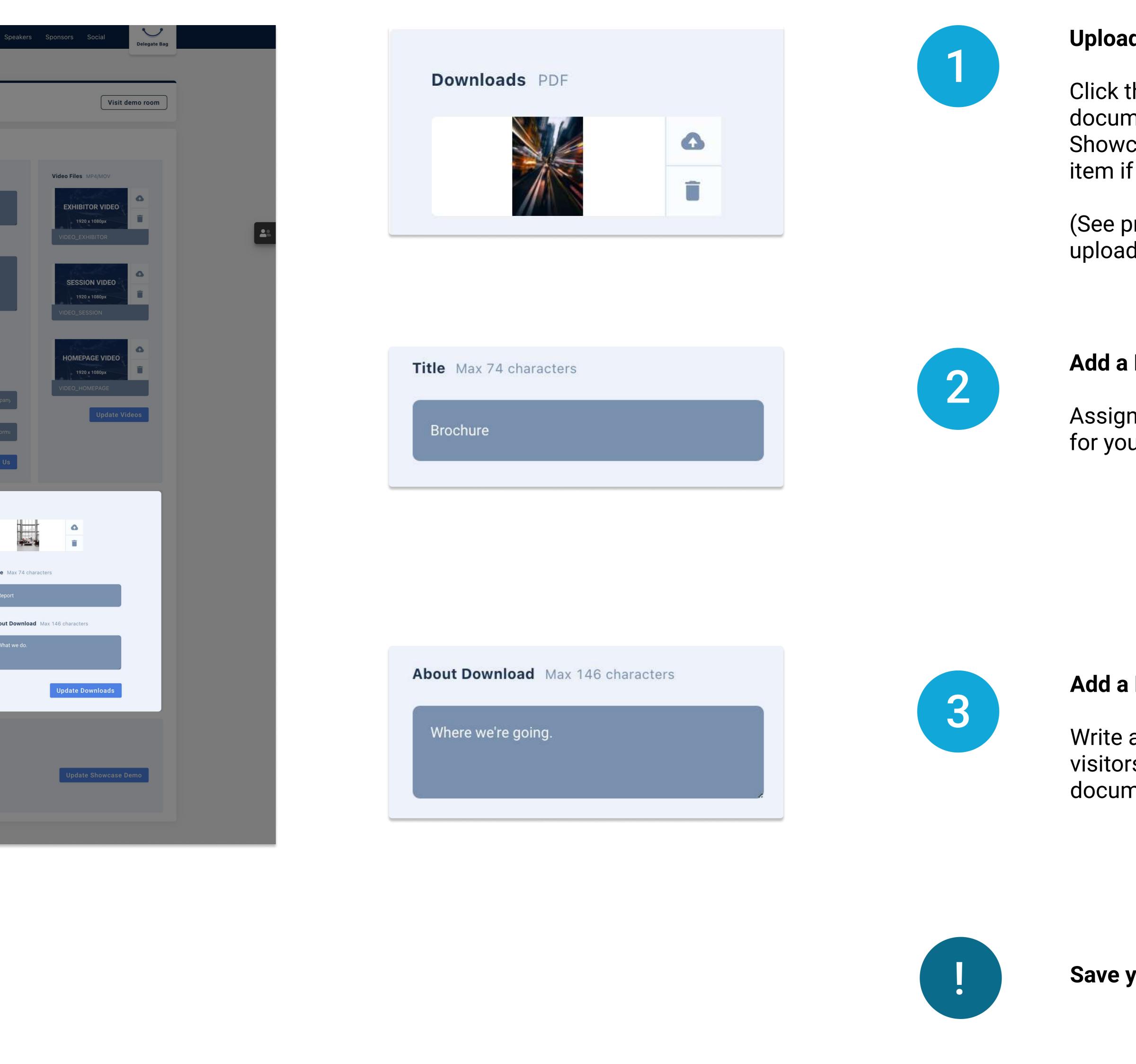
Save your changes

Update Videos

How To Build Your Showcase - documents

To start editing your Showcase click the [Edit Stand] button in the top right of your Showcase's header bar. Representatives must login to the platform first, and then be added to the Showcase by an admin to update content.

< Back to Stand Business Leaders		
	Back to Stand	
Choose Helix Interests Up to 4	About Us Header	
North America Europe Risk Future Past Learning Panel Discussion Presentation Product Demo	About us header	
On Demand Live stream Business Agriculture R&D Corporate Strategy Cat	About Us Charater limit 620 Leaders in business.	
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Upload a Document

Click the arrow button to upload a pdf document from your computer to your Showcase. Use the trash icon to delete an item if necessary.

(See previous page for instructions to upload new media).

Add a Document Title

Assign a title to your uploaded document for your visitors to see.

Add a Document Description

Write a short description to give your visitors an overview of what the document is about.

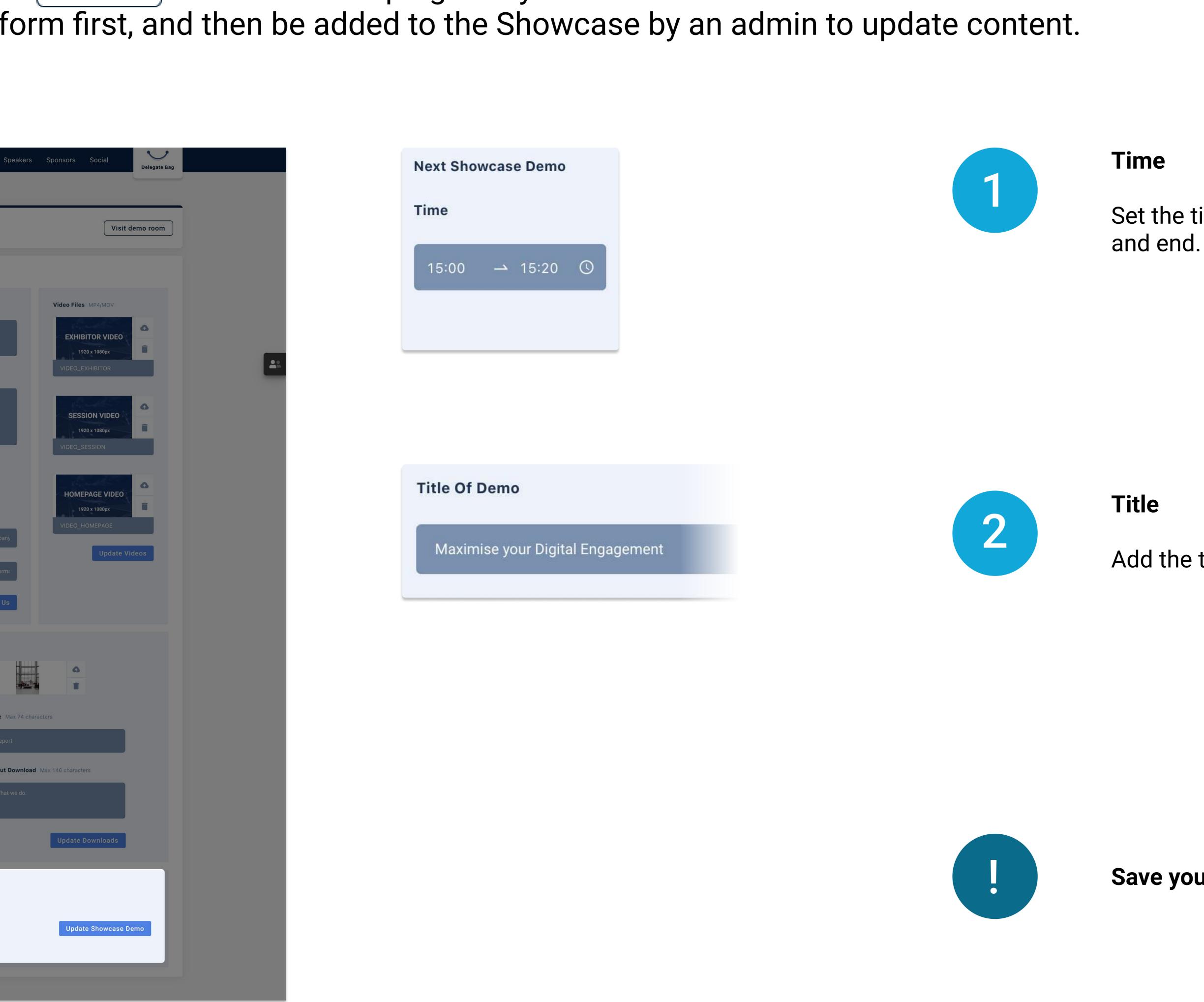
Save your changes

Update Downloads

How To Build Your Showcase - advertise a demo time

To start editing your Showcase click the *Edit Stand* button in the top right of your Showcase's header bar. Representatives must login to the platform first, and then be added to the Showcase by an admin to update content.

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Business Leaders		
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Set the time for your next demo to start and end.

Add the title of your demo here

Save your changes

Update Showcase Demo

Content Specifications - The following content specifications are the ideal, preferred resolutions and file formats for all content used across the ConnectMe platform. As a rule of thumb, the higher the resolution, the better the quality and the more flexibility we have when using that content. Please note - the images used below are not to scale - please use the pixel dimensions stated (w x h).

THUMBNAIL

50 x70 px Resolution jpg / png File Formats Orientiation Any

LOGO

Orientation Landscape Colour profile RGB white / transparent background Background 500 × 300 px Resolution File Formats png / jpg / eps

* Ideally a png that is cropped to the edges and with no white space around the edge of the logo.

VIDEO

Orientation	Landscape
Max Size	< 5 mins or < 500mb
Resolution	HD 1920 x 1080 px
	or 1280 x 720 px
File Formats	mp4 / mov





BACKGROUND

Orientation Colour profile RGB Background N/A* Resolution File Formats

* Backgrounds are used behind other assets so content will sit on top of this background. Therefore, we suggested using a generic background image without any text or logos.



- Landscape

- 1920 x 1080 px
- jpg / png



DOCUMENT

Orientation
File Format

any pdf



