



Registration Manual

TECHNOLOGY & BUSINESS COOPERATION DAYS 2019



Business Support on Your Doorstep



Event Partners:



Direct Support: nils.benne@nbank.de or melanie.albrecht@nbank.de

Last Update: 30.01.2019



It is just 7 easy steps to your participation:

1. Go to <https://technology-business-cooperation-days.b2match.io/signup> for registering as a new participant for Technology & Business Cooperation Days 2019.

Registration

Choose how to proceed and start signing up for the event.

[Continue with LinkedIn](#)

[Continue with Google](#)

or

By signing up, I agree to b2match's [terms of service](#) and [privacy policy](#). I understand that b2match will share my information with event organizer.

[Continue with Email](#)

2. Choose which meeting session you want to attend and click several times on „Next day“ to see the other sessions and to get to the next step of your registration.

Which session do you want to attend?

<input type="checkbox"/> Hunan-German Inno-Tech Conference - Promotion session	
Time: 09:30 - 11:00 CET	Location: Hunan-German Inno-Tech Conference CC Hall room 3A
Workshop session	
<input type="checkbox"/> B2B Wednesday Morning - Technology & Business Cooperation Days	MATCHMAKING
Time: 10:00 - 13:40 CET	Location: Matchmaking Area/ Hall 2, Stand C01
Technology & Business Cooperation Days pre-arranged bilateral meetings	
<input type="checkbox"/> Hunan-German Inno-Tech Conference - Matchmaking session	MATCHMAKING
Time: 11:00 - 13:00 CET	Location: Hunan-German Inno-Tech Conference CC Hall room 17
<input type="checkbox"/> B2B Wednesday Afternoon - Technology & Business Cooperation Days	MATCHMAKING
Time: 14:00 - 17:20 CET	Location: Matchmaking Area/ Hall 2, Stand C01
Technology & Business Cooperation Days pre-arranged bilateral meetings	

[Previous day](#) [Next day](#)

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3. Please enter your “Person” and “Organisation” data. Fields marked with * are mandatory.

Personal Information

Job Position *

Phone Number *

Only the Events Organiser can see your phone number

Profile Picture  [Click here to upload a profile picture](#)

Use a picture that gives the attendees a good impression of who you are. No logos or pictures of landscapes please.

4. Please enter your “**Organization Details**” which means a short description of your company/ research organisation/ network, including core business/ research/ activities, main products, experiences. And below that enter the address of your company.

Organisation Information


Organisation Name *

Organisation Type *

Website

Organisation description *

Write a short description about what your organisation does. Keep it short and enjoyable to read.

Organisation Logo  [Click here to upload an organisation logo](#)

Upload your organisation's logo. It will be visible inside your profile.



Location

Country *

State province

City *

Zip code

Address

To ease the search function after your registration and that for the opportunity to be identified by interesting meeting partners, please select also your **“Area of Activity”** by ticking one or several boxes.

Areas of Activity *

Areas of Activity help us to categorize what you do and offer. This makes easier for other participants to find you and makes your profile more expressive.

Please select areas of activity that suit your profile.

Integrated processes and IT solutions (Digital Factory)

Additive manufacturing

Basic software and system-oriented software

Cloud & industrial IT services, digital factory services

Industry 4.0 & industrial internet

Industry-specific automation software solutions

Software and solutions for specific sectors

Task-specific software and solutions

Innovative supply solutions and lightweight construction (Industrial Supply)

Assembly, handling, maintenance and factory equipment

Contracting and plant engineering

Intelligent materials, smart materials

Joining techniques

Lightweight construction

Machined metal parts

Maintenance and facility management, process outsourcing

5. Please select your “Local Support Office”. Selectable are all Enterprise Europe Network organizers of the event, sorted by country code and organization name. The event is organized by the Enterprise Europe Network (EEN) partner Nbank. Several EEN partners from different countries support the event by promoting the event within their regions and taking care of their regional clients. These partners support you by helping to proceed with the registration and/ or during the event. If you don’t know your „Local Support Office“ or if no office of your country is selectable, please choose „I don’t know my support office“.

Choose your local support office

Support office



6. If you are an exhibitor you can insert your booth number at the bottom of the page. Sometimes meeting partners asked us for this information, because they would like to visit the booth.

It is mandatory to accept our **“Terms of Service”** to participate in the event.

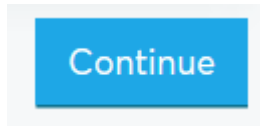
If you are an exhibitor, please insert here your booth number:

Event related Terms of Service *

YES, I hereby agree with these terms of registration. I can revoke this consent at any time with effect for the future by sending a written declaration to anmeldung@nbank-veranstaltung.de

More information here: <https://technology-business-cooperation-days.b2match.io/page-1301>

7. Please click



this will lead you to a page where you can always add more details about you, your company, business request, project cooperation and so on or plan your attendance.

Your profile will visible as soon as the organiser activates your profile. You will get a noitied via email.

Please don't forget to SAVE your changes!

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Now you have successfully registered and you can start to organise bilateral meetings!

In a next step and after your participation profiles are validated by the event organiser you can browse the catalogue of participating organisations marketplace to select the profiles you are interested in and want to meet in a bilateral meeting. The bilateral meetings will be scheduled after your request has been confirmed by the requested participant and in accordance with the selected meeting sessions during your registration.

We would like you to have “good” meetings and not as many meetings as possible. Therefore please take some time to think about your cooperation profile. We and your local Enterprise Europe Network partner will be happy to support you.

Please do not hesitate to contact us!

Please keep in mind that meetings will just be scheduled if both parties agreed on having the meeting. This means that you have to be active and accept incoming meetings requests and your selected meeting partners have to accept your outgoing meeting requests. Please decline meetings if they are not fitting your expectations! To get an idea, if a meeting could lead to successful cooperation, please read the cooperation profiles of your meeting partners carefully before deciding on a meeting. Additionally you have the possibility to contact your potential meeting partner via the system to request additional information.

This will help us all to make the most of the Technology & Business Cooperation Days 2019!