



BOLOGNA, JUNE 6-7, 2019  
BOLOGNAFIERE

# Innovat&Match 2019



## Innovat&Match 2019

<https://innovatematch2019.b2match.io/>

# Participants' Guide

## Registering

If you want to participate to the event, you need to register for this event via the b2match system. Every registration is associated to one email address.

### Do you already have a b2match profile?


Please check if you already have a b2match profile. If so, no need to create an additional one.

- 
- Click on **Register now**
  - Enter your email address and click on **Continue with email**. Alternatively, you can log in using your Google or LinkedIn account.



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If you already have a b2match profile, you will only be prompted for your password.



Hello test!

Looks like you've already participated in a previous event. Enter your password to continue.

Remember me [Forgot password?](#)

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Enter your password.

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If you don't remember it, click on **Forgot password.** Enter your email address in order to reset your password.

### Reset your password

Enter your email address and we'll send you a link to reset your password.


  

### Create a b2match profile

Create an account in order to be able to participate in the events organised with b2match by filling in your name and a password.

### Create an Account

Create an account to set up an profile for multiple events.

By signing up, I agree to b2match's [privacy policy](#).



## Registering for the event

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- Click on **Register now**
  - Enter your password** or **create an account** if you don't have one
  - Choose your **type of participation**. This will be shown only of the organiser added it to the registration process.
- 

Vienna Startup Summit 2018  
1 - 2 October 2018 / Vienna, Austria

test

PARTICIPATION TYPE      ATTENDANCE      PROFILE

You can send and receive meetings requests only if you select at least one matchmaking session.

### Choose your type of participation

Visitors

Exhibitors


Continue

Cancel registration

## % ATTENDANCE

- Plan your attendance** by selecting the session you are interested in. According to the settings applied by the organisers, you will be able to select only one session in one particular time slot or several sessions in one time slot; some sessions having the same track can be mandatory or you are free to choose your sessions the way you like.

Vienna Startup Summit 2018  
1 - 2 October 2018 / Vienna, Austria

 test

✓
✓
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PARTICIPATION TYPE
ATTENDANCE
PROFILE

You can send and receive meetings requests only if you select at least one matchmaking session.

### Plan your Attendance

2 October 2018 (Tuesday 2 of 2)

**Which session do you want to attend?**

**Keynote by Belgian National Armaments Director**  
Time  
 10:00AM - 10:30AM CET

**Bilateral Meetings I** MATCHMAKING \*  
Time      Location  
 11:45AM - 06:30PM CET      Meeting Room 12  
 b2b meetings


**Building Resilience Capabilities Through Cross Industry Cooperation In A New European Era**  
Time      Location  
 02:00PM - 03:00PM CET      Introlounge, 2nd Floor

**Panel Discussion - Experiences, Bilateral Cooperation and Opportunities** OPENING EVENTS

## &" PROFILE

**Complete your profile** by adding information about you and your organisation. The following information is mandatory: job position, phone number, organisation name, organisation type, organisation description, address (at least city and country), areas of activity (at least one area) and any mandatory questions added by the organisers.

Vienna Startup Summit 2018  
1 - 2 October 2018 / Vienna, Austria

 test

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✓
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PARTICIPATION TYPE
ATTENDANCE
PROFILE

You can send and receive meetings requests only if you select at least one matchmaking session.

### Complete your profile


Add information about you and your organisation to your profile so that participants can get a better understanding for what you are looking for and can offer.

**Personal Information**

Job Position \*

Phone Number \*

Only the Events Organiser can see your phone number

Profile Picture  user/268670/avatar/8500047996

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

**Organisation Information**

Organisation Name \*

Once the mandatory information filled in, you will be redirected to **your dashboard**:

The screenshot displays the user dashboard for the Vienna Startup Summit 2018. The header includes the event name, dates (1-2 October 2018 / Vienna, Austria), and navigation links (Home, Participants, Marketplace, Agenda, Meetings) along with a user profile icon labeled 'test'.

The main content area is divided into several sections:

- Profile Section:** Shows a profile picture, the name 'test registration', title 'Project Manager at b2match', location 'Vienna, Austria', and an 'Edit my profile' button.
- Navigation Menu:** Links for 'My profile', 'My attendance', 'Organiser questions', 'Account settings', and 'Logout'.
- Local Support Office:** Lists 'Anna Lambrescu' with the email 'beatris+1@b2match.com'.
- Success Message:** A teal banner stating 'You've successfully signed up for the Vienna Startup Summit 2018!' with a thank you note and an email confirmation promise.
- Activation Warning:** An orange banner stating 'Your profile is waiting to be activated!' with a note that the profile will be visible to other participants once activated by the organiser.
- Company/Visitors:** Shows 'b2match' with the name 'test' and an 'Online games' button.
- Profile Enhancement Options:** Four dashed boxes with plus signs and labels: 'Product', 'Service', 'Partnership', and 'Project Cooperation'. Each box contains a brief instruction to add and describe the respective offering.

When organisers have approved your profile, you will see the **Your profile is waiting to be activated** message. You will receive a notification by email as soon as you will be activated. Please note that you will not be able to send or receive meeting requests until you are activated by the organiser.

## Update Your Profile

You can update your profile, attendance, account settings and add Marketplace entries at any given time.

Updating your profile: click on **Edit my profile** in the dashboard

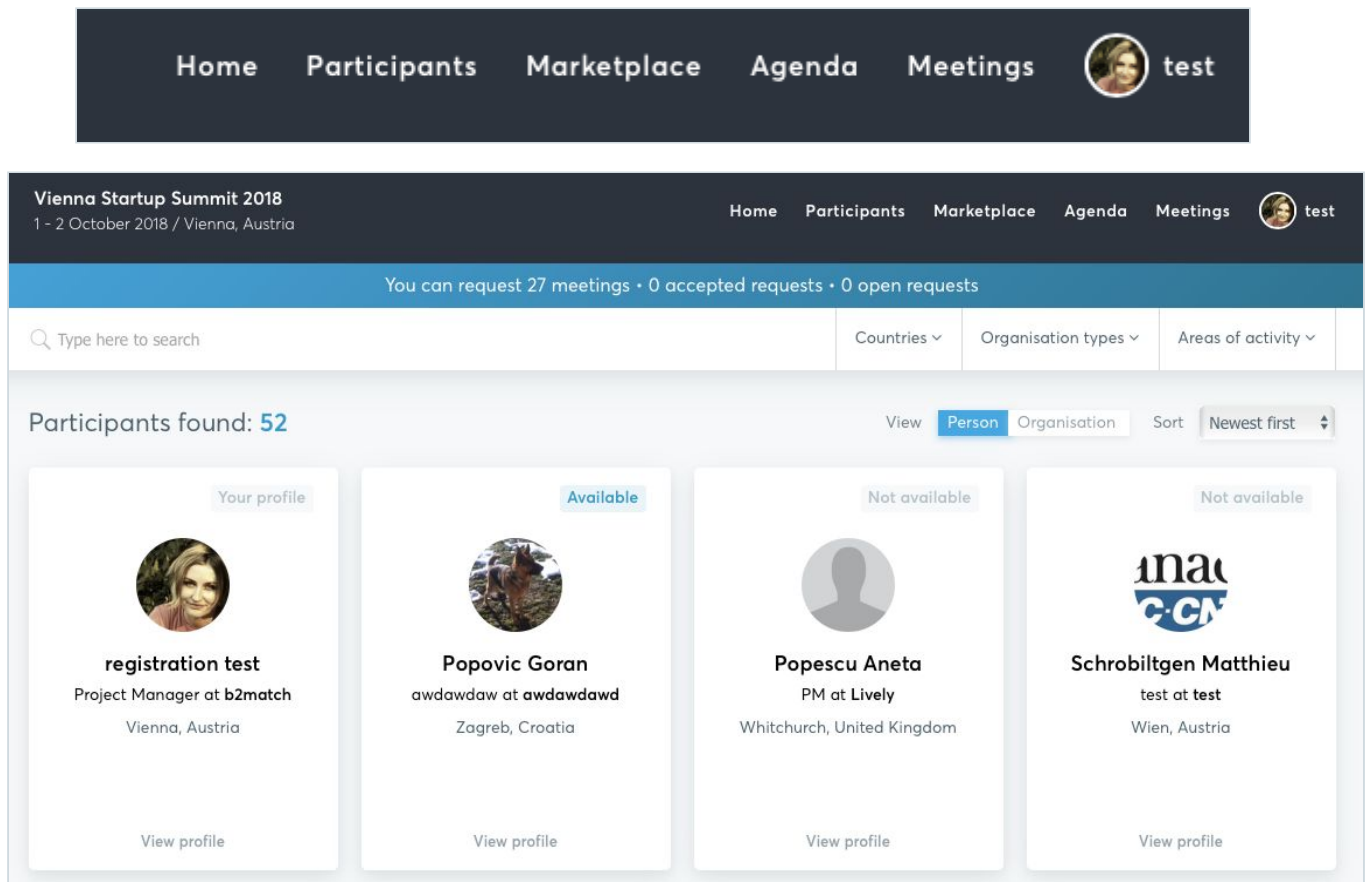
- Updating your attendance: go to **My attendance** in the dashboard and tick the sessions you want to participate to or untick the ones you will not participate to
- Updating your account settings: go to **Account settings** in the dashboard
- Add **Marketplace entries** by clicking on one of the options available. These are set by the event organisers and they are used by the participants in order to search suitable partners.

<p><b>+ Product</b></p> <p>Add and describe a product you are offering to your profile and explain what you are looking for.</p>	<p><b>+ Service</b></p> <p>Add and describe a service you are offering to your profile and explain what you are looking for.</p>
<p><b>+ Partnership</b></p> <p>Add this if you are interested in engaging in a partnership with an other organisation.</p>	<p><b>+ Project Cooperation</b></p> <p>Add a cooperation wish if you are looking for a cooperation partner for you project.</p>



## Requesting meetings

Check **participant profile** on the event website, in **Participants** or **Marketplace** menus. Use the filter options to find appropriate meeting partners

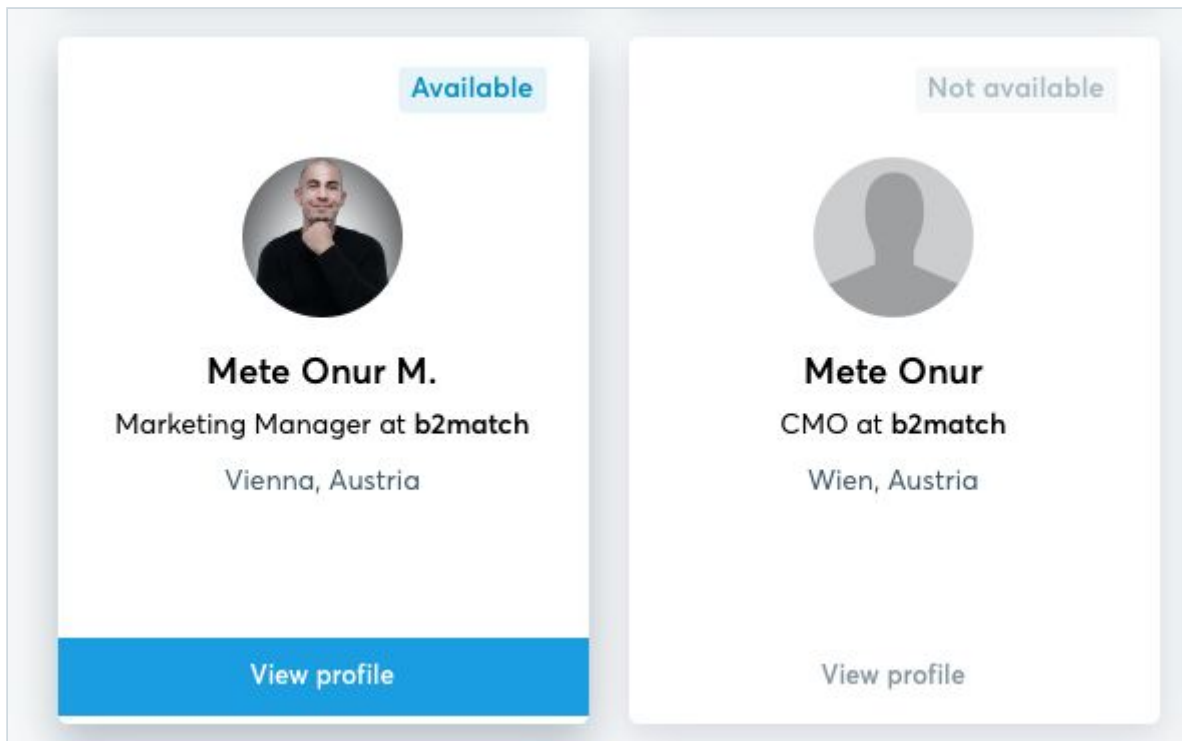


The screenshot shows the top navigation bar with links for Home, Participants, Marketplace, Agenda, and Meetings, along with a user profile icon labeled 'test'. Below this is a header for the 'Vienna Startup Summit 2018' event, dated 1-2 October 2018 in Vienna, Austria. A blue banner indicates 'You can request 27 meetings • 0 accepted requests • 0 open requests'. A search bar is present with filters for Countries, Organisation types, and Areas of activity. The main content area shows 'Participants found: 52' and a 'View' dropdown set to 'Person'. The list of participants includes:

- registration test**: Project Manager at b2match, Vienna, Austria. Status: Your profile.
- Popovic Goran**: awdawdaw at awdawdaw, Zagreb, Croatia. Status: Available.
- Popescu Aneta**: PM at Lively, Whitchurch, United Kingdom. Status: Not available.
- Schrobiltgen Matthieu**: test at test, Wien, Austria. Status: Not available.

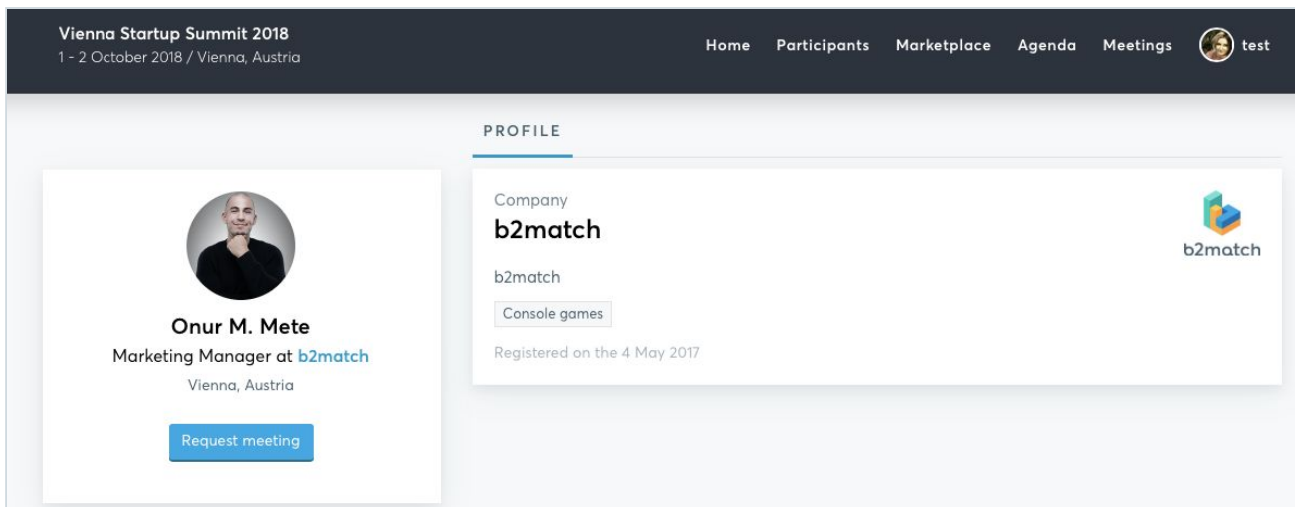
Each participant card includes a profile picture, name, role, location, and a 'View profile' link.

- ✓ Only the participants who selected **common matchmaking sessions** will be shown as available to you.
- ✓ **The number of meetings you can request, accepted requests and open requests** will be displayed at the top of the page.



Click on **View profile** to see the complete participant profile or the Marketplace entries. You will have the participant's information here.

Send a meeting request via the **Request Meeting** button. You can add a message in order to introduce yourself.



✓ You can manage your meetings in the **Meetings menu**.

Your request will be automatically accepted but manually declined (in case) by the other participant. The meeting will be scheduled at a later stage.

✓ A high quality profile and adding Marketplace entries will augment the number of your meetings and will enhance the matchmaking experience.

**Couldn't find what you're looking for?**

Contact Innovat&Match [Main Organisers](#)

