

## A WATER-SMART SOCIETY FOR A POST-COVID19 GREEN DEAL

## WELCOME

TO THE DIGITAL EDITION OF THE

**INNOVATIVE WATER WEEK** 

**REGISTRATION MANUAL** 





#### STEP 1

# Registration Choose how to proceed and start signing up for the event. Continue with LinkedIn Continue with Google or Enter your email Continue with Email

## REGISTRATION

STEP 2

STEP 3

STEP 4

Ø	Water Europe member			
	Please select only if your organization is a member of Water Europe			
	Water Europe non-member			
	EU Official / National authority / Special Guest / Speaker / Moderator			
	Please select this type only if you are an EU official or Speaker at WIE2020. Please register with an official email address. Thank you for your understanding.			
	APPLICANT - Water Europe Innovation Awards			
	Register for one of the 5 Water Europe Innovation Awards. Be careful to fill in all mandatory fields.			
	APPLICANT - Water Europe EXHIBITION Booth			
	Virtual Booth Opportunities:			
	Dedicated exhibitor page     Personalized booth			
	3. Personalized branding and documents share			
	4. Live chat & video/audio call by participants			

Pla	an your Attendance				
22 J	June 2020 ( Monday 1 of 5 ) nich session do you want to attend?				
Whi					
	Introduction	(key note) to WIE2020: Water in the European Green	Deal		
	Time	Location			
	10:00 - 11:00	Live Streaming			
	CoVid19: the EU Post Recovery plan and the role of Water				
	Time	Location			
	11:00 - 11:50	Live Streaming			
	Session reporting & Water Innovation Awards: SMEs Prize				
	Time	Location			
	11:50 - 12:00	Live Streaming			
	Virtual Netv	orking Chatroom (B2B Virtual meetings)	MATCHMAKING		
	Time				

Networking interest *	
	(Mandatory) Please write your specific area of concern or interest in the wat sector (policy, research, innovation, go to market, investment, legislation, projects, Living Labs, etc.) and provide some details.
Product / Service	
	(Optional) Please fill in if you are a provider of a service or product and you want other participants to know about it.
Presentations / Brochures	Please select a file!
	Please select a file!  (Optional) Please upload any product / service presentations that you want

Choose the appropriate registration type:
Water Europe members / non-members /
EU officials / Awards application /
Exhibition application

Please find the fees listed here

Select all the sessions you plan to attend: pay extra attention in selecting the Virtual Networking Session — only selecting the Chatroom you will be able to book video/audio meetings with other participants.

being a digital event it is highly recommended to upload a picture. For the Award applications: only applications that have all mandatory rubrics filled in will be considered.

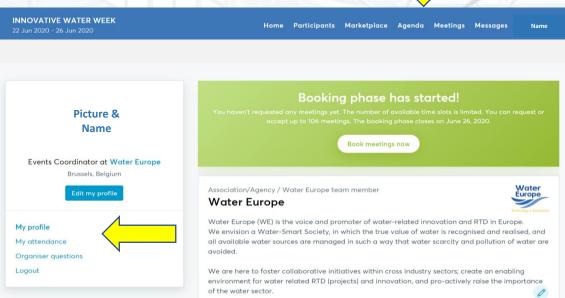


For the paid registrations: It is MANDATORY to fill in the VAT number in the EU format (more info on the link below) Fill in carefully all the invoicing details - Invoices cannot be re-issued. Please find the fees & the Reverse Charge VAT guidelines listed here.



#### STEP 5





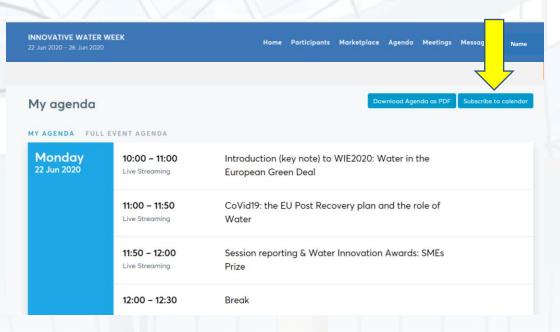
#### Your B2Match profile has 2 Menus:

The left side one is your main profile where you can edit your information and see **your personal agenda** (the sessions you selected to attend); and the top bar menu is the even's menu, where you can see the full agenda, the list of participants, but also **your meetings and messages**.



## YOUR B2MATCH PROFILE

#### STEP 6



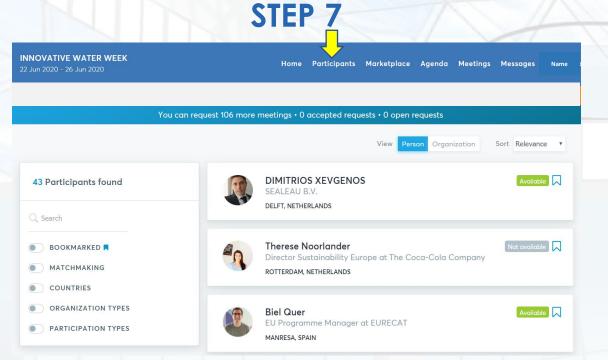
#### **Subscribe to calendar:**

In order to have all your selected sessions and the accepted meetings in your Outlook or daily used calendar you can follow the below steps:

Top Menu – Agenda – Subscribe to calendar

Check your profile frequently in order to accept / reject the meeting invitations you have.



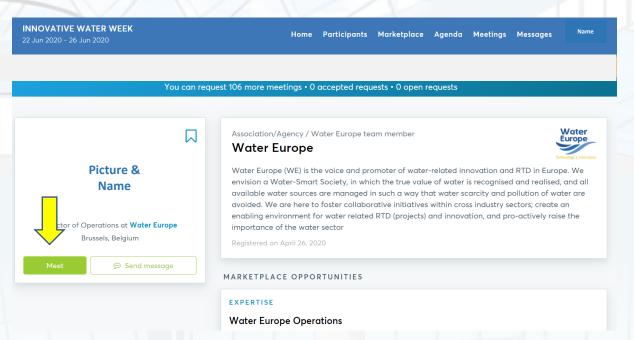


Check the list of registered participants. The "Available" tag shows participants that opted for the B2B meetings.

- Study their profiles, especially the Expertise section and the Networking need.
- You can also search participants by Country or by the Organization's type.

## **BOOKING MEETINGS**

#### STEP 8



Clicking on a participant's profile you have 2 contact options:

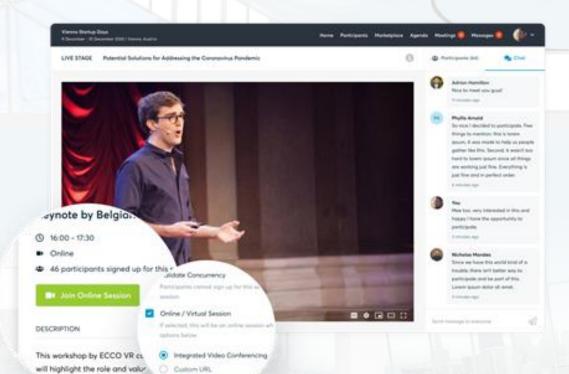
- Meet video/audio call the invited participant will have to select the available time slot. Calls will be available during the event days.
- Send message chat function open anytime.

Check your profile frequently in order to accept / reject the meeting invitations you have.



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## ATTENDING LIVE SESSIONS



During the event days, in order to attend a selected Live Streaming session, you have to:

- 1. Log into your profile
- Go to your Agenda section (top bar your name/picture button My attendance)
- 3. Click the **Join now button** when a session is scheduled to start and you are in.



## VIRTUAL EXHIBITION



Browse through the exhibition booths of Water Innovation Europe and book meetings with their representatives – you can find new business opportunities everyday.

You can study their presentations and brochures, see their guiding videos and book meetings.



## **INNOVATIVE** WATER WEEK

A WATER-SMART SOCIETY

FOR A POST-COVID19 GREEN DEAL





- · 1-1 b2b
- meetings 6 hours everyday





- One click access
- 1-2 hours of Live sessions everyday
- Live Q&A
- Audience chat
- Live session reporting

- brochures
- · videos
- chat
- video call



#### **CONTACT US:**

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SEE YOU SOON. VIRTUALLY.