

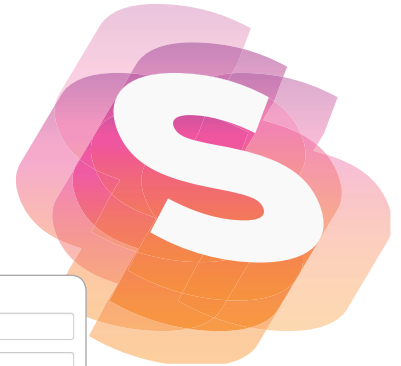


SPONSOR PORTAL

USER GUIDE

SPONSOR PORTAL

USER GUIDE



1 You will receive an email inviting you to participate as a sponsor for the event. Click on the link in the email, create a password to login to your account.

2 If you already have an account, but can't remember your password please use the "Forgot password" link.

Login

☐ Remember email

Login

[Forgot password](#)

3 Once you have logged in, you will be able to see your sponsor information. Depending on the event settings, other information may be available, such as "Sessions" & "My Schedule".

DASHBOARD

TRANSACTIONS

Basket (1)

Saved items (0)

Complete (0)

Incomplete (0)

EVENT

My Schedule

SPONSOR ZONE

Public Profile

Organisation info

Sessions (2)

Users

ACCOUNT

LOGOUT

Privacy Policy

Terms & Conditions

Sponsor zone / Public Profile

EXHIBITOR INFORMATION

EXHIBITOR CONTACTS

eversio

Public profile

PUBLISHED

Preview profile

Please, complete the profile for your organisation so that it can be included in the published organisation list.

Edit profile

Contact First Name

-

Contact Last Name

-

Organisation Name

Version Two Limited

Domain

versiontwo.co.uk

Short description

Version Two provides the highly regarded eversio.com events management platform. Introducing powerful new concepts and features for event managers. Version Two provides the highly regarded eversio.com events management platform. Introducing powerful new concepts and features for event managers.

Logo

-

VERSION TWO

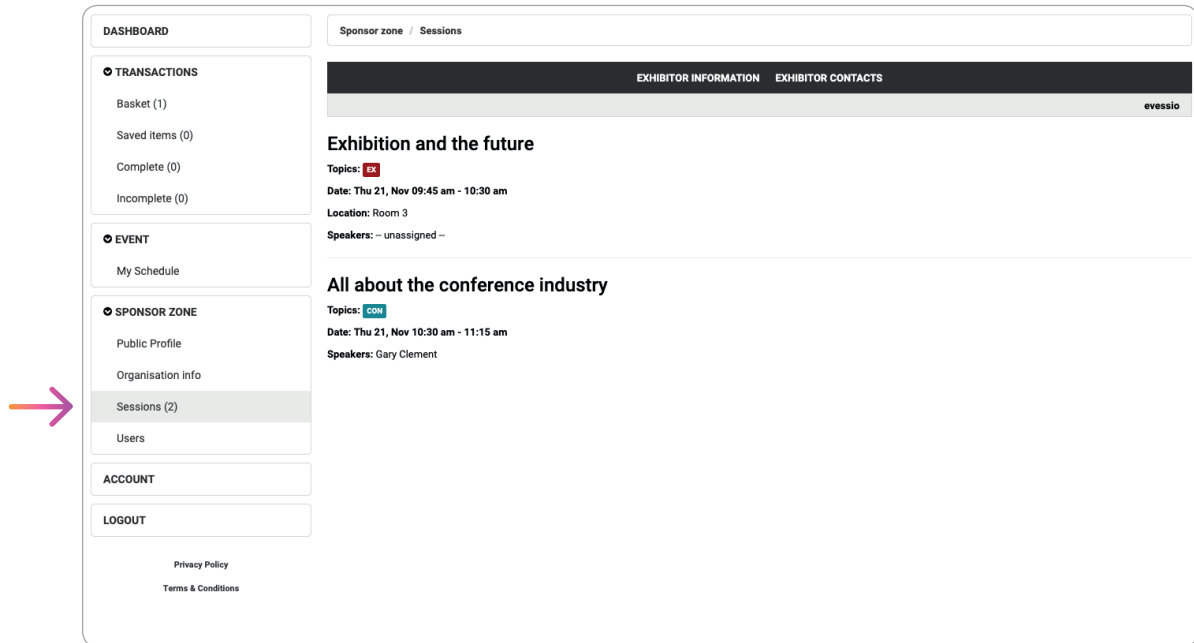
There could be additional sponsor information and menus

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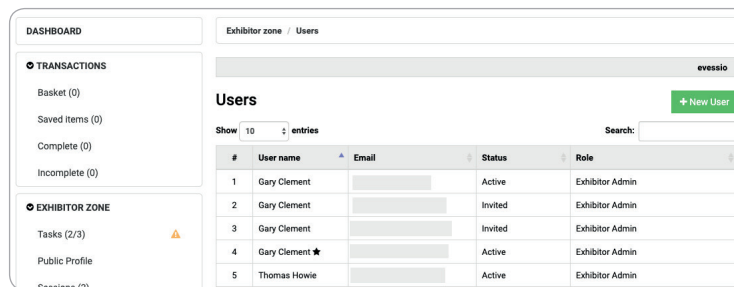
Check your organisation information and possibly sessions your company are associated with.



The screenshot shows the Sponsor Portal dashboard. The left sidebar contains the following menu items: DASHBOARD, TRANSACTIONS (Basket (1), Saved items (0), Complete (0), Incomplete (0)), EVENT (My Schedule), SPONSOR ZONE (Public Profile, Organisation Info, Sessions (2), Users), ACCOUNT, and LOGOUT. A pink arrow points to the 'Sessions (2)' link. The main content area shows the 'Sponsor zone / Sessions' breadcrumb, a header with 'EXHIBITOR INFORMATION' and 'EXHIBITOR CONTACTS', and the 'everso' logo. The main content area displays two sessions: 'Exhibition and the future' (Topics: EX, Date: Thu 21, Nov 09:45 am - 10:30 am, Location: Room 3, Speakers: -- unassigned --) and 'All about the conference industry' (Topics: CON, Date: Thu 21, Nov 10:30 am - 11:15 am, Speakers: Gary Clement). At the bottom, there are links for 'Privacy Policy' and 'Terms & Conditions'.

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Invite others from your organisation to help you...



The screenshot shows the 'Users' page in the Sponsor Portal. The left sidebar contains the following menu items: DASHBOARD, TRANSACTIONS (Basket (0), Saved items (0), Complete (0), Incomplete (0)), and EXHIBITOR ZONE (Tasks (2/3), Public Profile, Sessions (2)). The main content area shows the 'Exhibitor zone / Users' breadcrumb, a header with 'everso', and a 'New User' button. Below the header, there is a 'Show' dropdown set to '10' and a 'Search' input field. A table lists the users:

| # | User name | Email | Status | Role |
|---|----------------|-------|---------|-----------------|
| 1 | Gary Clement | | Active | Exhibitor Admin |
| 2 | Gary Clement | | Invited | Exhibitor Admin |
| 3 | Gary Clement | | Invited | Exhibitor Admin |
| 4 | Gary Clement ★ | | Active | Exhibitor Admin |
| 5 | Thomas Howie | | Active | Exhibitor Admin |



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Review your event schedule.

DASHBOARD

TRANSACTIONS

Basket (1)

Saved Items (0)

Complete (0)

Incomplete (0)

EVENT

My Schedule

SPONSOR ZONE

Public Profile

Organisation info

Sessions (2)

Users

ACCOUNT

LOGOUT

Privacy Policy

Terms & Conditions

Event / My Schedule

Speakers: All

Sponsors: All

Exhibitors: All

Topics: All

Session:

AWA Awards

CON Conference

EX Exhibitions

Clear Filters

☆ Add to "My schedule"

View Sessions by Time

Thu 21, Nov

DAY 1

Time

Sessions

9:45 am

Exhibition and the future

9:45 am-10:30 am Room 3

Org Session

EX

10:30 am

All about the conference industry

10:30 am-11:15 am

Speaker

Gary Clement
CEO - Evessio

Org Session

CON

11:15 am

Morning Break

Refreshment break

11:15 am-11:30 am

1:15 pm

Lunch

Lunch

1:15 pm-2:15 pm

