HD CONNECT
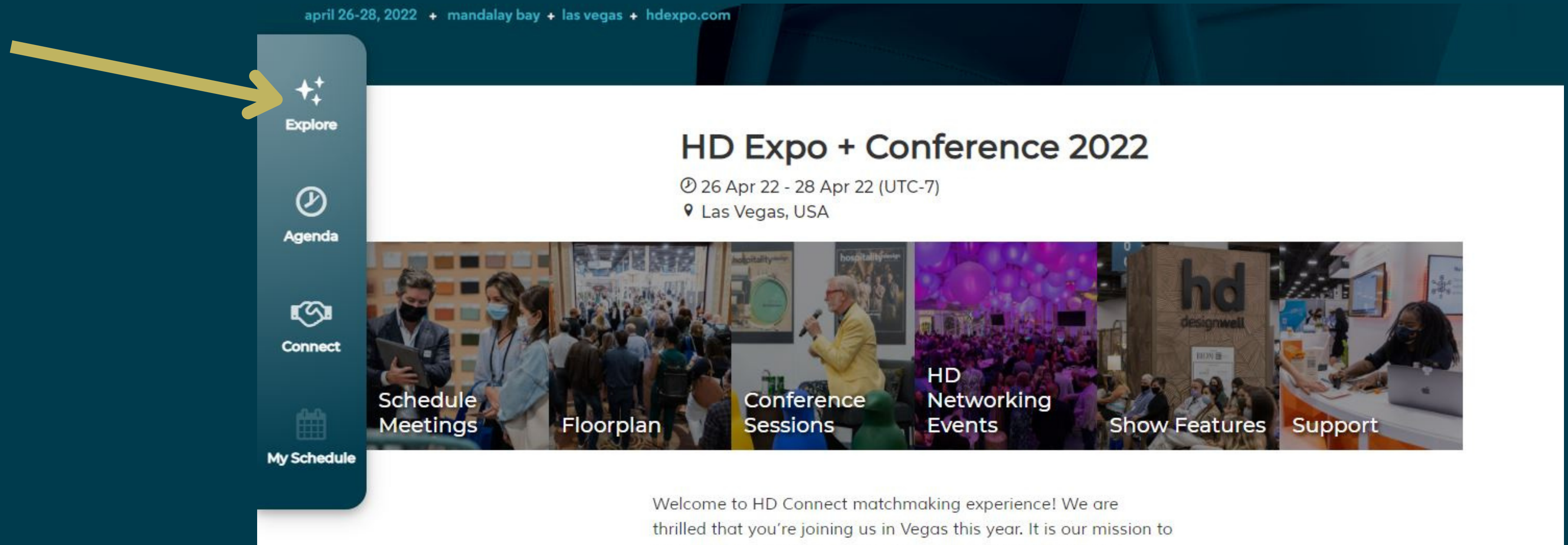
The how-to guide for setting up onsite meetings and matchmaking at HD Expo + Conference 2022

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EXPLORE PAGE

On this page, you will find quick links, prospects recommended to you, and upcoming events.

UPDATE PAGE

Navigate to [me] page on the upper right corner of the site and click on [My Profile]. Here you can upload a profile picture and edit your description and website.
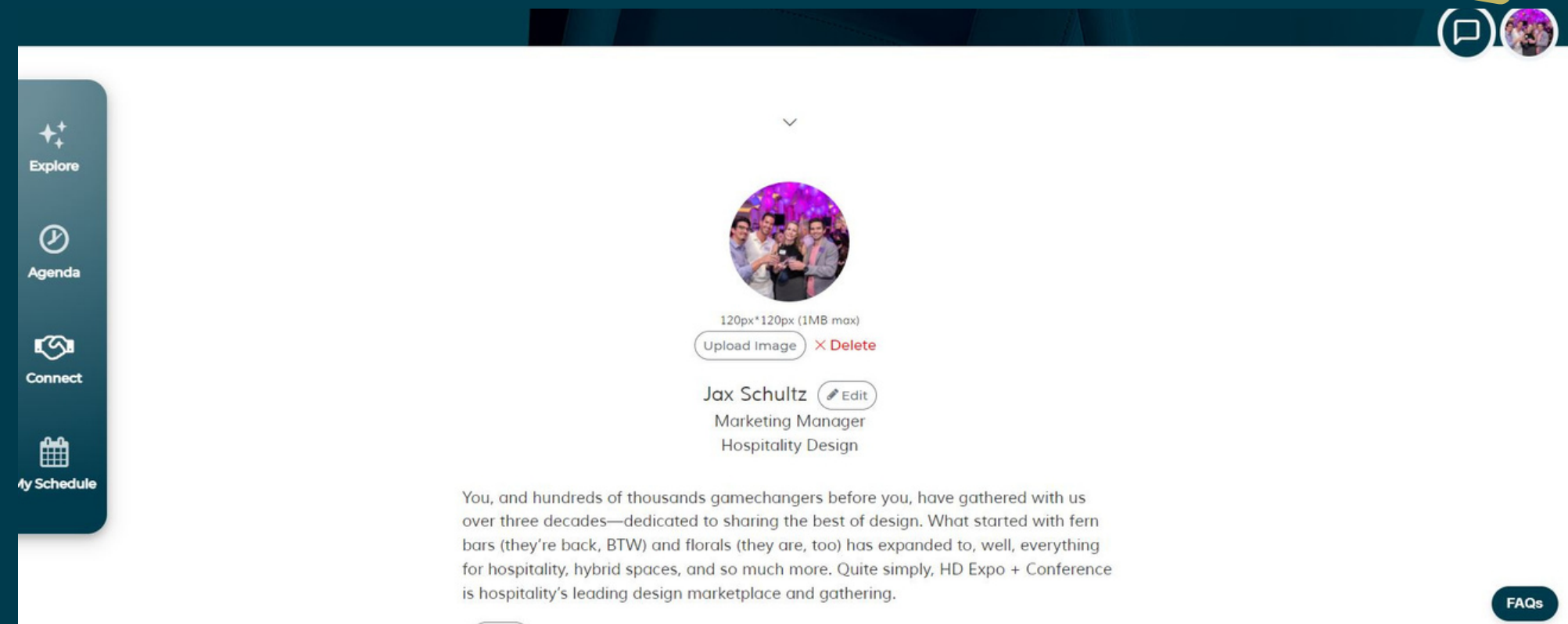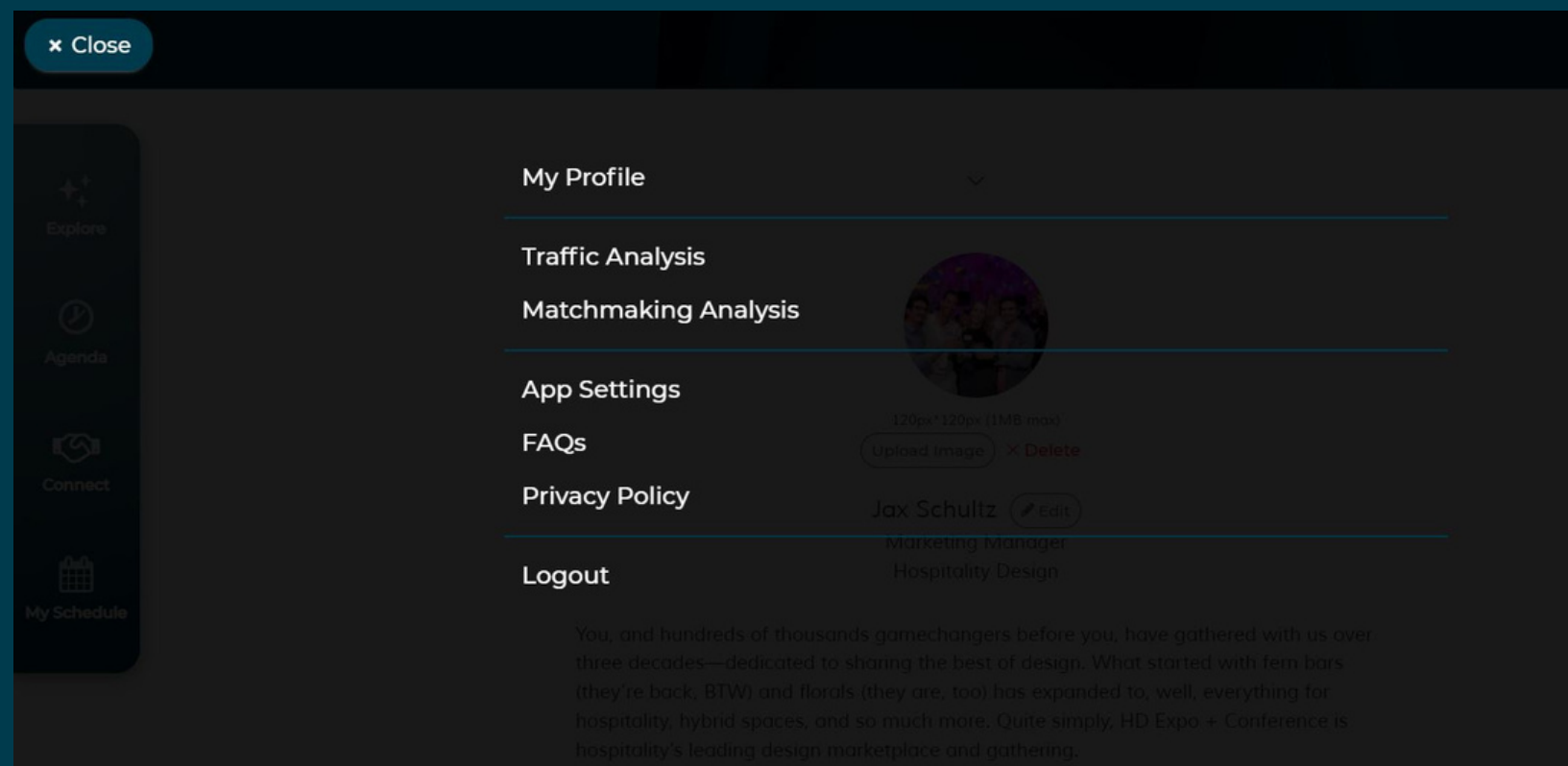
Time Availability + Sync Calendar

Navigate to [My Schedule] to confirm your daily schedule. Click on the time slot that you want to block and it will be grayed out. Then, click on [Confirm] when you are finished. Also under [MySchedule] set your [Time Zone] to Los Angeles (PDT) and click on edit next to [Sync Calendar] to choose the calendar you want to sync your schedule to.

Agenda Page

Navigate to [Agenda] to see the HD Expo + Conference agenda. Here, you will be able to see all the sessions that you can take part in. You can add however many sessions to your schedule by selecting [Favorite]. These will automatically add to your itinerary inside the HD Expo mobile app.
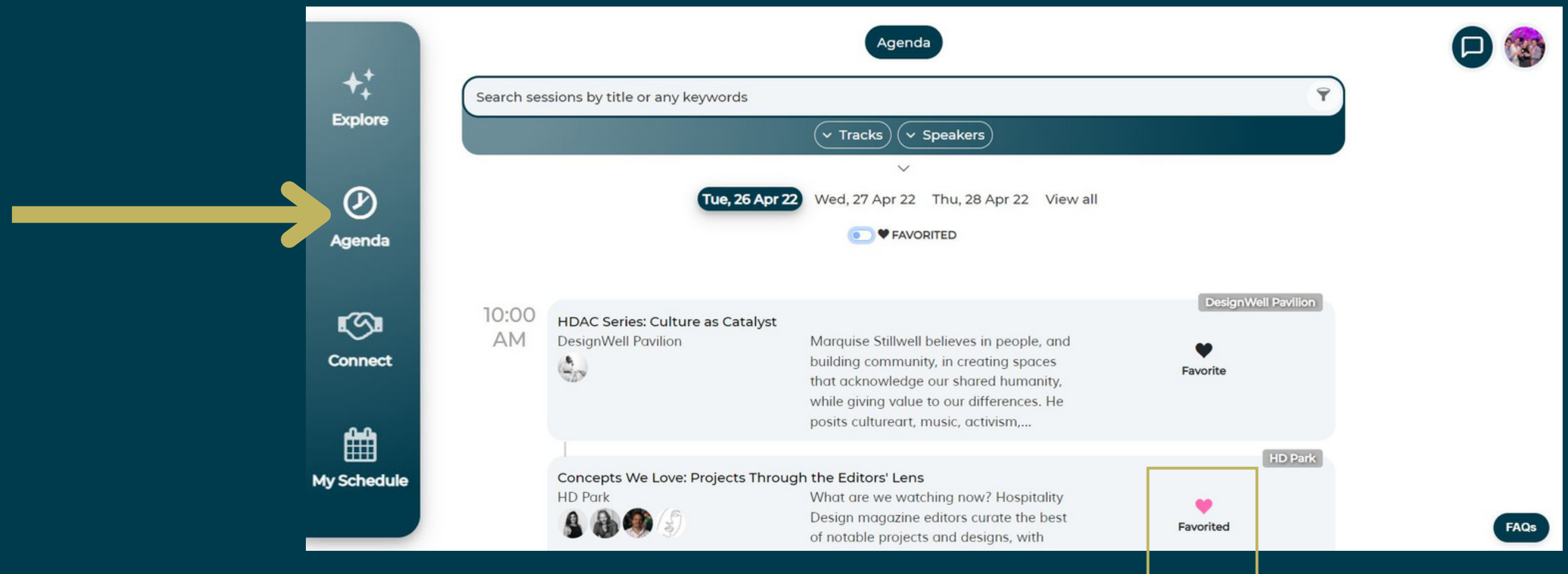
Notifications

To set up meeting reminders during the show, go to [My Schedule] and click edit [Notification] to receive a notification on a mobile device 15 min before each meeting. Make sure to enable notifications on the mobile app to receive alerts for meeting requests and acceptances.

Update Interests + Search Bar

Go to the [For you] tab under [Connect] and click on [Update Interests] to load the best recommended profiles for you to meet. To search for anything or anyone in particular, go to the [Search] tab and enter keywords in the box to find matches. You can also select a category from the drop-down list provided to narrow down matches.
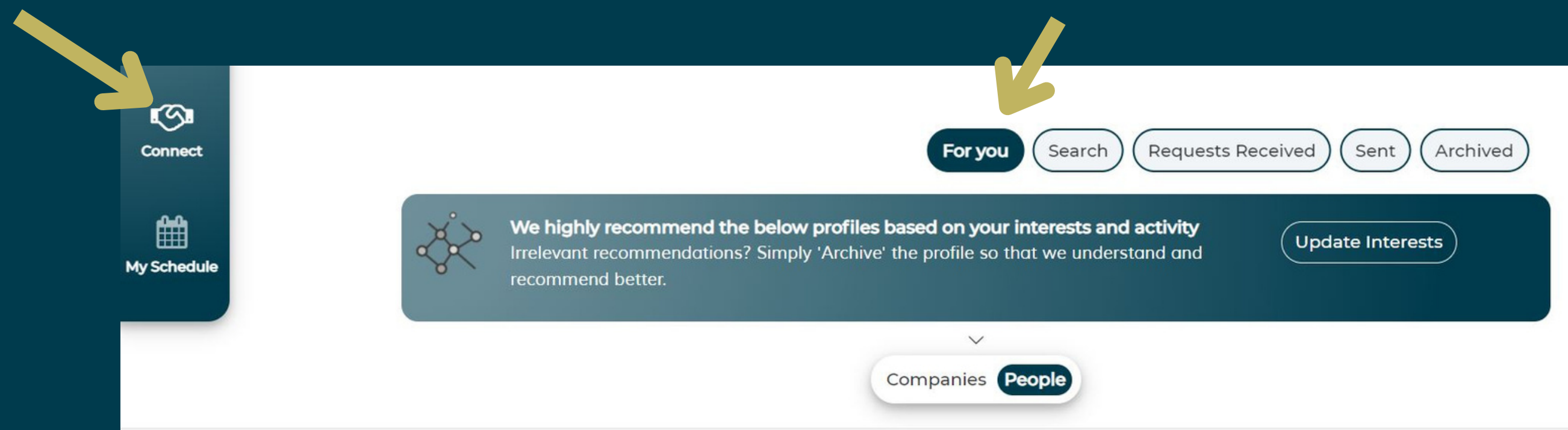
Bookmarks + Archive

Any starred profiles can be found on the [Bookmarked] page under [Connect]. Click on [Archive] if you don't want to see a specific profile again in your search. To retrieve these profiles, go to the [Archived] tab.
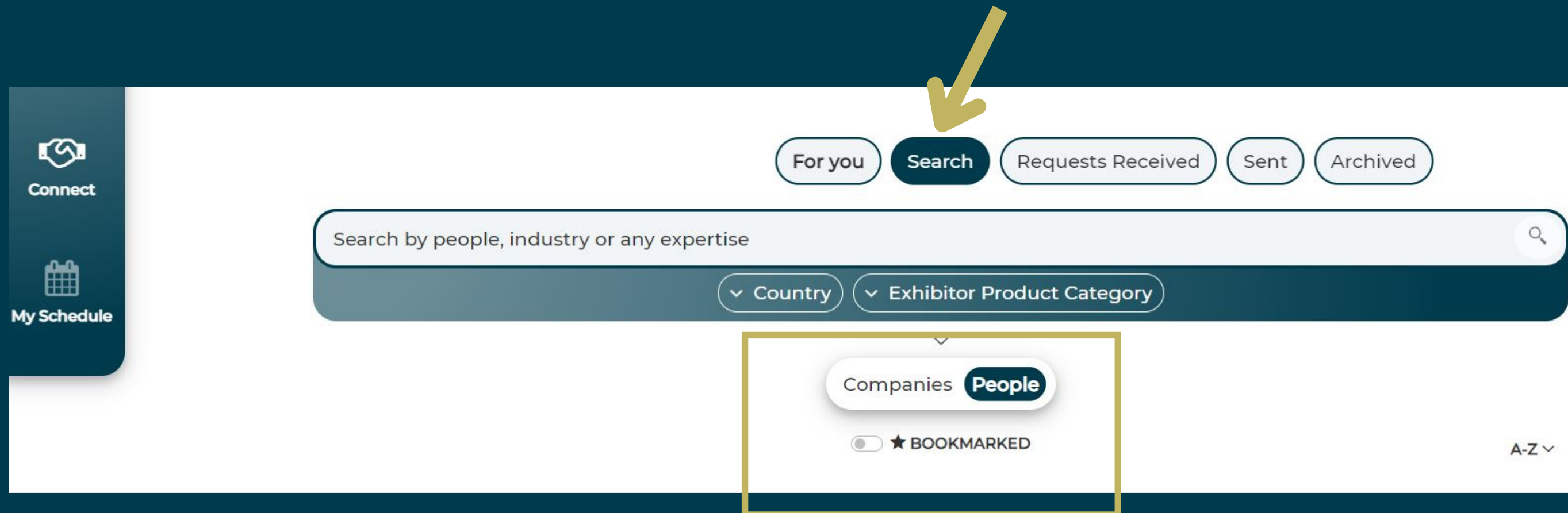
Schedule Meetings

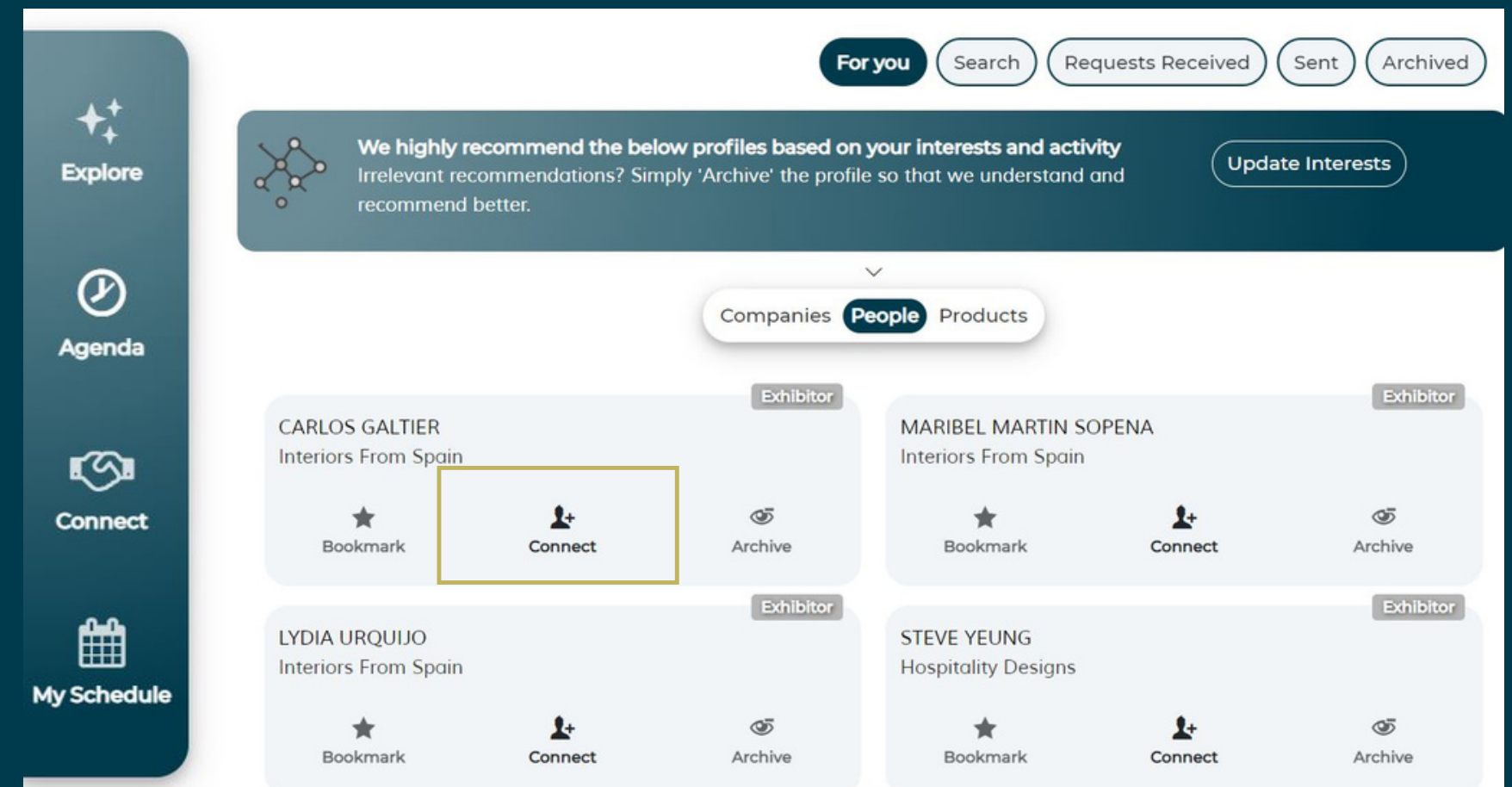To schedule meetings, go to [Connect]. You can click on profiles to see more information about a person and filter by Exhibitor Product Category. To meet with someone, click on the [Connect] icon on that person's profile and send an optional message along with the meeting request.

Requests Received

1.) Accept request: If you are interested in meeting with the other party, click on [Accept request]. Once a meeting is accepted it will appear at the bottom of your [Explore] page and you will receive an email notification.

2.) Decline request: If you are not interested in meeting with the other party, please click [Decline] and select a reason from the drop down menu, followed by by clicking [Decline request].
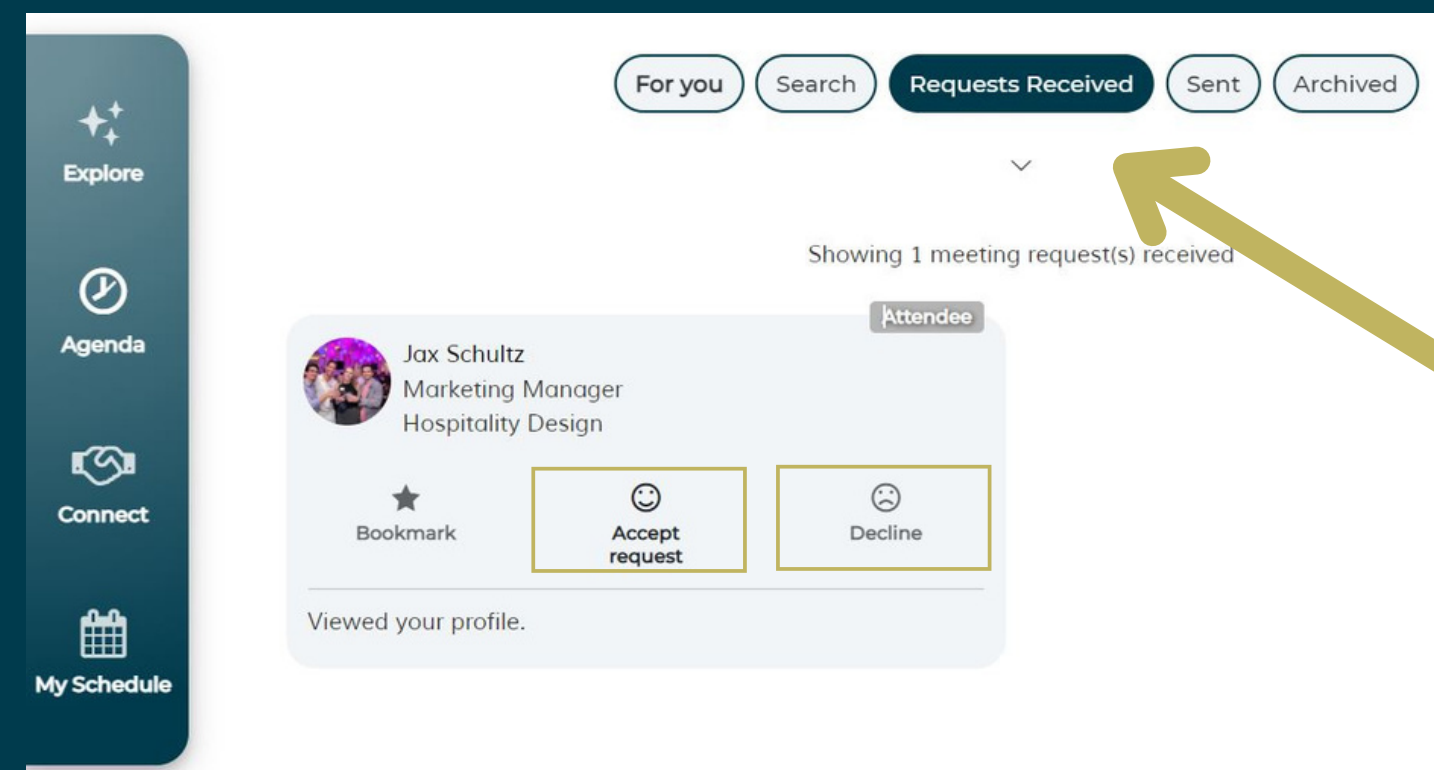
Messages

Click on the [Messages] button on the upper right corner of your screen to be able to connect with any other parties you have successfully arranged meetings with. The chat feature in messages includes: sending images/documents, virtual contact card, and schedule/reschedule meeting. Your messages will also appear in the HD Expo mobile app.
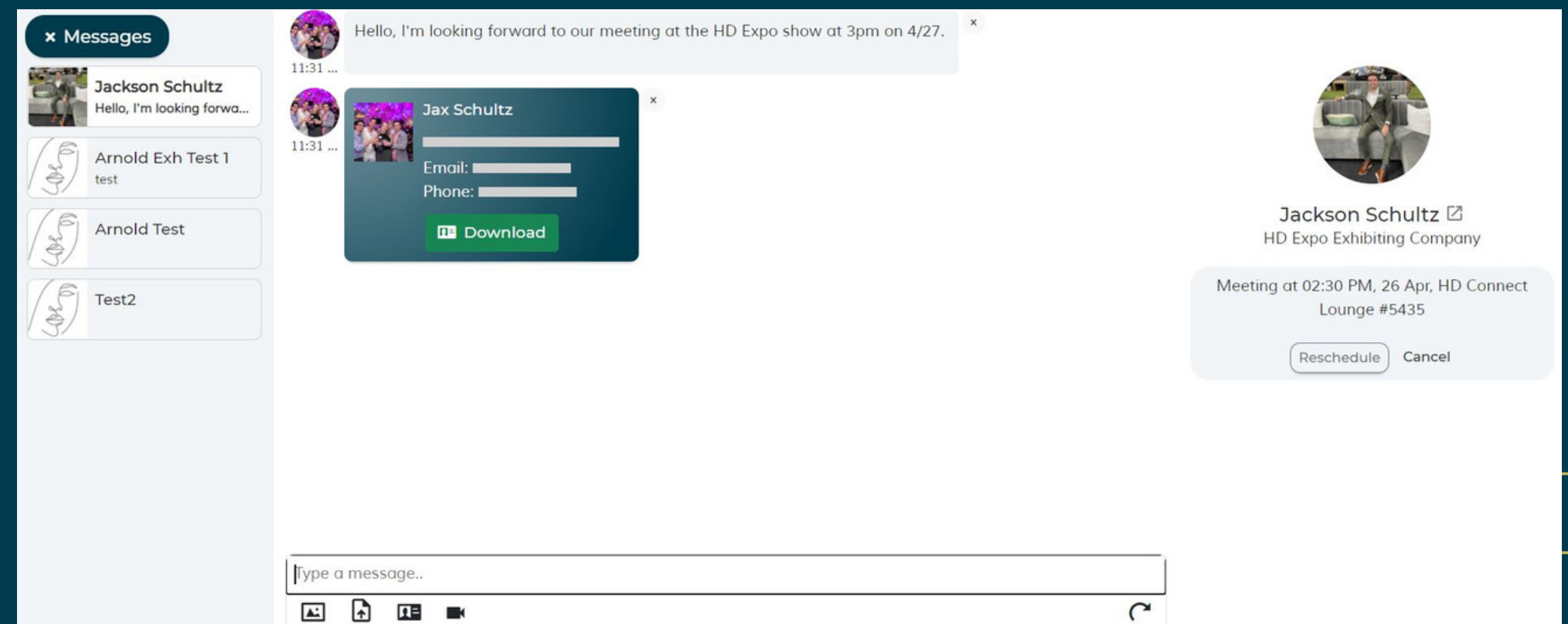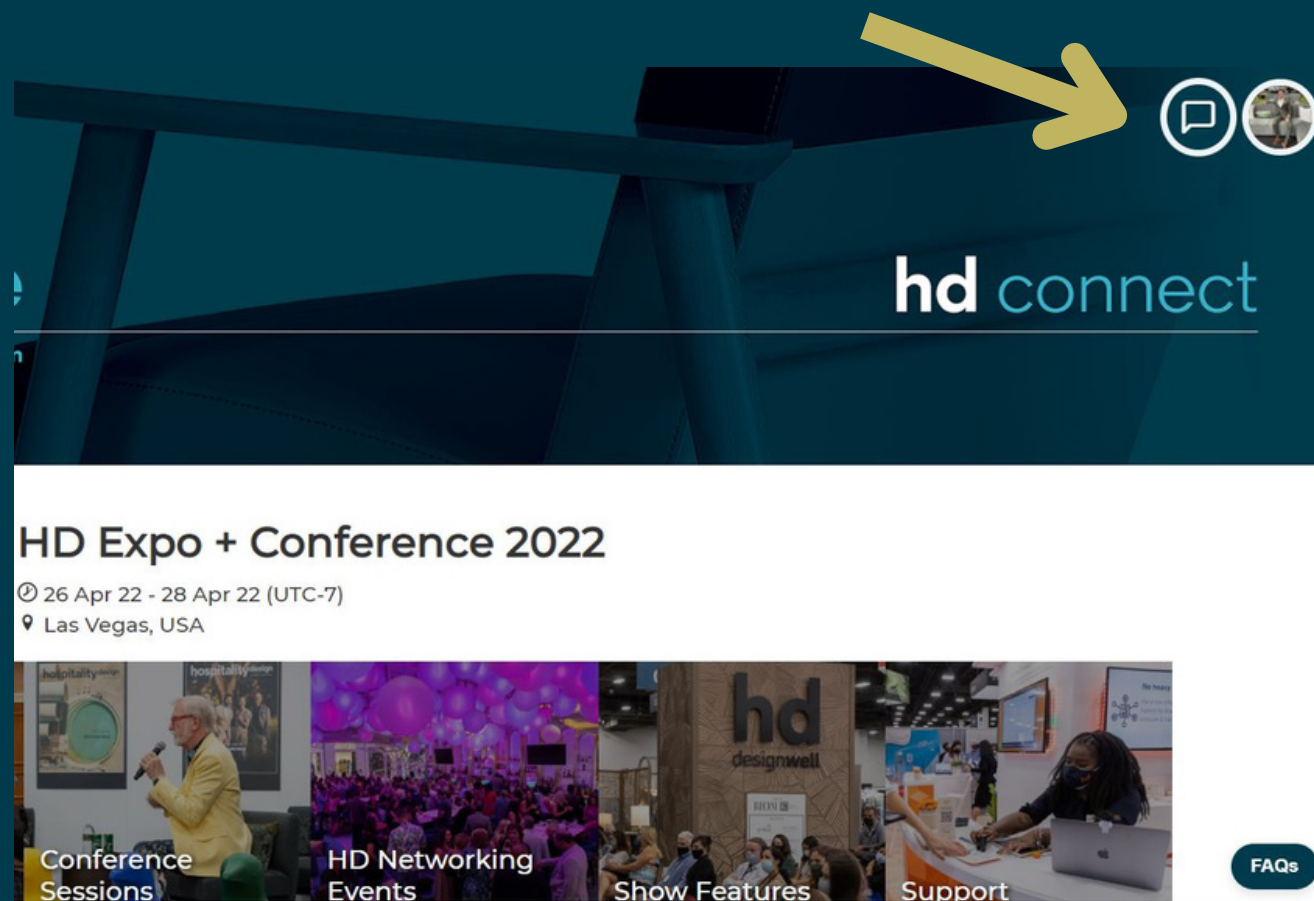
Mobile App

After setting up your web app platform, be sure to download our mobile app, HD Expo, available on iOS and Android.
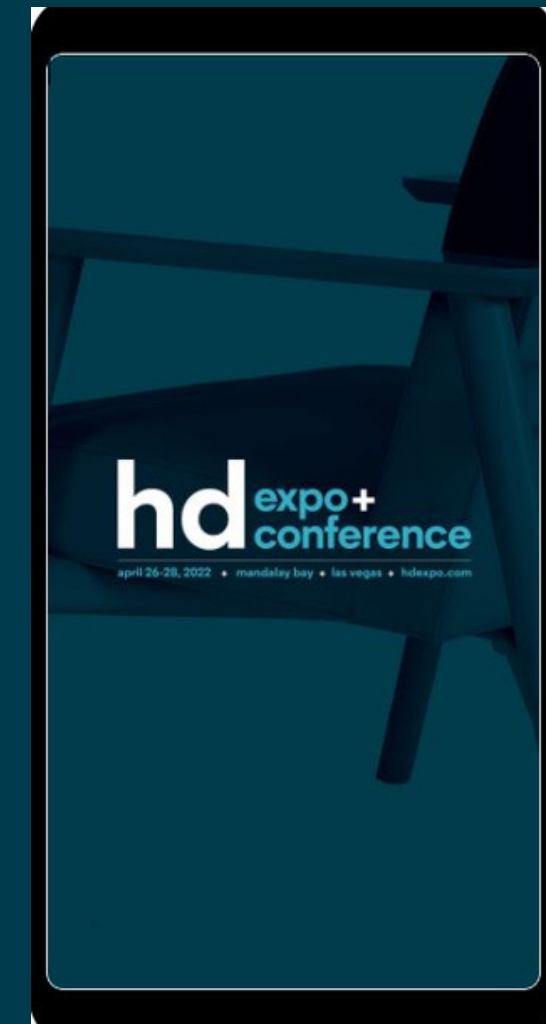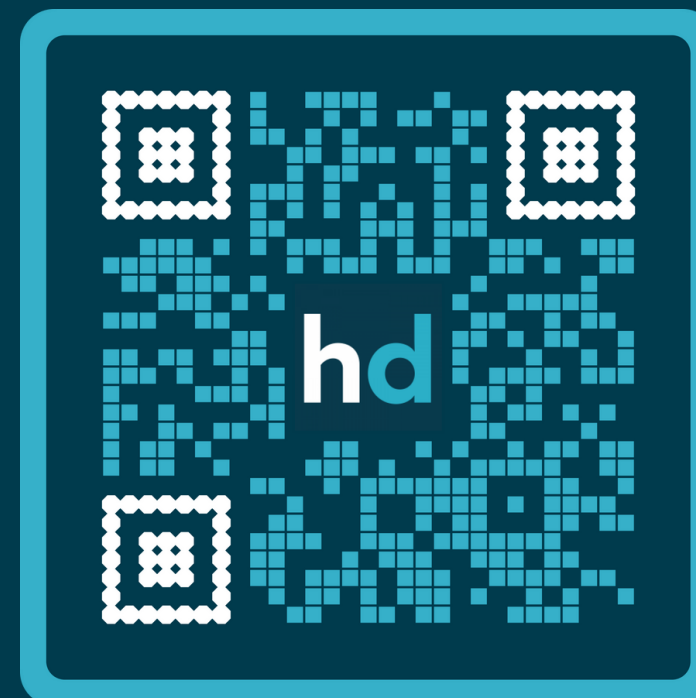
Additional Resources

Email support at

hdconnect@hdexpoconference.com