# **CANWELD CONFERENCE 2021**

### **Event Fair Website Navigation**

### IMPORTANT NOTE: For full attendee instructions and technical specifications, please read the Attendee FAQ's <u>HERE</u> prior to viewing this document

The following is a quick tutorial on how to navigate through the CanWeld Conference event fair tool. As you enter the website there is a main menu you can select from on the left-hand side of the screen.



#### LOGIN/HOME PAGE

On October 13<sup>th</sup> & 14<sup>th</sup> to login please visit: <u>https://cwbgroupevents.easyvirtualfair.com/</u>. On October 13<sup>th</sup> the event fair will open at 9:45am and the event will start at 10:45am EST. On October 14<sup>th</sup> the event fair will open at 10:45am and the event will start at 11:45am EST. If you are trying to login and have any issues please exit fully from your browser and ensure you clear your history and cache.

This Home page also displays the chat area. Once logged in you can chat with other visitors privately or leave a message in the public area where all attendees will see it. The chat function is also available in each virtual trade show booth.



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#### **CWB INFO DESK**

This is the host booth for CWB Group which contains company information.



#### **EXPO PAVILION**

Here is where all the sponsor booths will be available for attendees to visit. The participating companies will have information much like a regular trade show booth. You can send either a public or private message to the hosting company and view their booth contents. Simply click on the booth you'd like to visit and you will find any available information the sponsor has posted within their booth. **BONUS! Sponsors can now offer video chats. When visiting a booth, simply ask the booth staff for a video chat and they can reach out to you for a one-on-one meeting.** 

Sample booth content buttons are shown below.



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#### PROMOTIONS

This section contains any offers that are available from the host or sponsors.

| CanWeld Conference 2021 |                         |  |     |         |   |   |   |             |
|-------------------------|-------------------------|--|-----|---------|---|---|---|-------------|
| OFFERS                  |                         |  |     |         |   |   |   |             |
|                         |                         | Search   |     | Company | • | ٩ | 3 |             |
| cwbassociation          | <b>CWB</b><br>Publisl   | Association Membersh<br>hed by: CWB Info Stand | nip |         |   |   |   | + view more |
|                         | <b>Weldi</b><br>Publisl | i <b>ng Podcast</b><br>hed by: CWB Info Stand  |     |         |   |   |   | + view more |
|                         | <b>WELD</b><br>Publisł  | • Magazine<br>hed by: CWB Info Stand           |     |         |   |   |   | + view more |

#### SPEAKER SESSIONS

The live presentations are listed in this area. A list of speakers will display all of the bio information. Click on the speaker's bio picture, and their bio and session information will be listed. Click on ATTEND to join the live session (a Teams window will open). Remember to exit the live event once it's completed in order to move onto the next session. To join the next session, you repeat the same step as above by going back to the Speaker Session page and clicking ATTEND to launch a new live presentation.



If require any additional information, please contact: Melissa Baker- Project Specialist at Melissa.Baker@cwbgroup.org