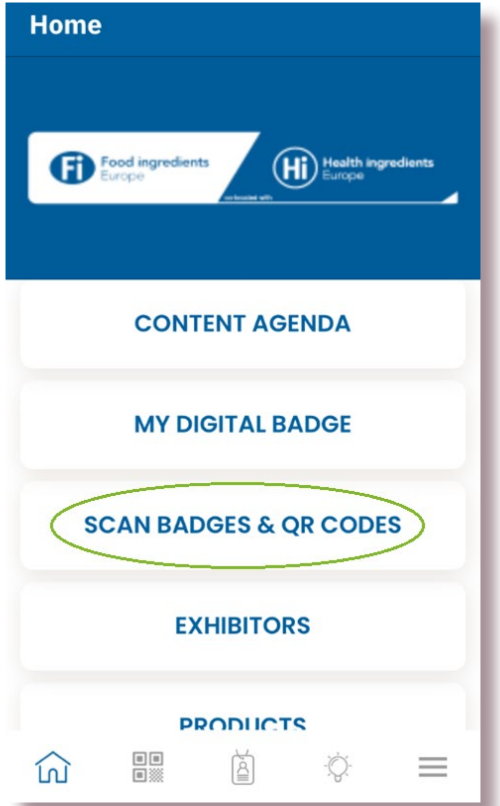
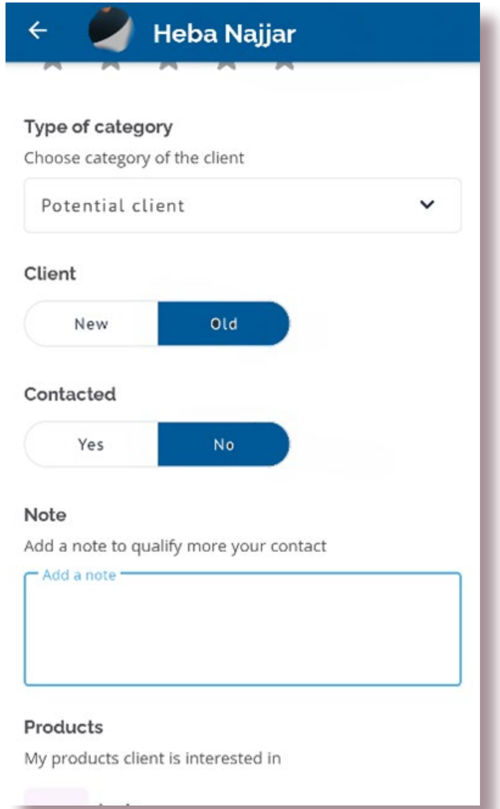
Lead Retrieval

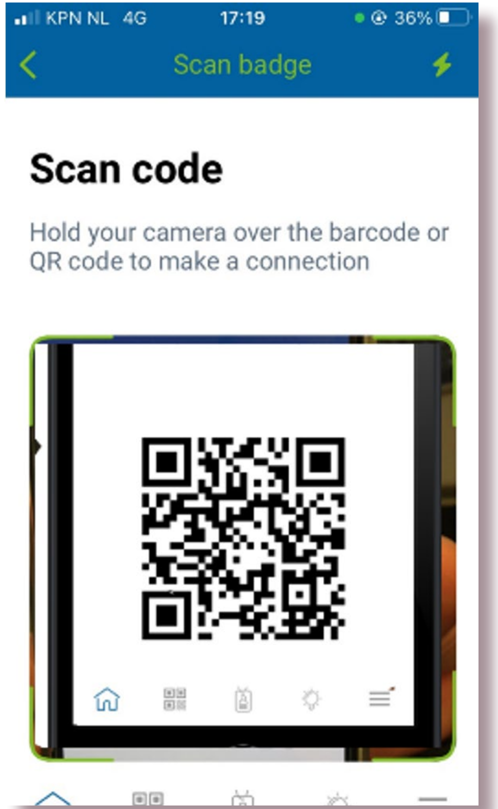
Scan a badge

Unlock business growth and elevate your lead retrieval on-site by scanning the badges of prospective clients. It's simple and efficient. Follow the steps below to revolutionise your lead capture.

1. Log into the app and click Scan QR or Badge on the main screen.
2. Your camera will open, point it at the attendee's badge to automatically capture all of their data.
3. Qualify your lead by answering the targeted questions on the next screen.
4. Add your own notes at the bottom.



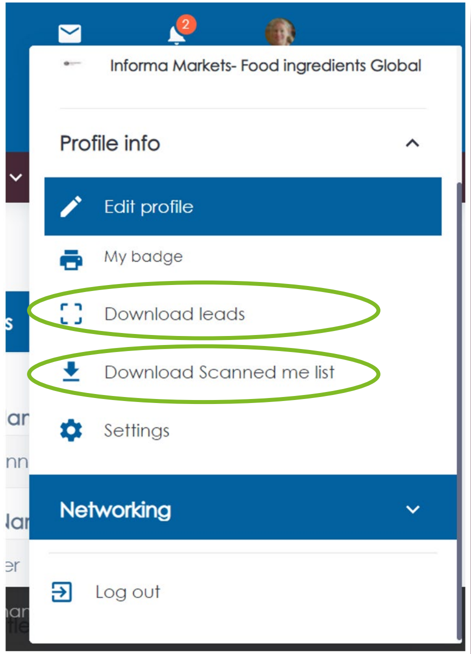




Download your leads

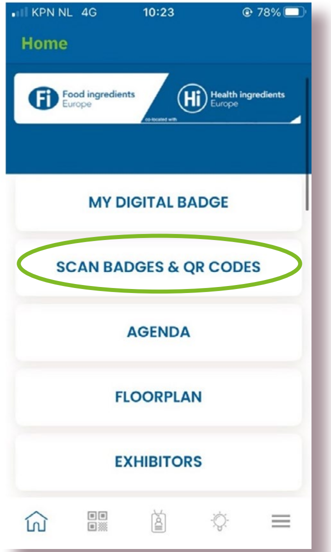
Leads can be downloaded into a spreadsheet directly from your desktop or the mobile app. You can download the details of all the badges you have scanned plus all the people who have scanned you. Send these to your sales team to convert connections into revenue!

Desktop:
Go to your profile. To download the lead scanned by you, click **download leads.** To download the details of people who have scanned you, click **download scanned me list.**

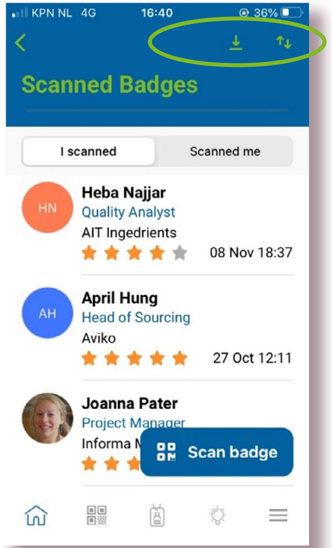


App:

1. Click **scan badges & QR codes**



2. Click the **download icon** to receive two spreadsheets containing your scanned leads and the details of leads that have scanned you.



Analytics

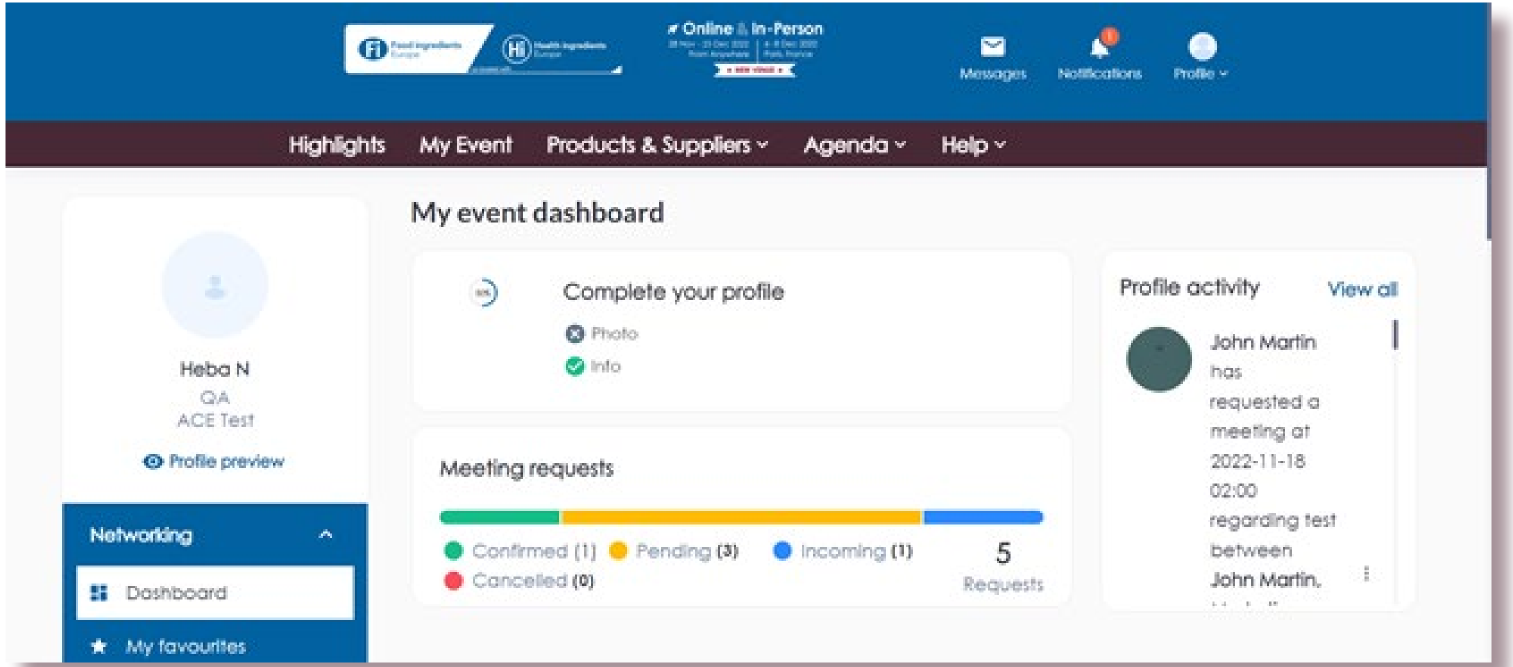
Your personal dashboard

On your personal dashboard you can see an overview of your activity on the platform. It's a good place to get a snapshot of how your event is going.

To navigate to this page: ensure you are accessing your personal profile then click My Event on the top navigation bar.

In the dashboard you can see:

- Personal profile completeness
- Number of personal meeting requests, by status
- Notifications
- Interactions (favourites, contacted, scanned etc...)



Your personal interactions dashboards

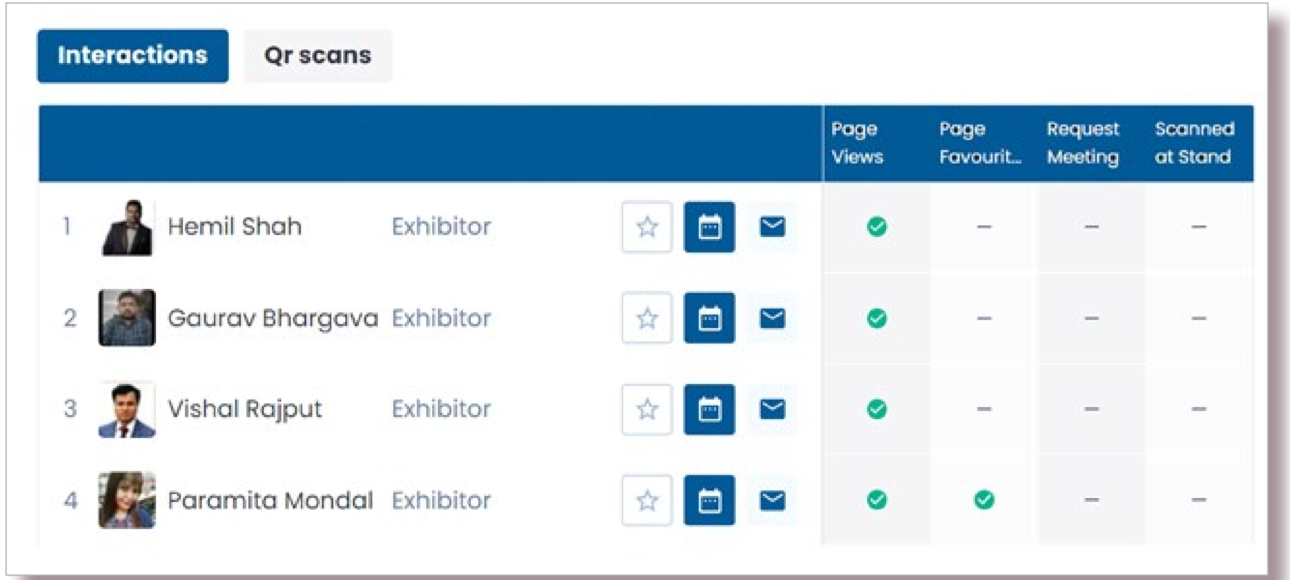
Convert interactions into opportunities. At the bottom of the dashboard page, you will see a list of people who have interacted with your profile online or onsite. Follow up those leads to move your business relationships forward.

Interactions displayed are:

- Personal profile page viewed
- Personal profile favourited
- Meeting requested
- Scanned at stand

On this page you can:

- Click into a person’s profile to see additional details about them
- View all leads
- Add a person to your favorites
- Send a message
- Send a meeting request



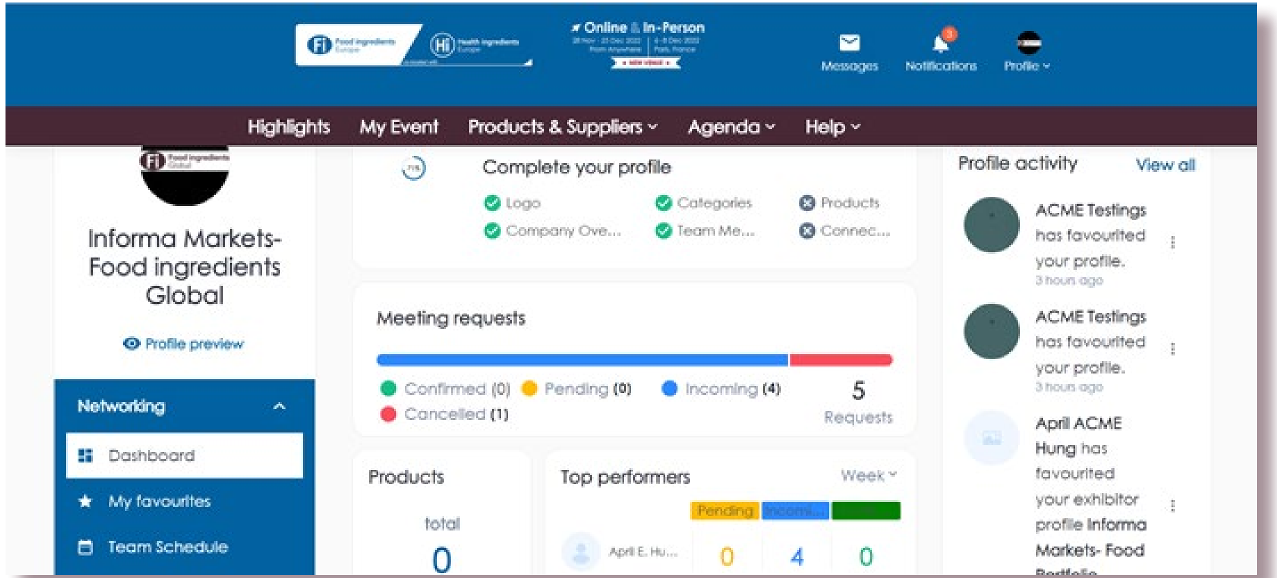
Your company dashboard

Keep track of how your company is performing at the event on the company dashboard. Here you can find important statistics, interactions and activity to inform your next steps.

To navigate to this page: ensure you are accessing the company profile then click My Event on the top navigation bar.

In the dashboard you can see:

- Company profile completeness
- Number of meeting requests, across all team members
- Product stats
- Company profile activity
- Top performing team members



Company interactions dashboard

New business relationships begin with an interaction. At the bottom of the dashboard page, you will see a list of who has interacted with your company. Create growth for your company by following up of those leads with a message or a meeting request.

Interactions displayed are:

- Company profile page viewed
- Page favourited
- Meeting requested
- Product viewed
- Product favourited
- Scanned at stand

If you have any additional sponsorship add-ons such as banners you can also see them here.

On this page you can:

- Click into a person's profile to see additional details about them.
- View all leads from both the website and mobile.
- Add a person to your favourites.
- Send a message.
- Send a meeting request.