

13-15 OCTOBER 2021

**SEPAWA<sup>®</sup>**  
**CONGRESS**  
virtual

# VIRTUAL EVENT MANUAL



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# 1. General & Prices

Be part of Europe's largest Home, Personal Care and Fragrance Forum!  
These are your benefits and advantages:

- **Over 120 lectures** on washing, cleaning, cosmetics, fragrance and sustainability
- **Chat with experts** from the industry
- **Make new contacts** with our Networking Carousel
- Use our SEPAWA® CONGRESS App to **request meetings**
- and many more possibilities

## Prices

|                 |                     |                  |   |
|-----------------|---------------------|------------------|---|
| Member<br>€ 125 | Non-member<br>€ 175 | Retirees<br>€ 50 | Press & Students*<br>€ 0 <b>SPECIAL</b> |
|-----------------|---------------------|------------------|---|

\*only valid with a press or student pass

**GET YOUR TICKET NOW**

You are welcome to become a member of the SEPAWA e.V. during the ticket registration. We look forward to having you on board!

## 2. Before the Event

- **Check Your E-mails**  
(even the junk mails) to be sure you haven't missed important information
- **Download Google Chrome**  
Use the correct browser on your laptop or PC to make sure you can get the full experience of the event
- **Download the Event App**  
You can find the app in the Apple App Store or the Google Play Store. You receive the login details after payment
- **Complete Your Personal Profile (App)**  
You can add your contact information, photos, interests and much more to your personal account
- **Get Interactive (App)**  
Check out the attendee list, pre-schedule meetings and create your personal program and get familiar with the platform





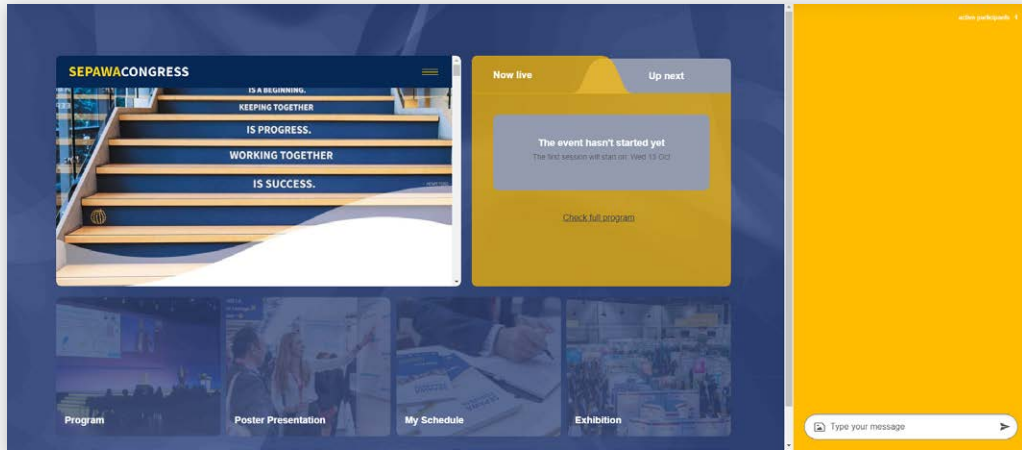
## 3. On the Event Days

### Check in to the Virtual Platform

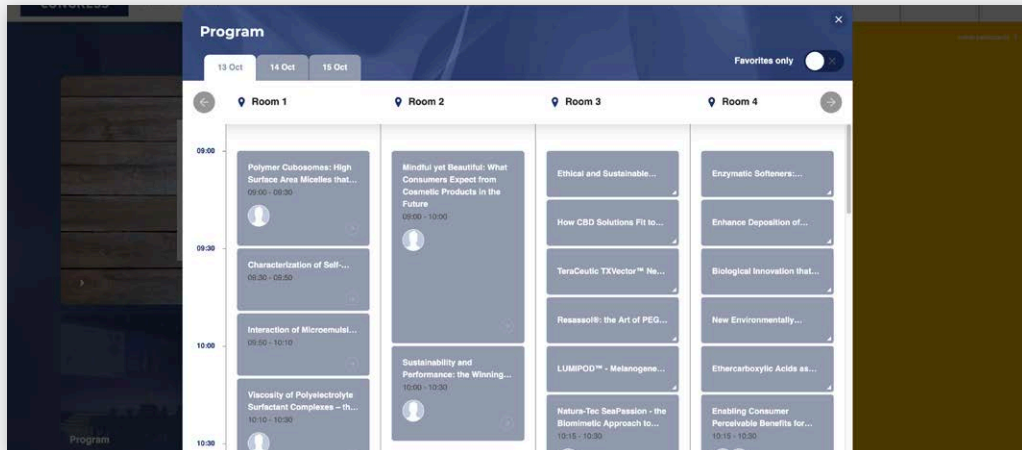
- As early as one day before the congress, you are able to **enter the virtual platform**. Your personal login details will be sent to you by email on Tuesday, 12<sup>th</sup> October at 10:00 am. Remember: Check your Junk mails
- Don't forget to **edit your profile**, so other participants can get in touch with you

#### Edit Your Profile

(Virtual Platform > Menu > Profile > Edit)



Lobby (Virtual Platform)



Program (Virtual Platform)

## Lobby

- **Get an overview** of all lobby features and check out the menu for the full experience
- **Need Help?** The organizers' team will answer all your questions via the lobby chat or live during the event

## Program

- Get an overview of the complete program and **select your favorite program points**

## Exhibition + Slots <sup>NEW</sup>

- Find all our **exhibiting companies** and check out their profile
- For more information you can watch the **exhibitor slots** <sup>NEW</sup> videos on **Thursday afternoon** in the program

## 4. Networking

### Participants

- You can **get in touch** with all participants, no matter if they are visitor, speaker or exhibitor

### Networking Carousel

- New people, new input? Experience speed dating in a new way. **We connect you** with the most diverse participants
- Get to know each other **for 5 minutes** and meet people you might never have met otherwise. Meet your business in a new light

### Matchmaking

- It's matchmaking time!  
**3 times during the event** we will match you with other people who have the **same interests** and you can start a conversation
- **Add your personal interests** to your profile to make sure you get the best matches

### Export Your Contacts\*

- The connection is made. Now it's time to consolidate your partnership

\*only connected people can be exported from the "My Contacts" Page