## **ExCred Digital 2021**

Delegate guide



2021 Partners:



African Trade Insurance Agency
Agence pour l'Assurance du Commerce en Afrique

CLYDE&CO

**SCHUIJIANN** 



#### SETTING UP YOUR PROFILE



#### SIGN IN

 When you first visit the platform, you will be asked to create an account (or sign in if you have attended an event on this platform previously).

#### SET UP NETWORKING

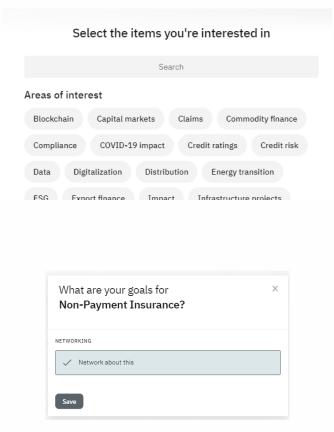
- Once you have created your profile, click on 'Start networking'
- Select the day(s) you are available for networking on the platform. Then click 'Proceed'.

#### SET UP YOUR INTERESTS

- You can now select your areas of interest and the goals you'd like to achieve for each.
- This helps the platform suggest potential relevant connections for you from the attendees, based on your mutual interests and areas of expertise.
- · Click on 'Save'.

# Welcome to ExCred Digital To help you meet the most relevant people who can help you achieve your goals, let's first create your networking profile. Brella's matchmaking with artificial intelligence will then suggest people you may want to meet. Let's get started!

Start networking



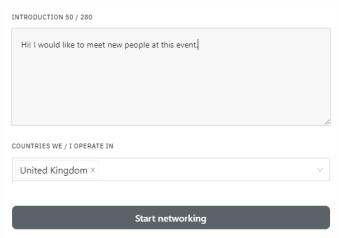
The platform works best in **Google Chrome**. Other browsers struggle to support relevant functionality. If you would like any help, please contact our team for assistance: <a href="mailto:Blanche.Atlan@informa.com">Blanche.Atlan@informa.com</a>

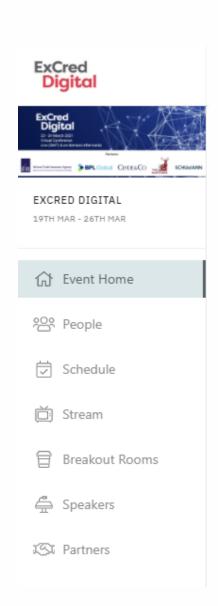
#### SETTING UP YOUR PROFILE



#### COMPLETE YOUR PROFILE

 Flesh out your profile by adding an introduction about yourself, as well as any regions you operate in. Once done, click 'Start networking'.





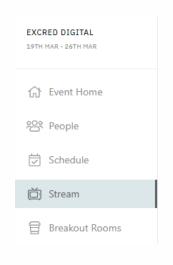
### NAVIGATE THE PLATFORM USING THE LEFT-HAND NAVIGATION MENU

- Event Home: An overview of what's happening now and what's coming up next
- People: The delegate list; schedule meetings with delegates 1:1
- Schedule: The agenda details
- Stream: Watch live sessions
- Breakout Rooms: Group networking rooms
- Speakers: Learn more about the speakers
- Partners: Find out more about the event sponsors

If you would like any help, please contact our team for assistance: Blanche.Atlan@informa.com

#### LIVE SESSIONS AND MEETINGS





#### WATCHING THE LIVE SESSIONS

 Go to the 'Stream' tab on the left-hand navigation bar to view the live panel discussions

#### SCHEDULING 1:1 MEETINGS WITH DELEGATES

- Click on 'People' on the left-hand navigation bar.
- Delegates with similar interests to you will be shown under 'Matches'.
- Click on 'Suggest meeting' on the profile of a delegate you'd like to schedule a 1:1 meeting with. This will be a video call within the platform.
- Once you have clicked on 'Suggest meeting', you will be shown available networking slots.
- Click on the meeting slot you'd like to use. This will open up the meeting invitation screen. Customise your message to the delegate, and then click 'Send meeting request'.

Your schedule

Your schedule

Tuesday

O 09:30 AM - 09:45 AM - 15min

Available for both

Available for both

11:30 AM - 11:45 AM • 15min

Available for both

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