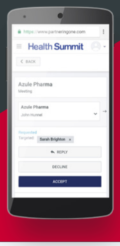
New to partnering?
Check out this quick start guide.



Go mobile onsite!

Profiling

Lay out your assets and interests

3–9
Months out

Your profile is your shop window. If you want to get the right meetings a good profile is your first step.

Overview

- Help your potential customers and partners find you easily.
- Help them target the right product or person.
- Reduce the administrative burden of managing untargeted requests.

How to profile effectively

Upon first log in, start profiling.

Company Profile

Focus on your company profile. It presents an important first impression.

Save time by importing your company profile from a recent event.

- Your company description will appear in search results.
- The more info you add in other fields, the more likely it is the right people will find you.

Select "Publish" once your company profile is ready to share.

Personal Profile

State your "Partnering objectives".

- Clarify what you want to talk about.
- Others will target you with relevant requests.

Asset Profile

Detail products and services you are seeking or offering.

- Import from previous events
- Describe the opportunity
- Attach a file, add a url

Searching

Find your perfect partners

4–8
Weeks out

Use the advanced search in order to target your requests to the right company or person.

Overview

- Search by company, delegate, asset type or the A-Z lists.
- Filter your results by therapeutic area, product stage, molecule size and more.
- Save your common search terms.

Managing your prospects

Use lists to collaborate within your company.

Shared tags and notes

Add tags (categorized bookmarks) or notes to any profile. These are private to your company

- Add a note
- Add a tag
- Items are tagged
- View notes

Share your workload by adding guests

Invite someone as a guest. They can act on your behalf, even if they are not attending. Remove their access anytime.

Manage guests from your own profile page.

Requesting

Send targeted company meeting requests

4–8
Weeks out

Once you have your shortlist of potential partners, start requesting those meetings.

Overview

- Start your request from the profile of the company, asset or delegate you are interested in.
- Everyone in the recipient company sees your message.
- Click the messenger icon to see all your incoming and outgoing requests.

Personalizing your requests

Focus and customize.

Target your messages

Target the right delegate or asset to increase the likelihood of positive outcomes for your meetings.

Templated messages

Use the Templates icon on any message screen to create or re-use company-wide templates. Edit each message to personalize.

Options - Priority

Your high priority meetings get scheduled first. Set priority on outgoing requests and when you accept a meeting. Priority settings are private to your company.

Scheduling

Keep track of your meetings

1–2
Weeks out

See all your meetings scheduled on the agenda. Then take it with you on your mobile.

Overview

- Your mutually agreed meetings will be scheduled for you.
- Agreed meetings cannot be scheduled if there is no common availability.
- Set additional timeslots to "available" in your agenda to increase the chances that they get scheduled.

Keep up to date at the event

Tips and Tricks

Sign up for conference sessions

Book conference sessions to avoid conflicts with partnering meetings. Check and update your availability often.

Rescheduling

If you can't make a meeting simply reschedule to a different time or day. Click the reschedule button in Messenger to be offered an alternative time for your meeting.

Participants

Open a request in Messenger to manage the participants.

- Update your participants
- See who is already participating

Navigation

- Remember what all these icons mean by expanding the menu on the left.
- Switch between your partneringONE events.
- Manage your notifications.

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