

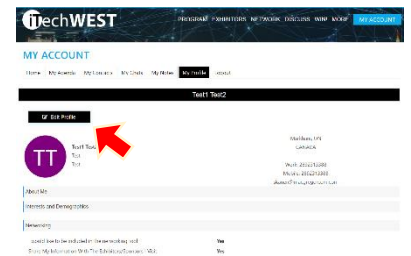
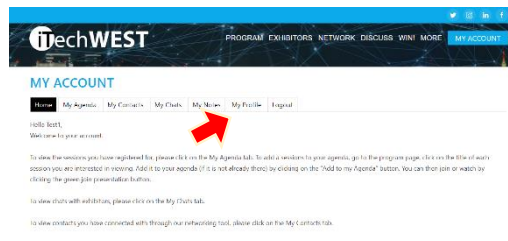
## LOGGING INTO YOUR ACCOUNT ON THE VIRTUAL SITE:

On May 4<sup>th</sup>, each representative that has been registered through the [Exhibitor Staff Registration link](#) will receive an email with their log in information. They will use these to log in.

Click **MY ACCOUNT**, Enter email address and id# from email.

Go to **MY PROFILE TAB**. Click **Edit Profile** button.

From there you can upload a headshot and complete your online profile.



When your profile is complete, go to the **My Chats** tab and click the **blue Go To Exhibitor Control Centre** button as demonstrated below. From there you can set your availability for answering chats and read instructions on using this feature.

## My Account



Please use the Exhibitor Control Center to manage your chats

[Go To Exhibitor Control Center](#)