

meetingplay

VIRTUAL ENGAGEMENT PLATFORM

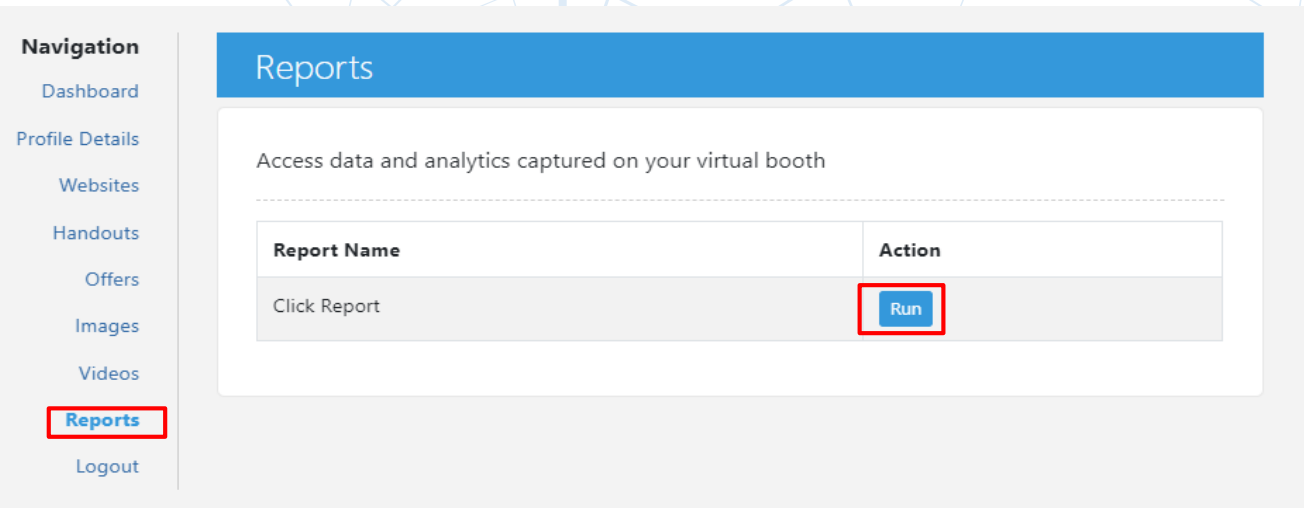
Sponsor Reports

- Agenda >
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- Resources >



How to

Pull the Sponsor Click Report



Navigation

- Dashboard
- Profile Details
- Websites
- Handouts
- Offers
- Images
- Videos
- Reports**
- Logout

Reports

Access data and analytics captured on your virtual booth

Report Name	Action
Click Report	Run

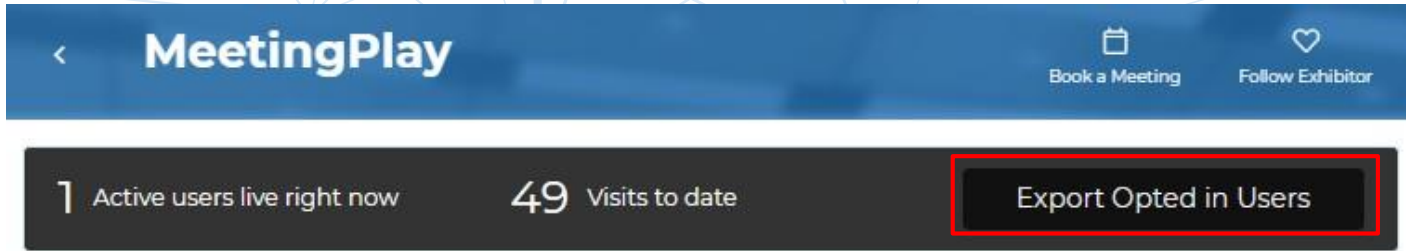
1. Log in to the Sponsor Portal
2. Use your company's username and password as provided to your company's primary contact
3. Click on the Report tab and then click Run to generate the click report

- This report is an export of who has visited your booth as well as who has opted into sharing their information with sponsors
- This report also includes if the attendee downloaded content, clicked on giveaways, or visited any external websites posted to the booth
- This report can be pulled at anytime throughout the event from the sponsor portal



How to

Pull the Activity Log Report



- This report is an export of the attendees who have opted into sharing their information with sponsors and who have visited your booth
- This report can be pulled throughout the event within your booth

1. Log into the virtual platform
2. Use your personal credentials to log into the platform and navigate to the Exhibit Hall by using the top navigation bar
3. Find your booth and click into it
4. You will then see the black bar which outlines how many active users are in your booth as well as visits to date

*Please note, you will only see this black bar and the export button if you are associated to your booth as a representative

