# CPhI festival of pharma®



# **Exhibitor guide** Getting Started

Registration and Welcome Partner



Innovation through formulation



## **Welcome to CPhI Festival of Pharma!**

We are delighted you've chosen to join us for CPhI Festival of Pharma. This Exhibitor Guide is designed to support you step-by-step during the festival and help you complete the necessary requirements included in your package.

Questions? Please contact **<u>cphicustomerservice@informa.com</u>** or call +31 (0) 20 7080 1637

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## Welcome from our Registration Sponsor

#### **Azelis welcomes you to CPhI Festival of Pharma**

CPhI Festival of Pharma is a great initiative and an exciting opportunity to embrace today's technology to connect during these difficult times. Staying connected is key in a continously changing industry where new insights and perspectives are more valuable than ever.

specialty chemicals Azelis is а distributor and an innovative service provider. At Azelis, we constantly look for ways to make a difference and to bring real value to our customers. New insights and perspectives are the drivers of innovation, and knowledge sharing is always high on our agenda. Innovation through formulation is our strapline, purpose, passion and promise to every colleague, customer and partner worldwide. A reminder that ideas and expertise can change lives; that a world of discoveries still awaits; and the future is ours to imagine.



We are excited to finally connect again, and look forward to the great line-up at the festival. We kindly invite you to **visit our company page** and to get in touch with our experts!

We can't wait to meet you again in person, but let's make this first digital edition one to remember!

#### **Matthew Dickman**

Azelis Market Segment Director Pharma



# **General** information

All CPhI Festival of Pharma exhibitors are required to set up a Company Profile on CPhI Online. CPhI Online is the most complete product and supplier search engine In the pharma industry. Connect with the global marketplace all along the supply chain.

Does your company have a Company Profile on CPhI-Online.com?

#### Yes?

Then please follow the steps from Section 2: How to set up your profile

#### Not yet?

If your company does not have a Company Profile on **CPhI-Online.com** then we need to get you set up first. Please click **here** to get started.

If you have any questions or are not sure if your company has an account then please contact <u>cphicustomerservice@informa.com</u> or call us on +31 (0)20 708 1637



## How to set up your profile

## All CPhI Festival of Pharma exhibitors are required to to set up a Company Profile.

If you do not have a Company Profile, follow this link to get started

You can set up your profile in 5 easy steps: Select the pen icon, highlighted in the image, to start and update/edit:

Your company logo Adding a company logo will help define your brand during the festival.

Company description A company description is a great way to summarize everything about your company.

3

Links to your social media profiles such as Facebook, Twitter, LinkedIn & Youtube Further your networking outside the festival by adding your social media feeds.

Sales markets and categories Choose the markets and categories you are interested in to help with better, more consistent networking.

Click Save Don't forget to save your updates!

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|---|--|------------|
| PhI-Online Test Company   |  |            |
| ting Created: 14 Jun 2016<br>st Update: 6 Aug 2020  | BUY PREMIUM  |            |
| ealting / updating your company profile, you agree to our Terms of Service.   | Level: UBM Complete  |            |
| Company Profile Team Members Products/services News Videos  | os/Downloads Exhibition Profiles*  |            |
| art editing your company's profile. Make sure to publish the most important information   | on about your company on CPhI Online. It's the first online impression for your  | st Company |
| itors before you meet them on an event.<br>ke sure you have accurate contact information for your company and your description i                      | n is complete.   |            |
| nail address<br>lase make sure that the email address you fill in is correct. You will be updated with acc<br>quests and even Event Meeting Requests. | ccount messages, including general Requests for Information, Product Information |            |
| tegories<br>• First three extragation was called will be displayed at the tag of your Company profile. "  | The others will be sublished as usin more desilled company man                   |            |
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## How to add team members

## Add your team members and their information so that they appear on your supplier profile.

Adding more team members will allow for further networking opportunities and engagement with visitors and attending exhibitors, as it increases the time your company can spend meeting new people during the Festival of Pharma.

To add team members, please click on the "Team Members" tab and select the "+ ADD ITEM" button. Please fill in the fields and save the new team member.

| These are all your team membe                                   | ers, including yo         | ourself as system admlı | nistrator. You car | n select the team m | embers to be listed o | n your si | upplier  |
|---|---------------------------|-------------------------|--------------------|---------------------|-----------------------|-----------|----------|
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|   | N                         | larta Roncero Romero    | ,                  | Ben Glorie          |                       | Kee       | Have     |
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|   |                           |                         |                    |                     |                       |           |          |
|   | I                         | witter                  |                    |                     |                       |           |          |

Please note that only those team members who are added to your Company Profile will receive an invite to the CPhI Festival of Pharma Registration Form and can network during the festival.

# **How to** add or edit your Products and Services

### Add your Products or Services to your profile so that buyers can search for them in our Online Directory.

To add products or services, please click on the "Products/Services" tab and fill in the required information.



Once done please click 'Save

| Edit Products  |  |
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## **Set up** your CPhI Festival of Pharma Exhibition Profile

#### Your exhibition profile is your profile for CPhI Festival of Pharma.

Your exhibition profile is created with information from your Company Profile. You can update or change information at any time.

By default, there are Products and Categories added. Select from the dropdown list to add more or click on the (X) to remove.

| *Exhibiting name   |                                    |  |                            |   |   |                              |                            |                      |      |
|--|------------------------------------|--|----------------------------|---|---|------------------------------|----------------------------|----------------------|------|
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| Description on website   | e (max 500 char                    | 5)   | 545                        |   |   |                              |                            |                      |      |
| CPWW19: Find product<br>reliable suppliers from  | ts and services<br>our database of | from the industry<br>over 4,500 <i>verifie</i> | s most relia<br>d pharmace | ble <u>suppliers</u> a<br>utical ingredie | and send <i>inqu</i><br>ints and servic | iries directly<br>es compani | to the rigi<br>es. List:&n | nt contacts.<br>bsp; | Find |
| <ul> <li>one</li> <li>two</li> <li>three </li> </ul>   |                                    |  |                            |   |   |                              |                            |                      |      |
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| • four<br>Logo (max. 300x300)<br>UPLOAD/REPLACE Fil<br>*Team members (max<br>Alexandra Bosch ×   | 5)①<br>Ben Glorie ×                | Chad Brown >                                   |                            |   |   |                              |                            |                      |      |
| • four<br>Logo (max. 300x300)<br>UPLOAD/REPLACE FIL<br>Team members (max<br>Alexandra Bosch ×<br>Products (max 50)   | €<br>5)①<br>Ben Glorie X           | Chad Brown >                                   |                            |   |   |                              |                            |                      |      |
| four     four     cogo (max.300x300)     UPLOAD/REPLACE FIL     Team members (max     Alexandra Bosch ×     Products (max 50)     Product 1 × Product        | E<br>5)①<br>Ben Glorie X<br>ct 2 X | Chad Brown >                                   |                            |   |   |                              |                            |                      |      |
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Team members from your company profile are added by default. Select from the dropdown list to add more **(depending on your package you can add 5 or 10 members)** or click on the (X) to remove.

| Alexandra Bosch $$ $\!$ $\!$ $\!$ $\!$ $\!$ $\!$ $\!$ $\!$ | Ben Glorie 🔉 | × | Chad Brown | × |   |
|--|--------------|---|------------|---|---|
| Adrian Fernandes   |              |   |            |   | - |
| Alex Bosch   |              |   |            |   | 1 |
| Alex Bosch   |              |   |            |   | 1 |
| Alexandra Bosch  |              |   |            |   | 1 |
| Annika Kiestra   |              |   |            |   | 1 |
| Ben Glorie   |              |   |            |   | 1 |
| Ben Glorie   |              |   |            |   | 1 |
| Chad Brown   |              |   |            |   | 1 |
| Diana Kotze  |              |   |            |   |   |
| Komit Shah   |              |   |            |   | , |

Please note, only team members added on your exhibition profile will receive a link to the registration form for CPhI Festival of Pharma and can partake in networking.

Once you are happy with all the information please click 'Save'. Your Exhibition Profile is now live in the Festival of Pharma exhibition list <u>here</u>

# **Complete** the CPhI Festival of Pharma registration form

Now that your Company Profile and CPhI Festival of Pharma Exhibition Profile are ready and live you can register yourself for the CPhI Festival of Pharma via www.festivalofpharma.com

#### Step 7

## Invite your clients to join you at CPhI Festival of Pharma

#### Make the most of your participation!

As an exhibitor at the first-ever CPhI Festival of Pharma, you have a selection of tools in your account that you can use to invite your favourite contacts and clients to join you online at the event!

Make use of these customisable invites to make sure that you can meet with your existing network online on one convenient platform, whilst also connecting with new potential partners.

Each of our customisable invites contains a link that will allow your contacts to register for the CPhI Festival of Pharma totally free of charge – saving themselves €199 on a visitor pass!

Click here to download your invitation tools!

## The CPhI Festival of Pharma Matchmaking Platform

#### **CPhI Festival of Pharma is powered by Grip**

An advanced AI-powered matchmaking tool that empowers you with quality interactions. Grip uses natural language processing, advanced algorithms and deep neural networks to constantly learn about your professional goals and interests.

Grip takes the work out of networking through intelligent matchmaking – making it more fun and as efficient as ever.



# **Networking** at CPhI Festival of Pharma

Connections and Meetings are a core element of a successful event experience. We've made this as easy as possible, putting all your networking features in one place to get a calendar full of meetings:

Click on "Home" and under the 'Network' section, you will find your networking features:



Recommended for You: Review and take action on the recommendations the algorithm has made. Here are the different actions you can take on people:

- a. Skip: you are not interested in this person
- b. Interested: you are interested and would like to spark a conversation
- c. Meet: you want to request a meeting with that person (see "Request A Meeting' below)

) Interested in You: See the people who have shown interest in you

My Connections: Once you have a mutual interest with someone or a scheduled meeting, you will be able to open a chat with them

My 'Interested' List: See a list of people who you have shown interest in

My 'Skip' List: See a list of people who you have skipped



# How to send and receive meeting requests

Requesting a meeting has never been easier, here is how to request a meeting in three easy steps:

Click on "MEET" on any profile you would like to schedule a meeting with.

Select the meeting details like date and time and then click "Request Meeting".

Keep track of all your meetings and their status change in the section "My Schedule".

| Search |   | Kome Notifications Profile  |
|--------|---|---|
|        | < Back  | GET IN TOUCH  |
|        | Speaker - Cambridge, UK<br>Natural Philosopher at University of Cambridge   | Date<br>Thursday 04/06/2020 V   |
|        | Skip  | Time<br>4:30pm - 5:00pm (Furane/Landon)   |
|        |   | Location  |
|        |   | Virtual Meeting Room 29th - 5th June 🗸 🗸  |
|        | Details   | Personal Message  |
|        | Common Connections You are both connected to Lee Eccles Quote If have seen further than others; it is by standing upon the shoulders of giants. Summary Ser Isaac Newton, florm December 25, 1642 (January 4, 1643, New Style), Wookthorps, Lincolnythire, England-died March 20 [March 31], 1727, London), English physicist and mathematician, who was the culminating figure of the scientific revolution of the 17th century. In optics, his discovery of the composition of white light integrated the phenomena of clouser into the science of light and liab the foundation for modern physical aptics. In mechanics, his three laws of motion, the basic principles of modern physics, resulted in the formulation of the May or historyal privation. In mathematics, he was the original discovere of the infinitesimal calculus. Newtors: Philosophine Naturalis Principle Mathematical Nathematical Phinologi Physics Philosophy, 1867) was one of the most important single works in the history of modern science. | Why would you like to meet? Adding a personal<br>message increases acceptance rates by 30%<br>//<br>Request Meeting |
|        |   |   |

## Need more help?

For any questions or queries please don't hesitate to contact our friendly Customer Success Team.

Email: cphicustomerservice@informa.com

Phone: +31 (0)20 708 1637

# CPhI festival of pharma®