



GRIP Virtual Platform Guide

Hotec F&B: December 8-9, 2021

Important System Deadlines

Profile Setup & Set Meeting Preferences

Wednesday, November 10th -

Wednesday, November 17th

Profile Setup & Meeting Preferences Close

Tuesday, November 16 at 11pm ET

Provisional Meetings Schedule Released

Monday, November 22nd

Provisional Schedule Review Period Closes

Wednesday, December 1st

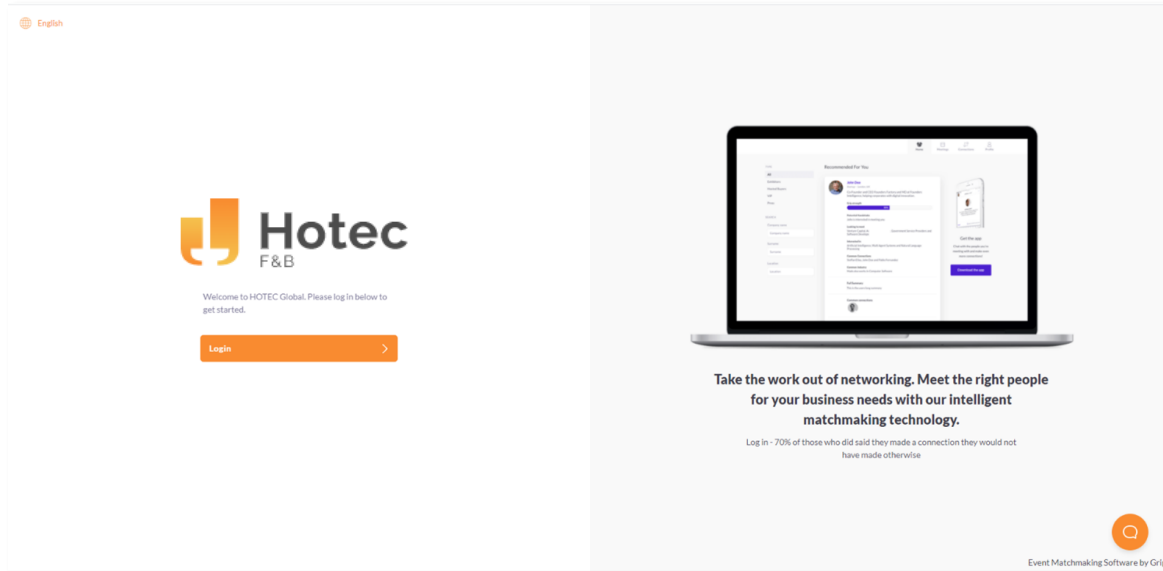
Final Meeting Schedules Released

Monday, December 6th

Complete your Profile



Complete your Profile

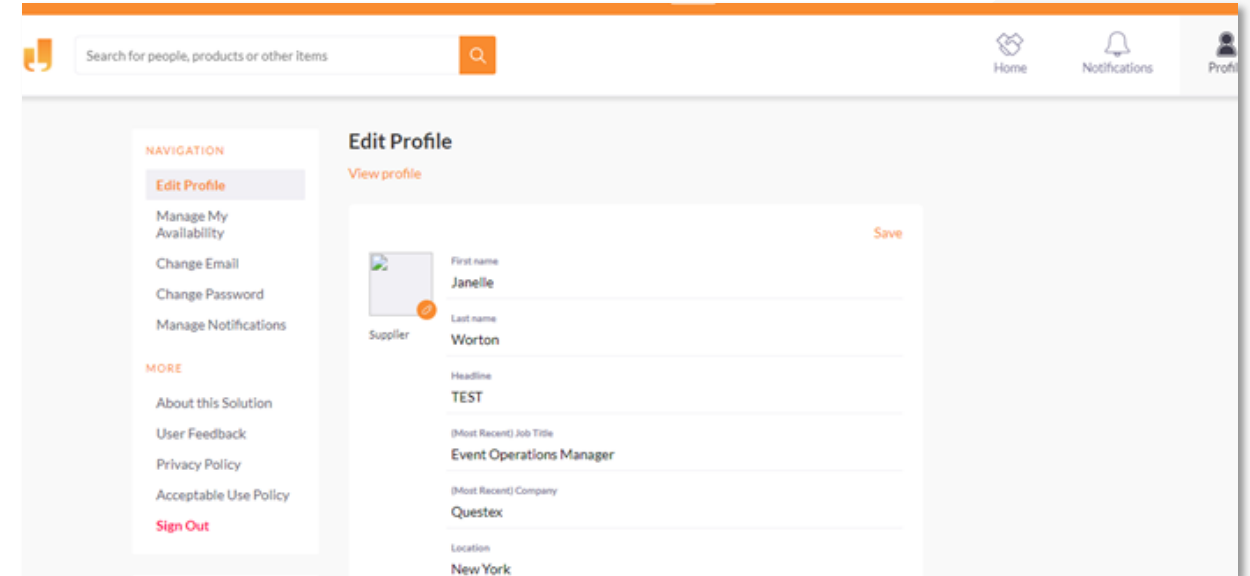


1. You will receive an email containing the appropriate link and registration ID.

When selecting the link, enter your email and registration ID, you will be prompted to create your own password for the portal.

You will then be encouraged to complete your profile; some information will be pre-populated based on the information you provided to the HOTEC F&B team.

When entering your information, it will appear that almost two drop downs come about, you will need to select the information that has "Add" next to it. Select Update to Save.



2. Ensure to upload your photo, a smaller square is allocated with the specs of 1000x1000pxls

Edit and update your information accordingly and remember to hit save!

Complete your Profile

The screenshot shows a modal window titled "Product Categories Provided" with a close button (X) in the top right corner. The modal is divided into two sections: "Product Categories Provided" and "Available Options (add as many as you like)".

Product Categories Provided:

- Access Control Systems (X)
- Beds / Mattresses (X)
- Carpets / Flooring / Rugs (X)
- Catering Equipment (X)
- Coffee / Beverage Equipment (X)
- Decorative Objects / Art (X)

Available Options (add as many as you like):

- Audio Visual Equipment / In Room Entertainment (+)
- Bathroom Accessories / Furniture (+)
- Chinaware / Porcelain (+)
- Cleaning / Sanitation Solutions (+)
- Dishwashing Equipment (+)
- Energy Efficiency (+)
- Fabrics / Textiles (+)
- Fitness Equipment (+)
- Flatware (Cutlery) (+)
- Food Service Equipment (+)
- Furniture - Indoor & Outdoor (+)
- Glassware (+)
- Guestroom Amenities (+)
- Housekeeping Equipment / Accessories (+)
- In Room Safes (+)
- Internet / Computer / Telecommunications (+)
- Lighting (+)

At the bottom of the modal is an "Update" button.

3.

Take your time to complete your profile questions. This will enable the platform's intelligent algorithms to suggest relevant connections to help you grow your network & meeting schedule.

The screenshot shows a profile completion page with a search bar at the top left and a "Home" link at the top right. The page contains several sections for updating profile information:

- Click to update** (0)
- Email cc** (0)
- Click to update** (0)
- Website** (1)
www.questex.com
- Product Categories Provided** (6)
Access Control Systems, Beds / Mattresses, Carpets / Flooring / Rugs, Catering Equipment, Coffee / Beverage Equip
- Video URL (embedded on the profile)** (0)
Click to update
- Video URL** (0)
Click to update
- Product Catalogue Url** (0)
Click to update
- Summary**
Write here...

4.

Complete your profile by adding a brief bio. **You also have the option of uploading your product catalogue and videos.**

Meeting Selection Process



Sidebar Overview

The left-hand sidebar will assist you in navigating meeting selection, in addition, to learning more about who is participating in Hotec F&B!

You will receive recommended selections for you. This is pulled from how profile questions were answered, and the algorithm run to suggest these connections

Monday 9 November

9:00am
9:30am

Opening Remarks & Keynote with Lisa Tanzer, President, Life is Good

GRIP Platform

Lisa Tanzer

Mandatory Attendance

10:50am
11:00am

Morning Break

GRIP Platform

11:00am
12:40pm

1-to-1 Meetings

GRIP Platform

12:40pm
1:00pm

Wrap Up

GRIP Platform

Tuesday 10 November

9:00am
9:30am

Opening Remarks & Keynote with John O'Leary, President, John O'Leary Live Inspired

GRIP Platform

John O'Leary

9:30am

1-to-1 Meetings

Under My Schedule, you will see your finalized Meeting Schedule once available. Under the Event Agenda you will see your pre-scheduled meetings, in addition to our breaks & keynote presentations.


Meet Our Speakers

Sort: Name


Status

Company Name

Job Title



John O'Leary



Lisa Tanzer

Select Meet Our Speakers to learn more about our Keynote Presentations!

Hotec F&B

RECOMMENDED FOR YOU

★

INTERESTED IN YOU

★

MY 'MUST MEET' LIST

0/∞

😊

MY 'MEET' LIST

0/∞

⊗

MY 'NO THANKS' LIST

0/∞

📅

MY SCHEDULE

📅

EVENT AGENDA

★

SEE OUR BUYER COMPANIES

📢

MEET OUR BUYERS

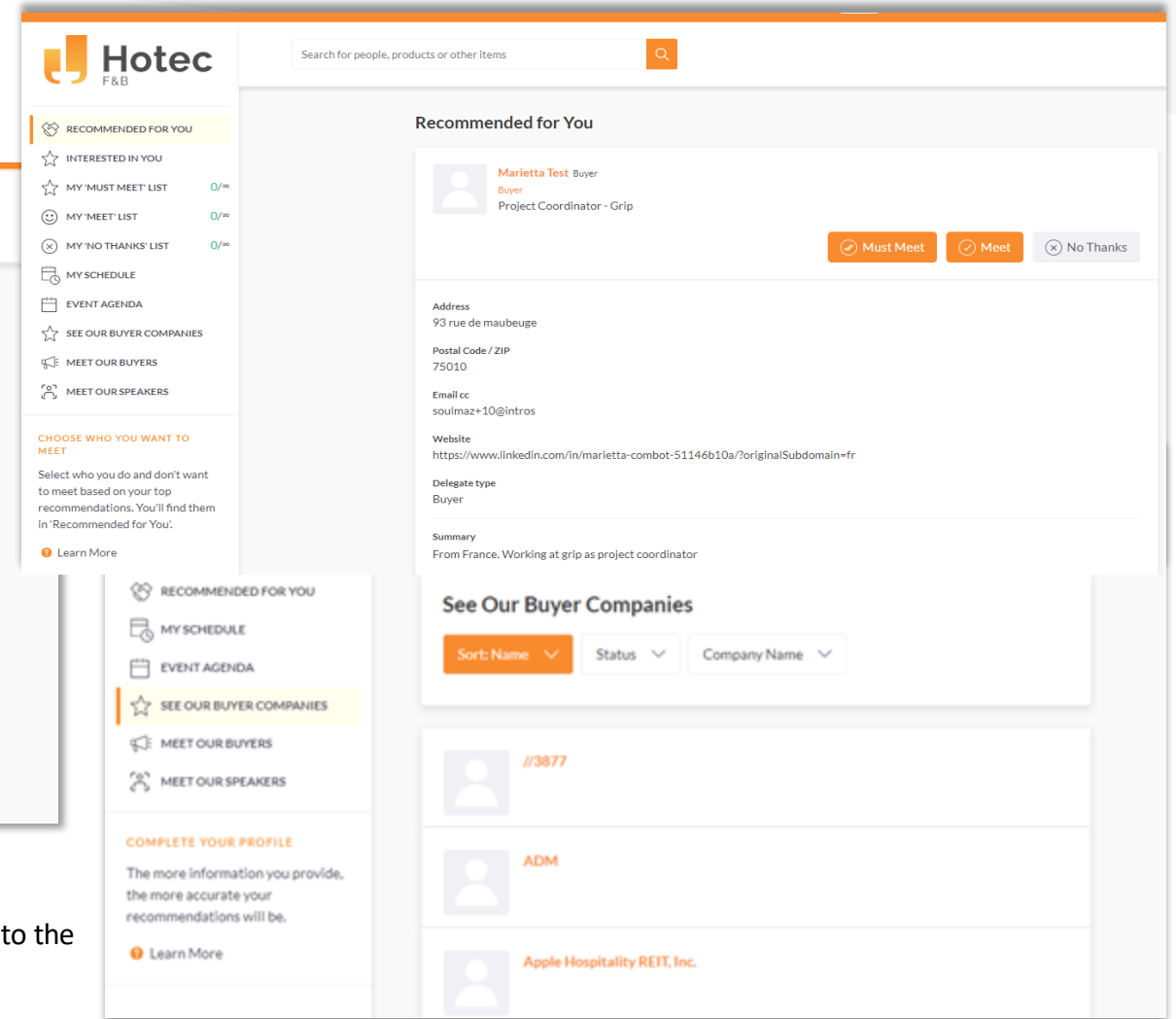
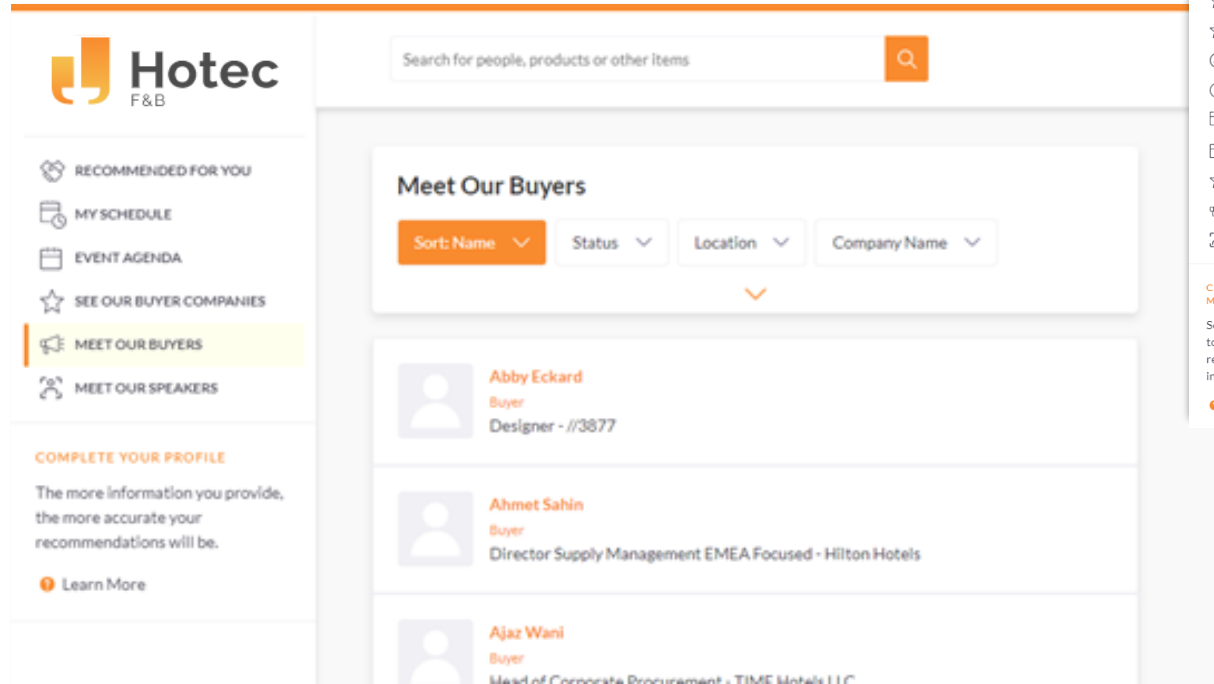
👤

MEET OUR SPEAKERS

Your meeting selections and how you ranked them will live within these 3 lists

Utilizing the See Our Supplier/Buyer Companies tab and the Meet Our Supplier/Buyer tab will assist you in seeing who is attending and their profile details

Set Up Your Meetings



1. Once meeting selection is available you will receive an email prompting you to log into the platform.

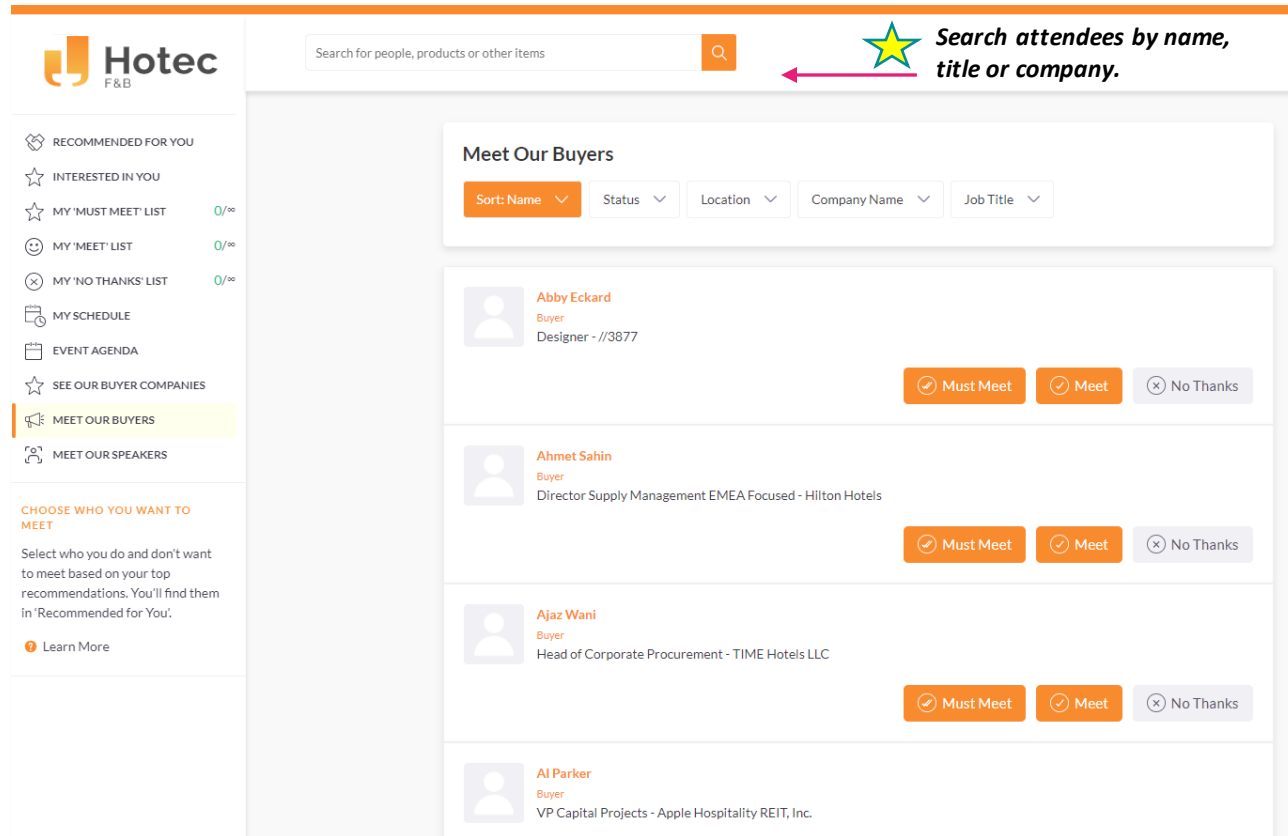
The icons **Must Meet**, **Meet** and **No Thanks** will be available for you to select during this process.

You will utilize the left-hand sidebar to **assist you in your selections by seeing individuals' profiles**.

2. You can select these options to your liking by looking up different buyers/suppliers (*If you are a buyer with us then you will be shown suppliers, if you are a supplier with us, then you will be shown buyers*).

There will also be a **Recommended for You** section where you can automatically start ranking buyers/suppliers.

Set Up Your Meetings



Hotec F&B

Search for people, products or other items

Search attendees by name, title or company.

Meet Our Buyers

Sort: Name Status Location Company Name Job Title

Abby Eckard
Buyer
Designer - //3877

Must Meet Meet No Thanks

Ahmet Sahin
Buyer
Director Supply Management EMEA Focused - Hilton Hotels

Must Meet Meet No Thanks

Ajaz Wani
Buyer
Head of Corporate Procurement - TIME Hotels LLC

Must Meet Meet No Thanks

Al Parker
Buyer
VP Capital Projects - Apple Hospitality REIT, Inc.

RECOMMENDED FOR YOU

INTERESTED IN YOU

MY 'MUST MEET' LIST 0/∞

MY 'MEET' LIST 0/∞

MY 'NO THANKS' LIST 0/∞

MY SCHEDULE

EVENT AGENDA

SEE OUR BUYER COMPANIES

MEET OUR BUYERS

MEET OUR SPEAKERS

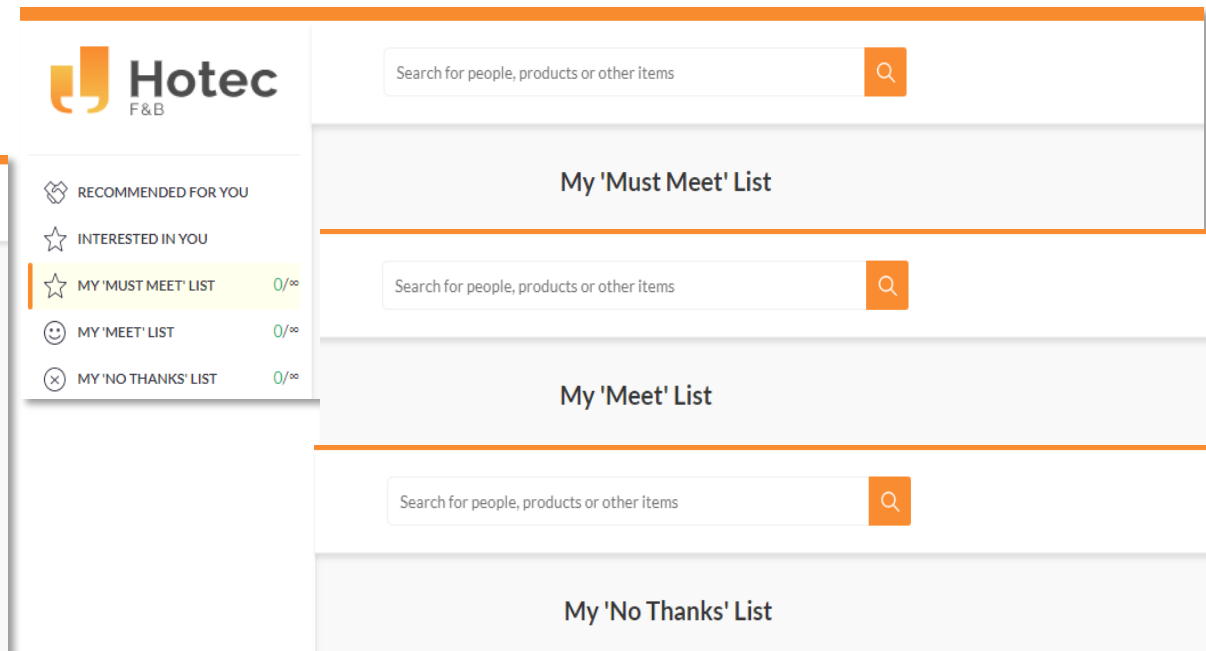
CHOOSE WHO YOU WANT TO MEET

Select who you do and don't want to meet based on your top recommendations. You'll find them in 'Recommended for You'.

Learn More

3. In the Meet Our Buyers/Suppliers Tab, you will learn more about the individuals representing companies at Hotec F&B.

Again, if you are a Buyer with us you will see Supplier Companies and Supplier Representatives. If you are a Supplier, you will see Buyer Representatives and Companies.



Hotec F&B

Search for people, products or other items

My 'Must Meet' List

Search for people, products or other items

My 'Meet' List

Search for people, products or other items

My 'No Thanks' List

RECOMMENDED FOR YOU

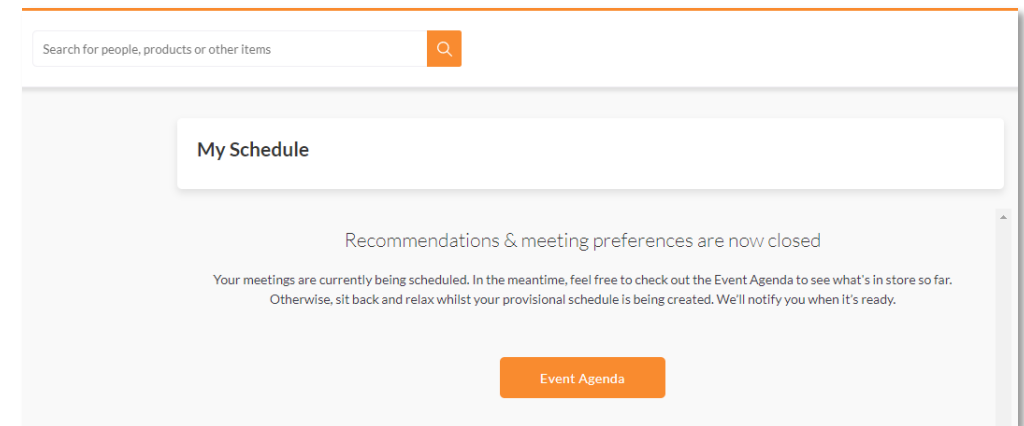
INTERESTED IN YOU

MY 'MUST MEET' LIST 0/∞

MY 'MEET' LIST 0/∞

MY 'NO THANKS' LIST 0/∞

4. Once you have started ranking your selections, you will see your selections will live within the following lists on the left-hand side.



Search for people, products or other items

My Schedule

Recommendations & meeting preferences are now closed

Your meetings are currently being scheduled. In the meantime, feel free to check out the Event Agenda to see what's in store so far. Otherwise, sit back and relax whilst your provisional schedule is being created. We'll notify you when it's ready.

Event Agenda

5. We will inform you of when meeting selections will close and the system will lock, at this point you will no longer be able to submit additional rankings.

My Meeting Schedule & Virtual Experience



Meeting Schedule

You will be able to review your schedule. You will receive an email notification to see a **PREVIEW** of your meeting schedule.

Once your final meeting schedule is available you will receive an email notification to see your pre-scheduled meetings available within the My Schedule Tab.

Within profiles you will see attendee contact information so you can network pre-event and post event.

The screenshot displays the Hotec F&B Meeting Schedule interface. On the left is a sidebar with navigation options: 'RECOMMENDED FOR YOU', 'INTERESTED IN YOU', 'MY 'MUST MEET' LIST' (0/∞), 'MY 'MEET' LIST' (0/∞), 'MY 'NO THANKS' LIST' (0/∞), 'MY SCHEDULE' (highlighted), 'EVENT AGENDA', 'SEE OUR BUYER COMPANIES', 'MEET OUR BUYERS', and 'MEET OUR SPEAKERS'. Below these is a section titled 'CHOOSE WHO YOU WANT TO MEET' with a description: 'Select who you do and don't want to meet based on your top recommendations. You'll find them in 'Recommended for You'.' and a 'Learn More' link. The main content area features a search bar at the top and a schedule for Monday 9 November and Tuesday 10 November. Monday's schedule includes: 9:00am-9:30am 'Opening Remarks & Keynote with Lisa Tanzer, President, Life is Good' (Mandatory Attendance, GRIP Platform, Lisa Tanzer profile); 10:50am-11:00am 'Morning Break' (GRIP Platform); 11:00am-12:40pm '1-to-1 Meetings' (GRIP Platform); and 12:40pm-1:00pm 'Wrap Up' (GRIP Platform). Tuesday's schedule includes: 9:00am-9:30am 'Opening Remarks & Keynote with John O'Leary, President, John O'Leary Live Inspired' (GRIP Platform, John O'Leary profile); and 9:30am '1-to-1 Meetings'.

Your Virtual Meetings

Your meetings will be held through GRIP video call. **Meetings are 17 minutes in length**, so please make sure you arrive on time and ensure your microphone and video are enabled.

Visit the My Schedule tab to view your meeting and select 'Virtual Meeting' to start the meeting at the correct time.

If you end a previous meeting early, the earliest you can enter your next meeting is 5 minutes in advance.



You have the option to chat directly when in the virtual meetings. In addition to looking at their profile. You can share your screen; share your product catalogue and other materials you find beneficial.

A countdown clock will appear on the screen so you can keep track of your meeting time.

To share your screen, click on the bottom left corner icon.



Support

If you have any questions about the GRIP platform or Hotec F&B, please contact Tina Liu at tliu@questex.com OR contact your Hotec F&B sales representative.