

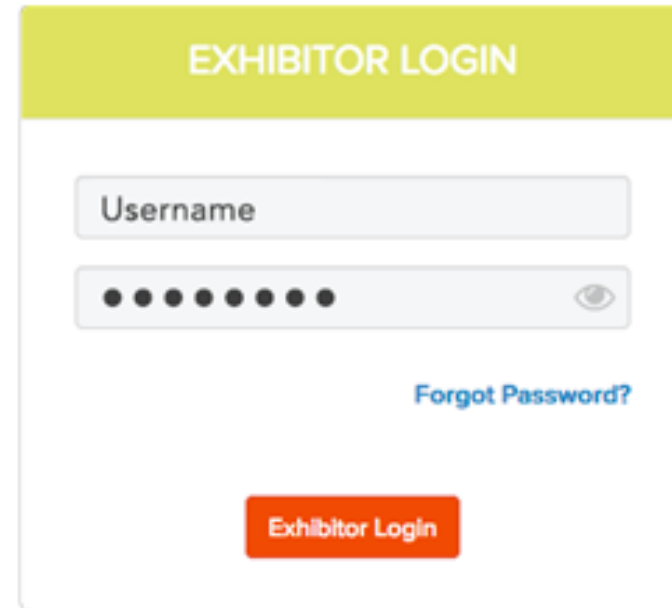
Online Exhibitor Manual – Login Guidelines

STEP 1:

Exhibitors will receive a Welcome Email with their unique USERNAMES set by dmg events. Click on the link provided "[click here](#)" to create own password.

IMPORTANT NOTE

Please take note and remember your USERNAME. Usernames are not editable and cannot be changed.



Username: Test12345

Please [click here](#) to create your password and login to the Online Exhibitor Manual.

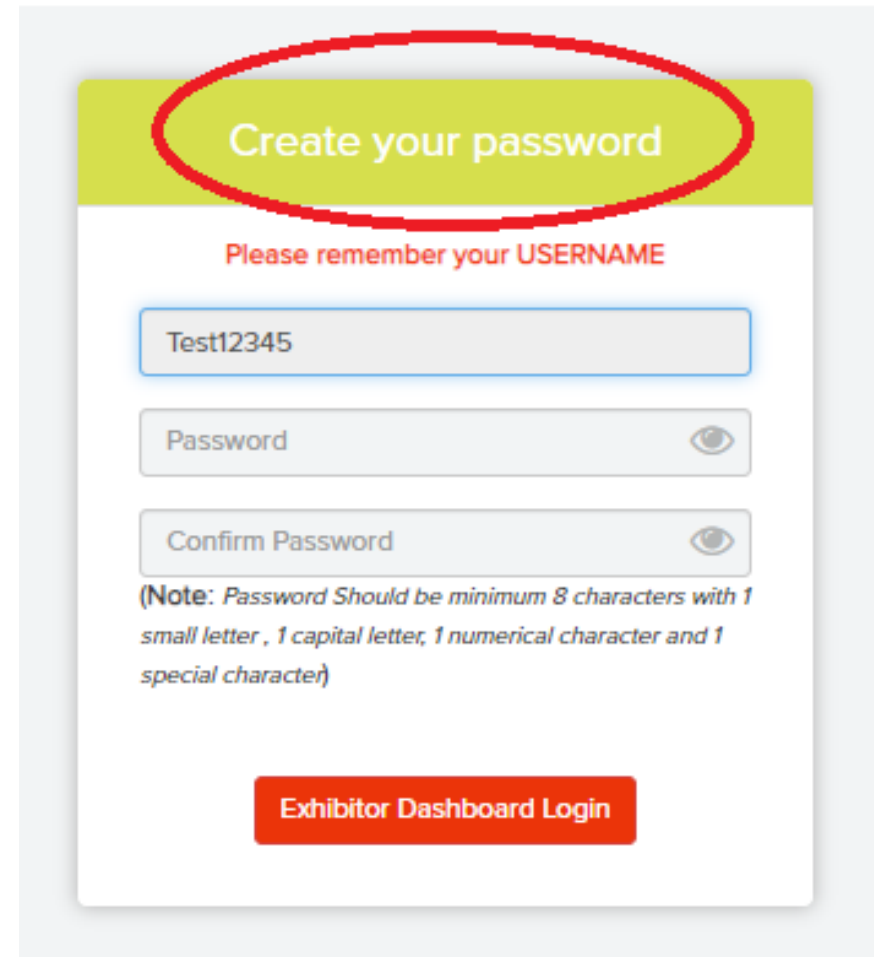
Online Exhibitor Manual – Login Guidelines

STEP 2:

The link provided in the Welcome Email will redirect you to the Online Exhibitor Manual login page asking to CREATE YOUR PASSWORD.

IMPORTANT NOTE:

Password Should be minimum 8 characters with 1 small letter , 1 capital letter, 1 numerical character and 1 special character e.g. @!#\$%

A screenshot of a web form titled 'Create your password' in a green header. Below the header, there is a red instruction: 'Please remember your USERNAME'. The form contains three input fields: the first contains 'Test12345', the second is labeled 'Password' and has an eye icon, and the third is labeled 'Confirm Password' and also has an eye icon. Below the fields is a note: '(Note: Password Should be minimum 8 characters with 1 small letter , 1 capital letter, 1 numerical character and 1 special character)'. At the bottom of the form is a red button labeled 'Exhibitor Dashboard Login'. A red oval highlights the 'Create your password' header.

Online Exhibitor Manual – Login Guidelines

Once PASSWORD is created, you will be automatically redirected to the Online Exhibitor Manual Homepage or Dashboard where you will find all the necessary information to assist with your participation including all the Operational and Marketing Forms.

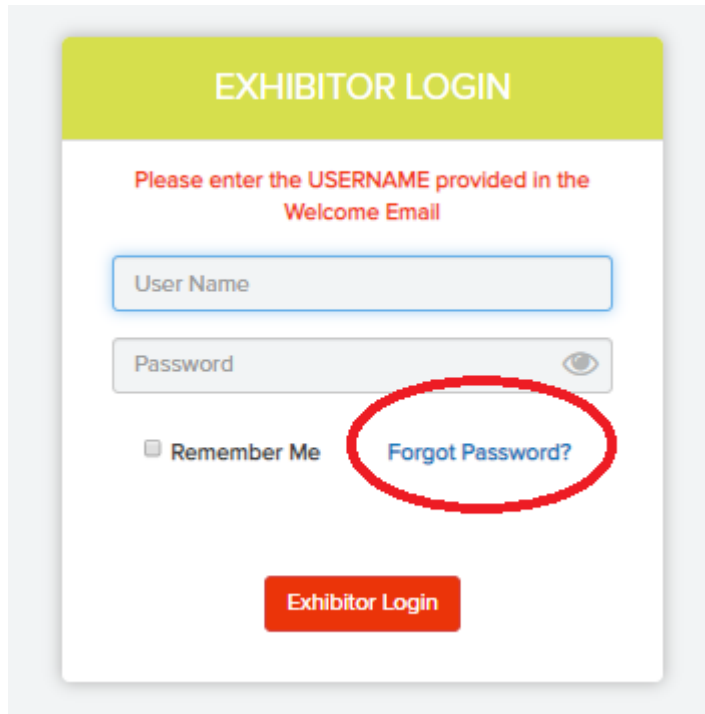
The screenshot shows the user interface of the Online Exhibitor Manual. At the top, a dark navigation bar contains the following links: HOME, DOWNLOAD MANUAL, TRAVEL & VISA, and INSURANCE. On the right side of this bar, it says "Welcome, Jennie TEST" next to a user profile icon. Below the navigation bar, the main content area is divided into a left sidebar and a central video player. The sidebar, titled "TEST", lists the user's details: Stand No - TTE23, Stand Type - Admin Stand, Stand Size - 3.00 X 3.00 meters, and Contractual Sq.m - 9.00. Below these details is a list of document links, each with a document icon: Exhibition Timetable, Upgraded Shell Scheme Specifications, Space Only Regulations, Shell Scheme Specifications, and Performance Bond. The central video player displays a video titled "dmgevents - Online Exhibitor Manual". The video thumbnail shows two people in hard hats and safety gear in an industrial setting, with a play button in the center. To the right of the video are "Watch later" and "Share" icons. Below the video player, the text reads: "Welcome to Online Exhibitor Manual. This manual contains comprehensive information to assist with your participation and to help you plan your show logistics, manage costs and ultimately have a successful event. Please complete the below compulsory forms as directed and make yourself familiar with the Optional Forms, Branding and other opportunities."

Online Exhibitor Manual – Login Guidelines

RESETTING PASSWORD.

1. On the log in page, click [Forgot Password?](#)

2. Enter the USERNAME provided in your Welcome Email



EXHIBITOR LOGIN

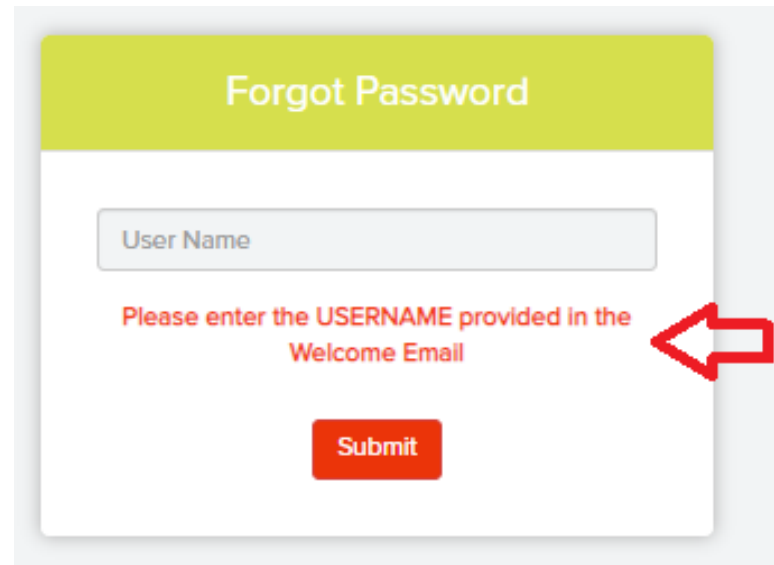
Please enter the USERNAME provided in the Welcome Email

User Name

Password

Remember Me [Forgot Password?](#)

Exhibitor Login

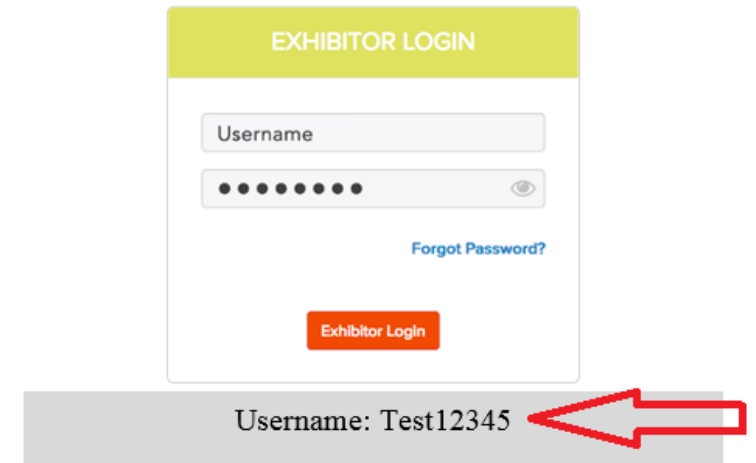


Forgot Password

User Name

Please enter the USERNAME provided in the Welcome Email

Submit



EXHIBITOR LOGIN

Username

.....

[Forgot Password?](#)

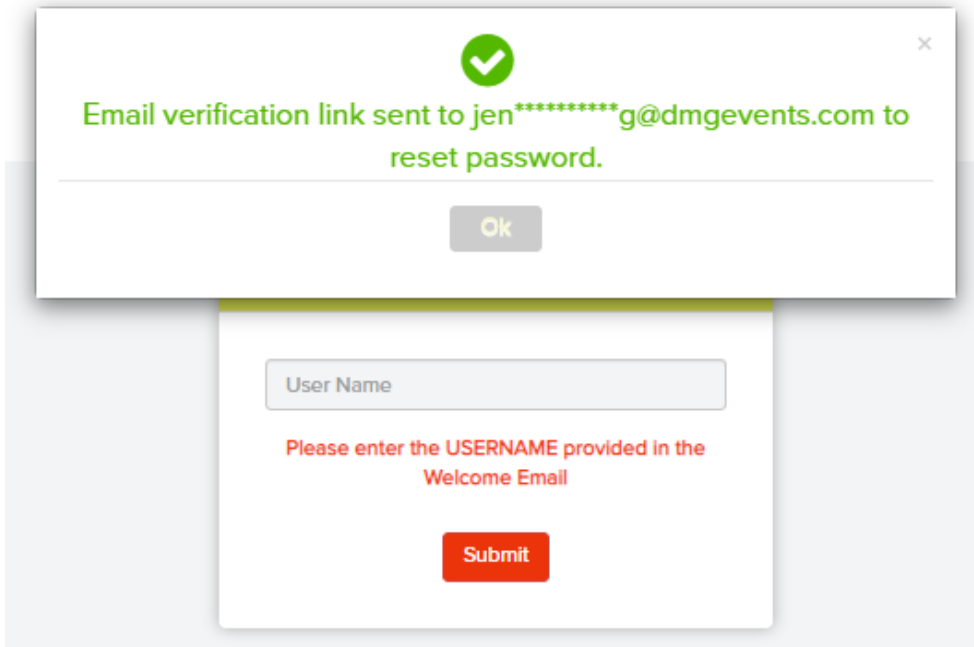
Exhibitor Login

Username: Test12345

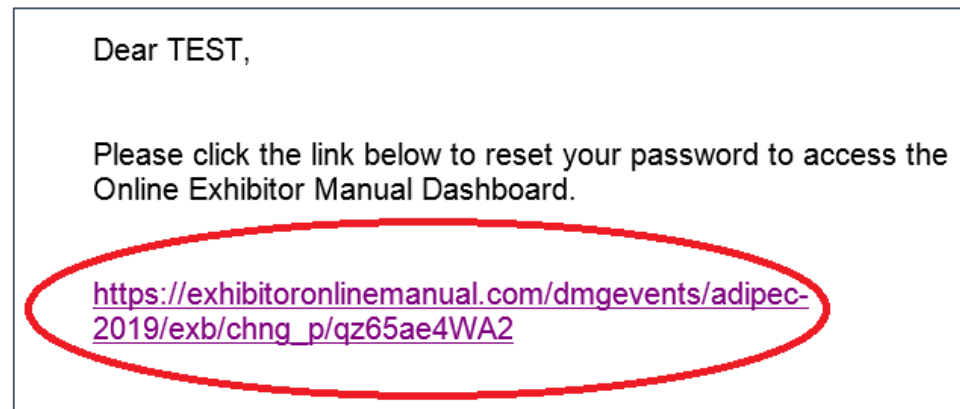
Online Exhibitor Manual – Login Guidelines

RESETTING PASSWORD.

3. An email verification link to reset password will be sent to the email address registered with dmgevents.
4. Click on the link provided to CREATE NEW PASSWORD.



The image shows two overlapping windows. The top window is a confirmation dialog with a green checkmark icon and the text: "Email verification link sent to jen*****g@dmgevents.com to reset password." Below the text is an "Ok" button. The bottom window is a login form with a "User Name" input field, a red instruction "Please enter the USERNAME provided in the Welcome Email", and a red "Submit" button.



The image shows an email body with the following text: "Dear TEST," followed by "Please click the link below to reset your password to access the Online Exhibitor Manual Dashboard." Below this is a URL: https://exhibitoronlinemanual.com/dmgevents/adipec-2019/exb/chng_p/qz65ae4WA2. The URL is circled in red.