

Manual | Manage profile in My Easyfairs

Welcome in My Easyfairs . As you can see, the environment is built out of steps, and you can now access **step 1: Manage profile**. The online profile becomes your digital business card and contains the information that is visible on the event website. This information will also be shared with the visitors who have scanned your stand with the Smart Badge. That's why it is important to fill in the information completely and correctly, so that you can experience the benefits of My Easyfairs .

The more complete the information in your online profile, the easier it becomes to attract the right target audience, which results in high-quality leads. We'll gladly walk you through the different parts of **“Manage profile”**, so that you can get the most out of this part of My Easyfairs .

“Manage profile” consists of five steps. You can go through these individual steps separately! Click on the step and view the explanation, or go through all of the steps in chronological order.

[Step 1: Stand information](#)

[Step 2: Products and services](#)

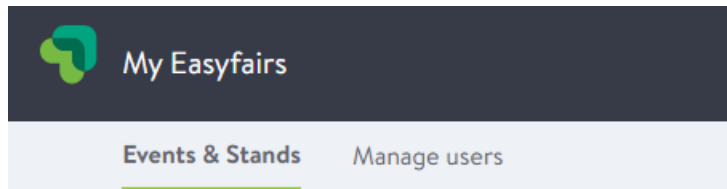
[Step 3: Innovations gallery](#)

[Step 4: News](#)

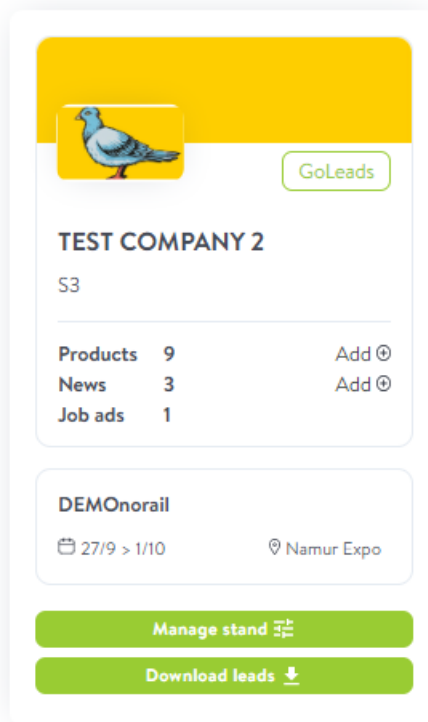
[Step 5: Job ads](#)

Let's go!

Once you're logged into My Easyfairs, click on "Manage stand".



2030



You are directed to the overview below. You see a timeline with the following steps that are available in My Easyfairs :

- **Manage profile**
- Invite clients
- Manage stand
- Track performance
- View documents (if available)

The screenshot shows the MyEasyfairs dashboard interface. At the top left is the MyEasyfairs logo. A red box highlights a text area that reads: "In this manual we go through the first step 'Manage your online profile'. It is divided in five smaller components." Below this is a navigation bar with five items: "Manage profile" (with a red '2' badge), "Invite clients" (with a red '2' badge), "Manage stand" (with a red '1' badge), "Track performance", and "View documents". On the right of the navigation bar is a "Stand completion" progress bar and an "Event website" link.

The main content area is divided into several sections:

- Stand information:** Displays the company logo "Recreatie VAKBEURS", contact information for "Easyfairs Netherlands" (email: kristel.stotefalk@easyfairs.com, website: https://www.recreatie-vakbeurs.nl), and the address "7772 TV Hardenberg, Netherlands". An "Edit" button is present.
- Innovations Gallery:** A green section with the heading "Innovations Gallery" and a sub-heading "Apply to display your most innovative product in our Innovations Gallery". It includes an "Apply" button and a dashed box with a plus sign for adding products.
- Products & Services:** A section with the heading "Products & Services" and a sub-heading "Display your products and services on your online profile". It features a row of product cards for "Recreatie VAKBEURS" with titles like "Totem entree 5 - 2", "Entree 1 - Hostess 1", "Entree 1 - Hostess 2", "Entree 1 - Hostess 4", "Entree 1 - Hostess 3", and "Totem entree 1 - 1". There is a "+ 5" button to the right. "Manage products & services" and "Add product" buttons are also visible.
- News:** A section with the heading "News" and a sub-heading "Post the latest news about your company, products and services". It shows three news items with images and titles: "Recreatie Vakbeurs pakt groot uit met...", "Recreatie Vakbeurs introduceert nieuw...", and "Recreatie Vakbeurs 2022 breidt uit met...". "Manage news" and "Add news" buttons are present.
- Job ads:** A section with the heading "Job ads" and a sub-heading "Advertise open positions at your company on the event website and recruit top talents in your sector". It features three dashed boxes with plus signs for adding job ads. "Manage job ads" and "Add job ad" buttons are also visible.

Step 1: Stand information

You can see the step “Stand Information” as your online business card. The info that you enter in this step is the information that is directly shared on the event website. Besides that, this is also the information that visitors who scan your stand during their visit will receive after their visit. That's why it's important to take your time for this step and to complete it as much as possible. This first step is also the most extensive step of “Manage profile”.

This step consists of several parts: Basic information, company address, company description, categories, images and social media. If you have filled in a field, the information will be saved automatically. The fields with an * are required fields and always need to be completed. Do you not fill in these fields? Then you will receive a notification, and you will need to complete them. We explain a number of steps.

Basic information

Stand name*

Easyfairs Netherlands

Contact email*

info-autoprof@easyfairs.com

Website

<https://www.autoprof-vakbeurs.nl/>

Address

Postal code*

4207 HZ

City*

Gorinchem

Country*

Netherlands


When you click on your own stand in the list of participants on the website, you will see the data you have entered under “basic information” & “company information” as follows:

Contactinformatie

Stuur ons een bericht

📍 2908 KD, Capelle aan den IJssel, Netherlands


🌐 <https://www.elincom.nl>

Naam

Email

Bericht

 Versturen

This contact field can be found at the bottom of your online company profile on the event website.

Below “Company description”, you add a brief description of your company’s activities. You can, of course, use the information from your own website, but also keep in mind how you can make this information as relatable as possible for your target audience. This way, you grab the attention of the interesting target audience straight away. If the event website is available in different languages, then you need to provide this information in all of those available languages as well. ‘Translate from’ helps you to translate a text.

Description

Company description*

EN NL

Translate from ▼

Ben je werkzaam binnen de automotive branche? Dan is Auto Prof de plek om in contact te komen met automotive professionals als autotechnici, managers en leidinggevenden in de werkplaats. Tijdens dit driedaagse netwerk en kennisevent ligt de focus op actuele thema’s en ontwikkelingen binnen de branche. Professionals uit alle segmenten van de automotive en schadeherstel branche, presenteren zich hier, schudden de handen van relaties en leren alles over thema’s als: APK, slimmer diagnosestellen, duurzaam

564/1000

The information you enter in My Easyfairs is displayed in the list of participants on the website and on your personal company page. This looks as follows:

Exposanten

Search... Sort by 1 - 24 of 30 results

- Netherlands (23)
- Belgium (5)
- Finland (1)
- Italy (1)

Categorieën

- Verlichtingsmanagement (11)
- Technische kantoorverlichting (10)
- Buitenverlichting (9)
- Industriële technische verlichting (8)
- Decoratieve verlichting (5)

Toon 6 meer

[inst]ALLICHT – COVORDIA publishing
uitgever [inst]ALLICHT
1 Product | 1 News

Bever Innovations BV
LED'S CONNECT THE FUTURE
BEVER INNOVATIONS is een innovator
3 Products

Casambi.NL (by Unifit)
Casambi.NL is de Nederlandse partner van Casambi Technologies Oy.
2 Products

Chauvet Europe
Chauvet is een innovator, ontwikkelaar en fabrikant van verlichtings-
2 Products | 1 News

Cue-Design

DMLUX
Licht is er in alle soorten en maten: warm

Easyfairs Netherlands

EcoDim

Elincom Electronics B.V.
Welkom bij Elincom Electronics!
Elincom is een gespecialiseerde

Here you see the company name and a brief company description. This is the information you have added via My Easyfairs.

When you click on your company, you are directed to your personal page where the company information is displayed on top:



Easyfairs Netherlands

📍 Stand: A14

📁 Diensten , Media & brancheorganisaties

🌐 <https://www.future-lighting.nl>

The information that has been completed in 'Company description', in My Easyfairs, will be shown on top of your company profile.

Over ons

Voor al jouw vragen kun je terecht op ons Businesspoint.

Diverse collega's zijn gedurende de gehele dag aanwezig om al jouw vragen/verzoeken te beantwoorden.

Below categories, you find a number of pre-defined categories that are used in the online catalogue of the website. By selecting the categories that best fit your company's activities, you ensure that you are easy to find for the target audience that is interesting to you. That's because, on the website, they can filter according to a specific category (that fits their interests). This way, you reach interesting leads even faster.

Categories

Categories* (max. 3)

Werkplaatsinrichting en gereedschappen ×



The categories you can select are visible on the event website as follows. This makes it very easy to filter according to interests for the visitors of the website:

Exposanten

1 - 24 of 30 results

Land

- Netherlands (23)
- Belgium (5)
- Finland (1)
- Italy (1)

Categorieën

- Verlichtingsmanagement (11)
- Technische kantoorverlichting (10)
- Buitenverlichting (9)
- Industriële technische verlichting (8)
- Decoratieve verlichting (5)
- Diensten (4)
- Lampen (4)
- Media & brancheorganisaties (4)
- Verlichtingscomponenten (3)
- Installatieonderdelen (2)
- Verlichtingsmanagement accessoires (1)

Search...

Sort by

[inst]ALLICHT – COVORDIA publishing
uitgever [inst]ALLICHT
1 Product | 1 News

Bever Innovations BV
LED'S CONNECT THE FUTURE
BEVER INNOVATIONS is een innovator
3 Products

Casambi.NL (by Unifit)
Casambi.NL is de Nederlandse partner van Casambi Technologies Oy.
2 Products

CHAUVET PROFESSIONAL
Chauvet Europe
Chauvet is een innovator, ontwikkelaar en fabrikant van verlichtings-
2 Products | 1 News

Cue-Design

DMLUX
Licht is er in alle soorten en maten: warm

EASYFAIRS
Easyfairs Netherlands
Voor al jouw vragen kun je terecht op

EcoDim
EcoDim – Dimmen zonder zorgen.

Elincom Electronics B.V.
Welkom bij Elincom Electronics!
Elincom is een gespecialiseerde distributeur



Easyfairs Netherlands

Stand: A14

Diensten , Media & brancheorganisaties

<https://www.future-lighting.nl>

In the online company profile, the categories that you chose are also displayed.

Over ons

Voor al jouw vragen kun je terecht op ons Businesspoint.

Diverse collega's zijn gedurende de gehele dag aanwezig om al jouw vragen/verzoeken te beantwoorden.

Next, you are going to upload your logo and a header image. These images are shown on the event website. If you have a GoPlus or GoPremium package, you can also enter a video header.

Images

Add images to your profile



Logo*



Add Header Image

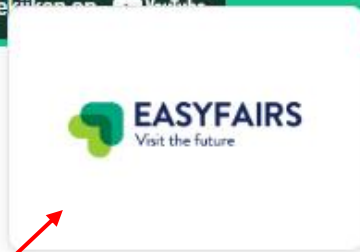
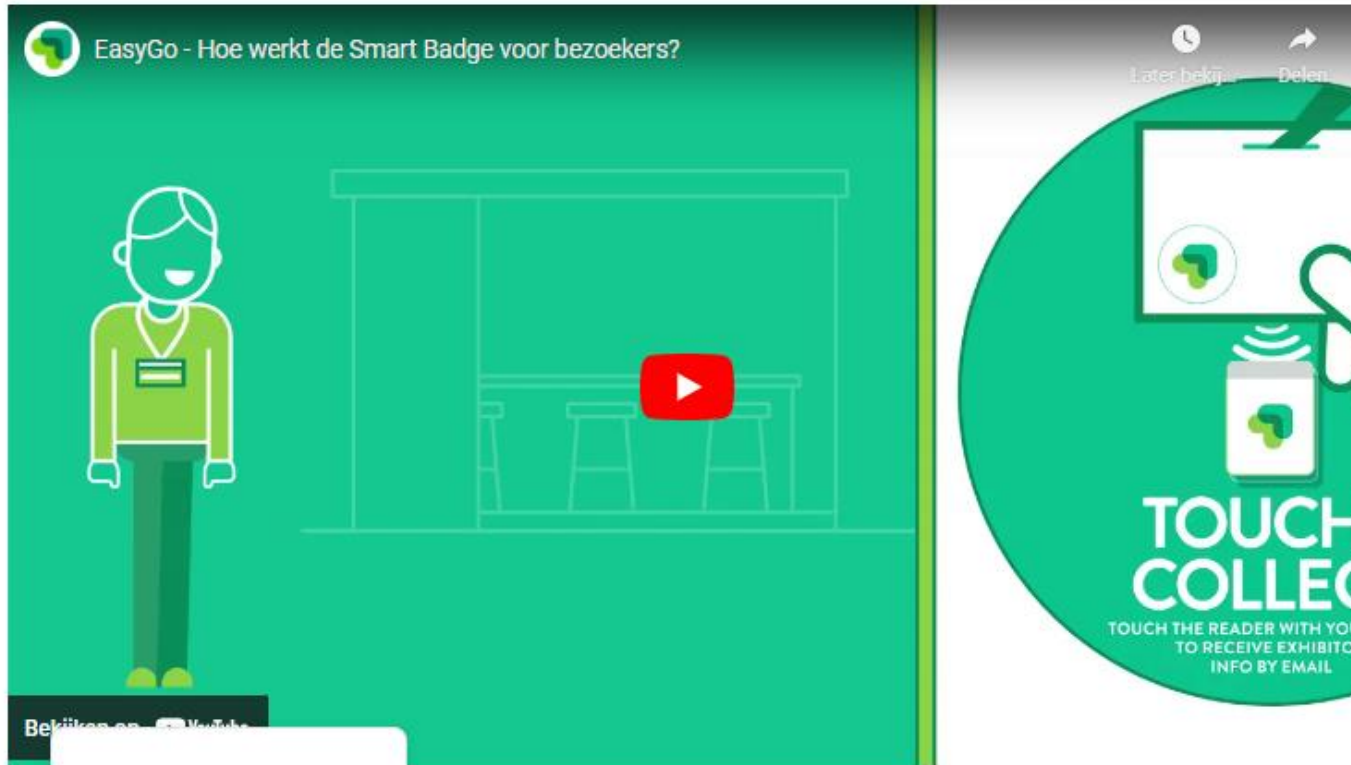
Minimum size 1024 × 288

Video header

NL

<https://www.youtube.com/watch?v=XWzZCBdi0nA>

Your logo and any video header can be seen as follows in your profile on the website. If you have a GoLeads package or don't upload a video header, the header image will be shown instead of the video header.



Easyfairs Netherlands


- Stand: A14
- Diensten Media & brancheorganisaties
- <https://www.future-lighting.nl>

Step 2: Products and services


Your business card has been completed. It's time for the second step of "Manage profile", adding products that you want to display on the event website.

Products & Services Manage products & services Add product


Display your products and services on your online profile




multiple video test




Test





Test Product
Swapcard Sync



Carton packs w/ Bio-based cap







Here you see the recently added products. Additionally, you are able to add new products.

When you click on "Add product", you are directed to the page below. Fill in all fields completely and correctly, so you share the right information with the visitor.

[< Manage products](#) Create product or service

Add the products and services you are planning to exhibit at the event. They will all be listed on your online stand profile on the event website. Make your product catalogue attractive to visitors with clear product descriptions and high resolution images.


Basic information

Name*

EN NL [Use same for all languages](#)

Image*

EN NL [Use same for all languages](#)

 **Add Image**
Minimum size 1024 × 576


[Save](#)

Fill in the name of your product and add an image. When the website is available in multiple languages, you need to enter the information in all languages. This is indicated by the red language blocks. As soon as a language has been entered, the block turns green. If you have entered 1 language and want to use the same name or image for the other languages as well, click on 'Use the same for all languages'. Then click on save and the fields below will appear.

In this fields, you add a description of your product/service (max. 2000 characters) and you can add an URL, a YouTube URL or documents.

Description

EN NL

 Translate from ▼

0/2000

External url

EN NL

[Use same for all languages](#)

YouTube url

EN NL

[Use same for all languages](#)

Documents

EN NL

[Use same for all languages](#)



PDF Document
Maximum size 10mb

The products will then be displayed on the event website as follows:

Exhibitor	Stand	Products	News	Job Ads
Chauvet Europe	A13	2	1	0
Cue-Design	C05	0	0	0
DMLUX	B09	0	0	0
Easyfairs Netherlands	A14	0	0	0
EcoDim	B04	3	1	1
Elincom Electronics B.V.	E04	4	16	0

At the bottom of the participant overview you can see the number of products added by the exhibitor. In this example, Easyfairs has not added any products and exhibitor "EcoDim" has added 3 products.

On the company page, the products are displayed as follows.

Producten



ECO-DIM.11 Multicontrol led dimmer universeel 0-250W (RC)




ECO-DIM.07 Led dimmer WiFi druk/draai 0-250W




ECO-DIM.03 Led dimmer universeel 0-500W (RLC)

When you click on a product, you will go to the product page that looks like this:



The added image



The added link and any added documents

Beschrijving

Hogeleverend voor ESYLUX-lichtsystemen met eenvoudige plug&play-installatie. Uitvoeringen voor vaste lichtflour (3000K / 4000K) of met Symbolic technology (2700-8500 K) voor Human Centric Lighting. Geïntegreerde constante lichtregeling voor hoge energie-efficiënte. Voorzien van twee impulsgevoelingsgangen voor conventionele 230V-achtelkansen. Snelle plug&play-aansluiting van armaturen via RJ45-stekkerverbindingen. Koppeltbaar met andere ELC-regel eenheden (SMARTDRIVERS). Uitbreiding met DALI-armaturen via geïntegreerde DALI-uitgangspen mogelijk. Aanvoerspanningsafhankelijk schakelen van HVAC-systeem via ESYLUX DALI-actuator (accessoire).

Andere producten

- 2x2 Cree LED-lichtbronnen en bewegingsmelder (220V/100)
- COMFACTerie DUC DALI-voerspanningsbron
- FLUXerie LED-lichtbronnen/bewegingsmelder
- ALVA Bedieningsunit 700/100 MD DALI
- COMFACTerie LED-lichtbronnen POC 3000/21 AR111 RS plus DALI2

Contactinformatie

Stuur ons een bericht

3384 AL, Steenwijk, Nederland
<https://www.esylux.nl>

Naam: Email:

Bericht:

Verstuur

Product description

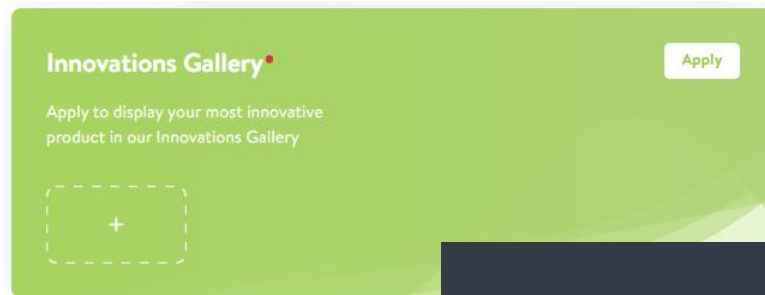
Step 3: Innovation gallery

In the innovation gallery, you can register products as innovation. These are displayed in a separate section of the show website. The innovation you have registered does not get there automatically, it is first assessed. Is the submitted innovation actually an innovation and does it meet all predetermined requirements? You will receive an e-mail when the assessment is complete, and you don't need to check into My Easyfairs all the time to see if the innovation has been approved.

If you have not yet registered any innovations, you can do so now. You can also do this some other time, of course. Click on the product that you want to add as an innovation.

You can only register an innovation that you have added as a product during the second step. An innovation that you have not yet added to your products? No problem, go back to the step products and add this innovation anyway. After that, you will see that this product can be selected and submitted as innovation.

With a GoLeads package you can register 1 innovation, with a GoPlus and a GoPremium package 2 innovations.



Innovations Gallery

Innovations Gallery Application

Got a breakthrough product you would like to advertise? Click Start to apply for inclusion in the Innovations Gallery (subject to approval by the Innovations Reviewer).

0/1 Innovation(s) submitted



Klauenpflege



Schädlingsbekämpfung



Viehscheren



Landwirtschaftliche Betriebs...

When you clicked on a product, the below screen is shown. Here you fill in why your product is an innovation. When finished, click on “Apply” and your request is submitted. Now you just have to wait for the approval of your innovation.

0/1 Innovation(s) submitted



Schädlingsbekämpfung

Tell us why your product/service should be considered as innovative

Please add any useful information for our Innovations Reviewer(s) to process your application. The objective of the Innovations Gallery is to give visitors an overview of innovative products/services that they could see/experience at the event when visiting your stand.*

0/255

[Cancel](#)

Apply

When your innovation has been approved by the innovation reviewer, you can find your innovation on a separate page of the website. This way, your product gets even more exposure and your reach becomes even bigger.

The screenshot shows the 'future lighting' website's 'Innovation Gallery'. The header is dark blue with the logo on the left and navigation links: HOME, PROGRAMMA, DEELNEMERS (highlighted), EXPOSANTEN, BEZOEKERS, NIEUWS, and PRAKTISCHE INFO. A 'BESTEL JE TICKET' button is on the right. A dropdown menu under 'DEELNEMERS' lists 'Deelnemers', 'Producten', 'Innovaties' (highlighted), and 'Nieuws'. The main content area has a search bar ('Zoeken...'), a sort dropdown ('Sorteren op'), and a result count ('1 - 8 van 8 resultaten'). Three product cards are displayed:

- LEDDim Smart TW** (STAND C07): A photograph of a modern living room with a blue sofa. Description: 'Een revolutionaire Tunable White (TW)-faseafsnijdimmer waarmee u zowel het'. Company: SG Lighting nv.
- SMART Technologie** (STAND B14): A green and white logo with the word 'SMART'. Description: 'Bever SMART is de standaard Onze intelligente LED armaturen,'. Company: Bever Innovations BV.
- ECO-DIM.11 Multicontrol led dimmer universeel 0-250W (RC)** (STAND B04): A photograph of a blue printed circuit board (PCB) for a dimmer. Description: '✓ Geschikt voor wisselchakeling met meerdere dimmers ✓ 0-250W'. Company: EcoDim.

Step 4: News

To complete your company profile even more, we are now going to add news. On this page, you can add various news items. The steps you have to go through to add a news item are similar to the steps you went through when completing the company information. Here too, if the website is available in different languages, you have to enter all languages separately to complete the website.

The fields with an * are required fields. Nevertheless, we recommend that you complete all fields. By adding a URL to your website, for example, you immediately generate interesting traffic to your website. This can result in leads in the build-up to your participation. The completed fields are automatically saved.

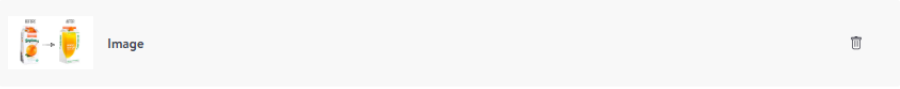
Basic information

Title* EN FR NL DE Translate from

Teaser* EN FR NL DE Translate from

Image

EN FR NL DE Use same for all languages



Description

EN FR NL DE Translate from


4/2000

Website URL

EN FR NL DE Use same for all languages

Documents

EN FR NL DE Use same for all languages

 PDF Document
Maximum size 10mb

The news items are displayed on the show website as follows:

future lighting HOME PROGRAMMA ▾ DEELNEMERS ▾ EXPOSANTEN ▾ BEZOEKERS ▾ NIEUWS PRAKTISCHE INFO ▾ [BESTEL JE TICKET](#)

Deelnemers
Producten
Innovaties
Nieuws

Zoeken... Sorteren op ▾

1 - 24 van 55 resultaten

Maak kennis met onze plafondkanjer STAND A04
Hij wordt gezien als dé vervanger voor Ø50mm GU10-spotjes: onze Ø50 mm led-spot. Klein van formaat, groots in prestaties en daardoor een meerwaarde voor iedere installateur én

Integratech Dreamline – LED-modules STAND D06
Een eenvoudig te installeren modulaire LED Lijnverlichting
Integratech bvba

Bever SMART is de standaard STAND B14
De slimme industriële ledverlichting ondersteunt de verhoging van productiviteit, welzijn, veiligheid en efficiëntie.

After clicking on a news item, you are directed to the whole article, including images and links.



Tweevoudig winnaar van een Dutch Industrial Suppliers and Customer of the Year Award (DISCA)

In 2007 won itsme, toen nog Ehrbecker Schiefelbusch geheten, de DISCA in de categorie Value Added Reseller. Vele finales later was het weer prijs: in 2021 werd itsme uitgeroepen tot winnaar in de categorie Best Parts & Process Supplier!

<https://www.itsmenederland.nl/itsme/nl/EUR/content/resources/news/IndustrialSuppli>

STAND: C08

Deel:



In 2007 won itsme, toen nog Ehrbecker Schiefelbusch geheten, de DISCA in de categorie Value Added Reseller. Vele finales later was het weer prijs: in 2021 werd itsme uitgeroepen tot winnaar in de categorie Best Parts & Process Supplier!

Contactinformatie Stuur ons een bericht

4941 VR, Raamsdonksveer, Netherlands

<https://www.itsmenederland.nl/>



Naam Email

Bericht

Verstuur

Step 5: Jobs

In the last step, you can choose to add job vacancies at your organization! This way, you can immediately reach the target group for which your organization can be interesting. Applicants who reach you via this way will have an affinity with the sector, which is a big plus!

Add a job by completing all fields. Again, don't forget about the different languages! It's possible to add multiple jobs.

Basic information

Title*
EN NL [Use same for all languages](#)

Summary*
EN NL [Translate from](#)

Zoek jij een afwisselende en uitdagende job in de zakelijke evenementenbranche? Wil jij de kracht van live communicatie aan den lijve ondervinden bij één van de grootste en sterkste spelers in de Nederlandse beurzenwereld? En samenwerken met een dynamisch team, maar met veel eigen verantwoordelijkheid? Dan zijn wij op zoek naar jou.

614/255

Contact email*
EN NL [Use same for all languages](#)

Image

EN NL [Use same for all languages](#)





Image 

Description

EN NL [Translate from](#)

Als Accountmanager ben je verantwoordelijk voor de realisatie van de omzet van dit evenement. Het accent binnen de functie ligt voornamelijk op acquisitie; je benadert potentiële exposanten voor deelname aan onze beurzen. Je kent de markt als geen ander en je zorgt ervoor dat alle A-spelers op dit evenement aanwezig zijn. Je hebt een neus voor trends & ontwikkelingen in de markt en weet precies wie de challengers van morgen zijn. Je zorgt voor een interessante mix van bedrijven op de beursvloer. Kortom, jouw contacten in de markt staan garant voor een top event.


1879/2000

Application form URL

EN NL [Use same for all languages](#)

Documents


EN NL [Use same for all languages](#)

 PDF Document
Maximum size 10mb

Congratulations! You have completed the "Manage profile" step completely and by filling in all fields you will get the most out of your participation!


If you have completed the first step 'Manage profile', you will see that the progress bar is filled further. If you click on 'Stand completion' you will no longer see any outstanding tasks for this part.

MyEasyfairs Does Bread Shops JT2 GoLeads ↑
DEMONorail 27 Sep - 1 Oct 2030

Stand completion 

Manage profile Invite clients ² Manage stand ² Track performance View documents ¹

Stand information




Does Bread Shops
idozyffff-7602@yopmail.com

1111 Berlin
Germany

[Edit](#)

Innovations Gallery

Apply to display your most innovative product in our Innovations Gallery



Test

How to improve your stand completion?

The completion is based on the number of actions you have completed, depending on your EasyGo package. Complete the tasks below to improve your progress level.

Invite clients
[Invite your clients with a personal link](#)
[Invite your clients with an email](#)


Manage stand
[Create SMS alerts](#)
[Manage your readers](#)

View documents
[Some documents need your attention](#)


Products & Services

Display your products and services on your online profile


[Manage products & services](#) [Add product](#)




multiple video test






Test



Test Product Swapcard Sync



Carton packs w/ Bio-based cap



News

Post the latest news about your company, products and services

[Manage news](#) [Add news](#)

Job ads

Advertise open positions at your company on the event website and recruit top talents in your sector

[Upgrade](#)