



GEVME Onsite Services

Onsite Lead Generation App



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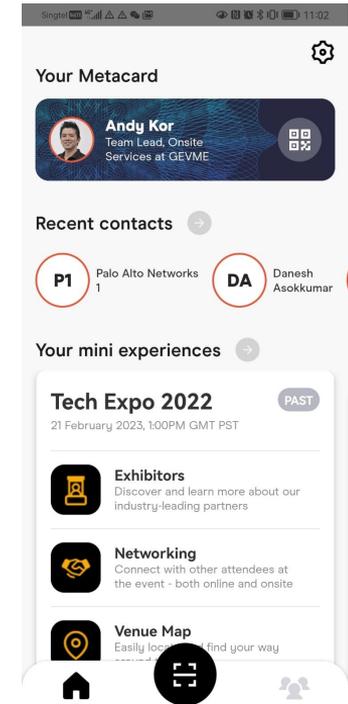
Lead Gen App

- ❑ The Lead Gen App is available on both Android and IOS
- ❑ It allows the exhibitors to scan the QR code on the attendees badge for lead collection
- ❑ The exhibitor is able to take notes for the conversation with the particular attendee and also rate the attendee for follow up actions
- ❑ The leads collected can be downloaded in a report from the backend system, including the notes and the individual ratings
- ❑ For each exhibitor/sponsor account, the exhibitor who registered for the onsite lead generation app will be assigned the admin role.
- ❑ The admin of each exhibitor/sponsor account will have to add the users in the sponsor dashboard for the app users to be able to use the app onsite for the event in particular



Gevme

GlobalSign.In Pte Ltd

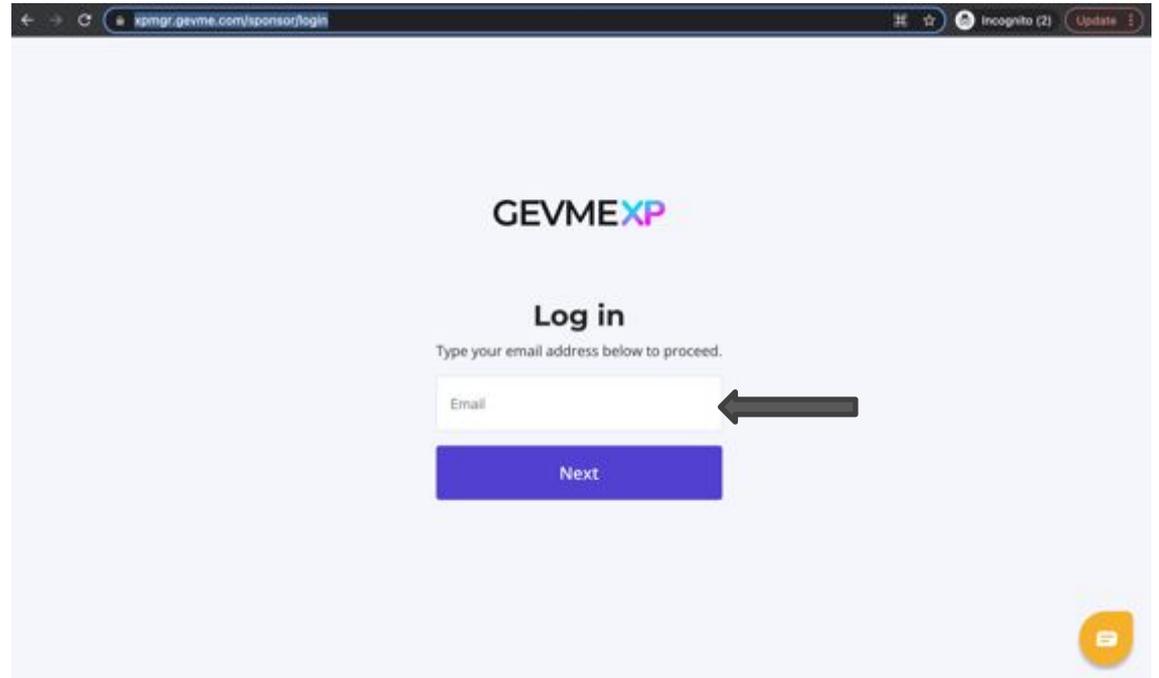


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Lead Gen App

Exhibitor Admin Setup Process

1. To access the exhibitor/sponsor dashboard, log-in to <https://admin.gevme.com/sponsor> with the registered email address



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Exhibitor Admin Setup Process

2. Enter the One-Time-Password (OTP) sent to your registered email address

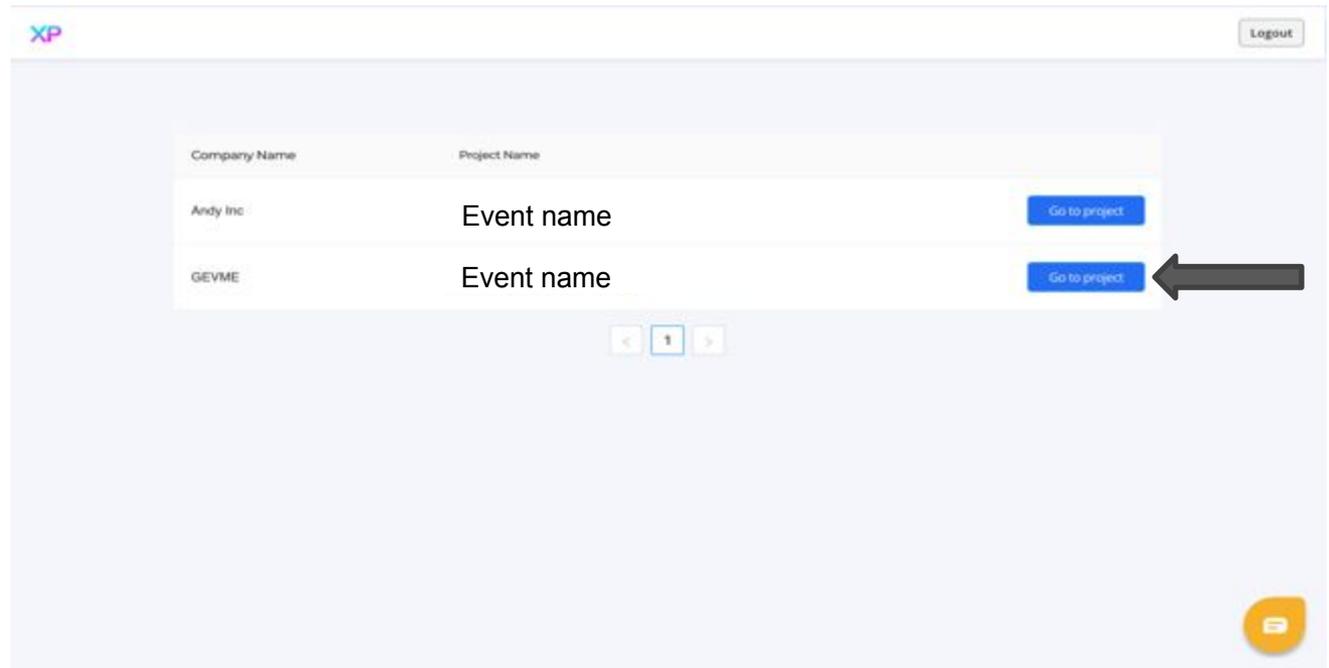


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Exhibitor Admin Setup Process

3. Select the event

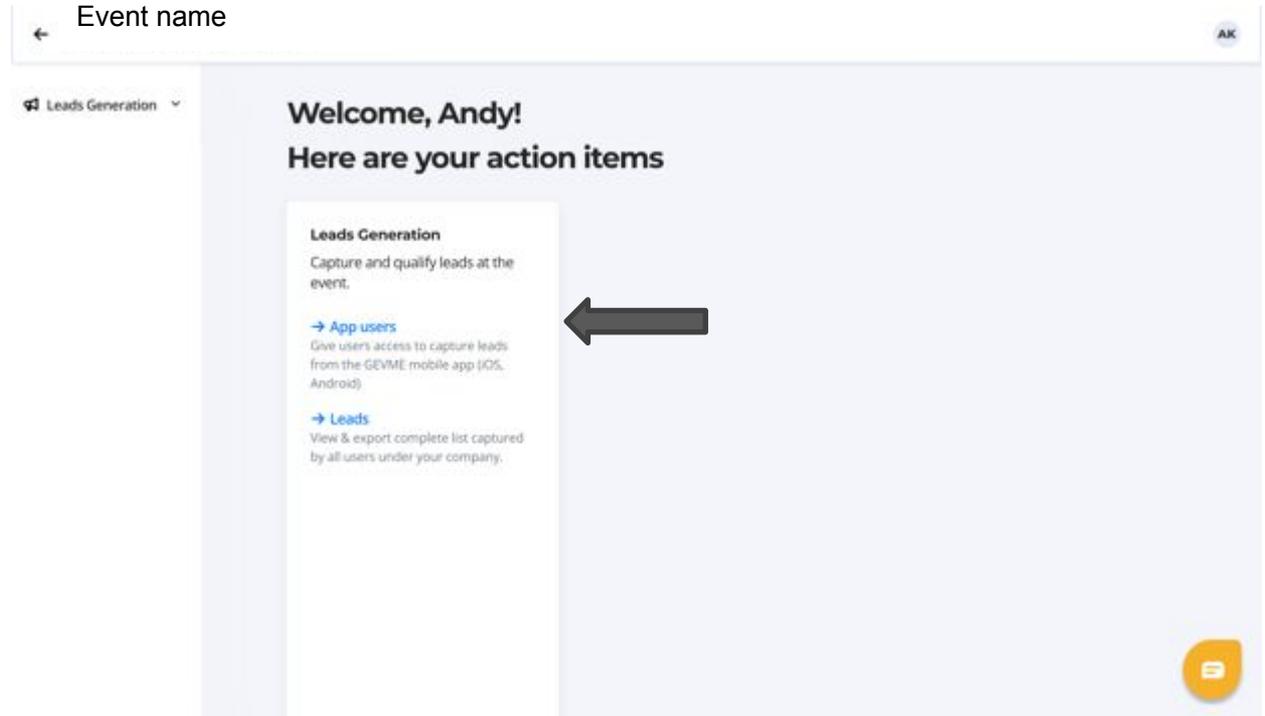


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Exhibitor Admin Setup Process

3. Select 'App users'



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4. Click on 'Invite your users' to add the app users and remember to click on the 'Send invite' button below

The admin user will have to add himself/herself as the app user if he/she will also be using the app.

Once the users are invited, they will receive an email with a message asking them to download the app from the app stores. Users can also approach the GEVME staff at the helpdesk onsite for assistance.

The screenshot displays the 'Manage Users' interface. At the top, there is a navigation menu with 'Leads Generation' selected. The main heading is 'Manage Users'. Below this, a progress bar shows '0 out of 5' user accounts. A message states 'You are using 0 out of 5 user accounts that you purchased.' To the right, there is a blue button labeled 'Invite Your Users' with a black arrow pointing to it. Below the button, it says 'You can invite up to 5 user(s)'. A modal window titled 'Invite Users' is open, showing a table with columns for 'Send invite to', 'First Name', 'Last Name', and 'Email'. The table contains five rows, each with 'Email' in the first column and empty input fields for the others. A blue 'Send Invites' button is at the bottom right of the modal, with a black arrow pointing to it.

Send invite to	First Name	Last Name	Email
1. Email	<input type="text"/>	<input type="text"/>	<input type="text"/>
2. Email	<input type="text"/>	<input type="text"/>	<input type="text"/>
3. Email	<input type="text"/>	<input type="text"/>	<input type="text"/>
4. Email	<input type="text"/>	<input type="text"/>	<input type="text"/>
5. Email	<input type="text"/>	<input type="text"/>	<input type="text"/>

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App User Setup Process

5. Downloading the Lead Gen App



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Lead Gen App

App User Setup Process

- 6. Open the app upon app is downloaded
- 6.1 Select 'Login with your email'
- 6.2 Enter email
- 6.3 Enter OTP sent to email as entered by admin in the exhibitor/ sponsor dashboard
- 6.4 Create the metacard (personal details)

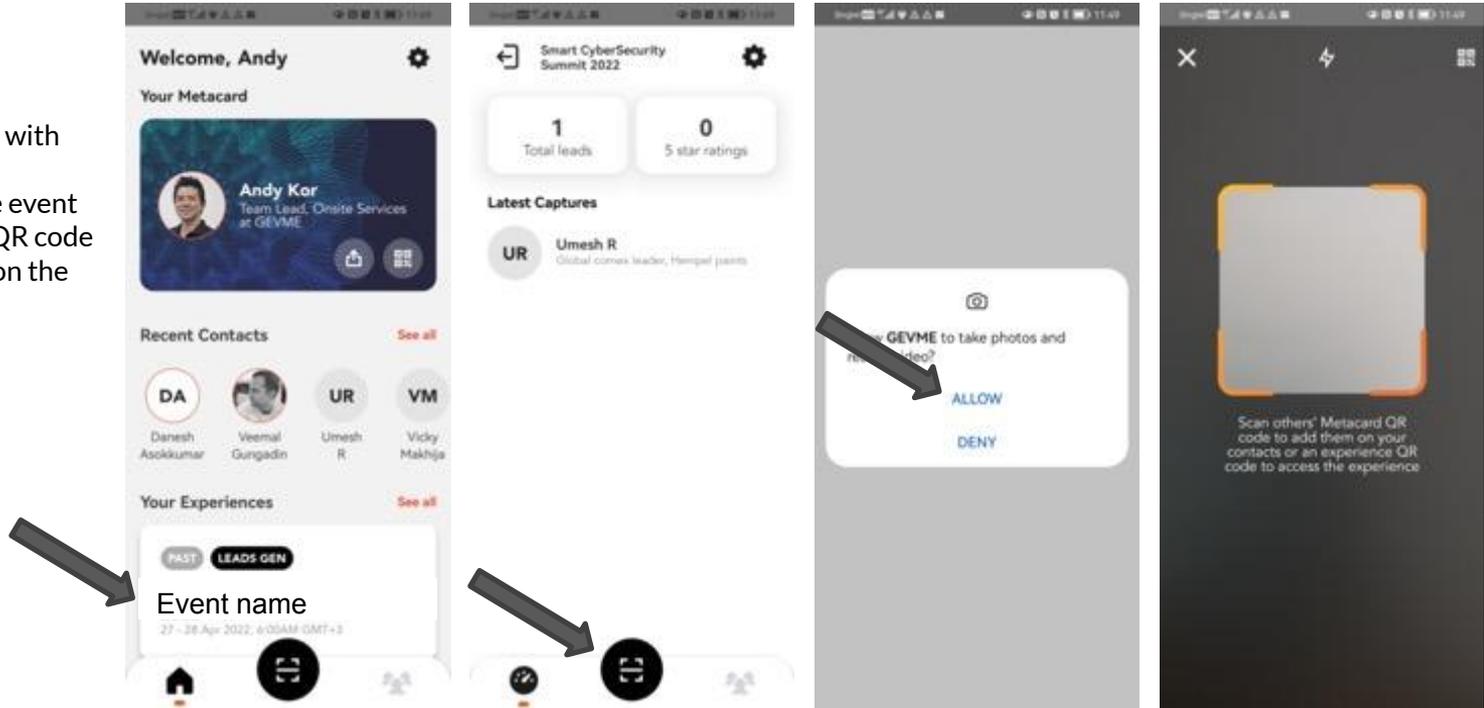


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Lead Gen App

App User Experience

- 7 Open the app and log-in with email
- 7.1 Select the appropriate event
- 7.2 To scan the attendee QR code on the event badge, click on the scan icon
- 7.3 Click on 'Allow'
- 7.4 Scan the QR code



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Lead Gen App

App user experience

- Once the QR code is scanned, the profile of the registered attendee will be displayed.
- In this interface, the exhibitor is able to take notes for the conversation with the particular attendee and also rate the attendee for follow up actions
- The leads collected can be downloaded as a report from the exhibitor/sponsor dashboard, with the notes and the individual ratings



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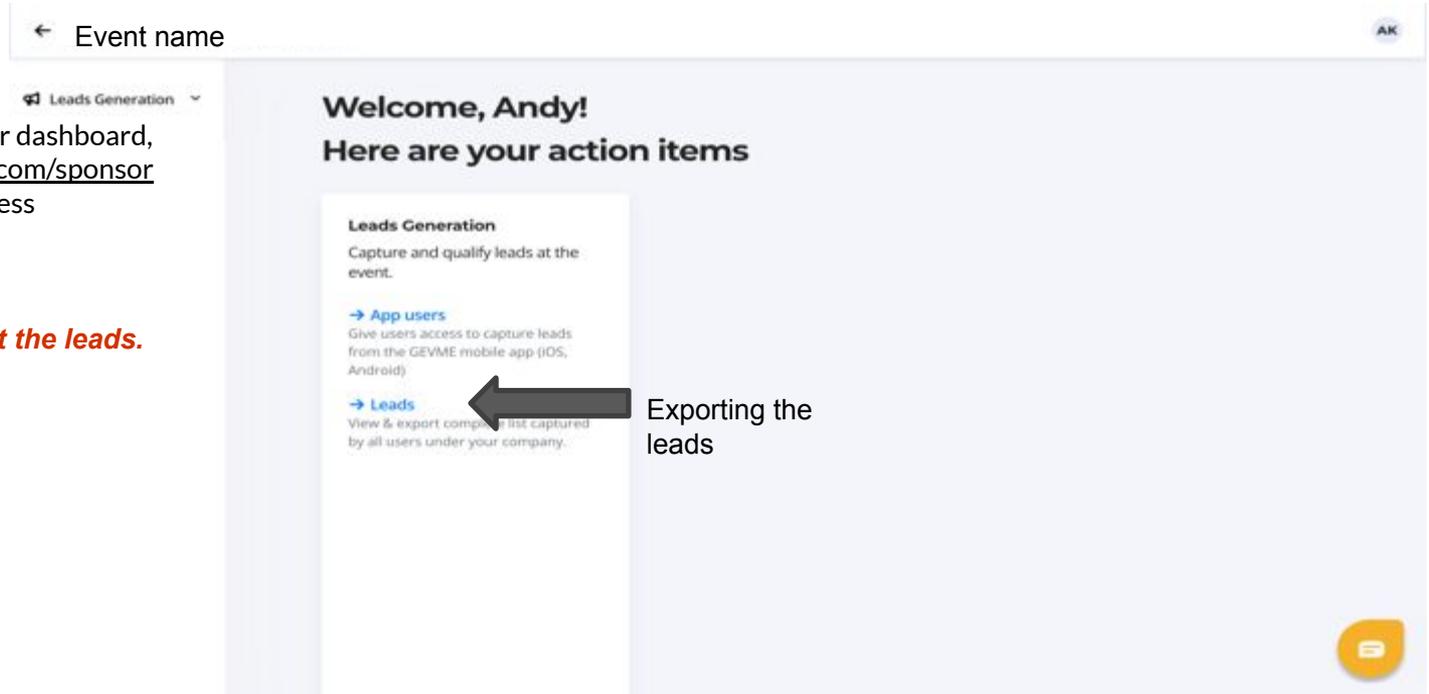
Lead Gen App

Exporting the leads

1. Access the exhibitor/sponsor dashboard, log-in to <https://xpmgr.gevme.com/sponsor> with the registered email address

2. Click on 'Leads'

Note: only admin can export the leads.



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Lead Gen App

Exporting the leads

3. Click on 'Export Leads'

4. The leads report will be exported as a 'csv' file

← Event name AK

Leads Generation ▾

Leads Captured

[Export Leads](#)

Firstname	Lastname	Email	Company	Job title
First & last Name		Email address	Company Name	Vice Pres Deputy H MSS Acad
First & last Name		Email address	Company Name	Regional Business Develop Manager
First & last Name		Email address	Company Name	ISVs & Cl Partners Lead, AP Territory

Captured By	Captured On	Firstname	Lastname	Email	Company	Job Title	Country	Note	Rating
Andy Kor	2022-04-04T14:07:52.000Z	First & last		Email	Company				
Vishnu Arumugam	2022-04-05T03:08:44.000Z	Name		address	Name	Key Account - Customer Business Development			
Vishnu Arumugam	2022-04-04T05:20:51.000Z					Consultant / Investor			



Thank you.

