

Conference Leads - Quick Start Guide Exhibitor Representative

Conference Leads App Exhibitor Rep Layout

Home Page

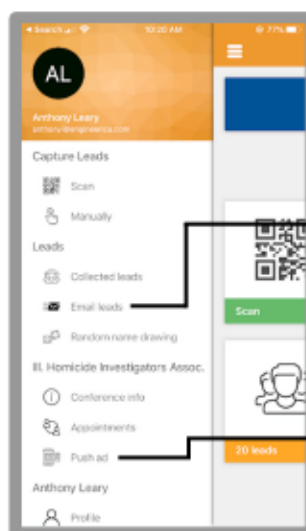
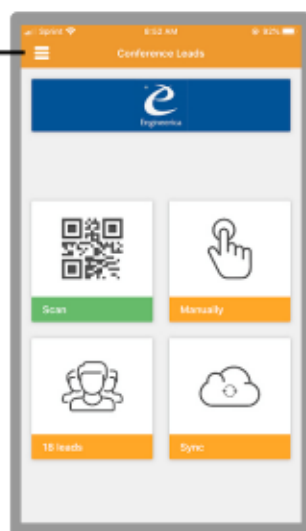
Scan or manually enter leads
Browse your collected leads
and sync your account
with the server

Login

After registration you will
be able to sign into the Leads
app with your email
and password

Navigation

Tap the three horizontal lines
to open the side bar. Here
you can access: Capture
Leads, Leads information,
Conference Information, ads,
and your profile information



Sync

Update all new conference
data in the Leads app . This is
an important step to do before
collecting Leads

Email Leads

Automatically send an email to
your registered address with the
information for all the leads you
have collected

Push Ad

Send a push ad to ask
the attendees to promote your
company with specific
information

Conference Leads Exhibitor Rep Website Layout

Under "**Leads Retrieval**" on the conftrac website, you will find the
options to **manage leads**, conduct **rewards**, and create **push ads**.

Manage Leads- create a lead manually, find captured leads, edit leads
survey for attendees, and also view the analytics on the leads. Analytics
will be displayed in a general data section, leads by date, leads
percentage by representative, number of leads per representative, and
leads by time of day.

Rewards- view the top attendees, the attendees tracked the most
number of times. Also have the ability to conduct a random name
drawing that can be used for prizes, etc.

Push ads- send a push ad to promote your company, or send a
message. The attendees will see get a notification and see your ad in the
attendee app.

Leads

Leads	
Create	Edit Leads Survey Analytics
Lead	
AL	Attendee Two attendee@conftrac.com
RI	Registration Three reg@three.com
SA	Sample Attendee sampleattendee123@conftrac.com