



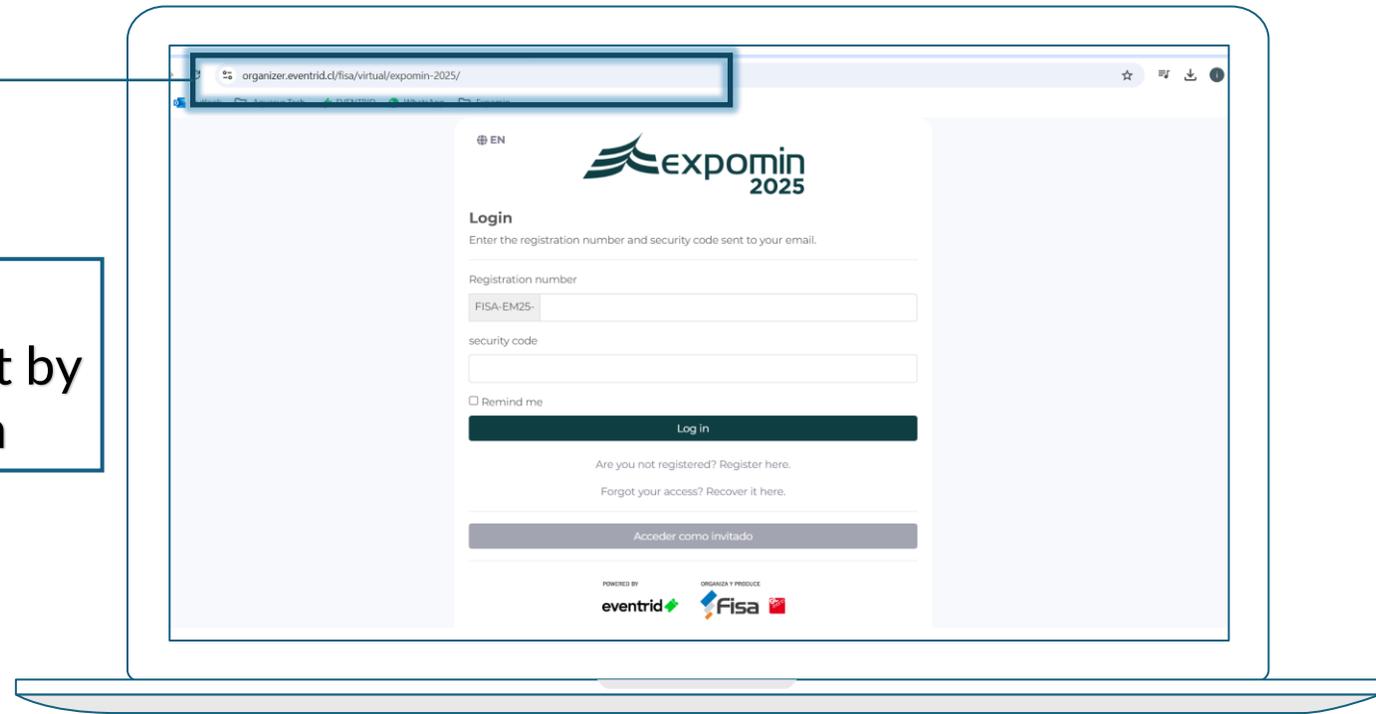
Manual

Catalogue Expomin 2025



1. How to log in?

Step 1
Access the link sent by
the organization



Note: you can also find the link on
the exhibitor's portal.

1. How to log in?

Login

Enter the registration number and security code sent to your email.

Registration number

FISA-EM25-

security code

Remind me

Step 2
Log in with the access information from the proof of accreditation.



If you did not receive the voucher, please contact Ignacio Soto (isoto@fisa.cl).

2. How do I link to a company profile?

The screenshot displays the website's header and navigation menu. The header includes the 'expomin 2025' logo, a language selector 'EN', and user account options for 'My company', 'My account', and 'Ignacio Soto'. The navigation menu on the left lists various sections: Home, News, Conference, Rapporteurs, Marketplace, Visitors, Exhibitors, My favourites, Virtual credential, My profile, and My company. The 'My company' option is highlighted with a blue box. A blue line connects this box to a callout box at the bottom right.

Step 3
Go to the 'My Company'
section of the menu

2. How do I link to a company profile?

expomin 2025

Home
News
Conference
Rapporteurs
Marketplace
Visitors
Exhibitors
My favourites
Virtual credential
My profile
My company

EN My account

Join a company

Company code

XXXXXX

Join

If you are not associated with a company, you must enter the code sent by the organisation.

3. What will I find?

Here you can edit your company information, which will be visible in the 'Exhibitors' section of the application.

My company Administrator

Complete the company profile by adding all the necessary information.

 Edit company

 Products and Services

 Estadísticas

Use the following code to allow other users to enter your company:

XXXXX

 Manage users

There are **3** user(s) in your company.



Fisa By GL Events

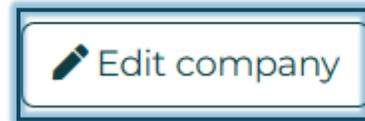
OTRA

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4. Complete information

My company **Administrator**

Complete the company profile by adding all the necessary information.



The information to be completed is as follows

- ❖ Name
- ❖ Company description
- ❖ Industry
- ❖ Stand
- ❖ Address
- ❖ Tags / Labels*
- ❖ Contact details
- ❖ Graphics (Your company logo)
- ❖ Social Media

***Important:** Tags are keywords associated with specific companies or projects on the platform to facilitate your search. Examples: Mining, Construction, sales, lighting, control, etc.

4. Complete information

My company Administrator

Complete the company profile by adding all the necessary information.



The information to be completed is as follows

- ❖ Name
- ❖ Description of the product or service
- ❖ Category
- ❖ *Tags
- ❖ Product image
- ❖ Multimedia files

Important: *Tags / Tags are keywords associated with specific companies or projects on the platform to facilitate your search. Examples: Mining, Construction, sales, lighting, control, etc.

4. Complete information

My company **Administrator**

Complete the company profile by adding all the necessary information.

 Edit company

 Products and Services

 Estadísticas

In this section you can download databases with your company's visitors:

- ❖ Company profile-visualisations
- ❖ Company profile-unique users
- ❖ Company profile-favourites
- ❖ Product-visualisations
- ❖ Product-favorites