

## Using Confirmed Meet-&-Greet at a Networking Event

*Confirmed Meet-&-Greet™ makes it **easy to exchange info and empower you to follow up together without distracting you** from your mission of conversing and creating relationships while at a networking event.*

When a meeting host invites you to use Confirmed to enhance your face-to-face networking, you can set it up for in less than 1 minute...

Here we outline the easy steps to empower you to exchange information with a single badge-scan and one-more-click each.

### First the “Why use Confirmed at your networking event?”

- **Permission-based** exchanges based on a simple badge scan or search
  - Allows you to see each other's **LinkedIn** profiles in a single click
  - Allows access to each other's **schedulers** in a single click
  - **Each person decides** which contact info to share with people they meet at your event
  - **Text notifications** (for verification) whenever you are invited to exchange info or successfully complete an exchange
  - You can **enter notes about each discussion** you had at your event; and after the event can quickly and easily **enter the notes into activities in Salesforce**.
    - (No contact or lead record for that person in SF? Confirmed Meet-&-Greet can fix that at the same time -- automatically.)
  - **It only takes 3-clicks** (a scan, a click to invite the scanned person, and a click from them to accept)
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## Easy to set up and use...

### Step one: accept the invite from your host

1. **Use the QR or link/URL to set up for easy networking.**

*It takes about a minute.*

You'll enter the info you want to share at the event – including:

- **Contact info** (you decide what gets shared on a line-by-line basis)
- **Your LinkedIn Profile**
  - so you don't have to use QR codes to connect or search for each other
- **Your Scheduler link**
  - This can be in your existing Confirmed account
  - You can use other brands of schedulers instead
  - If you don't have a scheduler already, or want to use a special one for this event, you can create one.
- **Event oriented info** – If your event host thinks there are universal items that you'll want to share at this event, the host can prompt you to share them when you set up your easy networking

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## **HINTS:**

### **IMPORTANT: We require you to include your cell phone number**

We require you to enter your cell phone number because during the event you'll receive SMS text notifications related to the badge scanning and networking that you are doing.

We do not market to you via SMS text; and we do not sell your info.

If you do not want to receive additional texts, you can respond STOP on any of them to turn off the rest.

You do not have to share that number with people at the event. Simply uncheck the checkbox and your cell number will only be used to deliver your networking notifications for the event.

### **You can change your sharable info or add your LinkedIn or scheduler at any time.**

To change the info you share with people at a specific event,

- i. Click on Meet-&-Greet on the header in your Confirmed account
- ii. In the [Find Attendees] tab, find your event.
- iii. Click on the edit icon to bring up the form to change your info
- iv. Click [Update]

If you don't see your editing icon, you probably have the event activated to allow badge scanning. Simply click [Change Event] to see all your events. The icon will be on each event and will change info only for that event.

Once you click [Update], the info you exchange from that point forward will be different.

### **What if you didn't register in advance?**

***No worries! If you have the link or QR for networking with Confirmed at your event, you can register and start using Confirmed Meet-&-Greet.***

- If an attendee using Confirmed scans your badge before you have registered for the event in Confirmed, **Confirmed will automatically display the event's QR code on their phone. So, you can scan it with your phone camera** to register on the spot – and start using immediately.
- Many events will have a page with the Event's QR code available at the door when you arrive. Some will also have them scattered around the event.

As soon as you register once, you'll be able to use the badge scanner many times during your event. Your same Confirmed account will also be usable at other events that use Confirmed Meet-&-Greet.

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## Other interesting facts

### **Confirmed Meet-&-Greet's proprietary badge-scan technology uses LLM to get it right.**

It even works with hand-printed badges. And no QR is ever required to make the match between people. Confirmed recognizes them based on the words that are on the badge, and makes the closest match

- Typography (printed badges) is recognized with 99% accuracy
- Hand printed with a Sharpie will be about 90%
- It's not as accurate if somebody uses cursive or writes their badge with a ballpoint pen; but we're already getting better, even though it's early in the product lifecycle.
- It doesn't matter if you have logos or other elements on the badge; Confirmed will usually not be deterred by them
- In most cases, the size of the badge in the image, the color of the ink and orientation won't deter a great scan. But blurry out of focus might.

***Suggestion: If they don't have a pre-printed badge for you, hand-print one with a Sharpie or Magic Markers (not a ballpoint; and not in cursive).*** It will result in pretty darn good results from badge scans.

### ***Privacy is a right!*** So Confirmed Meet-&-Greet...

- **Allows you to decide which information** you're willing to share with people who scan your badge. Want people in event A to have your cell phone, but not people in event B. Just check the cell phone field checkbox to share; uncheck it to hide.
- **Is Permission based.** If somebody scans your badge, you decide whether you want them to have your info. This eliminates the worry that somebody might scan your badge when you don't notice.
- **Quid pro quo in action. Your info exchanges are two-way. No need to scan both badges.** If you want their info beyond what you see on their badge, you need to concurrently share yours with them.
  - The scanner gives permission by scanning, which also sends an invite to the person wearing the badge, asking them to exchange info.
  - When the badge wearer accepts, it releases the info for both parties, which they can access on the [My Connections] tab in Confirmed Meet-&-Greet section.