eZ-XPO
CONNECT - COLLABORATE - PROMOTE

Correctional Education Association
Transforming Lives

Quick Start Guide - Exhibitor

Connect - Collaborate – Promote

Welcome

Dashboard
Exhibit Hall
Auditorium
Networking Lounge
Other Networks
Sponsor
boardworks
SIMLOG
iCEV
ACT
AZTEC SOFTWARE
Correctional Education Association
Transforming Lives
PAXEN Publishing
DRC
essential education
New Readers Press
ReadingHorizons
ATLO
PARADIGM
BRAINCHILD
Teknimedia
Exhibitor List
Sponsor List

Welcome: Registration

Login Information: As an Exhibitor, you will receive email from CEA (Organizer) via eZ-Xpo. It will contain the following:

- Link to the Expo
- Your Username
- Your Password

Hi CEA ,
Thanks for registering in the following virtual event as a Sponsor. This email is to confirm that the user CEA is registering for a new account at ezxpo.net:

Correctional Education Association - Transforming Lives

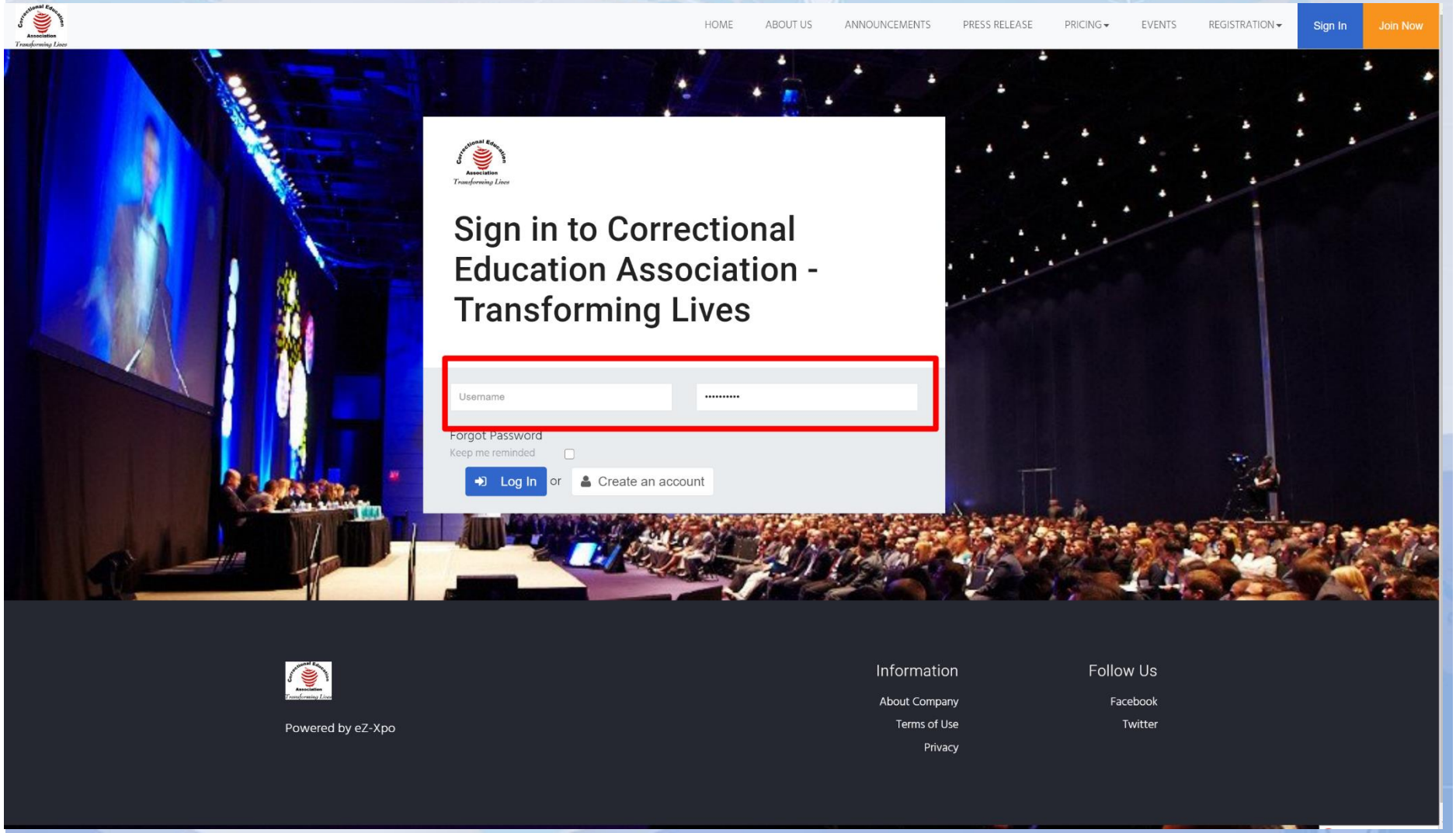
URL: https://ezxpo.net/ceanational

username: cea-host
password: ########

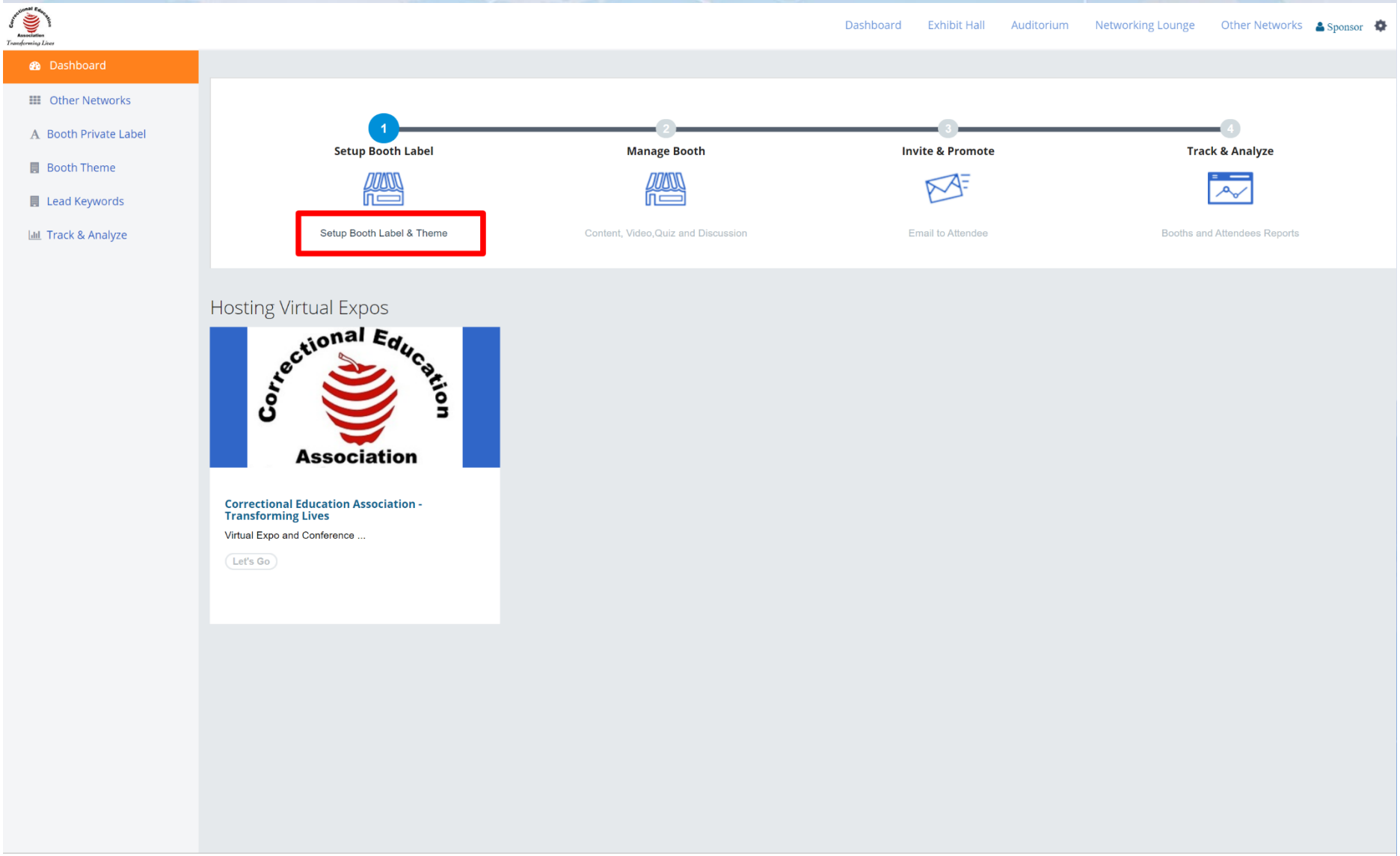
For any technical issues and support, please feel free to contact us at support@ez-xpo.com

Sign – https://ezxpo.net/ceanational

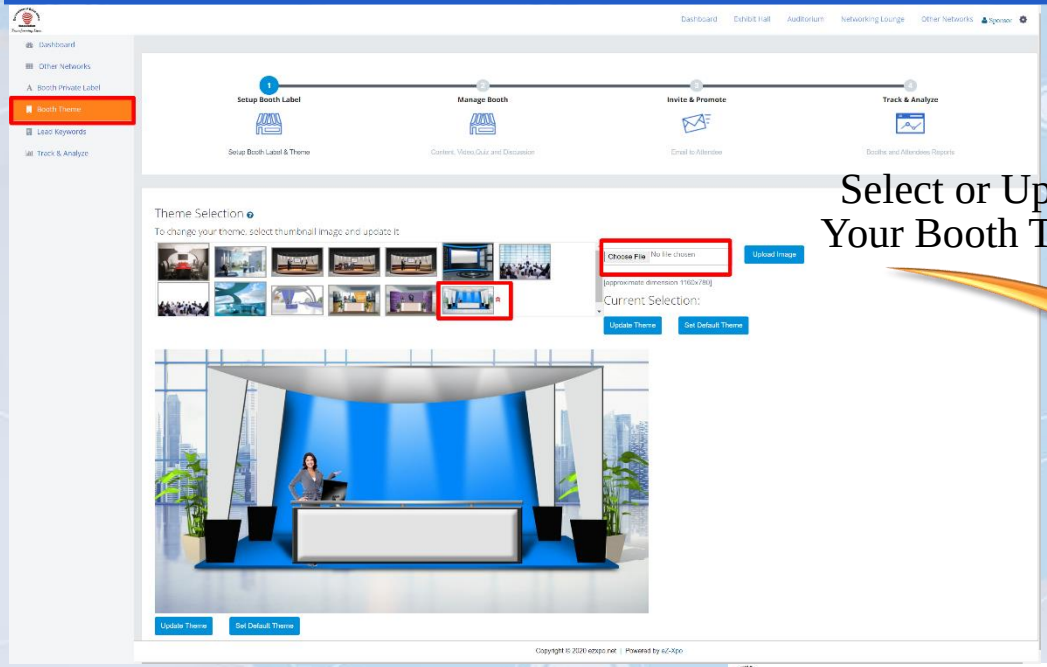
Sign In – https://ezxpo.net/ceanational/login



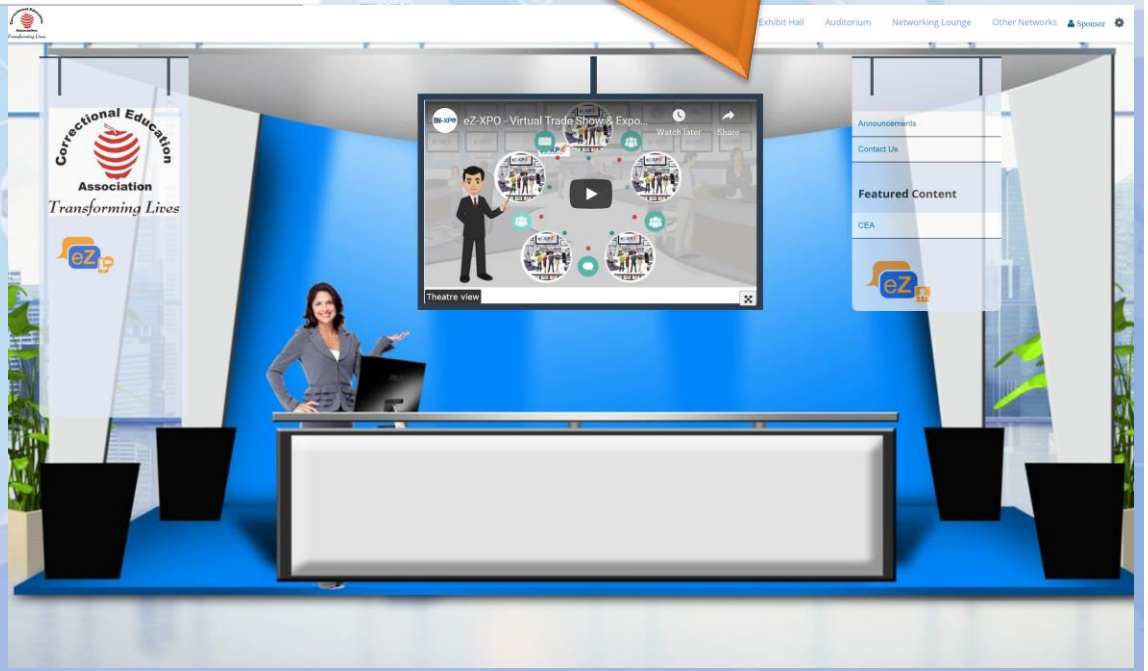
Booth Set Up – Step 1 – Booth Label & Theme



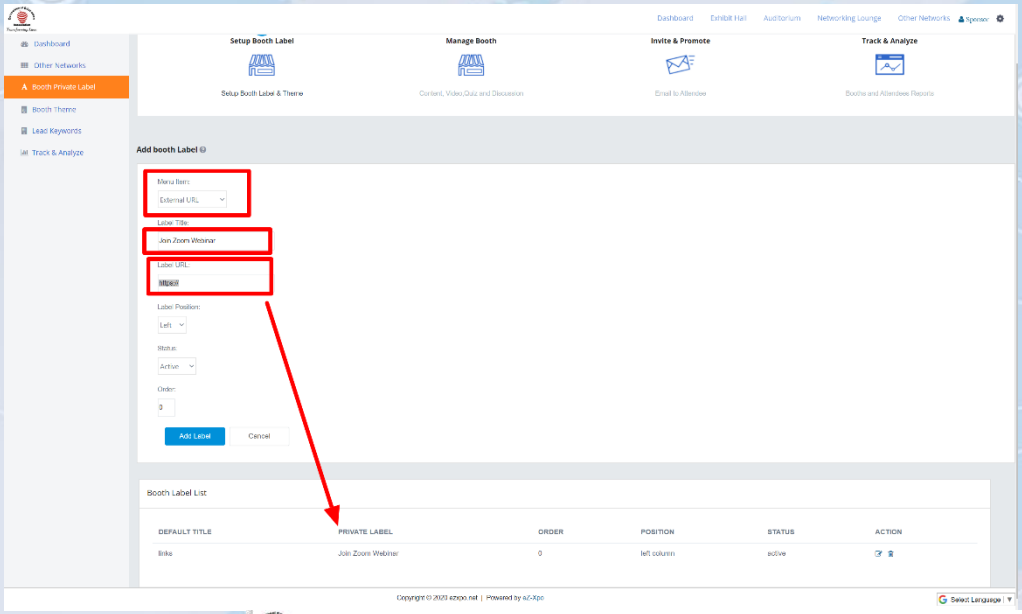
Select Booth Theme

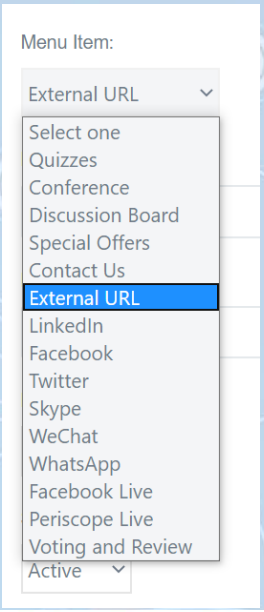


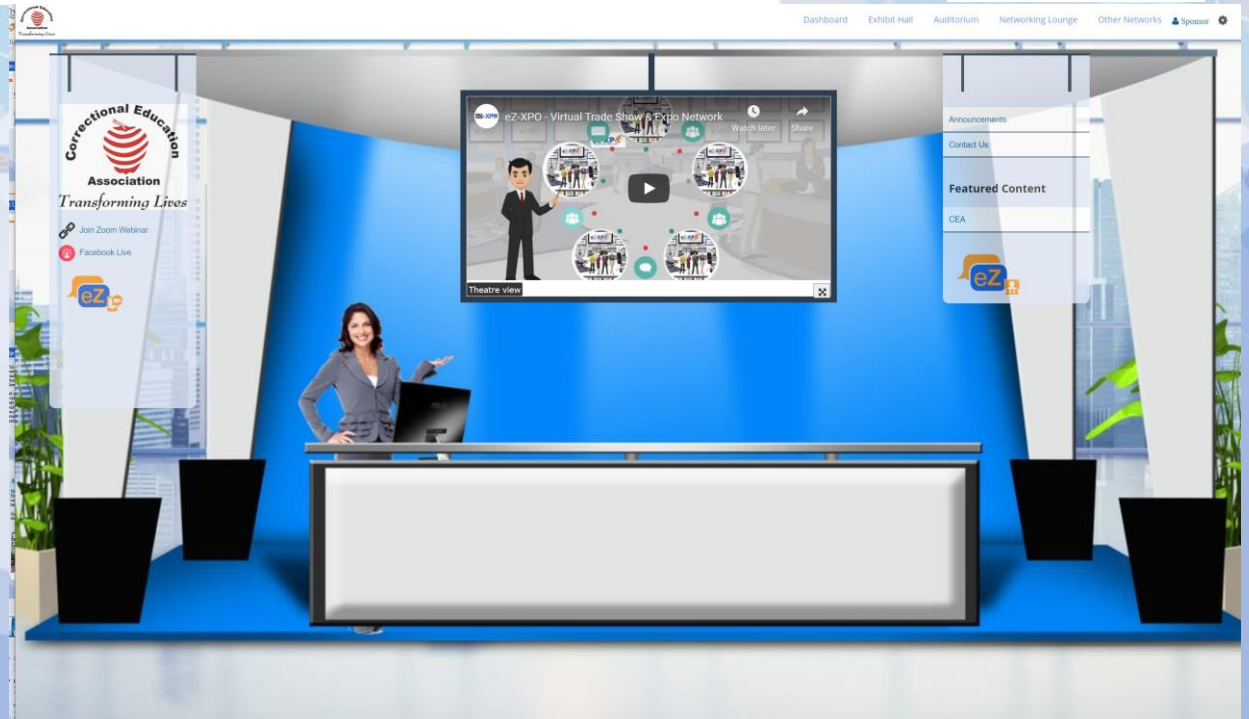
Select or Upload
Your Booth Theme



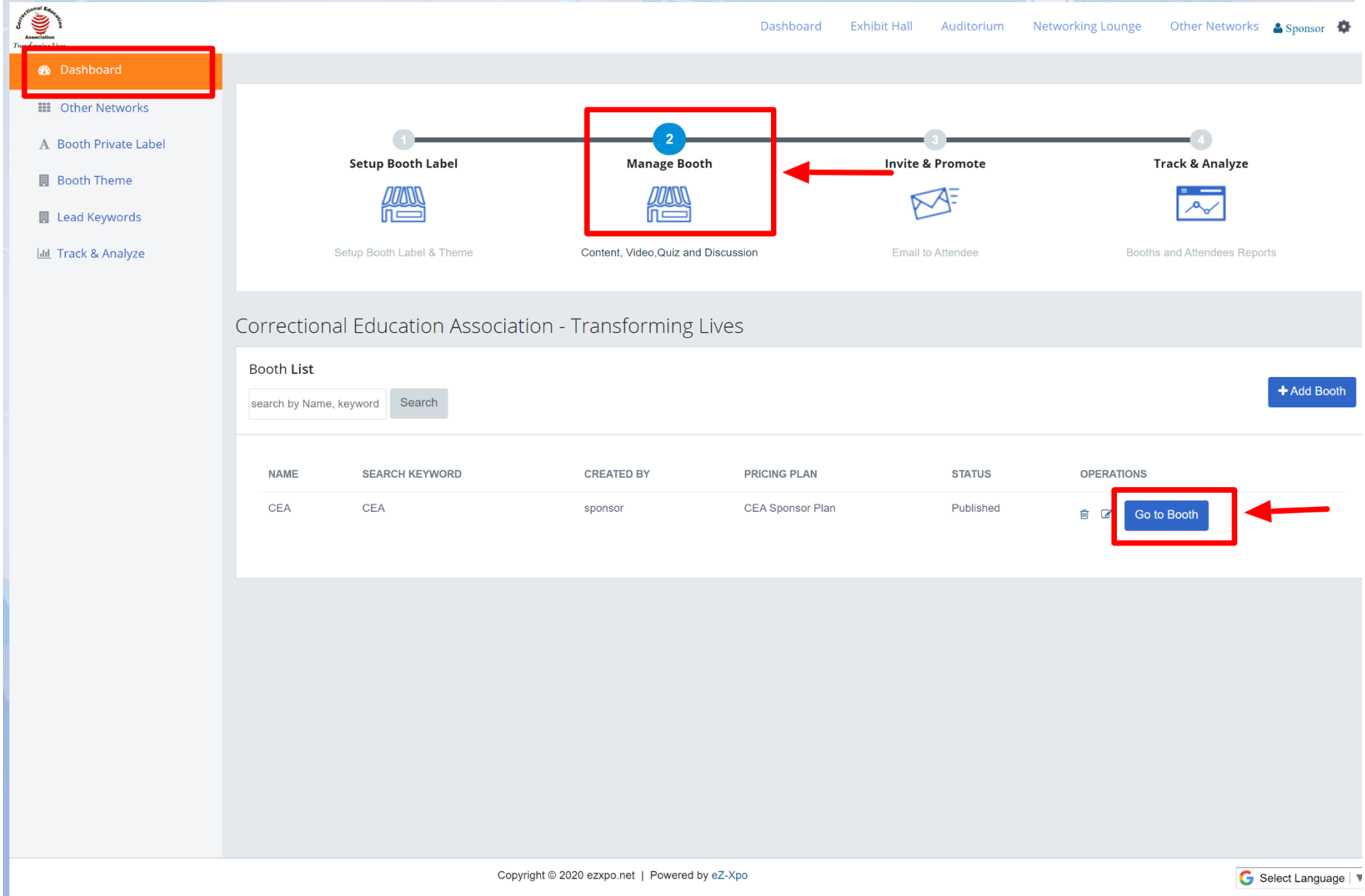
Set Up Booth Labels - Left & Right Banner







Manage Booth



Manage Booth – Add Logo

Dashboard | Exhibit Hall | Auditorium | Networking Lounge | Other Networks | Sponsor

- Dashboard
- Other Networks
- Announcements
- Discussions
- Trivia/Quiz
- Featured
- Conferences
- Virtual Lobby
- Booth Setup
- Add Booth

1 Setup Booth Label — Setup Booth Label & Theme

2 Manage Booth — Content, Video,Quiz and Discussion

3 Invite & Promote — Email to Attendee

4 Track & Analyze — Booths and Attendees Reports

Virtual Booth View

Add Logo | Add Video | Add Content | Announcements | Discussion | Quiz

Upload Logo:

Choose File | No file chosen

Maximum Image Size (260 X 164)

Update

Add Your Logo!
Your Logo will display in the Left Banner

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Manage Booth – Add Video

Dashboard | Exhibit Hall | Auditorium | Networking Lounge | Other Networks | Sponsor

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Virtual Booth View

Add Logo | Add Video | Add Content | Announcements | Discussion | Quiz

Upload Video or Image

Title:

Enter Video Title

Add Embed Video or Graphic Below

Embed Iframe Video:

<iframe width='100%' height='80%' src='https://www.youtube.com/embed/JTh5r8ivcgA' frameborder='0' allowfullscreen></iframe>

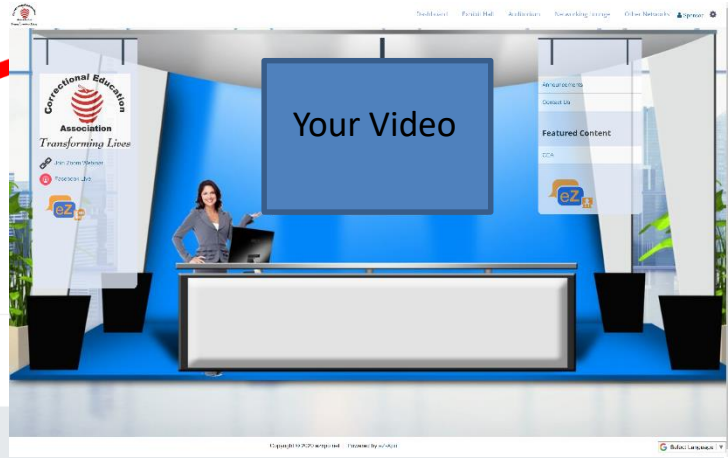
OR

Upload Graphic Image:

Choose File No file chosen

Maximum Image Size (260 X 164)

Submit



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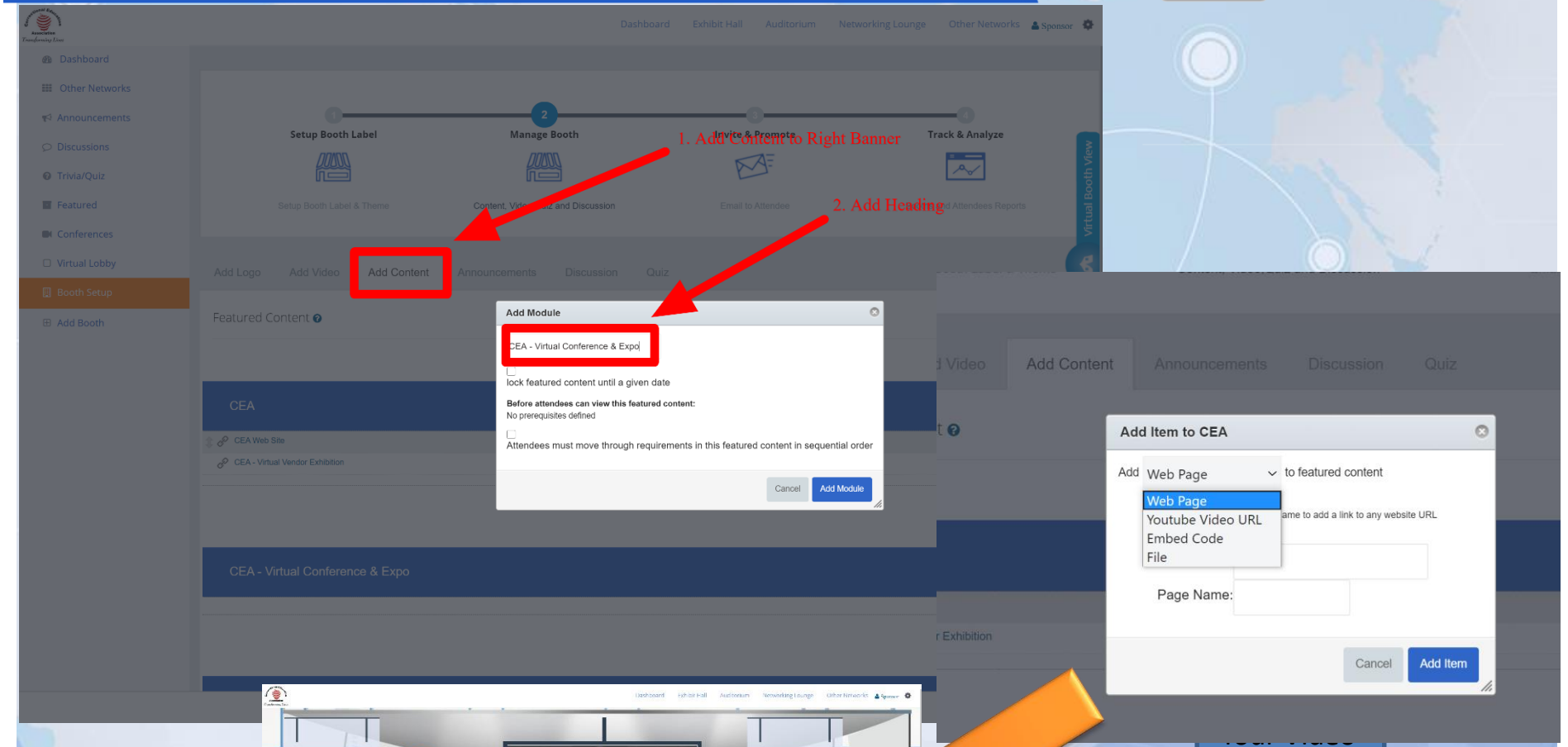
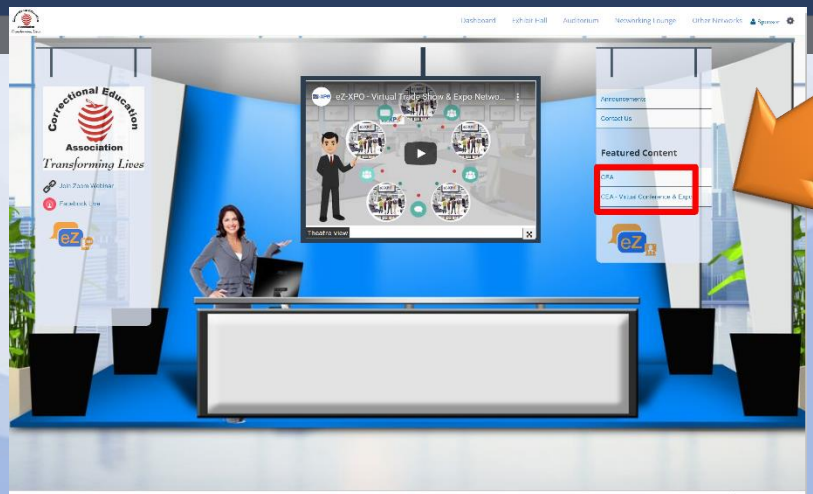
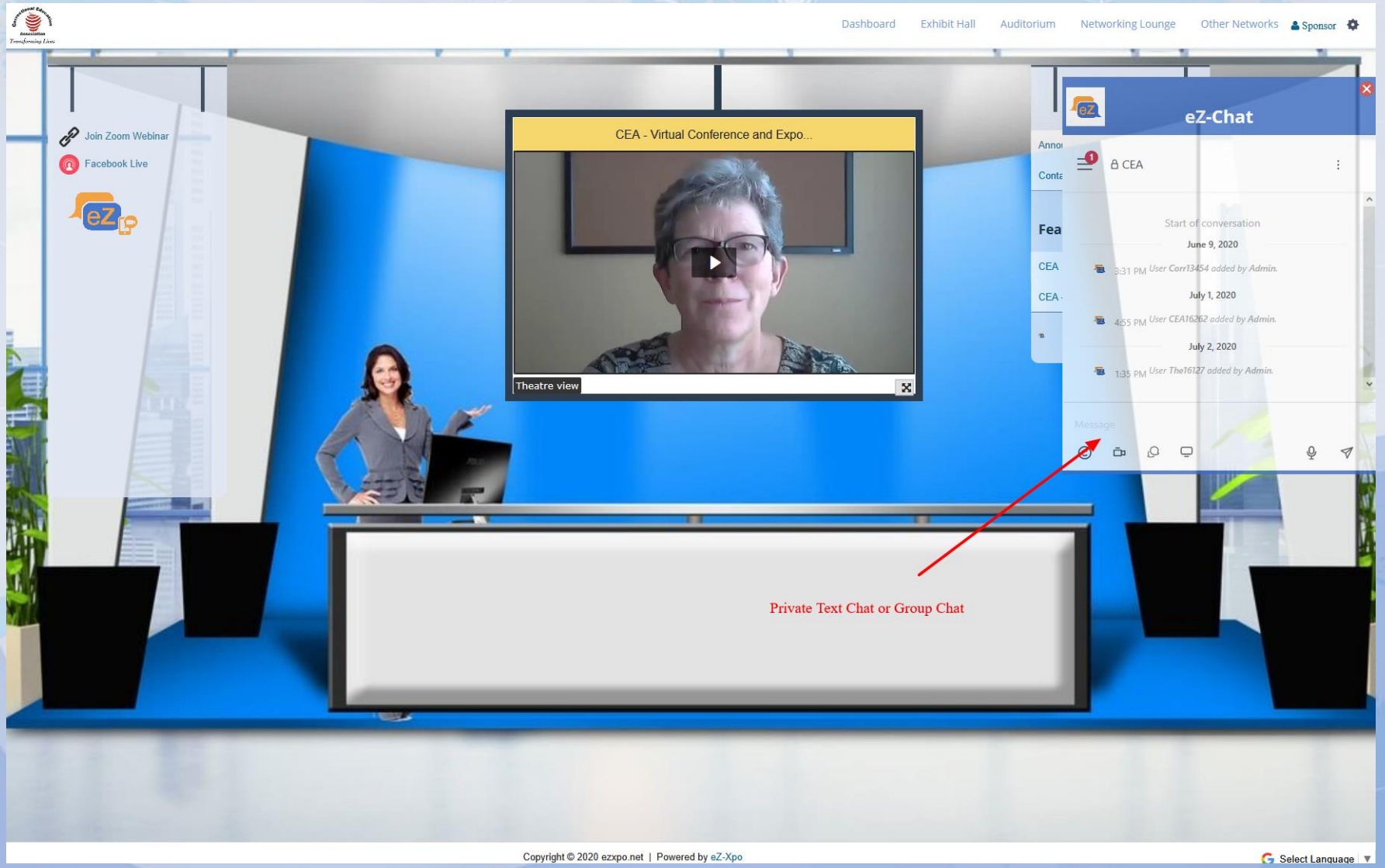
Select Language

Manage Booth – Add Content

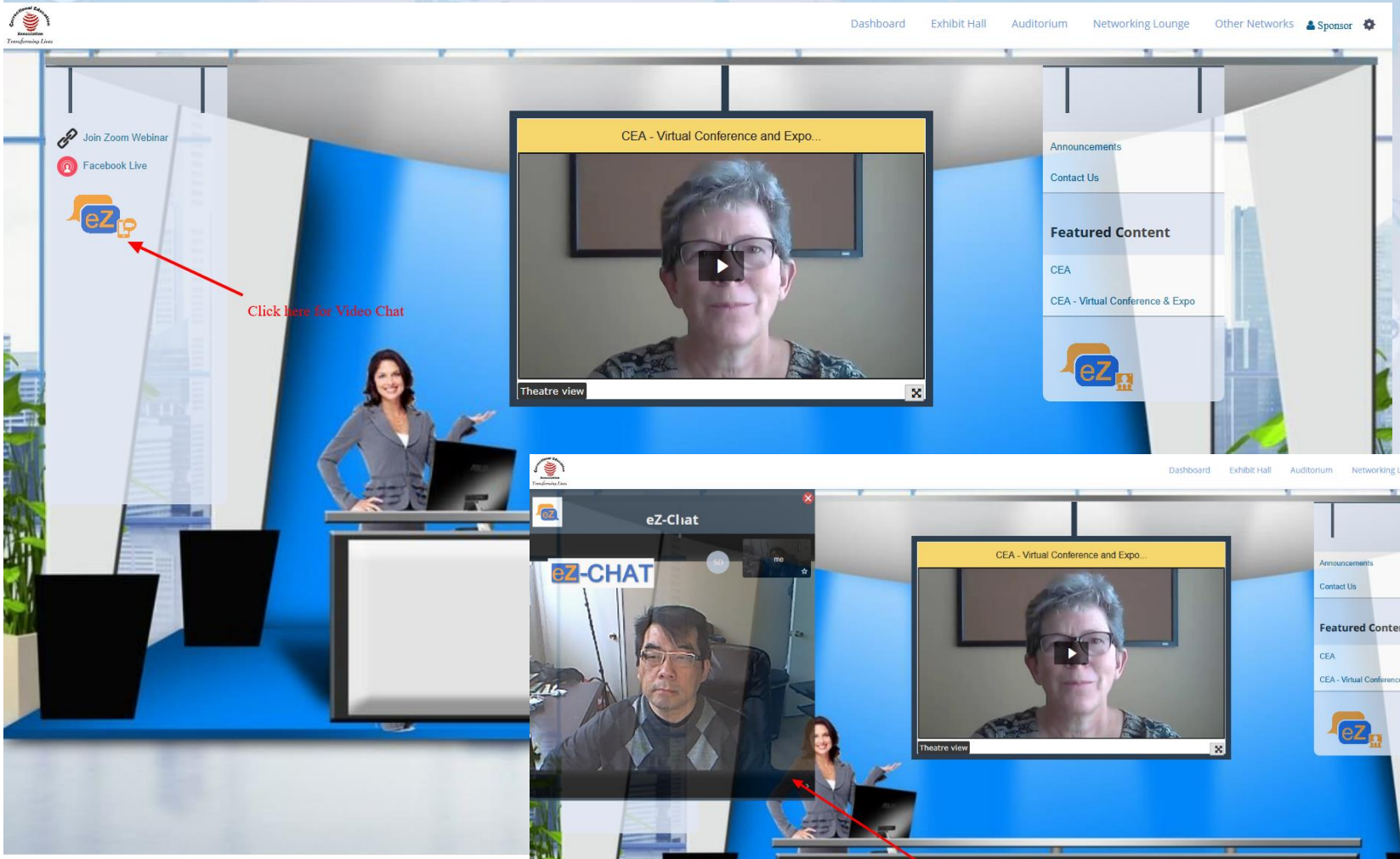


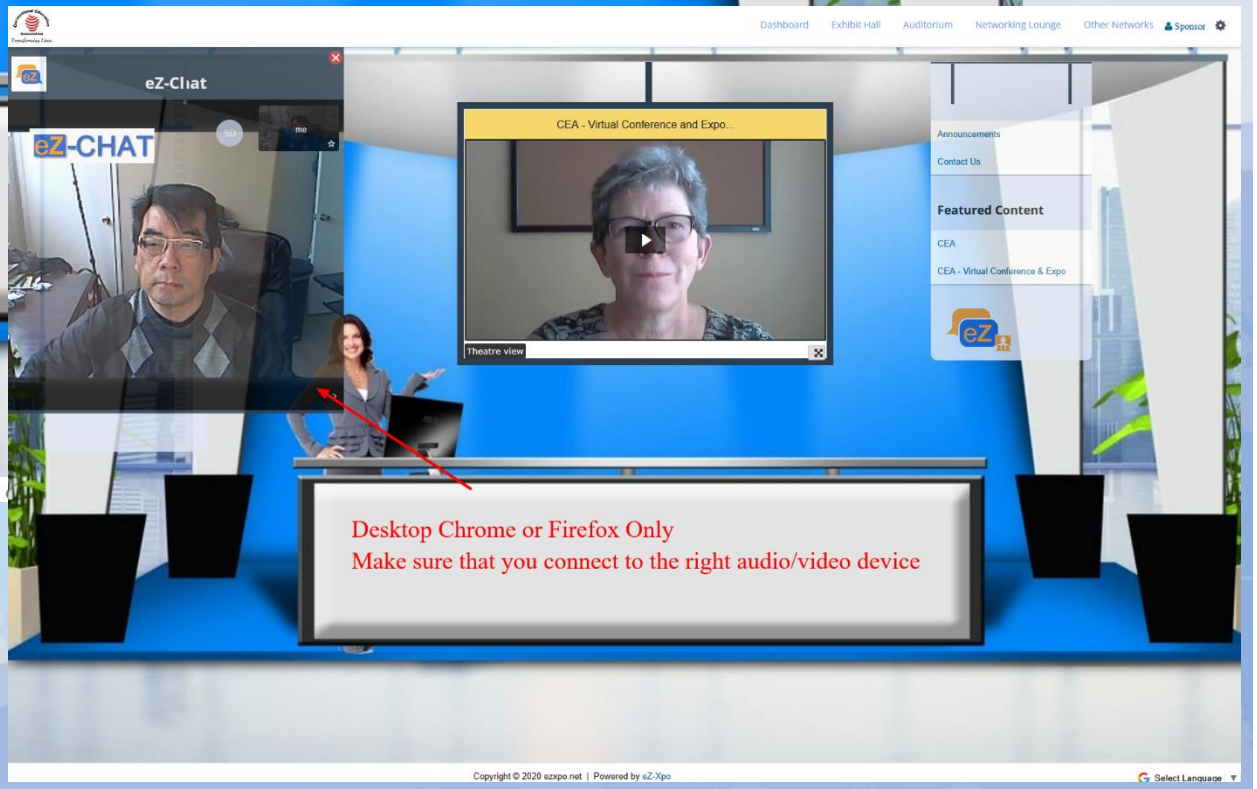


Manage Booth – Private or Group Text Chat



Manage Booth – eZ-Chat Video on Left





Questions

Please contact us for further information – Virtual Summit & Expo Network Staffs:

eZ-Support Team
https://ezxpo.freshdesk.com/support/home

Or

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Mobile – 415-533-8866