

## MedTech Connect Tips and Tricks

- Sync your profile with your LinkedIn page or pull from a past event to easily populate your information.
- Add sessions you'd like to attend to your personal schedule and export to your personal calendar (be sure to indicate if you'd like to be available for meetings during each session).
- Indicate the times you'll be available to book meetings using the "Update Availability" feature and block the times you're unavailable to avoid receiving requests you'll be unable to accept.
- Stay active in the Social Feed to increase your visibility to other attendees.
- Mark other attendees as favorites to keep your leads all in one place.
- Use the comments section of each meeting request to follow up on awaiting meeting requests.
- Manage system notifications in "My Profile Settings."

