SECURE THE MEETINGS YOU WANT WITH MEDTECH CONNECT

THE MEDTECH CONFERENCE

WHY USE MEDTECH CONNECT?

It's now easier than ever to schedule the meetings you want with MedTech Connect.

Looking for investment or business development opportunities? Exploring future partnerships or strengthening existing relationships? Use MedTech Connect, The MedTech Conference's premier desktop meeting tool, to:

- Build a company profile
- Search for attendees
- Request and schedule meetings at mutually available times
- Organize your company's meeting requests- all in one place

WHAT'S NEW IN MEDTECH CONNECT?

Company to company requests

Experience increased company transparency with the new MedTech Connect. All full-access registrants will be able to see attending delegates from your company and select and respond to meeting requests accordingly.

New look and feel

Our desktop experience is new and improved. With increased search filters, the ability to create a more robust company profile, and the new message/meeting center, MedTech Connect will help you stay organized and maximize your time at the conference.

Auto-scheduled meetings

Tired of back and forth emails trying to find the best time to meet? MedTech Connect's auto-scheduler does the hard work for you. Just be sure to mark your availability and MedTech Connect will schedule meetings at the times you'll be free to meet.

COMPANY TO COMPANY OUTREACH

Increase your meetings.

You want to maximize your time at the conference…MedTech Connect helps you and your organization do that with company to company meeting requests. This approach makes sure the right contact from your organization is meeting with the right people and is the best way to ensure meeting requests get answered.

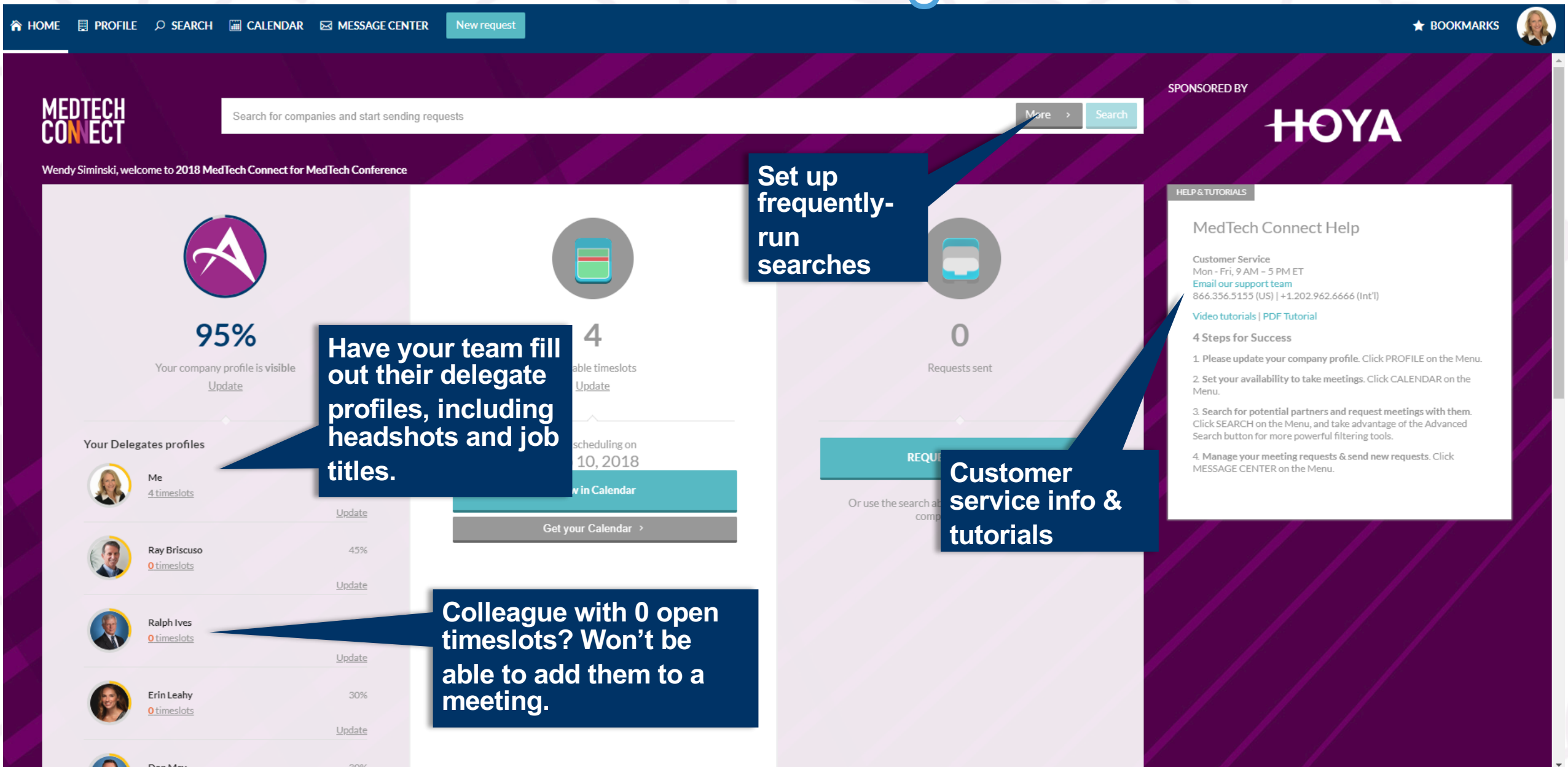
Q&A will be held at the end of the webinar

Use the “Questions” panel on your GoToWebinar toolbar to submit questions to the speakers

LET'S TAKE A TOUR...

MedTech Connect: Home Page

Home Page


HOME
PROFILE
SEARCH
CALENDAR
MESSAGE CENTER
New request
BOOKMARKS
MEDTECH CONNECT
Search for companies and start sending requests
More
Search
SPONSORED BY
HOYA
Wendy Siminski, welcome to 2018 MedTech Connect for MedTech Conference
95%
Your company profile is visible
Update
4
able timeslots
Update
0
Requests sent
Your Delegates profiles
Me
4 timeslots
Update
Ray Briscuso
45%
0 timeslots
Update
Ralph Ives
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Erin Leahy
30%
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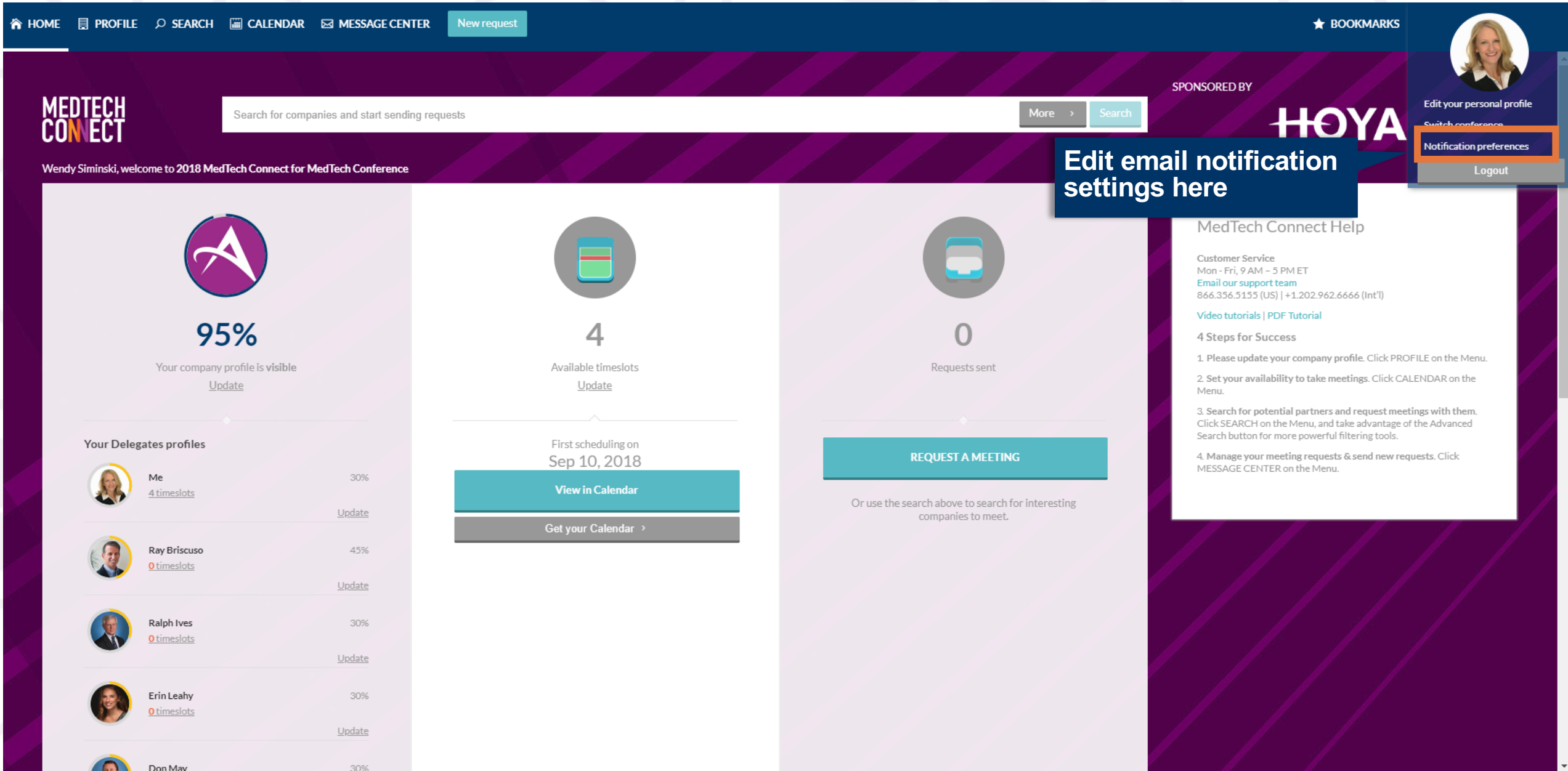
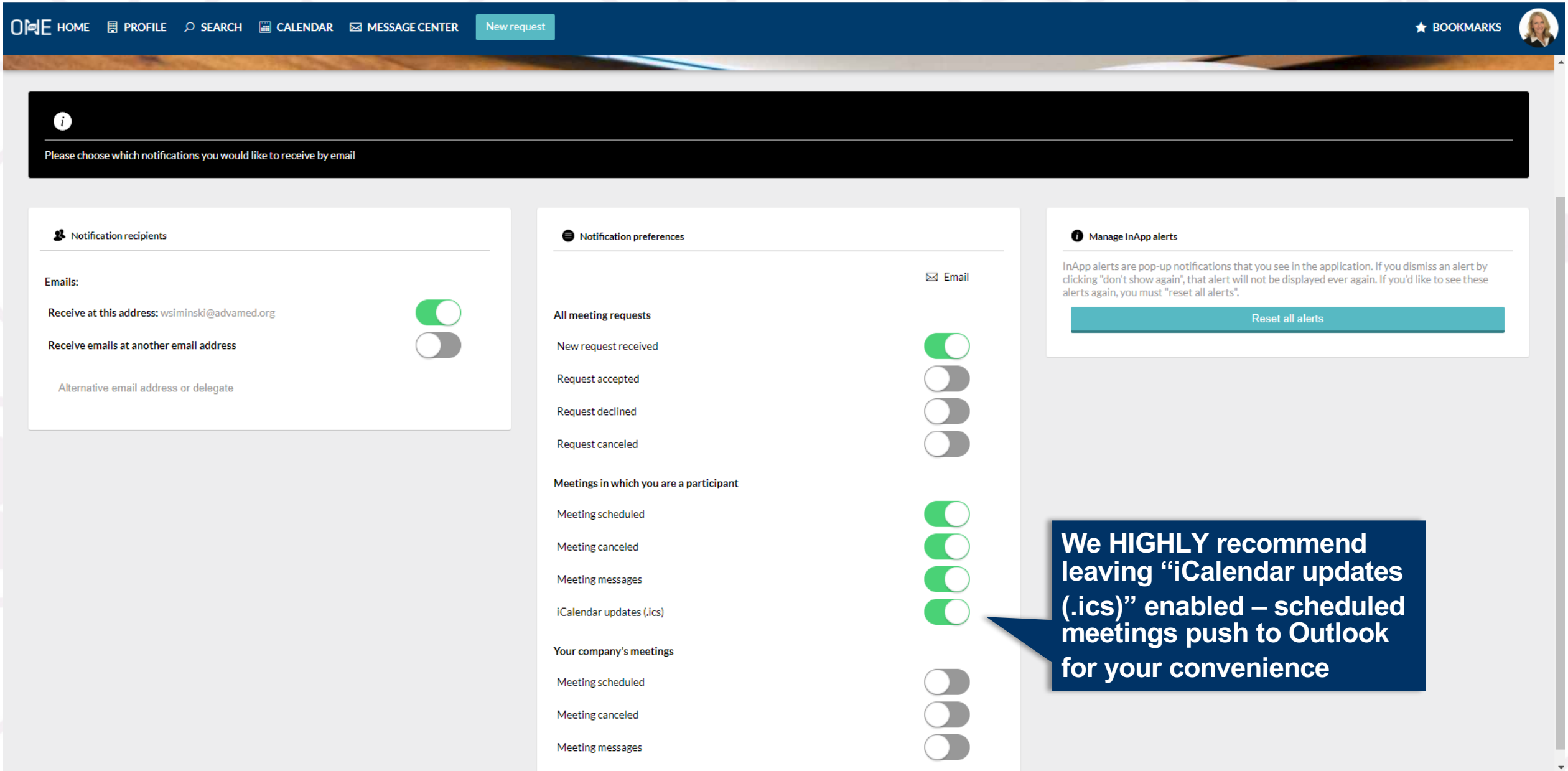
Update
scheduling on
10, 2018
w in Calendar
Get your Calendar
REQU
Or use the search ab
comp
HELP & TUTORIALS
MedTech Connect Help
Customer Service
Mon - Fri, 9 AM – 5 PM ET
Email our support team
866.356.5155 (US) | +1.202.962.6666 (Int'l)
Video tutorials | PDF Tutorial
4 Steps for Success
1. Please update your company profile. Click PROFILE on the Menu.
2. Set your availability to take meetings. Click CALENDAR on the Menu.
3. Search for potential partners and request meetings with them. Click SEARCH on the Menu, and take advantage of the Advanced Search button for more powerful filtering tools.
4. Manage your meeting requests & send new requests. Click MESSAGE CENTER on the Menu.
Set up frequently-run searches
Have your team fill out their delegate profiles, including headshots and job titles.
Colleague with 0 open timeslots? Won't be able to add them to a meeting.
Customer service info & tutorials

Notification Preferences



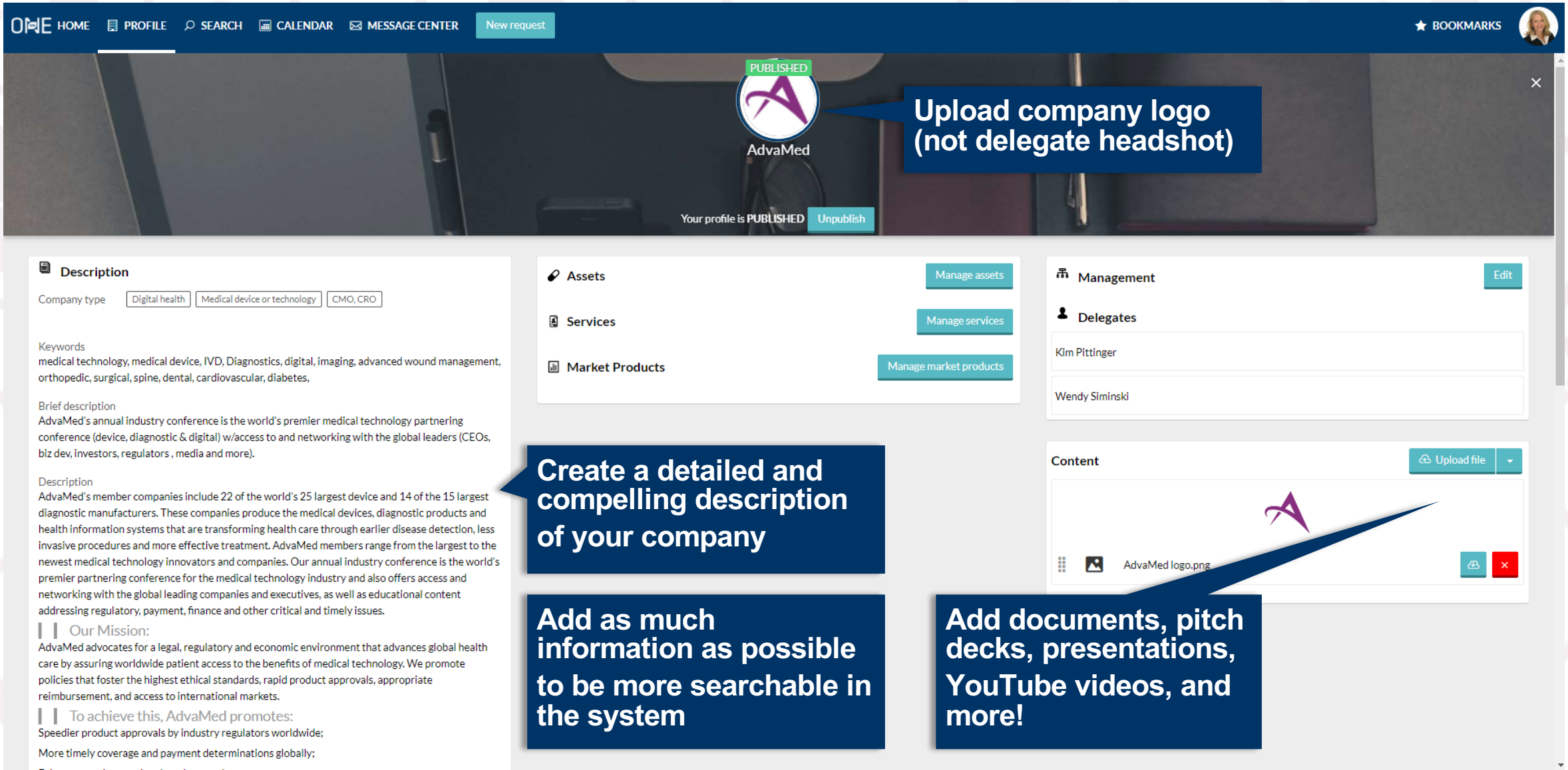
Notification Preferences



We HIGHLY recommend leaving "iCalendar updates (.ics)" enabled – scheduled meetings push to Outlook for your convenience

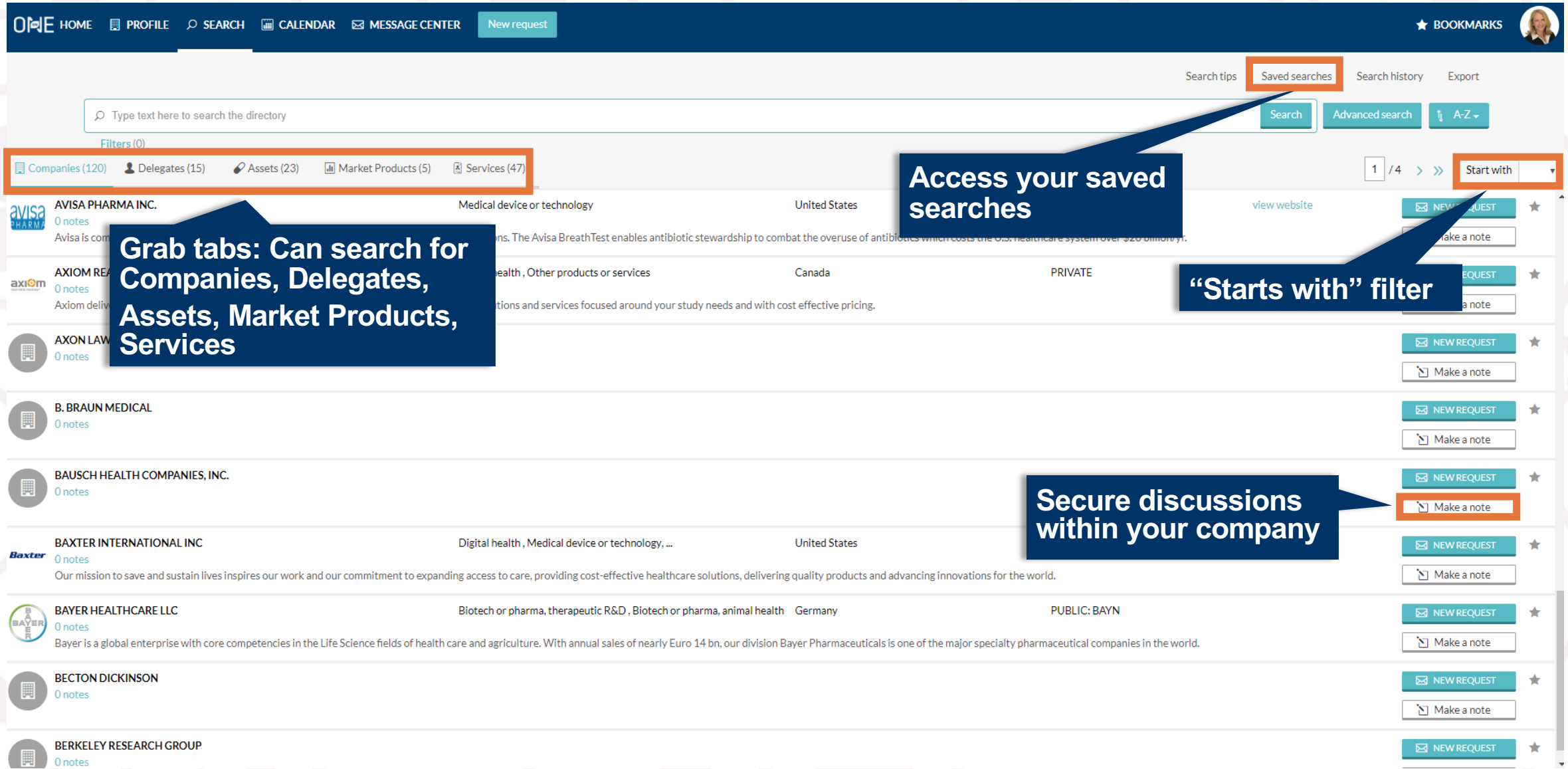
MedTech Connect: Company Profile

Company Profile

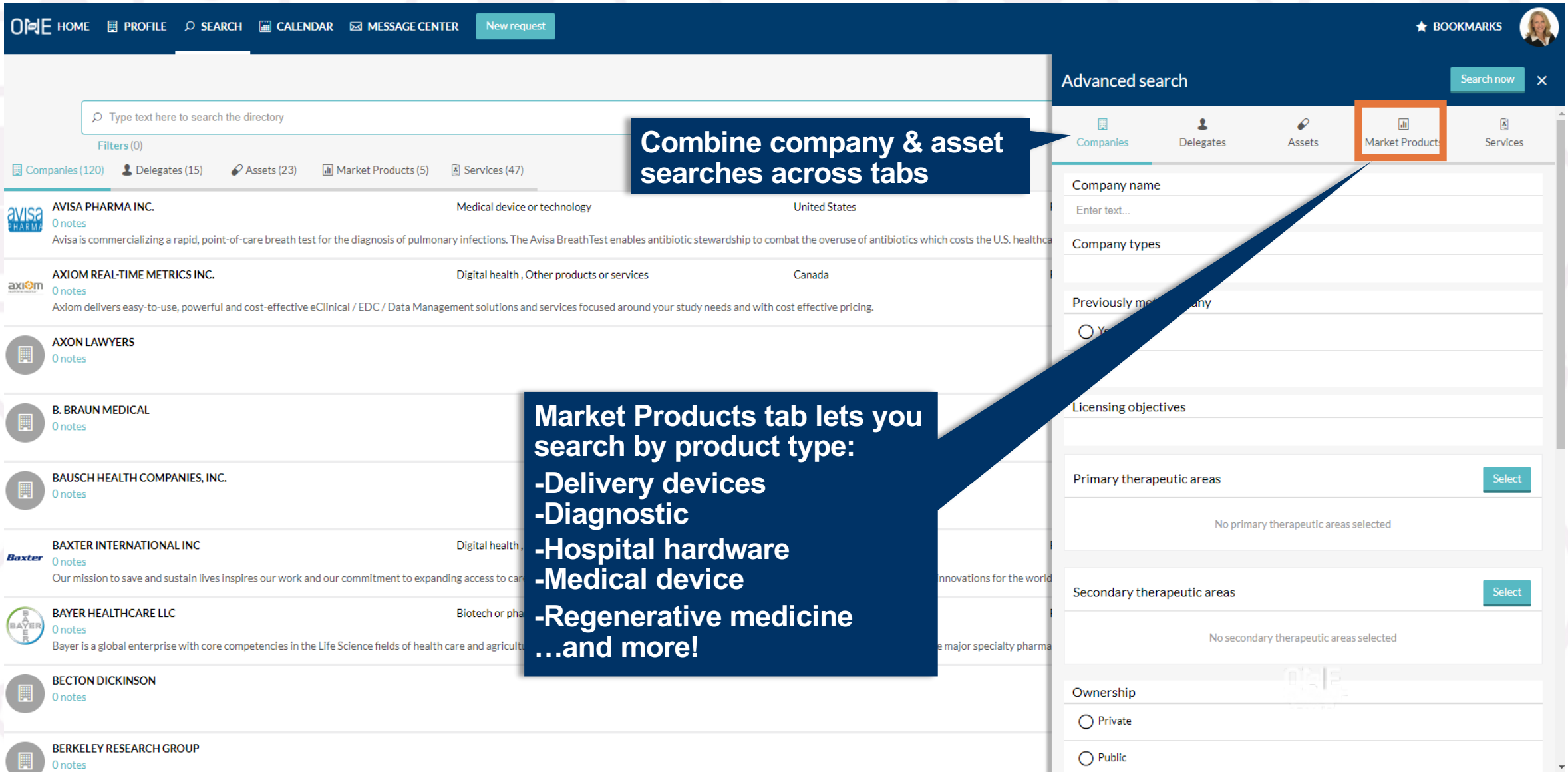


MedTech Connect: Search

Search: Key Functions

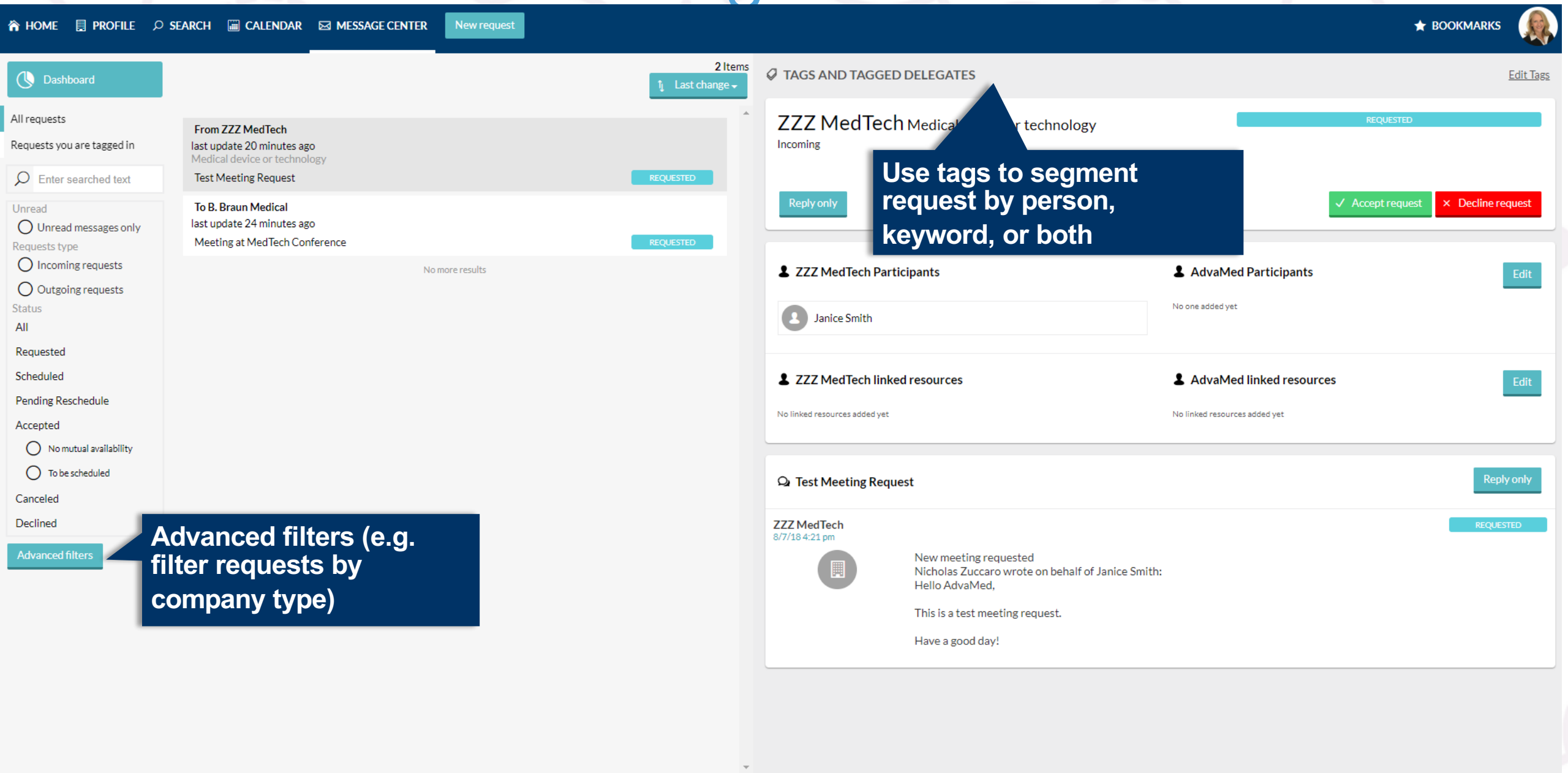


Advanced Search



MedTech Connect: Message Center

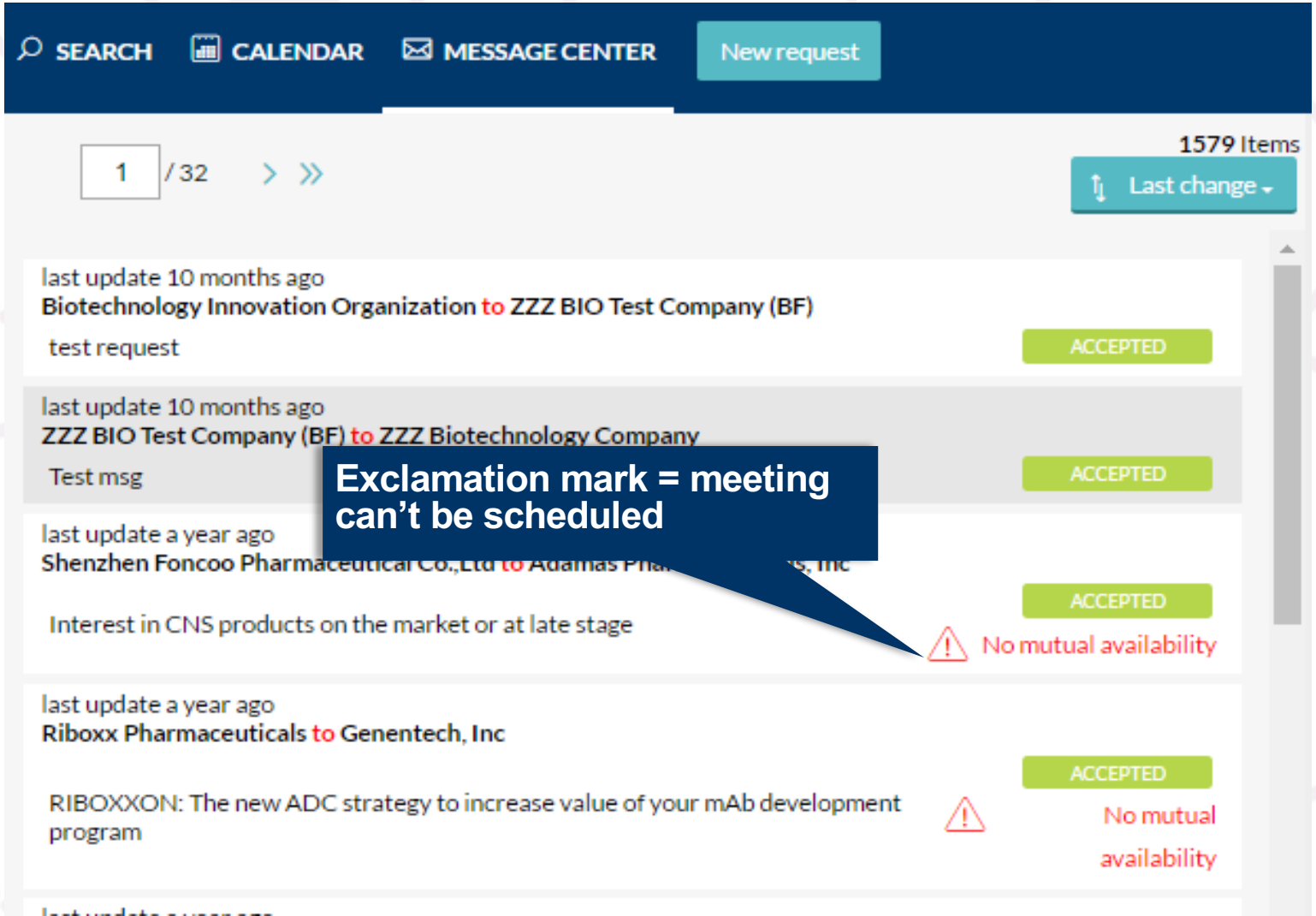
Message Center



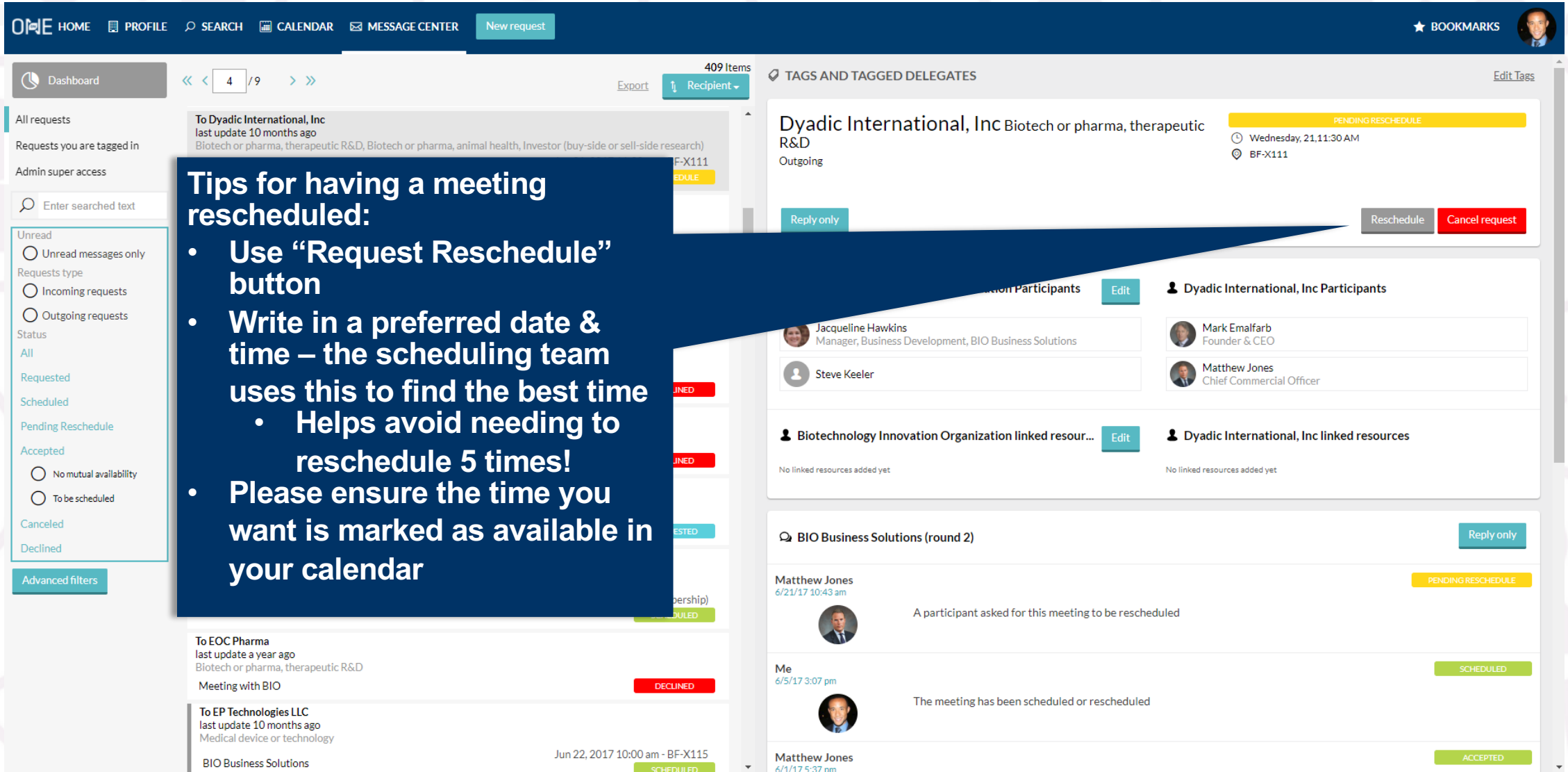
Message Center

Solution: Open more calendar availability or contact the company via "Reply Only"

Then both parties should update their Calendars



Message Center: Rescheduling



Tips for having a meeting rescheduled:

- **Use "Request Reschedule" button**
- **Write in a preferred date & time – the scheduling team uses this to find the best time**
  - **Helps avoid needing to reschedule 5 times!**
- **Please ensure the time you want is marked as available in your calendar**

MUTUAL AVAILABILITY: TIPS & TRICKS

No mutual availability for a meeting?

- No Mutual Availability" icon…your delegates & other company's delegates need overlapping availability
- Your current availability must be reflected in your partnering calendar
- Fewer delegates = fewer calendars to calculate, easier to schedule meeting

Would you want to open an email whose subject line is "Email?"

No. Meeting requests are the same way – customize your subject line

TIME FOR A POLL!

Meeting Request Best Practices

Polish your profile

Add as much information as possible to help other companies find you.

Start requesting meetings early

Begin four or more weeks before the MedTech Conference.

Get to the subject of the matter

Make it a concise, tailored and specific statement of purpose.

Target your meeting request

Provide targeted benefits of partnering with your company.

Follow up

Getting close to the conference but no response? Write a “reply only” message to the company.

Case Studies

Company	Number of Requests	Start Date	Unique Subject Lines	Unique Messages	Scheduled Meetings
Private Company 1	60	4 weeks before	60	60	32
Private Company 2	15	1 week before	1	1	6
Public Company 1	50	3 weeks before	50	50	35
Public Company 2	10	1 week before	2	2	5

Participants can secure 5-7x more meetings by:

- Logging in early and checking frequently for new companies
- Tailoring the subject line and message body of each meeting request
- Following up on non-responses 10 days and 3 days before the MedTech Conference

PREPARE FOR MEDTECH CONNECT TO LAUNCH

If you haven't registered yet, do so today to ensure you can access MedTech when it goes live on August 13. After registering, please allow 3 days to get log-in credentials.

Supply a company email account (if you registered with a personal email account, please email kim@medtechconference.org and provide her with an email consistent with your company's domain).

KEY DATES

- **August 13** – MedTech Connect goes live – if you have already registered you will receive a login email to create your company profile, search companies and begin sending meeting requests
- **Late August** – Review the program agenda and block times that you would prefer to be in sessions or on the exhibit floor
- **September 10** – Accepted meetings will be scheduled based on mutual availability (if you have no open time slots, meetings cannot be scheduled)

Mark your calendars!

Maximize your networking experience.

Create a robust company profile

Update your calendar availability regularly

Send company specific messages

If there is a specific person you wish to meet with at a company, include that in your meeting request

Respond to incoming meeting requests

Post-event follow up with companies

STEPS FOR SUCCESS

Now it's time for Q&A!

Use the "Questions" panel on your GoToWebinar toolbar to submit questions to the speakers

THANK YOU!

MedTech Connect goes live August 13.

www.themedtechconference.com