



My Show Planner

Create & Manage Your Planner

Unlock the full potential of your upcoming show experience by creating a My Show Planner account. This personalized tool maximizes engagement and ensures a seamless event experience.

With a My Show Planner account, you can:



Make a list of must-connect-with exhibitors and communicate with company contacts



Explore scheduled events & participate in select online education sessions. Save sessions & appointments to your calendar.



Explore resources like press releases, brochures and videos.



Plan your route with the interactive floor plan

Create an Account

- 1** On the My Show Planner homepage click '**Create Your My Show Account.**'
Refer to your show registration email for a direct link to set up your planner or visit the show website to get started.

Create Your My Show Account

- 2** **Complete the necessary fields & enhance your profile** with additional details to better connect with exhibitors who align with your interests.

Note If Networking is enabled for the show, [click here](#) to view example preferences and how they enhance your profile.

- 3** **Opt to share your information with the exhibitors** you add to your planner by selecting 'Yes' from the dropdown menu.

- 4** Click '**Create Your Free Account**' to complete your My Show Planner setup.

Create Your Free Account

- 5** Upon initially logging in, **you must verify your email.**

My Show Planner Features

Access your planner anytime by clicking the **'My Show Planner'** link in the top navigation menu.

Add to My Show Planner

While exploring the online showrooms, **use the bookmark icon** to easily add exhibitors, events, products, collateral, show specials, contacts, and recommendations to your list.

Map Your Show

0723



Next-generation technology trusted by the world's best Trade Show, Conference, and Corporate Event Professionals.

Dismiss

Exhibitors

- Keep all your exhibitor interactions in one place by saving the ones you want to connect with, marking those you've spoken to, adding photos, and taking notes.

My Events



- Stay organized by saving scheduled events like networking sessions, training, guest speakers, and more to your 'My Events' calendar for easy tracking.

MY EVENTS

Add an Event

Export to Outlook iCal

When exported, the timezone for the events you have selected is based on your current location, and therefore may not be the same timezone in which the events take place.

Upcoming Events

Thu, 25 Jan, 20XX

12:00 PM – 1:00 PM

Personal Event Lunch & Learn

[Save to Calendar](#)



Products

- Explore the latest product features on an exhibitor's online listing. Add them to your planner for quick access, and conveniently find them categorized in your 'Products' section.
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Collateral

- Save press releases, white papers, brochures, case studies, and other links uploaded by exhibitors. Documents can also be downloaded and saved to your device.
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Special Offers

- Include special offers, like discounts and giveaways, that exhibitors have shared.
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Online Contacts

- Access and save exhibitor contact details, and easily reach out to contacts via email directly through your My Show Planner account.
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Recommendations

- As you navigate the directory, be on the lookout for a notification in the top right corner of your screen. Clicking on it will lead you to MYS recommendations, generated based on your activity. This AI-powered tool suggests opportunities aligned with your interests, helping you make the most of the show.
- Simply click the bell icon to view your personalized 'Recommended Results.' From there, you can explore further, add to your planner, or dismiss to make way for additional recommendations.

