Guidelines for workshop organisers at ICED21

9 July 2021

Technological platform

The Trippus system (https://trippus.com) will be used to host the workshops.

Trippus offers a digital platform for virtual exhibitions and trade shows where exhibitors build their own virtual booths.

In your booth, you will able to show texts and videos and interact with visitors in a chat room or a video conference. The setup of individual appointments is supported by a contact form in the exhibition booth. You will be able to use the Trippus Exhibitor Portal for follow up. Who visited your booth? Who wanted to get in touch and learn more?

The system also provides a good overview of the entire workhop day. A large number of exhibition booths can fit into one screen.

Workshop booth design

Trippus enables exhibitors to create their exhibition booths themselves by adding texts, video clips and contact details into a form-based GUI. By filling in text fields, choosing which color the booth should have and uploading a logotype the booth is ready.

The following information is needed (check the demos below for examples of booth design details and input information):

- Personal information: name, email.
- Design options for booth (also referred to as "stand"): Booth name, Color, logotype.
- Presentation in booth: Up to 5 headings and 5 body texts. Formatting and links are possible to include. This text is shown in the "About us" text window.
- Video conference link: Use your preferred video conference program to create your invitation, visitors will be able to connect to the meeting and talk with you in real time.
- Contact information: Name, email, website, social media links
- Video presentation: Up to three videos, the videos will be available "on-demand" for the visitors. Share a SIG presentation, an intro to the workshop video etc.
  The videos need to be uploaded on vimeo or youtube but can be (unlisted).

- Demo: https://www.trippus.net/Demo-exhibition
- Demo create Booth: https://www.trippus.net/Create-Demo-Exhibition

Important dates

9 July: Workshop booths can be designed in the Trippus system.
8 August: Deadline for booths to have been designed in the Trippus system.
16 August: Workshop sessions at 09:00 – 12:00 and 16:30 – 19:30 CEST

Enter the link below to design your own booth:

https://www.trippus.net/ICED-Marketplace-exhibitor