

Testing Your Digital Booth Video Chat



Step One: Login into the [Exhibitor Service Center](#) and add your booth Representatives to your Video Chat. For more information, please view our [Video Chat Set Up Tutorial Video](#).

- Four reps permitted per booth
- All assigned reps need a JPG/PNG headshot (or company logo) which is 400px by 400px
- Be sure to include the **TIME ZONE** in which your representatives will be available
- You may name the rep by a person's name, or you can do by sales channel/product line/sales territories. See below for a sample from a company.
- Adding a video representative for video chats does NOT register them for the meeting. You must follow the instructions in your exhibitor registration task.

Backend Exhibitor Portal View:

The screenshot shows the "Edit Profile Editor" interface. On the left is a sidebar with tabs: Summary, Core Data (highlighted in green), Professional Info, Biography, Address, and Photo. The main content area contains several input fields: "First Name" (with value "Extended"), "MI" (empty), "Last Name" (with value "Dwell/Midline"), and "Suffix" (with a dropdown arrow and a question mark). Below these are "Email Address" (redacted with a black bar), "Office Phone" (empty), and "Video Chat Availability" (a text area containing: "Tuesday, October 27: 12:30 PM - 2:45 PM EST", "Wednesday, October 28: 12:45 PM - 2:45 PM EST", "Thursday, October 29: 12:30 PM - 1:30 PM EST"). At the bottom are "CLOSE" and "SAVE CHANGES" buttons.

Front End User Attendee View:

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Video Chat Representatives


You must be using Mozilla Firefox as an Internet Browser to connect properly to the video chats.

Please note that exhibitors will **ONLY** be available during the times they have listed in their availability section.

Hover over the video chat buttons below to view each representative's availability. When you click the chat buttons below you can pick one of two ways to join the chat (via computer or phone).

Having technical difficulties? [View our Trouble Shooting Guide.](#)

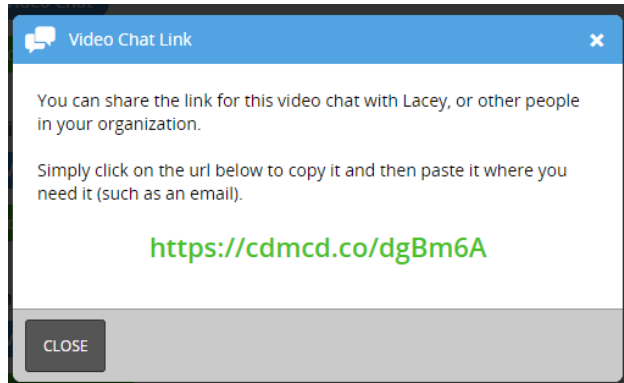
 <p>Extended Dwell/Midline Video Chat Hover here for availability</p>	 <p>Antithrombogenic/Antimicrobial Technology Video Chat Hover here for availability</p>
 <p>Navigation and Tip Location for CICC and PICC Video Chat Hover here for availability</p>	 <p>Teleflex Vascular Access - Ask an Expert Video Chat Hover here for availability</p>

 [Brochure](#) [Website](#) [Request Information](#)

Step Two: After your representatives have been added, they will appear under “Video Conference with a Representative” as shown below.

You can either click the **blue Launch Video Chat** button to start the video chat on your computer, or click the **green Share Video Chat Link** button to copy the video chat link and share it with your representatives.

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VIDEO CONFERENCE WITH A REPRESENTATIVE



Christine Diedrich

Launch Video Chat

Share Chat Link with Christine



Bob Campbell

Launch Video Chat

Share Chat Link with Bob



Ed Chow

Launch Video Chat

Share Chat Link with Ed



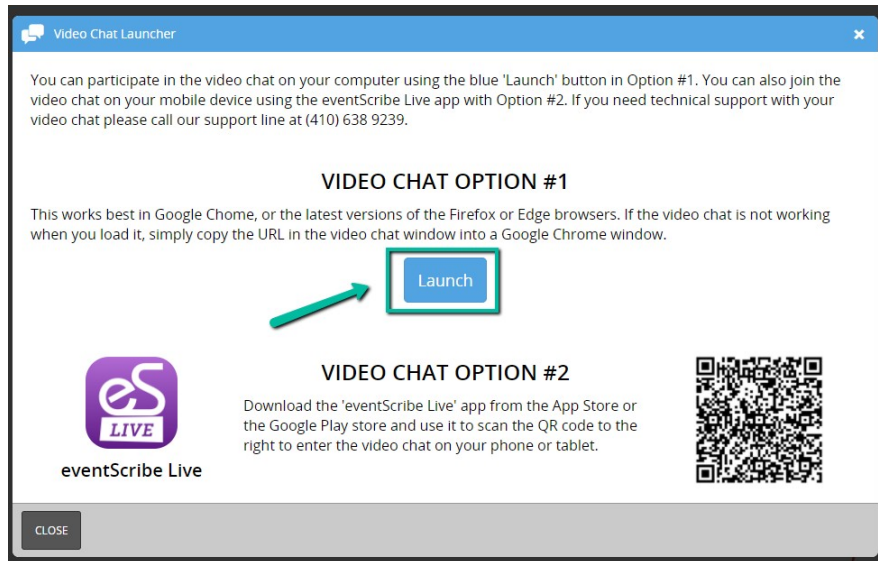
Holly Dietz

Launch Video Chat

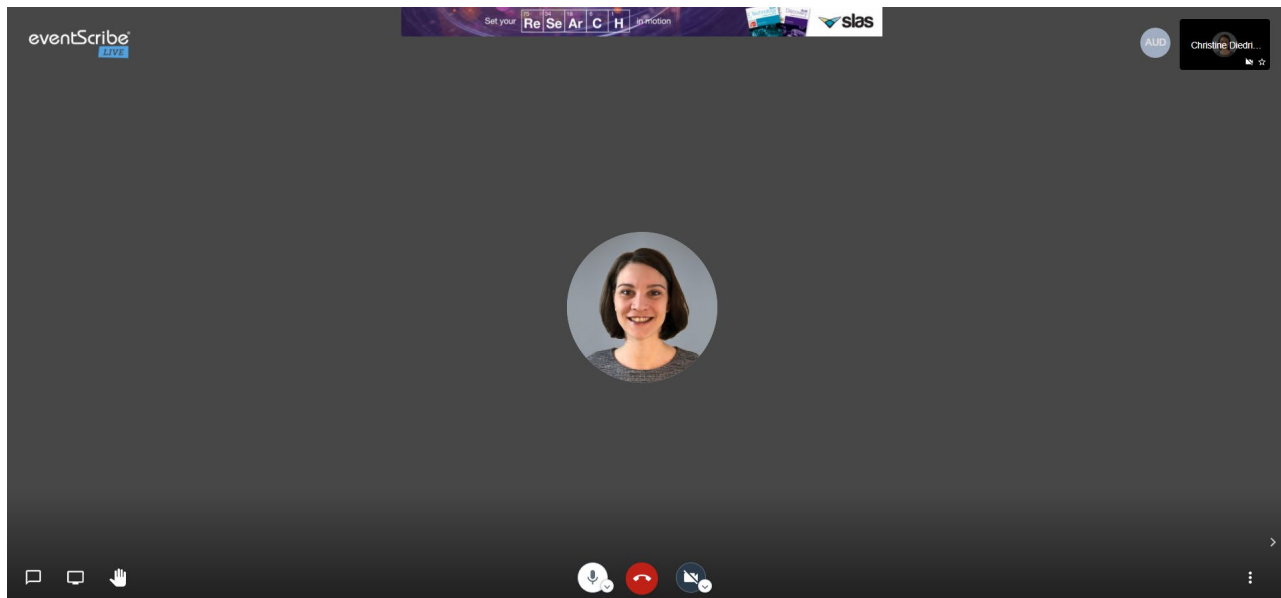
Share Chat Link with Holly

Step Three: After clicking on Launch Video Chat, start your video chat by clicking the **blue Launch** button, as shown below.

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Step 4: Be sure you are able to see the video chat Launch. Your screen should look similar to the picture below.



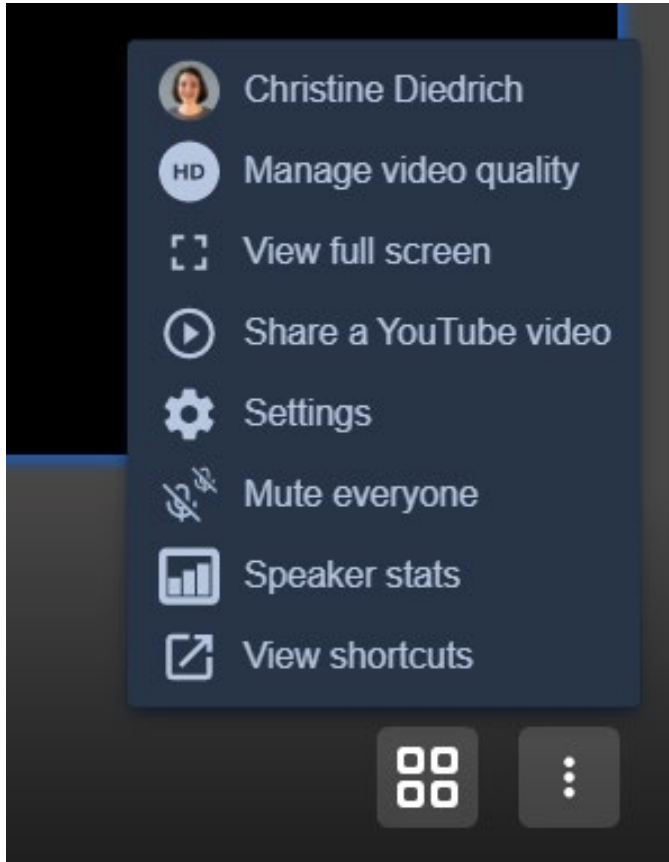
You can share the URL with anyone in your company to ensure you don't have firewall issues with accessing the video portal.

It is highly recommended you send this link to a colleague while you're in the room so you can test audio as well.

If your video chat does not launch, please refer to our [Video Chat Troubleshooting Guide](#). If you have any questions, please contact KCassidy@slas.org.

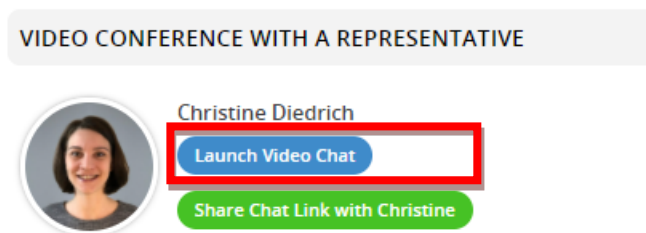
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You may need to adjust your video settings by clicking the 3 dots in the lower right corner. Get familiar with this button to see all of the settings available to you.



Step 5: During the live event, when it comes time for your Sales Team Member(s) to enter the video chat, you can do one of two things:

1. Provide your Sales Team Members with YOUR username and access code to the [Exhibitor Service Center](#) to click the “Launch Video Chat” button pictured below.



2. Log in to the [Exhibitor Service Center](#) and click the “Launch Video Chat” button for each Sales Team Member, then copy the URL from the video chat window and send to the individual Sales Team Members.

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VIDEO CONFERENCE WITH A REPRESENTATIVE



Christine Diedrich

Launch Video Chat

Share Chat Link with Christine

FAQs

Can I change my Sales Team Members from one day to the next?

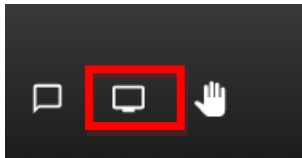
YES! Simply navigate back to this page, remove any Sales Team Members who are NOT going to be manning a video chat channel from the “Assigned Sales Team Member” list and add any new Sales Team Members by either adding them or clicking on a name from the “Available Sales Team Member” list.

How many people can be in each rep’s video chat room?

12 people including any booth reps

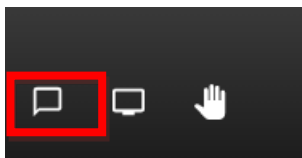
Can we screenshare with the people in the video chat room?

Yes, simply click the desktop icon in the lower right corner.



Is there chat in the room?

Yes, click the talk bubble to open the chat.



Can the audience raise their hand?

Yes.

