

FAQs for Exhibitors for LEDucation Virtual 2020 (August 18-19, Eastern Standard Time)

Where do I go to build out my virtual booth?

- If you have not yet logged in to your booth, [click here](#) to read through and click on Option 1 to find your company name, set an access code and get into the back end of your booth.
- If you have already logged in to your booth before, [click here](#) and choose Option 2 to find your company and enter your access code.

What should I put in my virtual booth?

- This is your opportunity to show off your company - add products, videos, your website, contact info, social media links, check off categories your company fits, etc.
- If you would like to show off a particular video, check off the "Is Featured" button to the right of that video. That will make the video visible on your main booth page, to the right of your logo. All other videos can be found under the Videos tab on your booth.
- There is a preview button so you can preview your booth as you edit it.
- Note: the "send email message" and "passport check-in" buttons on your preview page will function when the site goes live.

How late can I make changes to my booth?

We ask you to have your booth pretty much ready to go by August 6th. However, you can go in and make changes whenever you would like.

What's the Passport Program on my booth?

It's the virtual version of exhibitor bingo. Attendees will need to click on a certain number of booths to be entered to win a prize.

When and how long will the LEDucation Virtual site be live?

- We will make the virtual live website available to attendees and exhibitors beginning August 14th, so attendees have plenty of time to look through the Exhibit Hall.
- Sessions will be held during the show dates of August 18-19.
- The site will be available for registrants to access for at least 2 weeks after the show dates.
- *Note: the exhibit hall/your booth will only be accessible by those registered for LEDucation. Registrants will be sent a personalized link to get into the site.*

Do I need someone to staff my booth during the show dates?

You will not need a booth representative to staff your booth during the show. There is no live exhibitor chat function for this event. Attendees are going to be able to peruse booths, click on your products, videos, etc. and then click the "Send Email Message" button to email your contact person or call using the phone number you provide.

Will I know who visited my virtual booth?

Yes, after the show (within 24-48 hours) you will receive a list of the people who clicked on your booth. We do not sell or give out a full show attendee list

If I'm not already registered as an attendee for 2020, how do I register?

- [Click here](#) to register yourself to attend sessions or just to explore the exhibit hall. Exhibit Hall passes are free for everyone.
- If you know someone who is not an exhibitor and wants to attend the Conference, the cost is free for the exhibit hall and \$25 for an Unlimited Session Pass. All show info can be found at [Leducation.org](#).

Can I reserve a booth for the 2021 LEDucation?

Due to anticipated social distance guidelines, booth registration for 2021 is closed and we are not taking new booth registrations.

If you'd like to add yourself to the waitlist, [you can do so here](#).