

ODA ASM18 Expocad Exhibitor Account Overview

To access your account, please log in here: [Exhibitor Login](#)

Select your company name from the drop down list and enter your password. Your password is your 'Exhibitor ID' number which can be found on your Booth Confirmation/Final Invoice just below the invoice number.








Please refer to the explanations on the screen shot below showing the home page. By completing all of the sections, your online digital booth will be updated accordingly. Attendees will be able to visit your online booth by clicking on the [Expocad Web Attendee](#) link on our website.

IMPORTANT – Please note that your 'Business Card' information and 'Profile' for the ASM18 Final Program will be collected from your account. Please ensure all information is accurate and up to date.

The DEADLINE for completing your listing information is FEBRUARY 15, 2018.

Note: Once you have posted your listing for the ASM18 Final Program, please log back in to your account to ensure that it was accepted and you did not exceed the word count.

ODA ASM18

	Company Name	Date Last Modified:
 Task Checklist As you complete a task check it off in the list to track your progress. The application does not automatically do this for you.	Booth Number: Package Purchased:	
<input type="checkbox"/> <u>Business Card</u>	 Exhibition Contract Click here to submit or view your booth application or to place any additional orders (i.e. ads for the ASM18 Final Program or additional booth space)	 Account Balance/Payments Click here to make a credit card payment online or to view your account balance.
<input type="checkbox"/> <u>Categories</u>		
<input type="checkbox"/> <u>Company Profile</u>		
<input type="checkbox"/> <u>Booth Contacts</u>		
<input type="checkbox"/> <u>Administrative Contact</u>		
<input type="checkbox"/> <u>Show Guide (Final Program)</u>	VIEW BOOTH Click here to view your booth location on the online floor plan.	VISITOR REPORT Click here to view how often your digital booth has been visited by attendees.
<input type="checkbox"/> Product Showcase N/A	 Business Card General information about your company that will be printed in the ASM18 Final Program . It will also be visible to attendees visiting your digital booth on the online floor plan.	 Show Guide This is the company profile that will be printed in the ASM18 Final Program .
<input type="checkbox"/> Media Center N/A		
<input type="checkbox"/> Press Releases N/A		
<input type="checkbox"/> Special Events N/A	 Categories You may select up to three	 Brands List You may enter up to five brands your company represents. This information will only appear on the online floor plan.

categories for your business.
Your company name will be
Listed under each category
in the **ASM18 Final Program**.



Company Profile

This is the profile that will appear
on the online floor plan. **The
company website address at
the bottom of this screen will
be used for the ASM18 Final
Program**



Company Contacts

Additional company contacts may
be entered here (i.e. booth
contacts to appear on the online
floor plan)



Change Password

You may not change your
password. Please contact
vhatzopoulos@oda.ca to retrieve
your password.



Administrative Contact You
may change and/or update the
primary contact information on
your account here. This is the
main contact who receives all
exhibitor/booth related emails
from the ODA and ODA Official
Show Services Suppliers.



Show/Hide



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