

CES 2022 Exhibitor Personnel Registration

Digital Activation Staff Instructions

As the Registration Contact, sign into your company's Exhibitor Dashboard and click on the "Register your Exhibitor Personnel" tile.

- Within the Registration Dashboard, click on the "Manage Personnel" button.

Exhibitor Personnel Overview

As the Registration Coordinator, you are managing exhibitor personnel for the following company: **Compusystems Memb USA**
Send invites to your exhibitor personnel to complete their own registration and view badge allotments.

MANAGE PERSONNEL

- Within your exhibitor personnel staff grid, select the staff that will be acting as your company's Digital Activation Staff by checking the appropriate box in the Digital Activation Staff column.

Registration Status	Add Date	Last Name	First Name	Email Address	Upload Photo	Quick View	Cancel	Email Registrant	Digital Activation Staff
	10/20/2021	Testout	testci	rschofner@daprieproperties.com		Quick View		Resend Confirmation	
Complete ✓	11/04/2021	TEST OUT	TEST OUTc	cctest.out@csreg.com		Quick View		Resend Confirmation	<input type="checkbox"/>
Complete ✓	11/04/2021	TEST OUT	TEST OUTb	bttest.out@csreg.com		Quick View		Resend Confirmation	<input type="checkbox"/>
Complete ✓	11/04/2021	TEST OUT	TEST OUTd	ddtest.out@csreg.com		Quick View		Resend Confirmation	<input type="checkbox"/>
Complete ✓	11/04/2021	TEST OUT	TEST OUTa	aatest.out@csreg.com		Quick View		Resend Confirmation	<input checked="" type="checkbox"/>
Complete ✓	10/20/2021	Testout	testci	rschofner@daprieproperties.com		Quick View		Resend Confirmation	<input type="checkbox"/>

- To remove staff from being displayed in your company's Digital Activation within the Digital Venue, simply remove the appropriate check box. The team member will be removed in approximately 15 minutes from your Digital Activation.

As a reminder, Digital Activation Staff will be displayed in your company's Digital Activation and will have access to leads generated from your Digital Activation.