



# Visitor Training

How to make the most of the virtual event

# Step 1

Register to the fair through the pre registration page.



Welcome to  
**Easy Virtual Fair**

[Pavilions](#) →  
[Seminars](#) →  
[Webinars](#) →

Welcome to the Virtual Fair EVF 2021

Business & Economics

19 Stands

Pavilion

A

Chats

OFFLINE



My public  
chats



My private  
chats



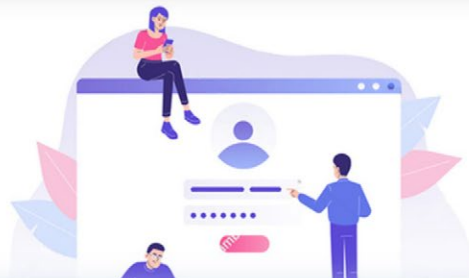
Exhibitors



Visitors

## Step 2

Fill in the registration form, upload your resume and your picture.



### Register

#### Account Information

Name\* (Max. 100 characters)

Maria

Last Name\* (Max. 100 characters)

Email\* (Max. 100 characters)

Password\* (Max. 40 characters)

This field is required

Confirm Password\* (Max. 40 characters)

#### Profile Information

#### Chats

OFFLINE



My public chats



My private chats



Exhibitors



Visitors

## Step 3

Once the registration is completed, you will receive a confirmation email.

You have successfully registered for the Virtual Career Fair ➡ Recibidos x



info@easyvirtualfair.com

para mí ▼



inglés ▼



español ▼

[Traducir mensaje](#)



<https://henryfordcareers.easyvirtualfair.com>

**THANK YOU FOR SIGNING UP!**

**Henry Ford System Wide Hiring Event**



Now you can log in with the following credentials:

[mmanzanares@easyvirtualfair.com](mailto:mmanzanares@easyvirtualfair.com)

<https://henryfordcareers.easyvirtualfair.com>

This virtual show has been created with **EasyVirtualFair**.

If you're planning an online event at your company, university, association... or if you want to create a new business line around virtual events, visit us at [www.easyvirtualfair.com](http://www.easyvirtualfair.com)

*Unsubscribe: If you want to unsubscribe from our database, log into the event and access your profile, then click the "Edit profile" and in the menu on the left, you can delete the account by clicking "Delete account". For more information you can send an email to [dpo@easyvirtualfair.com](mailto:dpo@easyvirtualfair.com), indicating the fair in which you have registered.*

# Step 4

When the fair goes live you can login with your email and password

- Home
- Info Stand
- Pavilions
- Offers
- Networking
- Seminars
- Exhibitor Schedule
- Webinars Agenda



Not registered yet? [Register now](#)

### Login to Easy Virtual Fair

Username or Email Address

InfoStand\_chat6

Password

[Forgot password?](#)

.....

Login

#### Chats

OFFLINE

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Visitors

## Step 5

When you log in you will notice our integrated chat feature. You will be located under the visitors tab. Click on the exhibitors tab to chat with them. Only the exhibitors that are online will appear on the list.

The screenshot displays the Easy Virtual Fair interface. On the left is a sidebar menu with icons for Home, Info Stand, Pavilions, Offers, Networking, Seminars, Exhibitor Schedule, Webinars Agenda, and Languages. The main area features a 3D rendering of a virtual fairground with people, trees, and a large 'E' logo. A chat overlay is positioned on the right, showing a search bar, a list of online exhibitors (including 'EasyVirtualFair'), and tabs for Chats, Exhibitors, and Visitors. A large 'E' logo is also visible in the bottom right corner of the main scene.

Home

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Exhibitors

Visitors

Search for stands...

E

EasyVirtualFair

Here we can answer all your g...

Welcome to

Easy Virtual Fair

Welcome to the Virtual Fair

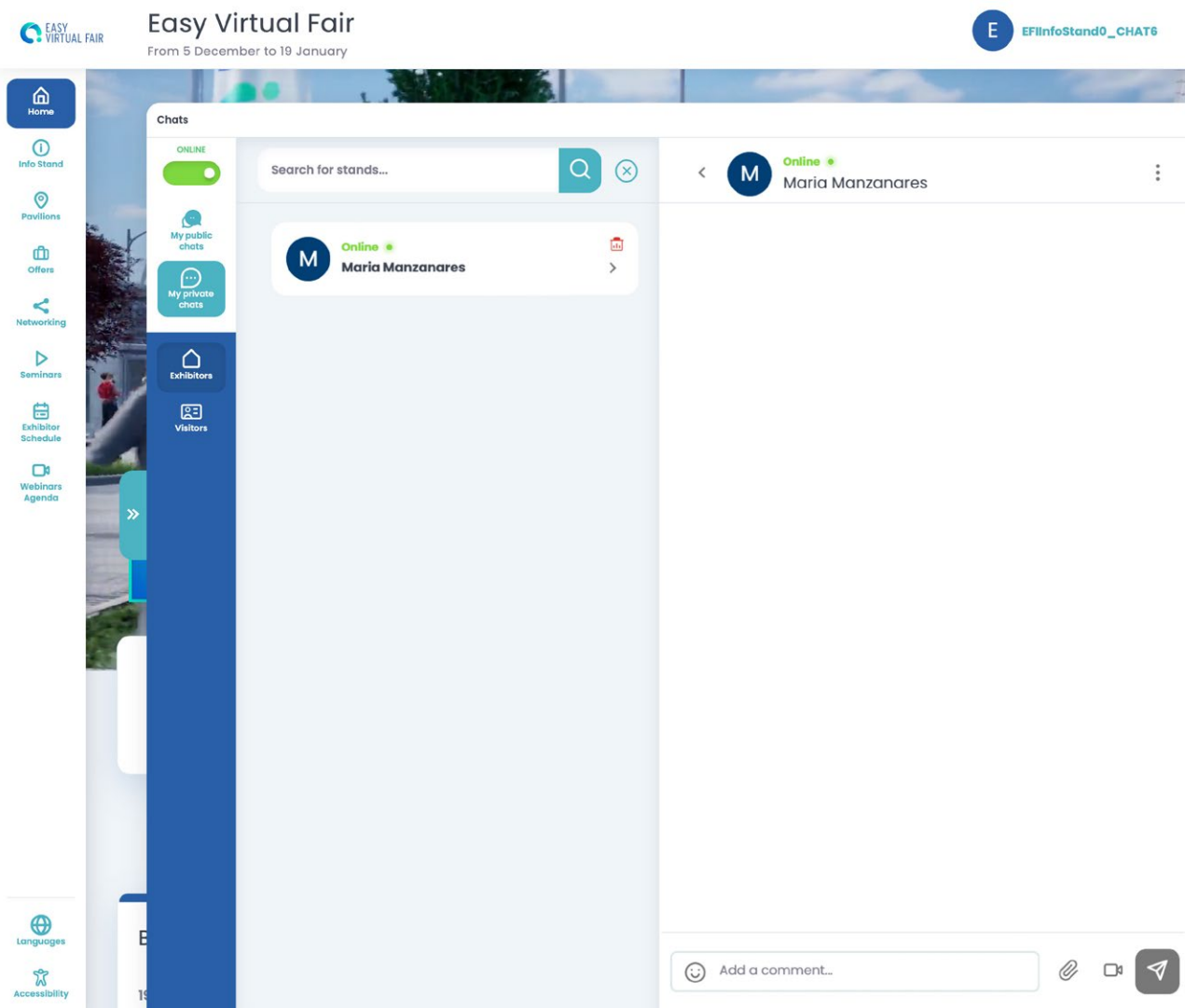
Business & Economics

19 Stands



## Step 6


In the exhibitors tab you will see the list of booths are online and if you click on a specific booth you will be able to see the booth reps that are available to chat both publicly or privately. You can have more than one conversation at the same time. Share documents, links or even ask them to video call you. This way you will be able to have a video chat with the exhibitor




## Step 7


You can also navigate through the fair to see the different booths or departments and everything they have to offer.


Just by clicking into the logo you will be able to enter their booth.


EASY VIRTUAL FAIR


From 5 December to 19 January


Home


Info Stand


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Easy Virtual Fair

From 5 December to 19 January

PAVILION A


Business & Economics


Pavilion change ▾


Search a stand


19 Stands


Sector ▾ Online All Search ✕


  
ABC


  
APT Feridas


  
BBC


  
COMPANY


  
EasyVirtualFair


  
ETT - Empresa de Trabajo Temporal


  
Events Online

  
EVF - ESPAÑA

  
EVF - Philadelphia

  
GreenSpace

  
KM0

  
L'Événement Carrières

Chats

ONLINE

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# Step 8

Here you can:

- ▶ View the Company profile
- ▶ View job opportunities
- ▶ Connect to their social media
- ▶ Download attachments
- ▶ Message recruiters
- ▶ View their videos

## EVF - ESPAÑA

TRABAJA CON NOSOTROS

[Start](#) [Profile](#) [Offers](#) [Corporate Material](#) [Webinars](#) [Blog](#)

### About Us



#### Social Networks



Creation Date	02/1984
Location	Madrid
Employees	100
Contact Name	Mónica Blázquez
Contact Email	<a href="mailto:mblanquez@easyvirtualfair.com">mblanquez@easyvirtualfair.com</a>
Website	<a href="https://easyvirtualfair.com/">https://easyvirtualfair.com/</a>
Empresas	<a href="https://easyvirtualfair.com/companies/">https://easyvirtualfair.com/companies/</a>
Universidades	<a href="https://easyvirtualfair.com/es/university/">https://easyvirtualfair.com/es/university/</a>

#### Profile



SOFTWARE DE FERIAS DE EMPLEO VIRTUALES TOTALMENTE PERSONALIZABLE

[Read More](#)

#### Interests

#### Chats

ONLINE



My public  
chats

My private  
chats


Exhibitors

Visitors

## Step 9


Apply to a job by clicking on it and then again to the “apply now” button. The recruiter will be notified that you showed interest in this position.


You will also receive an email stating that you have applied to the job opportunity. If you are not sure yet, save it as “favorite” and go back to it later under Your Profile.


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Easy Virtual Fair


From 5 December to 19 January


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## EVF – ESPAÑA


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### Offers

Sort by:


Province 

Sector 


Apply 

EASY VIRTUAL FAIR



**JEFE DE VENTAS**  
EVF – ESPAÑA

EASY VIRTUAL FAIR


**BACKEND DEVELOPER**  
EVF – ESPAÑA

EASY VIRTUAL FAIR

**DISEÑO GRÁFICO**  
EVF – ESPAÑA


1


### Corporate Material





Chats

ONLINE

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## Step 10

Go to the menu on the left hand side of the event to navigate through the platform. Here you can visit different halls, see the possible webinars that you can join throughout the day and much more information!



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Accessibility



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