

mip[®] london

Company Hub User Guide for Participants

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1. Admin Definition

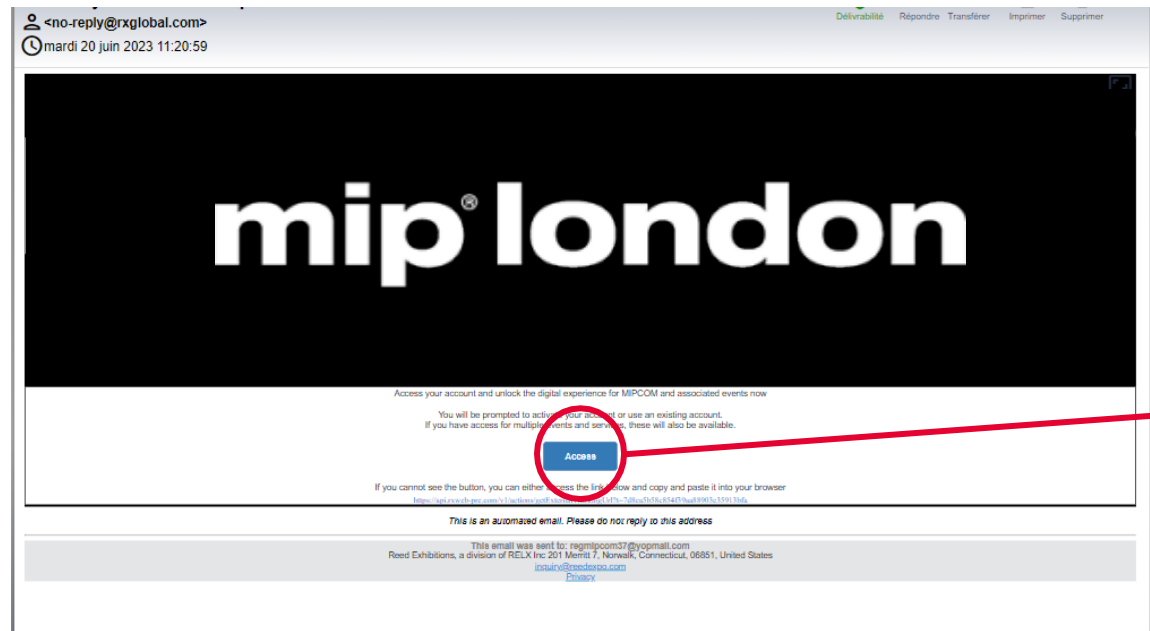
- >>> Administrator of your MIP LONDON online account is **the first registered person of your company**. They have all entitlements to set up your company page.
- >>> They can **also add secondary ADMINS (unlimited)** in your company hub page online to share their rights with other colleagues for account set up.

2. Activate your Account

Once your participation is confirmed, you will receive an email to activate your account from: no-reply@rxglobal.com

(It may end in SPAM folders)

If you have not received it, please contact the [Help Desk](#).



Click on the link received by
email and
personalize your password

3. Participant Profile

- Click in top right menu under your name on “My Profile”.
Then update your personal profile **by clicking on the pen icon button on each section**

Peter EVANS
Marketing director
QUALITY SARL

Upload picture
Formats: jpg, png, gif
Max file size: 1MB
*minum: 180*180px

About Peter
Marketing director at Quality 3 Sarl for 4 years, living in France

atlasre.edehx@gmail.com
+33683850823

Twitter LinkedIn

Select items that best represent your company to help visitors to find you through searching the participant directory.

Your main activity
the selected item will be used in filter
Producer

Participant activities?

Your country / region

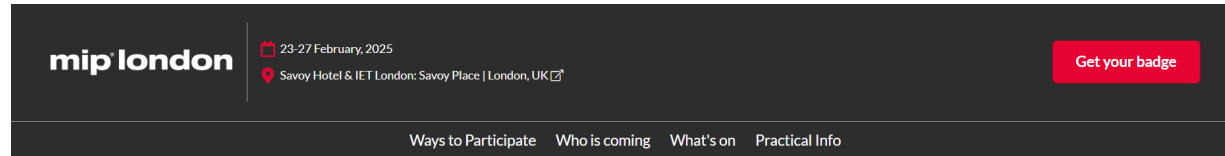
You should add:

- **MANDATORY FOR YOUR BADGE : YOUR PHOTO**
(recommended size 180*180px, max 1MB)
- Your job function and more details about your activity
- Links to your social media profiles (Twitter & LinkedIn)
- Your contact details are displayed by default.
Click on the pen picture, then “Change” to hide your email & phone.

IMPORTANT:

Please be as comprehensive and accurate as possible when setting up your personal page so other participants can easily find you in our listings.

4. Participants Directory



MIP LONDON Participants Directory

Participant Directory

Last name (A-Z) ▾

316 Participant(s)

Filters

Features

- Buyers (12)
- Delegates (126)

Company activities

- Buyers Content sourcing-commissioning (20)
- Content creation - right holders (73)
- Content distribution - media rights (97)
- Financing & investors (15)
- Others (9)
- Regional or Representative Pavilion (40)

More

Company genres

- Docs - Factual (27)
- Drama - Scripted Format (33)

Atermer Affiliate
Manager
Affiliates New Company Sharer
Stand: C17
France
Created 4th Jul

040723merater-affiliatenew@mailinator.com
+33077 171 0515

Atermer Affiliate
Manager
Affiliate New Sharer Merater 2
Stand: A112A
France
Created 5th Jul

050723merater-affiliatesh@mailinator.com
+33077 171 0515

Search by job title, first and last names and company name

Sort by:

- A-Z
- Z-A
- Newest
- Recently updated!!

Option to add a participant to "My Network & Plan" (favourites)

Filters

Filter participants by

- Buyers/Visitors status,
- Job function,
- Content genre of expertise,
- Countries, etc.

5. Company Profile – Only Available for Admins



Click on “**Edit my profile**” in your “**Company Hub**” or in the top right menu “**My Company**”.
Then update your personal profile **by clicking on the pen icon button on each section**

You can add:

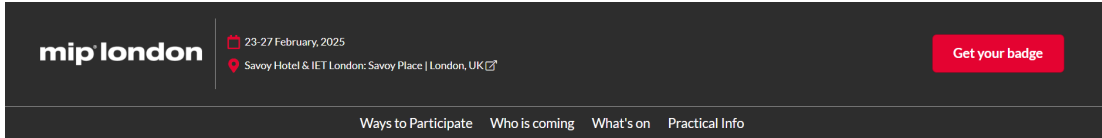
- Your logo (recommended size 180x180px , max. 1MB)
- Your banner (recommended size 600x150px, max 1MB)
- Your company description and contact info
- Your company content genre
- Documents (PDF format, max size 5 MB per file)

IMPORTANT:

Please be as comprehensive and accurate as possible when setting up your company details so participants can easily find you in our listings.

6. Company Directory

Same email (login) & same password for mipcom.com & mipjunior.com (if you are registered to both)



MIP LONDON Company Directory

Company Directory

Search exhibitors

182 Exhibitor(s)

Filters

- Features**
 - Visitors (73)
 - Exhibitors (31)
- Networking**
 - Companies I follow
- Company activities**
 - Content distribution - media rights (57)
 - Content creation - right holders (31)
 - Regional or Representative Pavilion (12)
 - Buyers Content sourcing-commissioning (3)
 - Financing & investors (17)
 - Services & supports (4)
- [More](#)
- Company genres**

4f7cfb2f
Distribution,Kids,Bhutan,Sales Executive/Sales Agent,Pay TV
Description test
Add to Network

4flow AG
Add to Network

4flow AG
Production,Licensing - IP - Merchandising,Film Commission - Investment company - Fu...
Add to Network

55C
Distribution,Unscripted Formats,Drama - Scripted Format

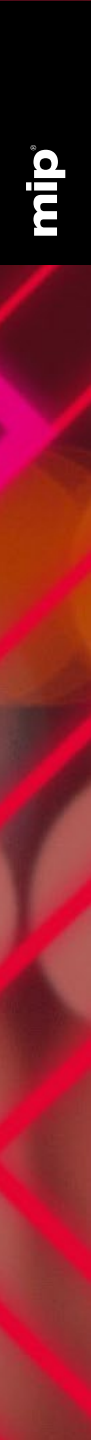
Enter any keywords to find your targets

Find out which companies are exhibitor or visitor and filter by company activities

Add a participant to you favourites list called "My Network & Plan" (Heart icon on top)

Find your best targets using the filtering options

Quick link to company details

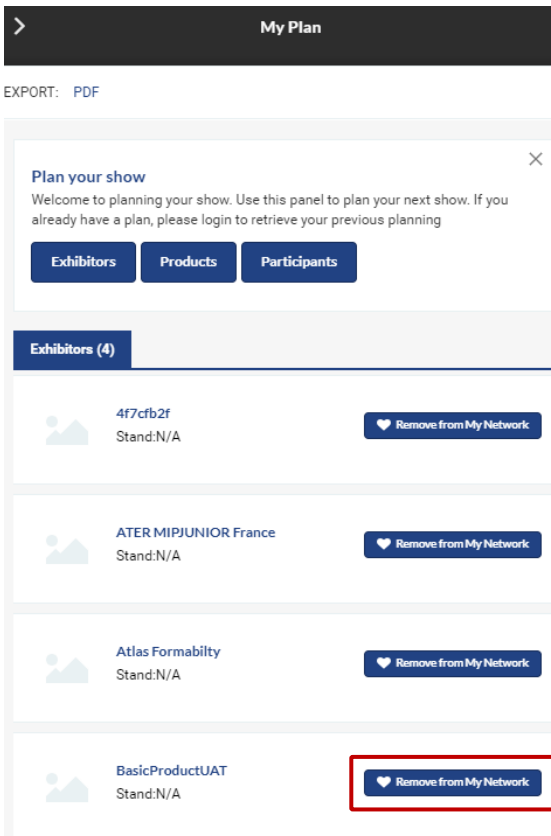


7. My Network & Plan


➤➤➤ This new functionality is used to **add favorites** and save some records in case it should be accessed quickly later by participants.



➤ My Network & Plan is always available through the option in platform's header by clicking on the heart icon



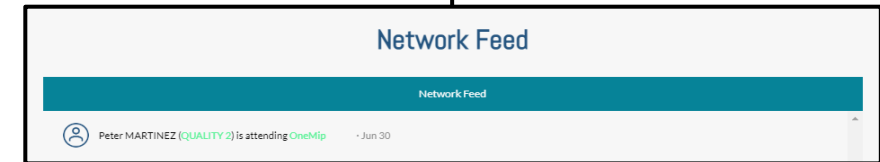
It is possible to favorite a company, a participant, or a session using following button on directories or details pages:



It is possible to remove a favorite by clicking on the following button:



“Network Feed” is displayed on the home page and shows the activity of the companies and participants you follow on your “Network and Plan”

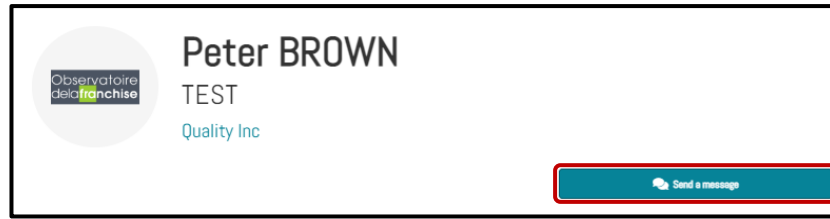


WARNING: PDF extract does only contain companies & sessions. Neither products not participants.

8. Chat



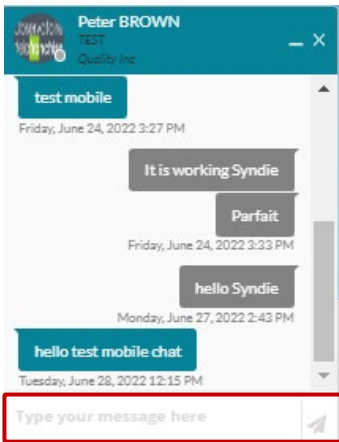
Chat module is always available in the bottom right of the platform. It can be minimized or displayed using the small arrow.



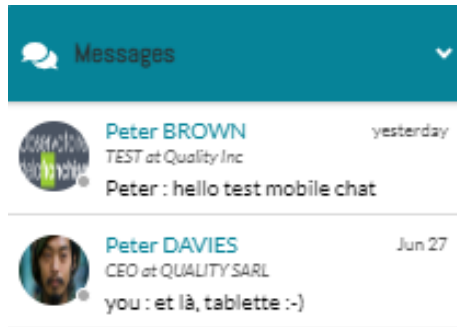
To start a discussion, click on "Send a message" on a participant details page.



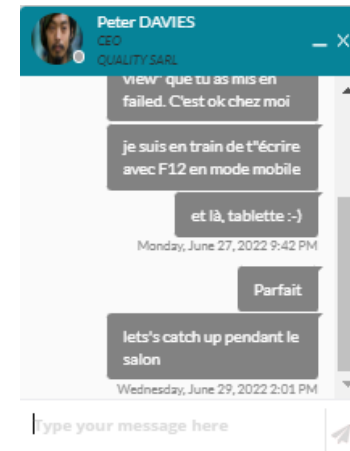
New messages are notified through a particular icon in the chat module header.



New posts can be filled in a chat window. Click send to post the message. URL will displayed as links.



All active discussions are available in the list. Click on one item to open the thread in a separate panel.



User's availability is displayed next to the picture. **Green:** participant is connected **Grey:** participant is offline

Need Any Assistance

Contact our Customer Helpdesk :

>>> By phone : (+33) 1 47 56 24 00

Our telephone service is open from
Monday to Friday, 9am to 6pm CET.

[By form](#)

[Read the FAQ](#)