

## Personal profile

**Important Notice:** in the matchmaking you first go through the questions for **BIOFACH** and then for **VIVANESS** (If only one product category applies to you, you can skip the respective questions. If both characteristics BIOFACH and VIVANESS apply to you, you can select the appropriate answers for all questions in both categories).

**Creation of personal profiles: Email with editing link to the platform**

Sender: [schedule@talque.com](mailto:schedule@talque.com)

Subject: Register now for BIOFACH & VIVANESS 2021

→ Click on the "Start now" button to go to matchmaking.

Take 15 minutes to create your profile & get your 50 "Best matches" at the same time!

You have NOT yet received an email with an invitation link to the platform? Contact the person in your company who organises your company's presence on the platform. You will receive an invitation via him/her.

**Your finished profile can look like this:**

The screenshot shows a user profile for Kathrin Schöck. At the top, there is a navigation bar with links: Schedule, Participants (highlighted), Partner, Exhibitor, Products, Product News, Contact & Support, and trade press booth. The profile features a large photo of Kathrin Schöck, a smiling woman with her arms crossed, wearing a dark blazer. To the right of the photo, the name 'Kathrin Schöck' is displayed, along with her title 'Manager', the event 'NürnbergMesse', the website 'www.biofach.de', and the location 'Nürnberg DE'. A 'Write message' button is located below the photo. Below the profile information, there is a section titled 'Matches with me' with two buttons for 'BIOFACH' and 'VIVANESS', and a progress indicator showing 53%. A message from Kathrin Schöck is displayed: 'Ich freue mich darauf, Sie beim BIOFACH/VIVANESS 2021 eSPECIAL begrüßen zu dürfen! I am looking forward to meeting you all at BIOFACH/VIVANESS 2021... - Kathrin Schöck'. At the bottom, there is a section 'I am offering...' with a note '(only for BIOFACH, for VIVANESS please click next step)' and several product category buttons: Chocolate, Household appliances/goods, Innovation, Juices, soft drinks, Meat, Meat alternatives, Milk substitutes, and Raw materials. Below this is another note: 'The special characteristics of our products are (beyond organic) ... (only for BIOFACH, for VIVANESS please click next step)'.

**Tips and tricks for creating your personal profiles (onboarding)**

- ☑ The onboarding process can be **rerun infinitely** via your profile menu > "Edit Profile", so this assignment can be decided each time.
- ☑ In the onboarding process on the platform, you have the option to select your company on the second "page". If you do, you will be listed as contact in the company profile. If your colleagues only want to be on the platform as participants, they can select "Nope, does not apply" on this page. The onboarding process, in which you specify your search and bid criteria, is crucial for matchmaking, i.e. for your best matches!
- ☑ **Our tip:** Less is more - take advantage of the fact that you can run the onboarding process several times with a different, focused selection each time, thus generating different but targeted matches each time

**And this is what matchmaking to your profile looks like (after you click on the mail):**

IMPORTANT: You will find the matchmaking questions for BIOFACH first and can click on "next" to go to the VIVANESS questions.

Enter personal information to tell your visitors as much as possible about yourself:

**Who are you?**  
Please tell us your name.  
An email address is a bit impersonal.

First name  
Kathrin

Last name  
Schöck

Next step

**Über Ihre Arbeit...**  
Bitte geben Sie Ihren Kontakten einige Basisinformationen über das, was Sie tun.

Position  
Manager

Unternehmen  
NürnbergMesse

Webseite  
www.biofach.de

Stadt  
Nürnberg

Land  
Deutschland

Weiter

Choose which products you offer and which subcategories are also included there:

BIOFACH VIVANESS 2021 eSPECIA

I am searching for... (only for BIOFACH, for VIVANESS please click next step)  
Click on keyword to select/deselect (11 max.)

Fresh food

Frozen food

Grocery products Cooking and baking

Grocery products Drinks

Grocery products Snacks and sweets

Media, service providers

Non-Food

0 / 11

Next step

BIOFACH VIVANESS 2021 eSPECIA

I am searching for... (only for BIOFACH, for VIVANESS please click next step)  
Click on keyword to select/deselect (11 max.)

Fresh food

Fruit Vegetables Potatoes Mushrooms Meat and sausages

Fish and seafood Bread, baked products Dairy products Cheese

Milk substitutes Cheese alternatives Meat alternatives

Fresh convenience and delicatessen products Eggs, other fresh products

Frozen food

Grocery products Cooking and baking

Grocery products Drinks

0 / 11

Next step

Also provide more information about your products and who you supply:

I am searching for information about products with the following special characteristics... (only for BIOFACH, for VIVANESS please click next step)  
Click on keyword to select/deselect (12 max.)

- Carbon dioxide reduction
- Certification of sustainability / sustainability balanced
- Fair
- Gluten-free
- Halal
- Kosher
- Lactose-free
- Raw
- Regional connection of the most important component
- Unpacked
- Vegan
- Vegetarian

0 / 12

Next step



I am searching for the following types of exhibitors... (only for BIOFACH, for VIVANESS please click next step)  
Click on keyword to select/deselect (5 max.)

- Association
- Importer/exporter
- Joint stands organizer
- Manufacturer
- NGO
- Service providers
- Start-up
- Wholesaler

0 / 5

Next step



I am searching for exhibitors, that have the following customers... (only for BIOFACH, for VIVANESS please click next step)  
Click on keyword to select/deselect (8 max.)

- HoReCa
- HoReCa - Wholesale trade
- Manufactures and industry
- the headquarters of retail trade
- the health stores
- the independent retail trade
- the organic retailers
- the organic wholesale trade

0 / 8

Next step



From here on, the part for VIVANESS begins:

I am searching for... (only relevant for VIVANESS)  
Click on keyword to select/deselect (11 max.)

- Body care
- Chemist articles
- Contract manufacturing, packaging
- Decorative cosmetics
- Fragrances
- Hair care
- Raw materials and additives for the natural and organic cosmetics industry

0 / 11

Next step



I am searching for information about products with the following special characteristics... (only relevant for VIVANESS)  
Click on keyword to select/deselect (9 max.)

- Carbon dioxide reduction
- Certification of sustainability / sustainability balanced
- Fair
- Halal
- Kosher
- Men's care
- No Waste
- Salon cosmetics
- Vegan

0 / 9

Next step



I am searching for the following types of exhibitors... (only relevant for VIVANESS)

Click on keyword to select/deselect (5 max.)

- Association
- Importer / exporter
- Joint stand organizer
- Manufacturer
- NGO
- Service providers
- Start-up
- Wholesaler

0 / 5

Next step



## Now specify which visitors you are looking for on the platform!

I am searching for visitors that are mainly interested in...

Click on keyword to select/deselect (2 max.)

BIOFACH VIVANESS

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Next step



I am searching for visitors who are working in the following sectors of economy...

Click on keyword to select/deselect (2 max.)

- Agriculture and aquaculture
- Manufacturer
- Others
- Retail
- Service sector
- Wholesale trade / import & export

0 / 2

Next step



I am searching for visitors who are working in the following sectors of economy...

Click on keyword to select/deselect (2 max.)

Agriculture and aquaculture

Manufacturer

Others

Retail

Organic food   Organic supermarket   Retail Trade (Independent)

Retail Trade (Branch/Chain)   Food Craft Trade   Wine / delicatessen trade

Health store   Cosmetics/ perfumery   Drugstore   Pharmacy   Online Retailing

0 / 2

Next step



I am searching for visitors with the following function...

Click on keyword to select/deselect (5 max.)

Administration / Personnel / Human Resources   Category Management   Management

Marketing / Advertising / PR   Marketing / Sales

Production / Manufacturing / Technology   Purchasing / Procurement

Training / Qualification   Other...

0 / 5

Next step



I am searching for visitors who have the following business position...

Click on keyword to select/deselect (5 max.)

Director, board member and head of an authority   Entrepreneur, partner and self-employed

Group head, project director, teamleader

Head and other employee with managerial responsibility   Lecturer, teacher

Other employee, skilled worker   Other non-occupational position

Other occupational position   Press, media representative   Speaker   Student

Trainee

0 / 5

Next step



Tell your profile visitors in which country/continent your company is located or in which countries/continents you are looking for contacts:

I am resident in...

Click on keyword to select/deselect (3 max.)

Africa

Asia

Australia and Oceania

Europe

Germany

North and South America

Selected frequently

1 / 3

Next step



I am searching for visitors from...

Click on keyword to select/deselect (3 max.)

Africa

Asia

Australia and Oceania

Europe

Germany

North and South America

Selected frequently

1 / 3

Next step



Add a personal touch to your profile and post a personal message on your profile:

 BIOFACH VIVANESS 2021 eSPECIA

What would you like to tell the other participants about yourself additionally?

A brief explanation of why you are here. Feel free to express yourself.

Free text

Ich freue mich darauf sie beim BIOFACH/VIVANESS eSPECIAL begrüßen zu dürfen!

I am looking forward to meeting you all at BIOFACH/VIVANESS eSPECIAL!

Next step

Here you can still set your time availabilities (these are automatically "translated" into the other time zones), upload a picture and link your calendar for better organisation if needed:

 BIOFACH VIVANESS 2021 eSPECIA

What is your preferred time for video call meetings?

Meeting time suggestions will try to stay within these times

Your daily availabilities

from 9:00 AM ▾

to 6:00 PM ▾



Now only an image is missing!

Show your contacts and give your profile a face.

Upload profile photo



 BIOFACH VIVANESS 2021 eSPECIA

Connect calendars

To connect existing calendars, please click on the calendar button of your choice. This helps you scheduling meeting and video calls more efficiently from within talque.

If you don't want to connect a calendar, please continue without a selection.

 Google calendar

 Microsoft calendar

Next step

Skip for now

Next step

Get started

**DONE!!!**

**You can view your finished profile under "Participants" by searching for your name.**

 BIOFACH VIVANESS 20...

Schedule **Participants** Partner Exhibitor Products Product News Contact & Support trade press booth

Y

Q Search here ...

All

☆

All

Best Matches

Speakers & Moderators

