



The DIGITAL PLANT 2010 Appointment Manager is being implemented again this year. This valuable benefit is offered to Sponsors and Exhibitors at no charge to you. The Appointment Manager allows only Sponsors and Exhibitors to receive appointment requests from registered attendees during DIGITAL PLANT 2010.

Whenever a registered DIGITAL PLANT 2010 attendee uses Appointment Manager, an email will be sent for approval to the **contact's email that you listed on your sponsor/exhibit agreement**.

This email address will also act as your password to enter Appointment Manager.

Arranging and tracking your appointment requests is easy with Appointment Manager.

To enter Appointment Manager just go to www.digitalplantEXPO.com

- 1) Go to Appointment Manager on the upper right hand side of the page and click on Exhibitor/Sponsor.
- 2) Select your company name from the drop down menu of Exhibitors & Sponsors.
- 3) Enter your password (**The password is the contact's email that you listed on your sponsor/exhibit agreement**). If you can't locate your password click the "send me my password button".
- 4) You will then be prompted to enter your own password.
- 5) You can now view and manage all appointment requests sent to your company by DIGITAL PLANT 2010 registered attendees.

We hope you find this benefit useful and GOOD LUCK AT DIGITAL PLANT 2010!!!