PARTICIPANTS COMPANY HUB

mapic®
International Retail Leasing Hub

3-4 NOV. 2026

PALAIS DES FESTIVALS
CANNES
FRANCE

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SUMMARY

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ADMIN DEFINITION

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- If you are a visitor, the administrator of your online account is **the first registered person of your company.**

- If you are an exhibitor, the administrator of your MAPIC online account is the **person you have identified to our teams during your registration.**

They can also **add secondary ADMINS** (unlimited) in your company hub online page to share their rights with other colleagues for account set up.

ACTIVATE YOUR ACCOUNT

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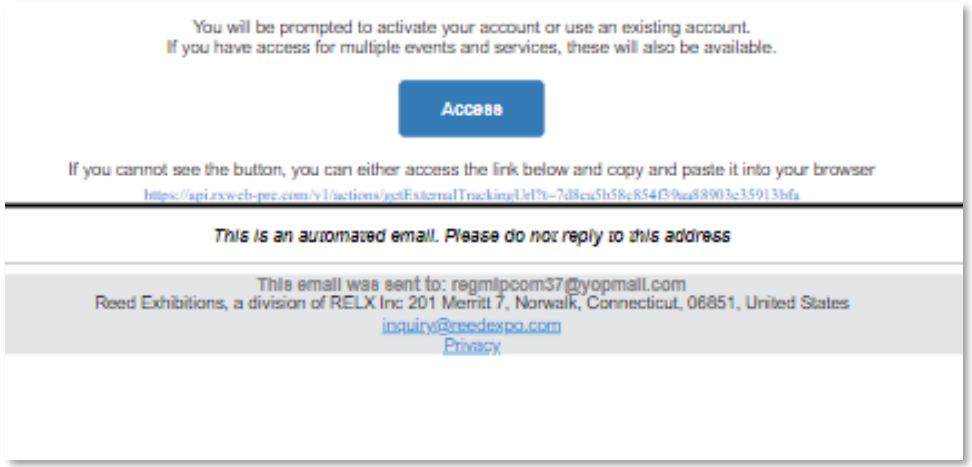
Upon registration, you will receive an email to **activate your account** like this


You will be prompted to activate your account or use an existing account.
If you have access for multiple events and services, these will also be available.

Access

If you cannot see the button, you can either access the link below and copy and paste it into your browser

This is an automated email. Please do not reply to this address

This email was sent to: regmlpcom37@yopmail.com
Reed Exhibitions, a division of RELX Inc 201 Merritt 7, Norwalk, Connecticut, 06851, United States
inquiry@reedexpo.com
Privacy

It may end in SPAM folders, here's the sender's name to find it :
no-reply@rxglobal.com

Two options to activate your account :

- Use "Access" button
- Copy and paste the link at the bottom in a browser

PARTICIPANT PROFILE

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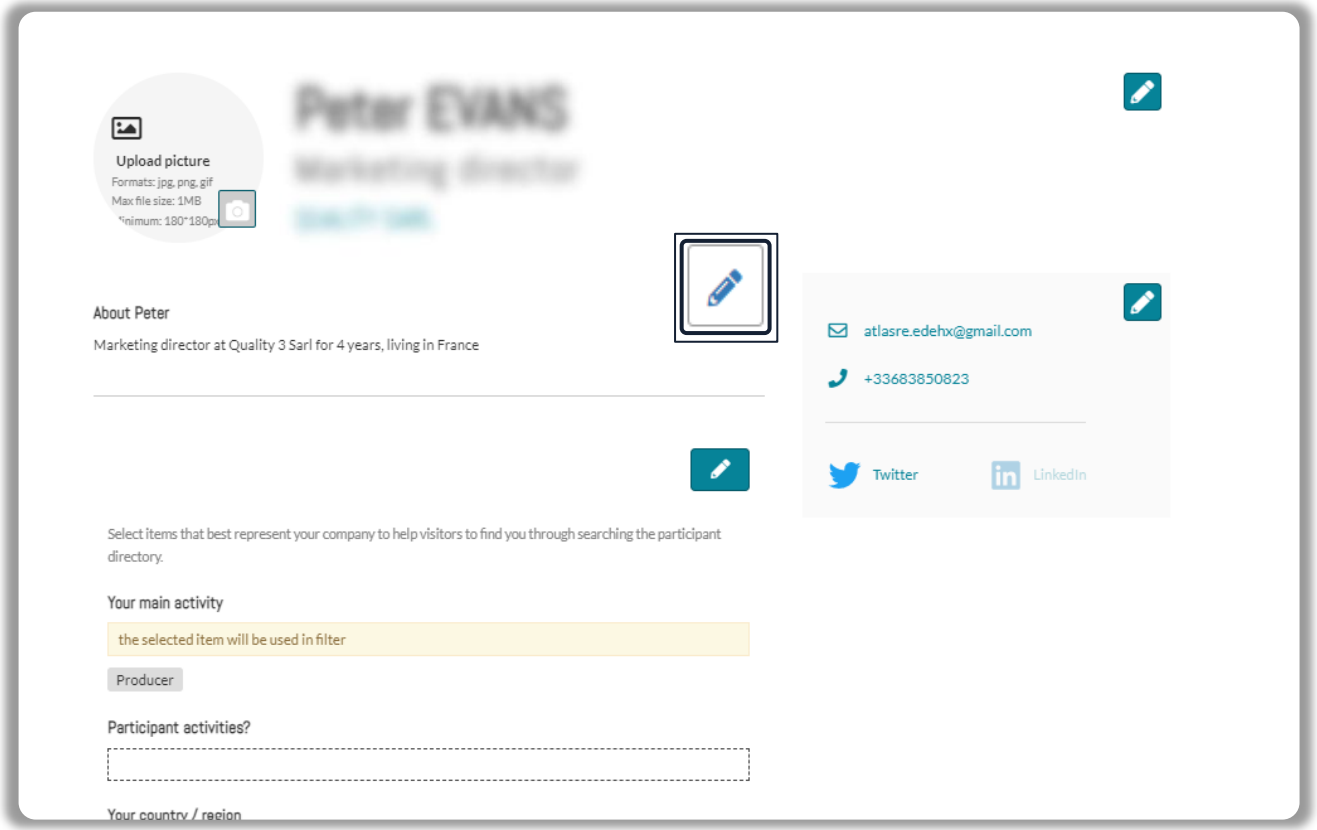

Click in top right menu under your name on “**My Profile”**.
Then update your personal profile **by clicking on the pen icon button on each section**

You should add:

- 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.

COMPANY PROFILE – only available for admins

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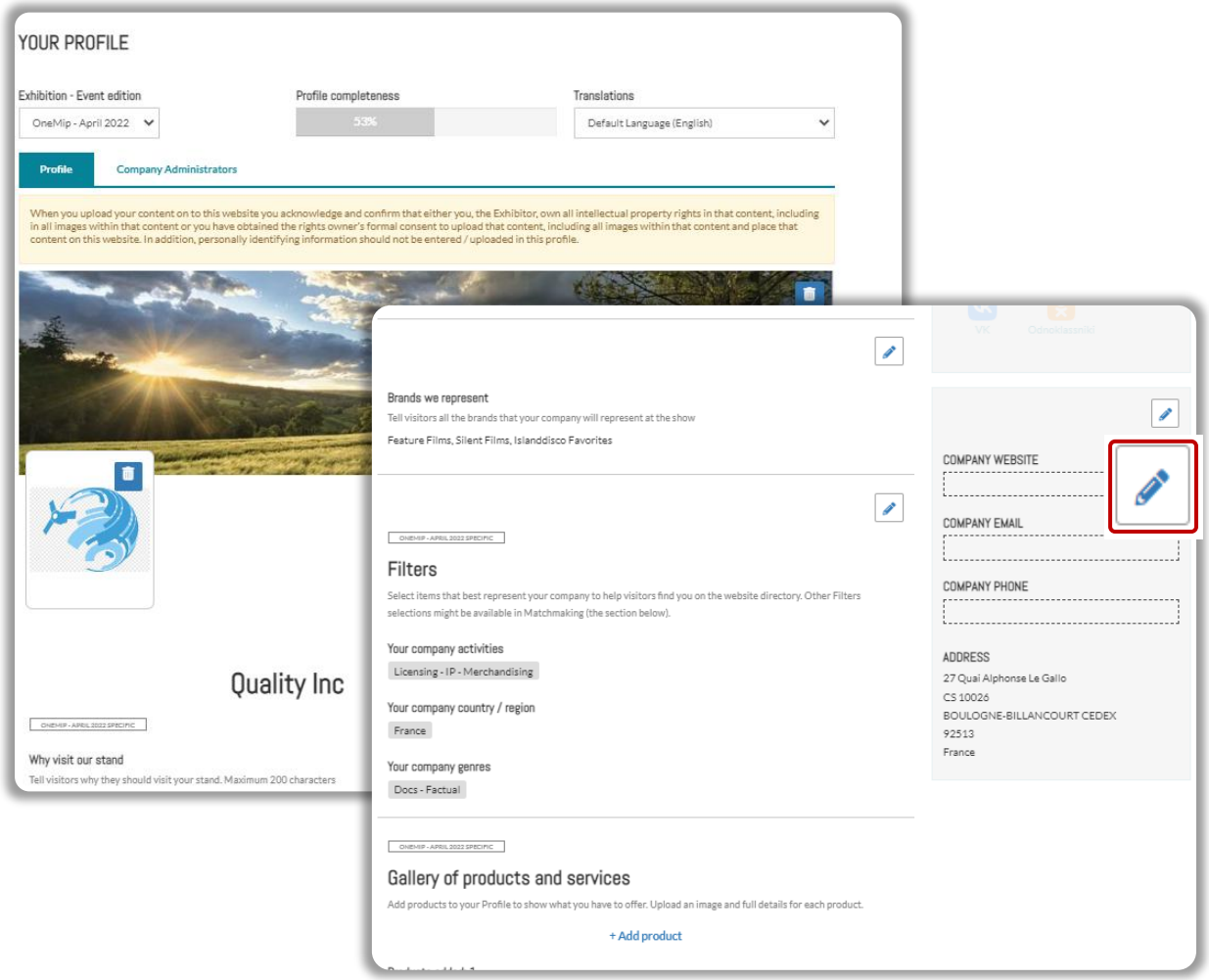

Click on “Edit my profile” in your “Company Hub” or in the top right menu “My Company”.
Then update your company profile **by clicking on the pen icon button on each section**

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.

PARTICIPANTS DIRECTORY

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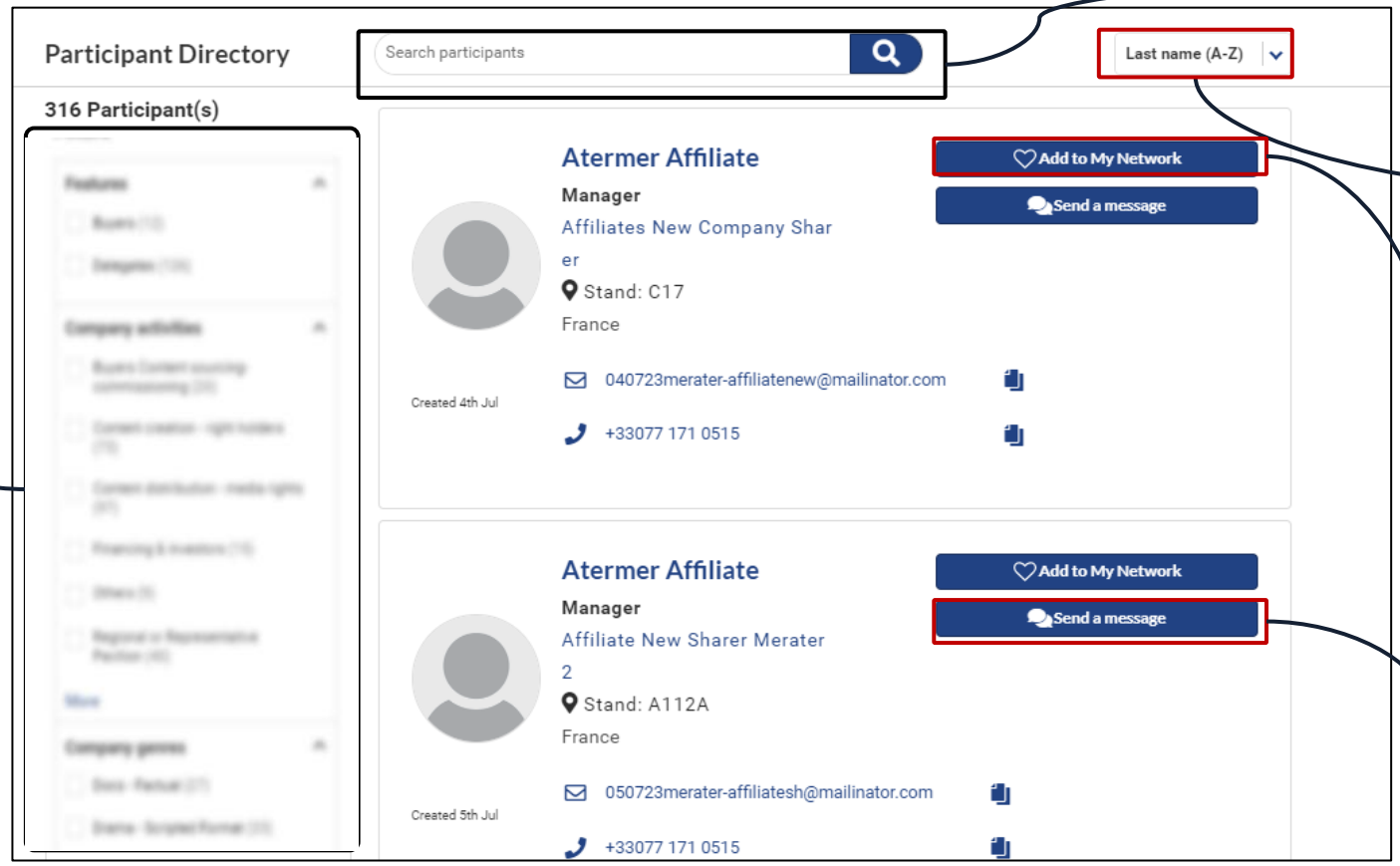
Browse the list of all participants and get in touch with the people of your choice !

Filters

Filter participants by
- visitors status,
- job function,
- genre of expertise,
- countries, etc…



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)

Use this button to send a message to the participant of your choice

COMPANY DIRECTORY

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Discover the list of all exhibiting companies and save those that interest you the most !

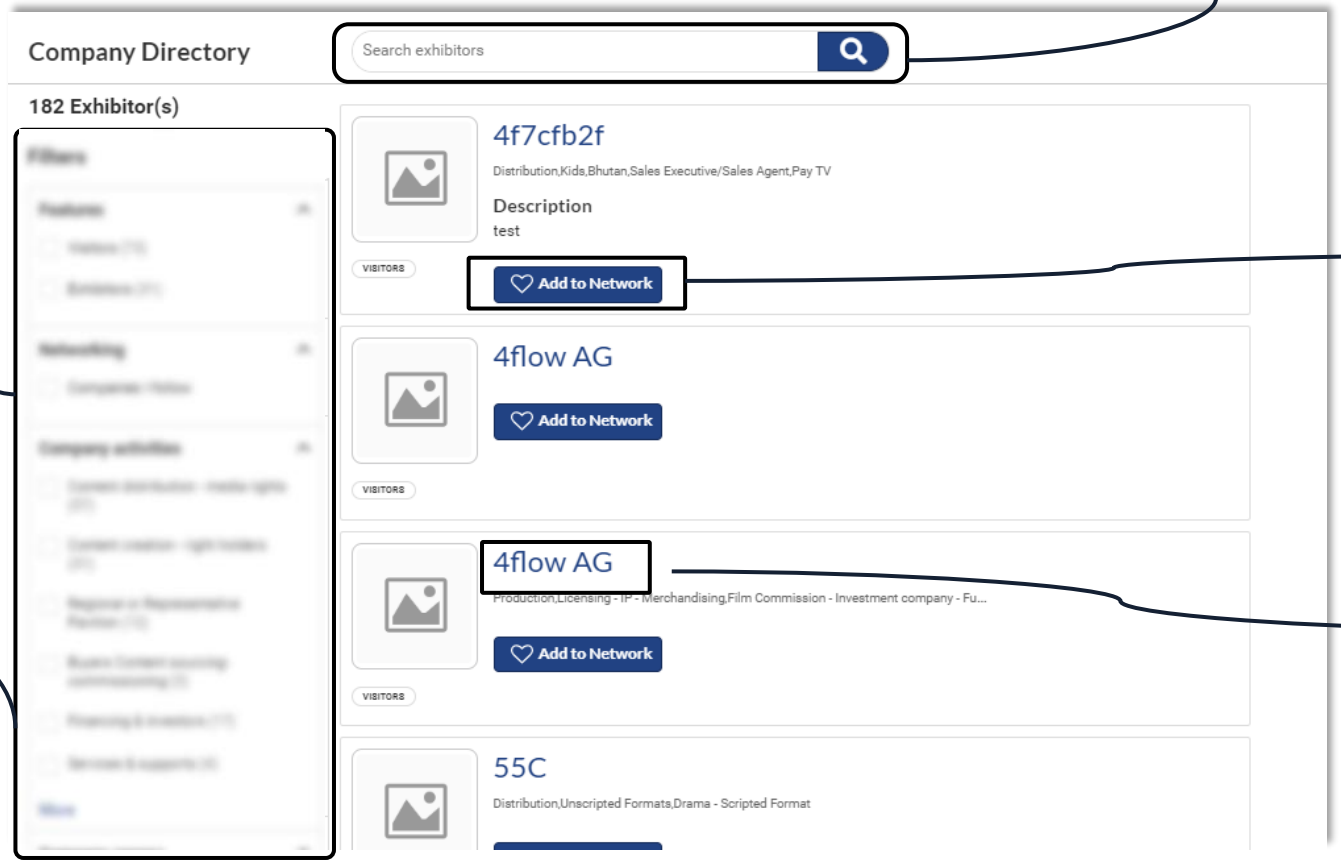
Enter any **keywords** to find your targets.

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

Find your best targets using the **filtering options**

Add a company to you **favourites** list called “My Network & Plan” (**Heart** icon on top)

Quick link to company details



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SESSION DIRECTORY

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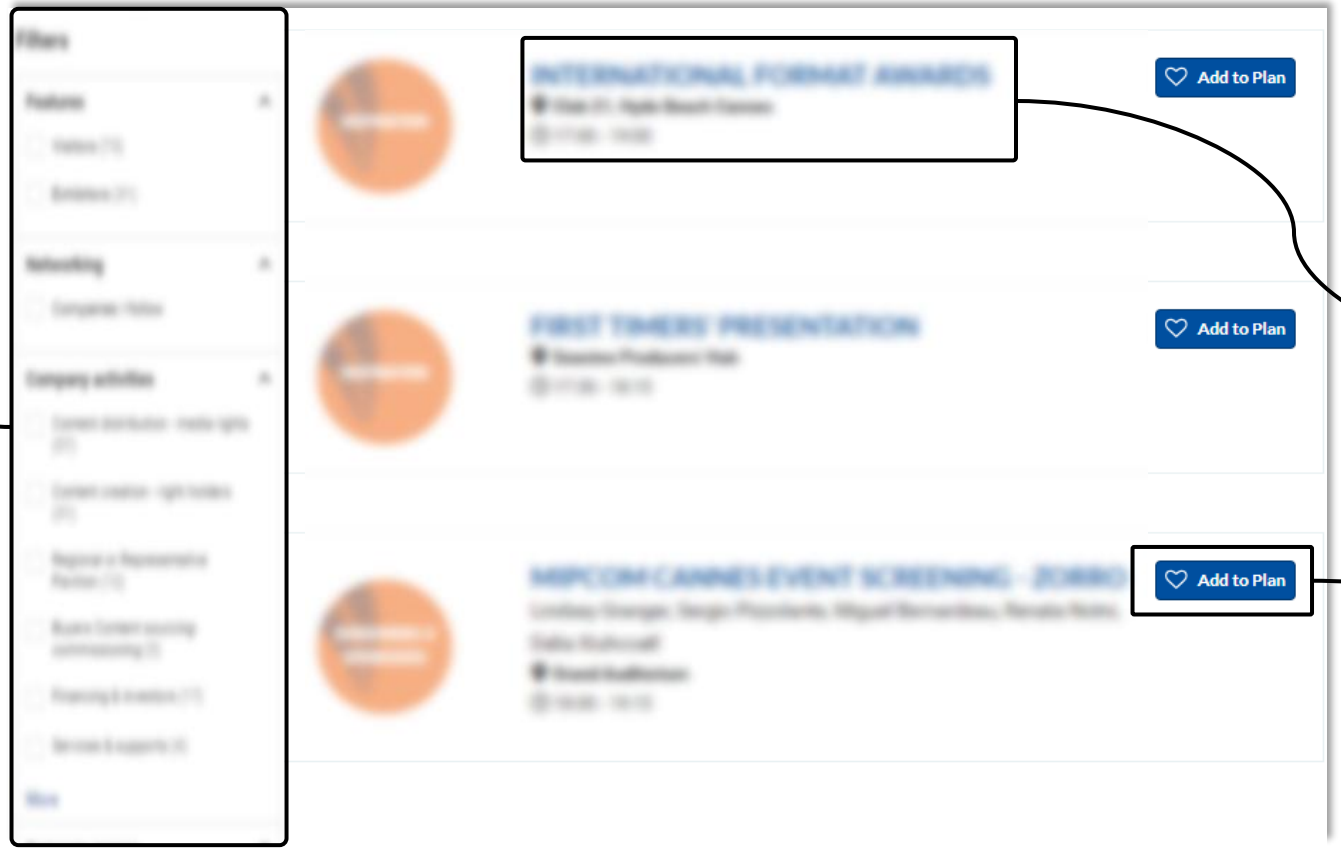
Explore the list of events offered during the market and plan your visit by selecting the ones you prefer !

Filters
Filter by days, theme, rooms etc.



Quick link to session details (synopsis, speakers etc.)

Option to add a sessions to “My Network & Plan” (favourites)

MY NETWORK & PLAN

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

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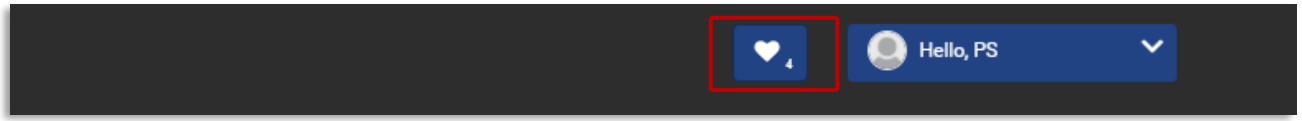
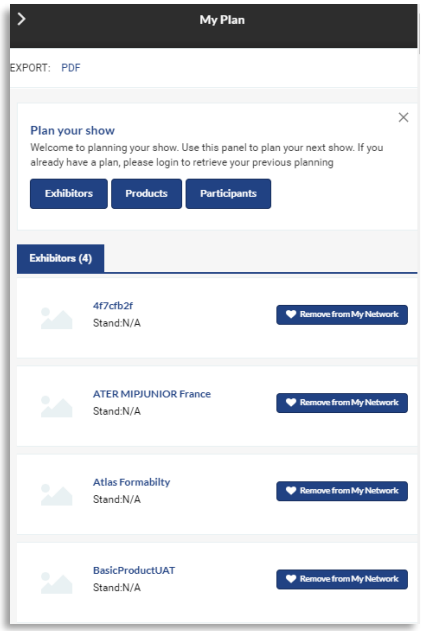
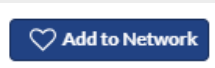


- My Network & Plan is always available through the option in platform's header by clicking on the heart icon



- 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:



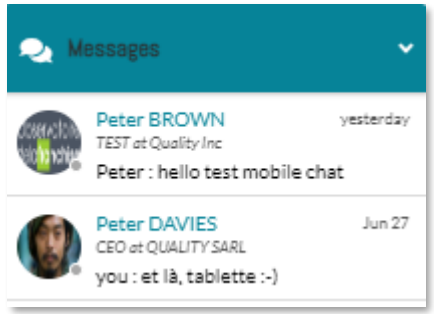
WARNING

PDF extract does only contain companies and sessions.
Neither products not participants.

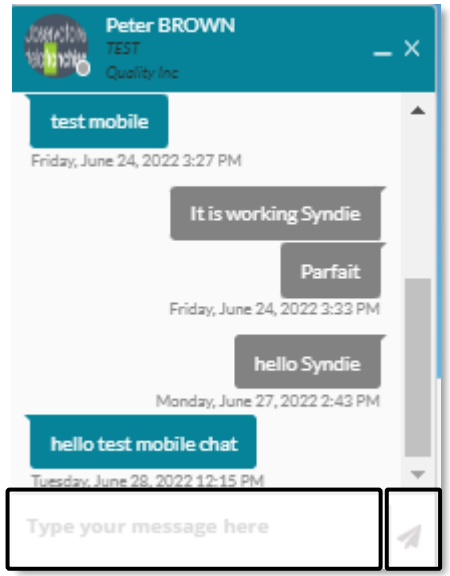
MESSAGES



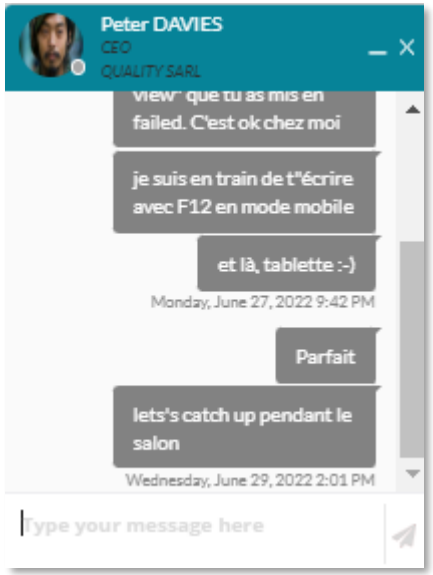
- Chat module is always available in the bottom right of the platform
- It can be minimized or displayed using the small arrow



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



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



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

NEED ANY ASSISTANCE?

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Contact our Customer Helpdesk :

- By phone : (+33) 1 47 56 65 00.

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

By form