



# The Hub

# Exhibitor Profile Setup Guide

Hinman Dental Meeting

Complete your exhibitor profile in just a few simple steps.

# Welcome to The Hub

## What is The Hub?

The Hub is the official exhibitor platform for the Hinman Dental Meeting.

Your profile is your digital storefront for attendees to discover your products and services both online and on the Hinman mobile app.

## Why Complete Your Profile?



### Increase Visibility

Stand out to thousands of attendees.



### Access your statement and pay invoices online.



### Showcase Your Brand

Display your company logo, photos, and info.



### Quick & Easy

Complete your profile in under 10 minutes.

# Welcome to The Hub

How to log in?



## Logging In:

The first time you visit the [Hub](#) you will need to use the **Forgot Password/First Time Login** link and set a password of your preference before you will be able to login.

# Step 1: Creating Your Personal Profile

Make a great first impression with high-quality images

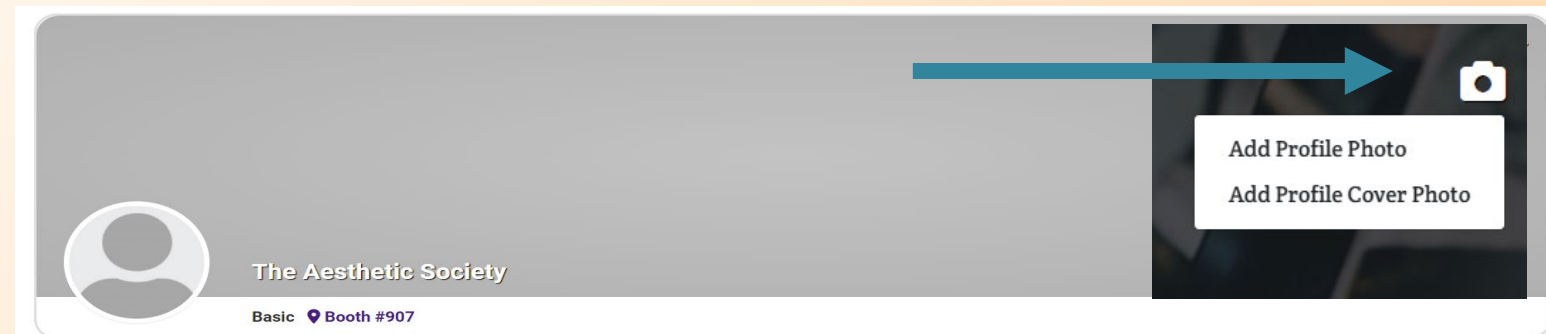
## 1 Profile Photo

Step 1: Click on your name and then from the drop down click View Profile.

Step 2: Click on the camera icon and add photo

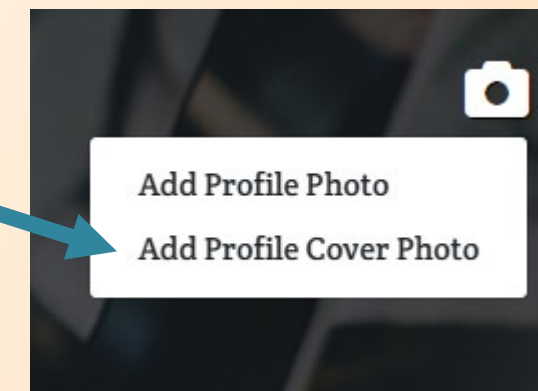
Step 3: Select Add Profile Photo. This is for the image circled in green. This image should be 360x360 px.

A menu will appear directing you to upload a photo. Make sure you **click save**.



## 2 Cover Photo

Step 4: Repeat step 2 and select Add Profile Cover Photo. This is the image outlined in blue. This image should be 1440x360 px. A menu will appear directing you to upload a photo. **Make sure you click save.** Additional details on the next slide for both the Profile photo and Cover Photo.



# Step 2: Creating Your Company Profile

Make a great first impression with high-quality images.

## 1 Company Profile Photo

### Instructions:

1. Log in to The Hub exhibitor portal
2. Click on “Exhibitor Hub” at the top middle to go to your Company Profile section
3. Click the three dots in the top right corner of the Cover Photo.
4. Click ‘Add Photo.’
5. Select a square image of your company logo or representative image.

### Technical Requirements:

**Dimensions:** 360 × 360 pixels

**Format:** JPG or PNG

**File Size:** Under 2MB

**Recommendation:** Use your company logo on a clean background.

## 2 Company Cover Photo

### Instructions:

1. From the same Company Hub Profile section, click the three dots.
2. Click ‘Add Cover Photo.’
3. Choose a wide banner image showcasing your products, team, or booth.
4. Ensure text or important elements are centered as sides may be cropped on mobile.

### Technical Requirements:

**Dimensions:** 1440 × 360 pixels

**Format:** JPG or PNG

**File Size:** Under 3MB

**Recommendation:** Use high-resolution images that represent your brand well.

# Step 3: Complete Your Profile Information

Help attendees learn about your company and how to reach you

## 3 About Your Company

Your 'About' section is your elevator pitch. Make it compelling and informative.

### Instructions:

- 1. Navigate to the 'About' section in your profile.
- 2. Write a clear company description (150-300 words).
- 3. Highlight your key products and services.
- 4. Mention what attendees can expect at your booth.

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| <div>About</div> <div>Contact</div> | <div>Name</div> <div>The Aesthetic Society</div> <div>What We Do</div> <div>The Aesthetic Meeting brings together the most advanced aesthetic plastic surgeons from all over the world to learn, grow, and network. This year we go beyond, with our most comprehensive meeting yet. Our goal is for you to return home with renewed passion, enhanced skills, and ideas for professional and practice growth.</div> <div>Founded</div> <div>1967</div> <div>Website</div> <div><a href="https://www.theaestheticsociety.org">https://www.theaestheticsociety.org</a></div> <div>Categories (3)</div> <div>Professional Organizations (Non Profits)</div> |
|-------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Pro Tips:

- Keep it concise and informative.
- Use bullet points for key features.
- Focus on benefits to attendees.

## 4 Contact Information

Make it easy for attendees to connect with you during and after the conference.

### Required Fields:

#### Company Name

Verify your official company name is correct.

#### Email Address

Provide a monitored email for inquiries.

#### Phone Number

Include your main business line.

#### Website URL

Enter your complete website address.

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|-------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <div>About</div> <div>Contact</div> | <div>Address</div> <div>11262 Monarch Street<br/>Garden Grove, CA 92841<br/>United States</div> <div>Facebook</div> <div><a href="https://www.facebook.com/AestheticSociety">https://www.facebook.com/AestheticSociety</a></div> <div>Instagram</div> <div><a href="https://www.instagram.com/theaestheticsocietyasaps">https://www.instagram.com/theaestheticsocietyasaps</a></div> <div>LinkedIn</div> <div><a href="https://www.linkedin.com/company/theaestheticsociety/">https://www.linkedin.com/company/theaestheticsociety/</a></div> <div>Twitter</div> <div><a href="https://twitter.com/asaps">https://twitter.com/asaps</a></div> |
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Important: All contact information will be visible to attendees. Ensure accuracy.

# Final Steps & Support

Verify your profile and get help if needed

## Before You Finish - Verification Checklist

- ✓ Profile photo uploaded (360×360px)
- ✓ Cover photo uploaded (1440×360px)
- ✓ About section completed and proofread
- ✓ All contact information verified for accuracy
- ✓ Preview your profile as attendees will see it
- ✓ Click 'Publish' or 'Save Changes' to make profile live

## Need Help?

Our team is here to assist you with any questions or technical issues.

**Wendy McGar**

**[wmcgar@hinman.org](mailto:wmcgar@hinman.org)**

**(404) 231-1476**

 **Thank You for Completing Your Profile!** 

Your exhibitor profile is now live and ready to attract conference attendees.

We look forward to seeing you at Hinman 2027!