

2017 SELECTUSA INVESTMENT SUMMIT

MATCHMAKING SYSTEM

March 29 & 30, 2017

8:30am, 12:00pm, 8:00pm EST



Welcome to Summit Matchmaking



The screenshot shows the login interface for the SelectUSA Investment Summit. At the top, a dark blue header contains the SelectUSA logo (a white star with a red swoosh) and the text "SELECTUSA INVESTMENT SUMMIT" in white, with "WASHINGTON, DC | JUNE 18-20, 2017" in smaller white text below. The main content area has a white background with a light gray border. On the left, a section titled "Welcome to 2017 SelectUSA Investment Summit" describes the matchmaking tool. On the right, a login form includes fields for "Username" and "Password", a red "Login" button, and a blue link for "Retrieve Login Credentials". At the bottom left of the form area, there is a small copyright notice: "IUJAMA, Inc. © Copyright 2017. All rights reserved."

SELECTUSA[®]
INVESTMENT SUMMIT
WASHINGTON, DC | JUNE 18-20, 2017

Welcome to 2017 SelectUSA Investment Summit

The SelectUSA Investment Summit matchmaking tool is a powerful networking platform that will allow you to connect with fellow attendees, schedule meetings and more! The SelectUSA Investment Summit matchmaking tool is accessible on iPhones, Android devices, desktop computers and any web-enabled device.

Username

Password

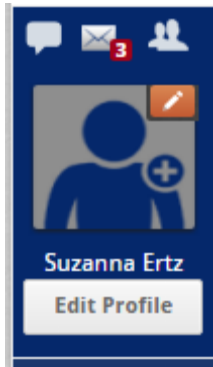
Login

[Retrieve Login Credentials](#)

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- Information is pulling directly from the registration questions and will auto fill each attendee's profile.
- All approved attendees currently in the system will receive a welcome email in early April to complete step one
- After the launch, attendees will receive the welcome email on a rolling basis.


Step One: Update & Complete Profile



1 MY PROFILE
View/Edit My Profile

2 MY ORGANIZATION PROFILE
View/Edit My Organization Profile

My Profile



Update Photo

Suzanna Ertz




SelectUSA
Washington, DC 20230
USA

My Favorites

My Messages


My Meetings

Profile Settings



Edit Profile

Change Password



SelectUSA

SelectUSA is a U.S. government-wide program housed in the International Trade Administration at the ...

View more »

My Documents, Videos & Notes

Documents

Videos

Notes

Gallery

No Data Found.

My Wall

Post

No Data Found.

Following

People I am following

No Data Found.

Posts I am following

No Data Found.

Information I am Gathering

No Data Found.

Likes

People

Organization

Sessions

People I Liked

- Completing the profile. This includes:
 - Uploading a photo
 - Updating contact information
 - Adding LinkedIn, websites, and social media links
 - Adding presentations, documents, videos (links to YouTube or uploads), and any additional photos
 - Changing passwords

U.S. Department of Commerce | International Trade Administration | SelectUSA

3

Profile: Features & Tools





- Additional features within the profile set-up that will be useful as attendees start to interact with one another:





- Favorites
- Messages
- Meetings




- Attendees are also able to edit their profile settings to change how often they receive messages from the system.

My Profile [Edit Profile](#) [Change Password](#)

 **Suzanna Ertz**
SelectUSA
Washington, DC 20230
USA
[Update Photo](#)

 **SelectUSA**
SelectUSA is a U.S. government-wide program housed in the International Trade Administration at the ..
[View more »](#)

 [My Favorites](#)  [My Messages](#)  [My Meetings](#)  [Profile Settings](#)

Profile Settings

- ☒ Can Receive Meeting Request
- ☒ Can Receive Message
- ☒ Notify New Meeting Request By Email
- ☒ Notify New Message By Email

[Save Changes](#)





Profiles: Profile Details are Editable



Personal Information

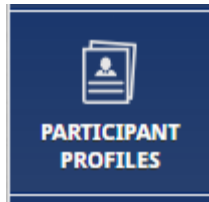
Basic Information	
First Name:	<input type="text" value="Suzanna"/>
Last Name:	<input type="text" value="Ertz"/>
Job Title:	<input type="text"/>
Primary Email:	<input type="text" value="suzanna.ertz@trade.gov"/>
Secondary Email:	<input type="text"/>
Office Phone:	<input type="text"/>
Cell Phone:	<input type="text"/>
Location	
Address Line1:	<input type="text" value="U.S. Department of Commerce"/>
Address Line2:	<input type="text" value="1401 Constitution Avenue, NW, #11011"/>
Address Line3:	<input type="text"/>
City:	<input type="text" value="Washington"/>
Country:	<input type="text" value="USA"/>
State:	<input type="text" value="DISTRICT OF COLUMBIA"/>
Zip Code:	<input type="text" value="20230"/>
Description	
Profile Description:	<input type="text"/>
Keywords:	<input type="text"/>
Area of Focus:	<div>Estimated Annual Sales 2015 <input type="checkbox"/> Less than \$1 Million <input type="checkbox"/> \$1 Million - \$25 Million <input type="checkbox"/> \$25 Million - \$100 Million <input type="checkbox"/> More than \$100 Million <input type="checkbox"/> Unknown or N/A Industry of Interest <input type="text"/></div>

Organizational Information

My Organization Profile		Edit My Organization Profile										
<div>SelectUSA U.S. Department of Commerce 1401 Constitution Avenue, NW, #11011 Washington, DC USA</div>												
Organization Summary SelectUSA is a U.S. government-wide program housed in the International Trade Administration at the United States Department of Commerce. Since its inception, SelectUSA has facilitated more than US\$ 23 billion in investment, creating and/or retaining tens of thousands of U.S. jobs. Our mission is to facilitate job-creating business investment into the United States and raise awareness of the critical role that foreign direct investment (FDI) plays in the U.S. economy. As chair of the Federal Interagency Investment Working Group (IIWIG), SelectUSA works with more than 20 federal agencies and bureaus to increase coordination and provide guidance and information to respond to specific and broad-reaching issues that affect business investment decisions. Through its ombudsman services, SelectUSA collaborates with IIWIG agency partners to help address investor questions and concerns relating to a wide range of federal regulatory issues. SelectUSA helps companies of all sizes find the information they need to make decisions; connect to the right people at the local level; and navigate the federal regulatory system. SelectUSA also assists U.S. economic development organizations to compete globally for investment by providing information, a platform for international marketing, and high-level advocacy.												
<div>Videos </div> <table><thead><tr><th>Video</th><th>Details</th><th>Duration</th></tr></thead><tbody><tr><td colspan="3">No Data Found.</td></tr></tbody></table> <div>Notes (These notes are visible only to you.) </div> <table><thead><tr><th>Date</th><th>Note</th></tr></thead><tbody><tr><td colspan="2">No Data Found.</td></tr></tbody></table>			Video	Details	Duration	No Data Found.			Date	Note	No Data Found.	
Video	Details	Duration										
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Date	Note											
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<div>Documents </div> <table><thead><tr><th>Type</th><th>Attachment Title</th><th>Date</th></tr></thead><tbody><tr><td colspan="3">No Data Found.</td></tr></tbody></table>			Type	Attachment Title	Date	No Data Found.						
Type	Attachment Title	Date										
No Data Found.												

- Attendees may edit the information that was auto filled from the registration questions.
- Attendees may also add additional information about themselves and/or their organization.

Participant Profiles: Filter Options



Book Meetings: People

ORGANIZATIONS 436 PEOPLE 440

Academic 0 Foreign Government 0 International Firm 149 U.S. Economic Development Organization 134 U.S. Trade Association 0 Service Provider 100 U.S. Government 41 International Trade Association 16

Show USG Pavilion Representatives Save this Search Profiles per Page: 10

Name: Organization: Keyword: Updates From: Activity Filter: Participation Type: Estimated Annual Sales 2015: Industry of Interest:

Investments/Partnerships Seeking: Market: Project Stage of Development: Registration Type: Services Offered: Size of Project / Investment: U.S. State/Territory:

Search Clear

1 of 44 Pages (440 Records)

List View Table View

- Once the profile is complete, attendees can begin searching for potential meetings.
- This year, there are new filters available. These allow attendees to hone in on specific qualities that are important to them. They include:
 - Markets and U.S. States/Territories
 - Industries of Interest
 - Services offered via Service Providers

Participant Profiles: Interactions

Gabriela Aslaksen
Sr. FDI Coordinator at Greater Houston Partnership
701 Avenida de las Americas
Houston, TX 77010
USA

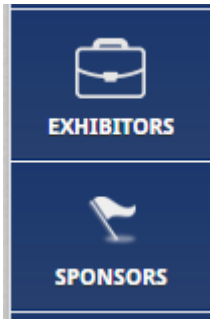
Interests:
Industry of Interest: Energy, Logistics & Transportation, Medical Technology, Pharmaceuticals & Biotech
Investments/Partnerships Seeking: Acquisition, Expansion, Joint Venture, New/Greenfield
Project Stage of Development: Focused Market Research, Initial Exploration/Research, Project Implementation at Selected Site, Site Selection
Registration Type: U.S. Economic Development Organization
Services Offered: Economic Development Related Services, Sales/Marketing/Communications, Site Location/Selection/Real Estate
U.S. State/Territory: Texas

Add more people to this request
Name: Organization: Participation Type:
Keywords: Filter Attendees: Search
Note: Can only select 9 people at once.
1 of 44 Pages (440 Records) 1 2 3 4 5 Page 1 Go
Kaida Ackerman Department of Commerce
Jim Alexander St. Louis Regional Chamber
Mark Adams Oakland County
Susan Allen DataBanque
Erika Ahlqvist Sapa
SIMOS ANASTASOPOULOS PETSIAVAS SA
Sejin Ahn US Industrial Systems
Marie Josee Andrieu Department of Commerce

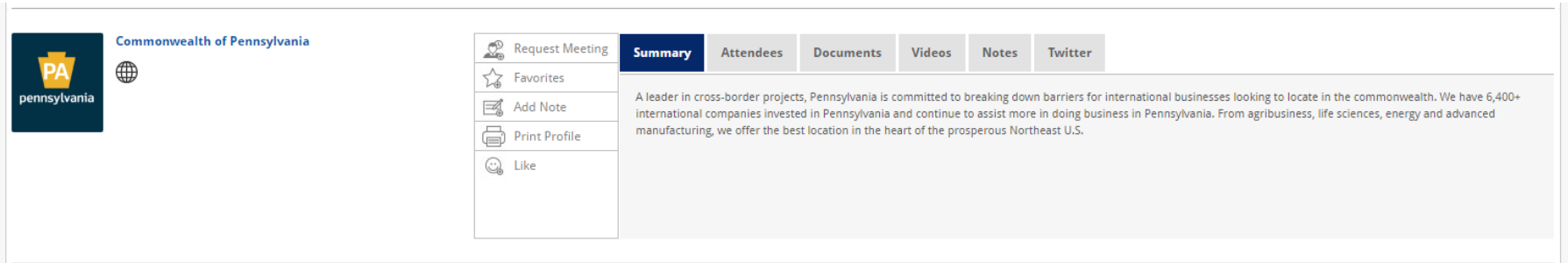
Request Meeting
Invitee: Gabriela Aslaksen
Meeting Date: 06/18/2017
Time Slot: 8:00AM - 8:30AM
Location: Select Location
Subject:
Description:
Invite Cancel Clear Selection

- Filters allow attendees to identify specific individuals that they might want to meet with.
- Additional Interaction Tools that were not available last year will help make outreach easier:
 - Favorites
 - Add more people to meetings (via the Search button)
 - Add notes (during online interactions or after onsite meetings)

Exhibition Hall Profiles: Interactions



- On the Home Screen there is an option to search through Summit exhibitors and sponsors.



- These profiles will auto fill from the exhibitor registration site and will list all of the individual attendees connected to the organization.
- This section will have similar functions in regards to setting up meeting requests, making the organization a “favorite,” and adding notes.

Step Two: Summit Agenda

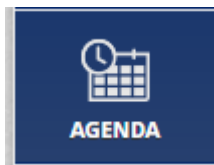
- On the Home Screen, there are two options for attendees to create their schedule.

The screenshot shows the 'Personal Schedule' and 'Update Availability' sections of a web application. The 'Personal Schedule' section includes a search bar, navigation links (Advanced Search, Saved Search, Boolean Search), and a 'Table View' / 'Outlook View' toggle. Below this is a 'Full Schedule' section with icons for Full Schedule, Meetings, Agenda, and Personal Agenda, all showing a count of 0. A green 'Add Personal Agenda' button is visible. The 'Update Availability' section features a date selector set to 6/18/2017, radio buttons for 'All Day (or)' and 'Specific hours', and 'Update Changes' and 'Clear' buttons. A tip box states: 'Tip: Use the grid below to block times you are not available for meetings. You must click Update Changes to save your edits. Note: Available time slots are during Technology Showcase Hours.' Below the tip is a grid of time slots from 8:00AM to 12:00PM, each with 'Available' and 'Not Available' radio buttons and a green checkmark.

The 'Manage Agenda' modal form contains the following fields: Date (a dropdown menu), Start Time, End Time, Location, Subject, and Description. A green 'Submit' button is located at the bottom right of the form.

- Personal Schedule: Attendees can add outside meetings that they schedule on their own; this will block off time on their agenda.
- Update Availability: Attendees can mark times they will not be able to accept meetings due to arrival time, departure time, or previous obligations.

Agenda: Adding Programming & Meetings



- Also on the Home Screen, attendees can add elements of programming to their schedules.
- The Summit Agenda will auto fill from the Summit website and will be updated in real time.
- On their Agenda page, attendees can view their person schedule as meetings are confirmed.

June 17 June 18 June 19 June 20

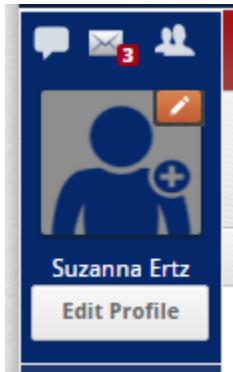
June 17		
2:00 PM - 8:00 PM	Registration and Information Desk Hours Location: Hotel Lobby	Add ▾

June 18		
7:30 AM - 12:00 PM	Exhibitor Registration Hours Location: Prince George's C	Add ▾
10:00 AM - 8:00 PM	Registration and Information Desk Hours Location: Prince George's C & Potomac Ballroom Foyer	Add ▾
1:00 PM - 5:00 PM	SelectUSA Investment Academy	Add ▾
2:00 PM - 5:00 PM	Networking in Exhibition Hall Location: Prince George's Exhibition Hall	Add ▾
5:00 PM - 6:30 PM	Opening Night Reception Location: Potomac Ballroom Foyer	Add ▾

June 19		
6:00 AM - 7:00 PM	Registration and Information Desk Hours Location: Prince George's C	Add ▾
7:00 AM - 8:00 AM	Continental Breakfast	Add ▾
8:00 AM - 8:10 AM	Color Guard	Add ▾
8:10 AM - 8:15 AM	Testimony: Day 1	Add ▾

Personal Schedule		
Monday, Jun 19		
1:00PM - 1:30PM	Confirmed Meeting with Jacqueline Vitello..	<input checked="" type="checkbox"/>
3:00PM - 3:30PM	Confirmed Group Meeting with Juli Kreko..	<input checked="" type="checkbox"/>

Agenda: One-on-One Meetings



- Once meetings start to be requested, attendees will be able to track all requests and confirmations inside the tool.
- Attendees will be able to export to their personal calendars (Google, Outlook, etc.).
- They will also be able to print their schedule via an export feature.

Home > Meetings

Awaiting Confirmation Status ▾

0 Awaiting 2 Confirmed 0 Requested 0 Cancelled 1 Declined 0 Transferred

Note: Organizer Awaiting Confirmation Cancelled Confirmed Declined Transferred

JUJAMA - Export to Personal Calendar - Google Chrome

connect.jujama.com/PrintFiles/ExportToOutLook.aspx?userId=365060&conferenceld=2614

SELECTUSA INVESTMENT SUMMIT

Suzanna Ertz
SelectUSA
[Export to Personal Calendar](#)
For more information on how to perform this, please [Click here](#)

Date	Time	Event	Location
June 19, 2017	1:00PM - 1:30PM	You have a confirmed group meeting with Jacqueline Vitello(SelectUSA), Suzanna Ertz(SelectUSA),	Table 1(Exhibit Hall)
June 19, 2017	3:00PM - 3:30PM	You have a confirmed group meeting with Suzanna Ertz(SelectUSA), Juli Kreko(SelectUSA),	Table 1(Exhibit Hall)

JUJAMA - Print Schedule - Google Chrome

connect.jujama.com/PrintFiles/PrintSchedule.aspx?userId=365060&conferenceld=2614&PersonName=Suzanna Ertz

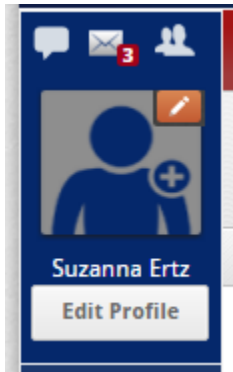
SELECTUSA INVESTMENT SUMMIT

Suzanna Ertz
SelectUSA

Select Date: All ▾

Date	Time	Event	Location
Jun 19, 2017	1:00PM - 1:30PM	You have a confirmed group meeting with Jacqueline Vitello(SelectUSA), Suzanna Ertz(SelectUSA),	Table 1(Exhibit Hall)
Jun 19, 2017	3:00PM - 3:30PM	You have a confirmed group meeting with Suzanna Ertz(SelectUSA), Juli Kreko(SelectUSA),	Table 1(Exhibit Hall)

Messaging: Attendee Interaction

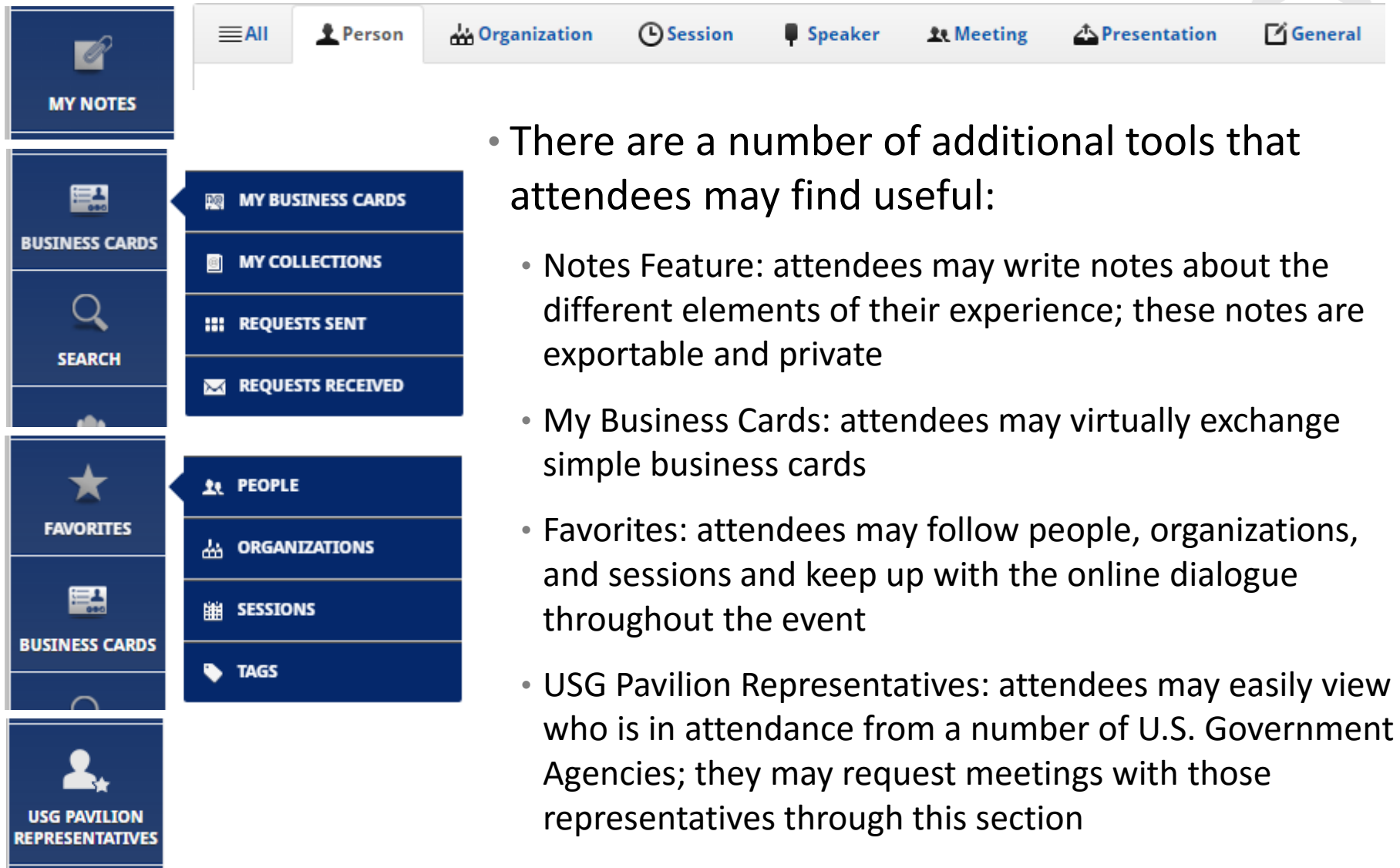


Compose Inbox Sent Items Trash Settings			Export to Excel
Keyword: <input type="text" value="Enter search text..."/>			<input type="button" value="Search"/> <input type="button" value="Clear"/>
From	Message info	Date	
Jacqueline Vitello	+ Fw:Re:Summit	2/23/2017 4:33:28 PM	
Jacqueline Vitello	+ Summit	2/23/2017 4:20:14 PM	
Juli Kreko	+ Re:Re:Agenda?	2/23/2017 4:17:28 PM	
Juli Kreko	+ Agenda?	2/23/2017 4:14:51 PM	

- Attendees have the ability to message within the tool.
- They will receive a notification to the email used during Summit registration. The system will direct them back to the tool to continue communication.

Compose Inbox Sent Items Trash Settings	
From:	Suzanna Ertz
To:	<input type="text" value="Select people..."/> <input type="button" value="SELECT PEOPLE"/>
Subject:	<input type="text" value="Enter subject..."/>
Message:	<div><input type="text" value="Enter message..."/></div>
<input type="button" value="Send"/> <input type="button" value="Clear"/>	

Tools to Enhance the Summit Experience



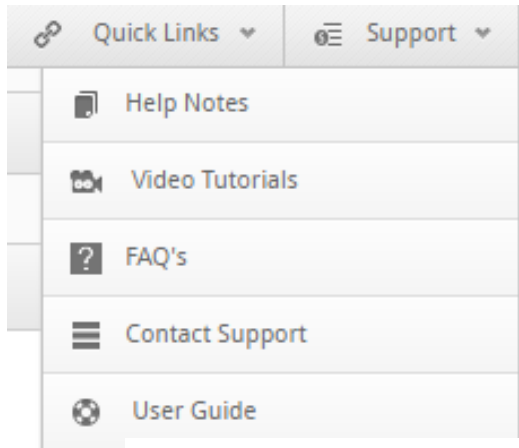
The screenshot displays a web application interface for a summit. At the top, a navigation bar includes tabs for 'All', 'Person', 'Organization', 'Session', 'Speaker', 'Meeting', 'Presentation', and 'General'. On the left, a vertical sidebar contains icons and labels for 'MY NOTES', 'BUSINESS CARDS', 'SEARCH', 'FAVORITES', 'BUSINESS CARDS', and 'USG PAVILION REPRESENTATIVES'. To the right of the sidebar, two dropdown menus are visible. The first dropdown, under 'BUSINESS CARDS', lists 'MY BUSINESS CARDS', 'MY COLLECTIONS', 'REQUESTS SENT', and 'REQUESTS RECEIVED'. The second dropdown, under 'FAVORITES', lists 'PEOPLE', 'ORGANIZATIONS', 'SESSIONS', and 'TAGS'. To the right of these menus, a bulleted list describes the features.

- There are a number of additional tools that attendees may find useful:
 - Notes Feature: attendees may write notes about the different elements of their experience; these notes are exportable and private
 - My Business Cards: attendees may virtually exchange simple business cards
 - Favorites: attendees may follow people, organizations, and sessions and keep up with the online dialogue throughout the event
 - USG Pavilion Representatives: attendees may easily view who is in attendance from a number of U.S. Government Agencies; they may request meetings with those representatives through this section

Tools to Help Navigate the System



- As we approach the Summit, tools will be updated within the system to assist attendees:
- FAQ and User Guides
- Video Tutorials
- Attendees may always contact the Support Desk directly



Keyword:

1. How and why to edit your personal and organizational profile

- First thing you should do in the networking platform is update any documents, videos or photos. To update your personal information, click on the 'Edit Profile' button next to step 2 to update your organization information and products from this page.
- It's best to update as much information as possible so when others view your profile they are able to see all the information you want to share.

2. How does the Social Feed work on the home page?

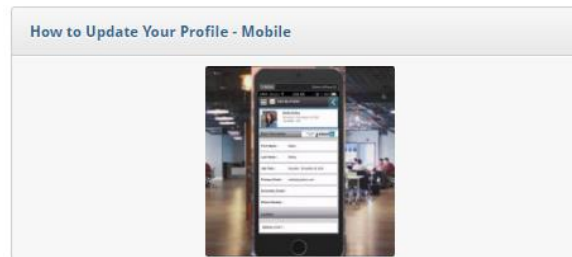
- The social feed is designed to allow all attendees to interact with each other in the networking site and see what is visible on your own social media sites. To do so, you must first add your own social media links when you create your profile.

3. Do you support hashtags?

- A user can select this tab to begin networking with others from the event. From this page you can see all the profiles of the criteria you selected, request meetings, send messages and more.

4. How does the Profile / Book Meetings tab work?

- A user can select this tab to begin networking with others from the event. From this page you can see all the profiles of the criteria you selected, request meetings, send messages and more.



THANK YOU!

