

Online Exhibition of the Everlasting 2020 CSA Expo -- Exhibitors Manual



The Process of Exhibitors





Registration for Exhibitors: Registering Online Account

Register an online account with your mobile phone number, then you can log in the account and access to all the subsequent functions for exhibitors.

Each mobile phone number can only be registered online once, and for one account only.

Exhibitor

Libitor

Activity

Official Website: http://vvv-nbh.jdcloud.com/ Click "Register" on the page

Exhibitor注册

Please enter accountname

Please enter password

+86

Please enter mobile phone

Please enter verification code

Send

I have read and agree to the "Registration Agreement" "Privacy Policy"



After registration, the exhibitors can access to the operation platform via "Username - Account Center".



The entry for registration is displayed in the menu on the left.Click to enter the page and fill in the registration information.



CHINA-SOUTH ASIA

Registration for Exhibitors: Registration for Exhibition

After login, the exhibitors will enter registration page: fill in registration information and submit for approval

Enterprise name, business license, pavilion, exhibition organizer and type of exhibits: For registering for exhibition; Enterprise introduction, address and contact information: To be displayed in the list of exhibitors and exhibitors' stores

EXP	Operation Platform		English - Welcome,数字文(EXP	Operation Platform		English + Welcome,投宁文化 Exhibit
A Exhibitor Registration Exhibitions	Exhibitors Si	an Up		A Edulator Registration	Exhibitors Si	an Up approved	
Project Syste	m.			Project System	None and Name		
Contract	 Company Name 	Fill in the full name of the company, supporting 1-500 characters		Contract Amagement	 Company Name 	Fill in the full name of the company, supporting 1-500 characters	
Personnel Information	Company Name(English)	Full English name of the company		Personnel Information	Company Name(English)	Full English name of the company	
	"Country/Region	• • •	上传营业执照		*Country/Region	China • Beijing City •	•
	*Address	Fill in the company address supporting 1-1000 characters	Optional Business Citeriae		*Address	300000000000000000000 Fill in the company address supporting 1-1000 characters	
	Company Address(English)		The size of the uploaded file is no more than 2M. It supports, JPEG, JPG, PNG files		Company Address(English)		
		Fill in the English address of the company				Fill in the English address of the company	
	"Introduction				"Introduction	30000000000000000000000000000000000000	
		Fill in the exhibitor profile				Fill in the exhibitor profile	
	Introduction(English)				Introduction(English)		The size of the unloaded file is no more than 2M it sumonts UPEG
							UPG, PNG files
		Fill in the exhibitors English prone				Fill in the exhibitors English protection	
	"Hall	Select Mutple choices are available			"Hall	State and city Pavilion Select Multiple choices are available	
	"Exhibition organization	Select			"Exhibition organization	亦乐 (系统函式) Select	i
	"Exhibits Category	× (in the second			"Exhibits Category	× Git) ×	0



Instructions for Filling in Registration Information



Information item	Requirements	List of Pavilions	List of Exhibit Types
Registered mobile phone (for retrieving the	- Mobile phone in Mainland China: 11 digits	South Asia Pavilions	Electronics & home appliances
password):	 Mobile phone out of China: 00 + Country code + phone number 	Southeast Asia Pavilions	Lighting
Enterprise name:	1-100 characters	Overseas Pavilions	Vehicles & spare parts
Enterprise name in English:	1-100 characters	Pavilions of Provinces, Regions	Machinery
Country:	Country name	Trade in Services Pavilion	Hardware & tools
Region:	Region, such as province in Mainland China.	Cross-border Trade Pavilion	Building materials
Detailed address:	1-200 characters	Market Burshasa Trada Bavilian	Chemical products
Detailed address in English:	1-200 characters	Pavilions of Prefectures and	
Exhibitor introduction:	1-5,000 characters	Municipalities (Domestic Trade	Energy
Exhibitor introduction in English:	1-5,000 characters	Pavilions) Manufacturing Industry Pavilion	Consumer goods
Pavilion:	Refer to [List of Pavilions]	(Department of Industry and Information Technology)	Gifts
Exhibition organizer:		Biomedicine and Health Pavilion	
Type of exhibits:	Multiple choices, refer to [List of Exhibit Types]	Science and Technology	Home decorations
Contact Name:	1-100 characters	Green Food Pavilion (Department	Textile and apparel
Contact information:	1-100 characters	of Agriculture and Rural Affairs) Culture and Tourism Pavilion	Footwear
Picture of business license:	The picture shall be in the format of .jpeg, .jpg, .png, with size up to 2M.	(Department of Culture and Tourism)	Office, bags and leisure products
	If yes, fill in the link(s) of e-commerce platform in China	Administration)	Medicine and health care
Have e-commerce platform in China:	If no, please fill in whether you intent to open an e- commerce platform in China		Food

Setting up Online Booths



Exhibitors can set up online booths

after submitting the registration information



Booth Decoration -- Choose Template

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Choose Template (multiple choices)

Template 1: Exhibits

Applicable to exhibitors with preferred enterprise brands and many exhibits (with slideshow and exhibit grid, without sides)

Template 2: Exhibits

Applicable to exhibitors with preferred exhibits (with slideshow, contact person, right side of the video, exhibit list)

Template 3: A Lot of Exhibits

Applicable to exhibitors with a large number of exhibits

Other templates available:

- Picture template ٠
- Picture + exhibit template •
- Customized long promotional . pictures template etc.

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EXP Opera	ation Platform		
Registration	Booth decoration		
🖶 Exhibitions 🔨			
Choose Template	DC Tamplata Library ADD Tamplata Library		
Materials Submit	The mental clotary Are remplate LIDrary		100 100100-0004
Application Maintain Exhibits		Recommended for Slideshow and Videos in Middle	
Sales Orders Purchase Orders Track		The template materials include: 1. The logo, name, off-line booth number, location, introduction, main business and label of the booth, which are filled in under "Booth Application - Basic Information". 2. The slideshow with a maximum of 5 slides, which are uploaded in "Material	
Opportunities		Maintenance - Normal Templates - Slideshow". 3. Up to 2 promotional videos, which are uploaded	
Project System Contract		in "Material Maintenance - Normal Template - Booth Video". 4. Exhibits/services, which are added in "Mv Exhibits - Add Exhibits".	La de la desarrolla de la del del de la del de la del de la del de la del del del de la del de la del
Management Personnel Information		Edit Preview	
	(NP): encoderations and and and		
	Ment	PC Template 3 : Applicable to exhibitors that need to show exhibits	
		The template materials include: 1. The logo, name, off-line booth number, location, introduction,	
		main business and label of the booth, which are filled i under "Booth Application - Basic Information". 2. Exhibits (services, which are added at the "My Exhibits - Add Exhibits"	A DECEMBER (A DECEMBER)
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		Edit Preview Use	
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		PC Template 5 : Applicable to exhibitors that need to show exhibits and solution descriptions	140 (PR) 1-20
	an and an and a second	The template materials include: 1. The logo, name, off-line booth number, location, introduction,	•
		main business and label of the booth, which are filled in under "Booth Application - Basic	
	i a angelenne i a marger i a marg	main business and label of the booth, which are filled in under "Booth Application - Basic Information". 2. Contact information, which is filled in "Booth Application - Contact Details". 3.	

Booth Decoration -- Choose Template



Choose PC template for booths on PC Choose APP template for booths on APP

Click to edit a template

- Move the mouse over any section in the template, and the floating button of [To Maintain Materials] will appear
- Click [To Maintain Materials] to jump to the page of material maintenance for that section
- After submitting the corresponding materials, you can click "Preview" to view the display effect of the template on both PC and APP



Booth Decoration -- Maintain Template Materials

Materials for **Templates 1/2**:

• Slideshow (File format: .png, .jpg, .jpeg, .gif, .bmp; the size is no more than 5.00 MB, a maximum of 5 sheets, recommended resolution: 895*285 pixels);

Materials for **Templates 1/2/3**:

Booth video (2 videos, format:

.flv,.mkv,.rm,.rmvb,.mp4,.mp3, the size is within 200.00M. If it is MP4 format and MPEG-4-coded, please convert it to H264-encoded format).

Material Maintenance (Your enterprise has not been certified yet and cannot apply for booth. You can save the information in advance. Please perform the enterprise certification first!) Materials for PC Template 1, 2, 7 Slideshow + File format.png,.jpg,.jpeg,.gif,.bmp , Each picture shall not exceed 2.00M , Up to 5 pictures and the suggested size is 895*285 pixels Materials for PC Template 1, 2, 3, 4, 5, 6 Booth Video

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+ Video format :.flv,.rm,.rmvb,.mp4,.mp3 , The video size shall not exceed 500.00M Materials for PC Template 4

Album Information Please go to add album information

Video Information Please go to add video information

Booth Decoration -- Maintain Basic Information of Booth, Submit for Approval

After the booth information is maintained, submitted and approved, it will be displayed externally:

Column 1: Basic Information of Booth

After choosing the template and maintaining materials, exhibitors can fill in the basic information of booth, including booth name, booth LOGO, and booth introduction, external store links, and livestreaming sales links, which will be displayed on the home page of the booth.

ubmit an Application		
(Your enterprise has not been o	ertified yet and cannot	apply for booth. You can save the information in advance. Please perform the enterprise certification first!)
Basic Information of Booth	Contact Details A	igent
	Booth Name(CN)	One booth name must be filled in both Chinese and English. It is recommended to fill in both Chinese and English for the convenience of enterprise promotion
	Booth Name(EN)	
	*Booth LOGO	+ Up to 1
Booth Introduction(CN)		File format.png,jpg,jpeg,gif,bmp , Support size up to 2.00M , A logo of 216*216 pixels with the white or transparent background is suggested Both Chinese and English are required for the introduction of the exhibition stand. It is recommended to fill in both Chinese and English for the convenience of enterprise promotion
		Remaining :500 Characters
Boo	oth Introduction(EN)	
Main B	usiness of Exhibitors	Remaining :1000 Characters Both Chinese and English are required for the main business of the exhibition stand. It is recommended to fill in both Chinese and English for the convenience of enterprise promotion
English is the main b	usiness of exhibitors	Remaining :200 Characters
5		
		Remaining :500 Characters
	Booth Label	Add label (Up to 10 booth labels can be added)
	*Exhibition Type	State and City Pavilion
Туре	s of Stands / Exhibits	치료
The state of the late		Save Submit for Approval Preview
i ne exhibit	ion booth can be displ	ayed only after being approved.

CHINA-SOUTH

Booth Decoration -- Maintain Basic Information of Booth, Submit for Approval

Column 2: Contact Details

Contacts, contact information, etc. If you choose to display the contact details, the above contact information will be displayed at the home of booth. Submit an Application

(Your enterprise has not been certified yet and cannot apply for booth. You can save the information in advance. Please perform the enterprise certification first!)

Basic Information of Booth	Contact Details Agent
*Conta	ct 18468207117
*Telepho	ne
*Em	il 18468207117
*Regio	on Select -
*Detailed Addre	ss
Official Website Li	nk
Display contact informatio	n? • Yes • No
т	Save Submit for Approval Preview he exhibition booth can be displayed only after being approved.

Instructions for Booth Information



Information item	Requirements			
Booth name (in Chinese)	Exhibitors are required to fill in the bacth name either in Chinese or in English. It is recommended to fill in bath			
Booth name (in English)	Exhibitors are required to fill in the booth name either in Chinese of in English. It is recommended to fill in both			
Booth logo	Required. File format: .png, .jpg, .jpeg, .gif, .bmp; the size is no more than 2.00 MB, recommended resolution: 216*216 pixels; white or transparent background logo			
Booth introduction (in Chinese)	hibitors are required to fill in the booth introduction either in Chinese or in English. It is recommended to fill in both, with a maximur			
Booth introduction (in English)	of 500 Chinese characters or 1,000 English characters			
Main business	Required, within 200 characters			
Booth label	Please add. 10 labels at most.			
Type of Pavilion	The same with registration information			
Type of Exhibits	The same with registration information			
Contact	Required			
Tel	Required			
Email	Required			
Fax				
Region	Required, you can select from "Mainland China - Province/Autonomous Region/Municipality" or "Out of China - Country" or "HK/Macao/Taiwan"			
Postcode				
Whether to display contact information	Choose yes or no			



After the booth is approved, the exhibitor will receive a text message "Approved"



Exhibitors can add exhibits through "Upload Exhibits - Add Exhibits" (we suggest you adding no more than 100 exhibits)

	ration Platform				English 🝷	Welcome	, 骏宇文化	Exhibitors	Logou
Registration	Exhibits								
Choose Template									
Maintain Materials	Exhibit No.	Exhibit Name		Approval Status All	▼				
Submit Application	Added or removed All	▼ Update Time	Start Time – E	End Date 🛗 Search Re	set				
Maintain Exhibits									
Sales Orders	Add Exhibits								
Purchase Orders	Exhibit No. Exhibit Information E	xhibit Name(CN) Exhibit Name(EN)	Created Time Added or remov	ved Approval Status Submi	ssion Time for Ap	proval	Update Time	Opera	ition
Track Opportunities				1					
🗐 Project System 🗸				Q					
Contract Management Personnel Information			9						

Upload Exhibits -- Add Exhibits



Step 1: Add exhibit information

Add Exhibits

Add Exhibit

*Wheth

- Exhibit no.: It is automatically generated by the system ٠
- Fill in the exhibit name, *place of origin, *brand, market price, wholesale • price, and introduction, with word limit
- *Exhibit pictures: Upload 5 pictures for each exhibit, with the maximum size of 5.00M and recommended resolution of 600*600px; supported format: .png, .jpg, .jpeg, .gif, .bmp
- Exhibit video: .flv,.mkv,.rm,.rmvb,.mp4,.mp3; the video size is no more . than 200.00 MB
- External platform link: Only a few large e-commerce platform links can be ٠ added, after adding:
- (a) Exhibits can be added to and sold through live-streaming sales
- (b) The purchase link will be displayed for the exhibit in the booth
- *Whether add to live-streaming sales: For the exhibits with added links, ٠ you can choose whether to add them to live-streaming sales. If you choose yes:
- (a) The exhibits will be listed in the items for live-streaming sales

(b) Buyers can buy the exhibits by clicking the link displayed below the livestreaming studio, and jumping to the exhibit page.

nibits (Your enterprise has not been ce	rtified yet and cannot submit for approval.	You can save	e the information	on in advance	. Please perform th	ie enterpris
*Exhibit No.	20201125144143dn5					
Exhibit Name(CN)	100 characters at most	Both Chinese and English names of exhibits must be filled in. For the conver is recommended to fill in both Chinese and English				
Exhibit Name(EN)	200 characters at most					
*Exhibit Category	Select V					
*Place of Origin	Select -					
Brand	50 characters at most					
Exhibit Price (RMB)						
Exhibit Introduction(CN)	Please enter contents	Both Chinese Chinese and I	and English mu English for the o	ust be filled in f convenience of	or the introduction enterprise promotio	of exhibits. It on
	Remaining: 500 Characters					
Exhibit Introduction(EN)	Please enter contents					
	Remaining: 1000 Characters		Add external pla	tform links		×
*Exhibit Image	+ Up to 5	s	*External Platform Name (Chinese)	Please enter th	ne name of the externa	il p fil
Exhibit Video	The first image is the main image. Up to 5 images can be + Up to 1		External Platform Name			
			(English)			
	Video formati fly rm rmuh mnd mn2. The video size sk		PC link Mobile	Please enter th	ne PC side link	- 1
hether to add an external platform link	• Yes O No		terminal link	Please enter tr		- 1
	Add			Confirm	Cancel	- 4 - 4 1
	After adding an external platform link, profe	ssional buyers	can jump to the	e external platf	orm to purchase on	the exhibitic
*Whether to participate in live delivery	○ Yes					
*Exhibit Detail	FontFat FontSit Paraget B I U at	∃• ≣• • % • A	• 🔳 🗟)न गर			
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Instructions for Exhibit Information



Information item	Requirements
Exhibit no.	It is automatically generated by the system
Exhibit name (in Chinese)	Eucliditare and as wind to fill in the eachibit source sitter in Obioseccontin Eachibit. It is assessed at the fill in both
Exhibit name (in English)	Exhibitors are required to fill in the exhibit name either in Chinese or in English. It is recommended to fill in both
Booth & exhibit no.	Exhibitor can customize its own exhibit no. or use the code automatically generated by the platform
Place of origin/Service area	Required, you can select from the drop-down list of "Mainland China - Province/Autonomous Region/Municipality" or "Out of China - Country" or "HK/Macao/Taiwan"
Brand	Within 50 characters
Market price (RMB)	
Wholesale price (RMB)	
Exhibit introduction (in Chinese)) Exhibitors are required to fill in the exhibit introduction either in Chinese or in English. It is recommended to fill in both, with a
Exhibit introduction (in English)	maximum of 500 Chinese characters or 1,000 English characters.
Exhibit picture	Required. The first picture is the main picture of the product. Upload up to 5 pictures with the maximum size of 2.00M and recommended resolution of 600*600px; supported formats: png,.jpg,.jpeg,.gif,.bmp.
Exhibit video	Video format: .flv,.rm,.rmvb,.mp4,.mp3, with the maximum size of 500.00M
Whether to add external platform links	Required. If yes, you are required to fill in the external platform name in Chinese, you can also fill in the name in English; for PC or APP links, at most 3 external platform links can be added
Whether added to live- streaming sales	Required. If yes, you are required to add the external platform links
Exhibit introduction	Required, within 1,500 characters

Upload Exhibits -- Add Exhibits

Step 2: Submit the exhibits for approval and release

- After filling in the exhibit information, the exhibitors submit the information for approval by the exhibition organizer/ Organizer(approval principle: the exhibition organizer of the exhibitor shall be the approver).
- The exhibitor can view the approval status of the exhibits in real time.
- If **approved**, the exhibitor can add exhibits and display them normally
- If rejected, the exhibitor may revise the booth information and resubmit the application

Exhibit	Exhibits												
	Ext Upda	nibit No. ate Time Start Tim	<u> </u>	Exhibit N	Name earch Reset	Booth	Name Approval S	Status All V	Added or re	noved _{All}	▼ Exhibition Zone	Select 🔻	
第一	步批量上传图片-	>第二步批量导入展台	->第三步批量	量导入展品									
Curr	rently To Be Appro	oved: 8 piece(s)											
-	Exhibit No.	Exhibit I	mage Ex	xhibit Name(CN)	Exhibit Name(EN)	Booth Name	Exhibition Zone	Created Time	Added or removed	Approval Status	Submission Time for Approval	Update Time	Operation
F	20201125161	1445415 🥩	11	125青菜2	1125cabbage2	JD Cloud	Southeast Asia Pavilion , Overseas Pavilion	2020-11-25 16:15:13	Create	To be approved	2020-11-25 16:15:13	2020-11-25 16:15:13	View Approval
	20201125151	1211Rhq	测	赋01		JD Cloud	Southeast Asia Pavilion , Overseas Pavilion	2020-11-25 15:12:54	Added	Approved	2020-11-25 15:12:54	2020-11-25 16:09:14	View Remove
	20200730185	5426U8u 🌃	07	730测试123		JD Cloud	Southeast Asia Pavilion , Overseas Pavilion	2020-07-30 18:55:28	Added	Approved	2020-07-30 18:55:29	2020-11-24 16:17:18	View Remove
	20201124145	5139H56	viv	vo	vivo	JD Cloud	Southeast Asia Pavilion , Overseas Pavilion	2020-11-24 14:53:39	Added	Approved	2020-11-24 14:53:39	2020-11-24 16:11:22	View Remove



Online Exhibition of the Everlasting 2020 CSA Expo -- Professional Buyers Manual



The Process of Professional Buyers





Online Registration



The buyers shall register an account at the official website of CSA Expo, and fill in the following information:

- •Username
- •Password
- •Cellphone Number
- Mobile verification code
- After registration, the buyers can log in to the
- official website, APP, mini program, or

management background of the CSA Expo, or nanbomall.

Official Website: http://vvv-nbh.jdcloud.com/ Click "Register" on the page

Official Website: http://www-nbh.jdcloud.com/



Browse Official Website



For the Online Exhibition of the Everlasting 2020 CSA Expo, the information layout and visual design of the official webpage aim to facilitate exhibition, visiting and trading by targeting at exhibitors, buyers and other key users.

Buyers can click the shortcut entrances at the official website to jump to the target pages, such as online registration, list of exhibitors, booth and exhibits, 3D exhibition hall, supply and demand information, etc.



Online Registration



Upon successful registration, buyers can be upgraded to professional buyers and enjoy **Al recommendation, online signing** and other VIP features after the following information is filled in, submitted and approved:

- Enterprise name (required)
- Country/Region (required)
- Enterprise address (required)
- Exhibition purpose (required)
- Category of goods purchased (required)
- Intended purchase amount (optional)
- How you know the Expo (optional)
- Contact (required)
- Contact information (required)

	Operation Platform		English - Welcome , Profe
rofessional Buy egistration khibitions	yer ↓ Enterprise	Buyers Sign Up	
roject System ontract	∽ °Company Nar	Fill in the full name of the company, supporting 1-500 characters	- 作变业执照
lanagement ersonnel formation	*Country/Regi	n v v	Upload Business License
	*Addre	Fill in the company address, supporting 1-1000 characters	The size of the uploaded file is no more than 2M. It supports. JPEG, JPG, PNG files
	*Why C	A Fill in the exhibition purpose, supporting 1-400 characters	
	*Exhibition organizati	n Select	
	*How did you get to know abo Ct	vt v	Upload Card
	*Types Of Intended Exhibit	ts Multiple choices are available	
	> What is the monetary value of t exhibits you want to purchase	¥ What is the monetary value of the exhibits you want to purchase?	
	*Contact Perso	Fill in the exhibitor contact name	
	*Contact Information	n	
		Submit	

Instructions for Filling in Registration Information



Information item	Requirements	List of Exhibit Types	
	- Mobile phone in Mainland China: 11 digits	Electronics & home appliances	
Registered mobile phone (for retrieving the	- Mobile phone out of China: $00 \pm Country code \pm$	Lighting	
passworu)	phone number	Vehicles & spare parts	
Enterprise name	1-100 characters	Machinery	
Country	Country name	Hardware & tools	
	De siese earst de service et la Mainten d'Obie e	Building materials	
Region	Region, such as province in Mainland China.	Chemical products	
Detailed address	1-200 characters	Energy	
Exhibition purpose	1-1,000 characters	Consumer goods	
How you know the Expo	Magazines, newspaper, Internet	Gifts	
Type of Exhibits of Intention	Multiple choices, refer to [List of Exhibit Types]		
		Home decorations	
Contact Name	1-100 characters	Textile and apparel	
Contact information	1-100 characters	Footwear	
Picture of husiness license	The picture shall be in the format of .jpeg, .jpg, .png,	Office, bags and leisure products	
	with size up to 2M.	Medicine and health care	
Business card of professional buyers	with size up to 2M.	Food	

Online Visiting



After successful registration, the system will intelligently recommend the exhibitors, stores, exhibits and projects based on AI algorithm model based on labels of buyers' enterprise types, purchase interests, etc., as well as browsing history and favoriting data of users.

- Al recommended exhibitors
- Al recommended stores
- Al recommended exhibits
- Al recommended projects



Business Talks and Negotiation



Where in-depth negotiation on bulk transactions is required between buyers and sellers, buyers can initiate the one-to-one online private negotiation with exhibitors through the negotiation room function.

The negotiation room supports text, emojis, pictures, short videos, files, etc., and supports Chinese-English translation of messages.

In terms of security, the negotiation room will burn the messages immediately after reading and destroy them automatically; it will delete the confidential documents on regular basis to ensure the transmission security. It supports end-to-end independent encryption and watermarking to ensure the privacy security of both parties.



