

BIO One-on-One Partnering™ System Tutorial

Nordic Life Science Days 2022

Help & Support
biopartnering@bio.org

ONE
PARTNERING™
Powered by BIO

Logging In

PLEASE NOTE:

Access to partnering requires that delegates use their company/professional email address.

Click here to reset your password.

ONE PARTNERING™
Powered by BIO

Email address
jdoe@bio.org

Password
.....

Log in

[Forgot password?](#)

You will receive an email confirmation with login instructions within 1-2 business days after registering for the event. If you registered prior to the opening of the partnering system, you will receive this email confirmation once the system is open.

Your partnering login email is not the same as your registration confirmation/receipt.

If you have already used the partnering system at a previous event, you may use the same password. The email will also contain a link to reset your password in case you have forgotten it.

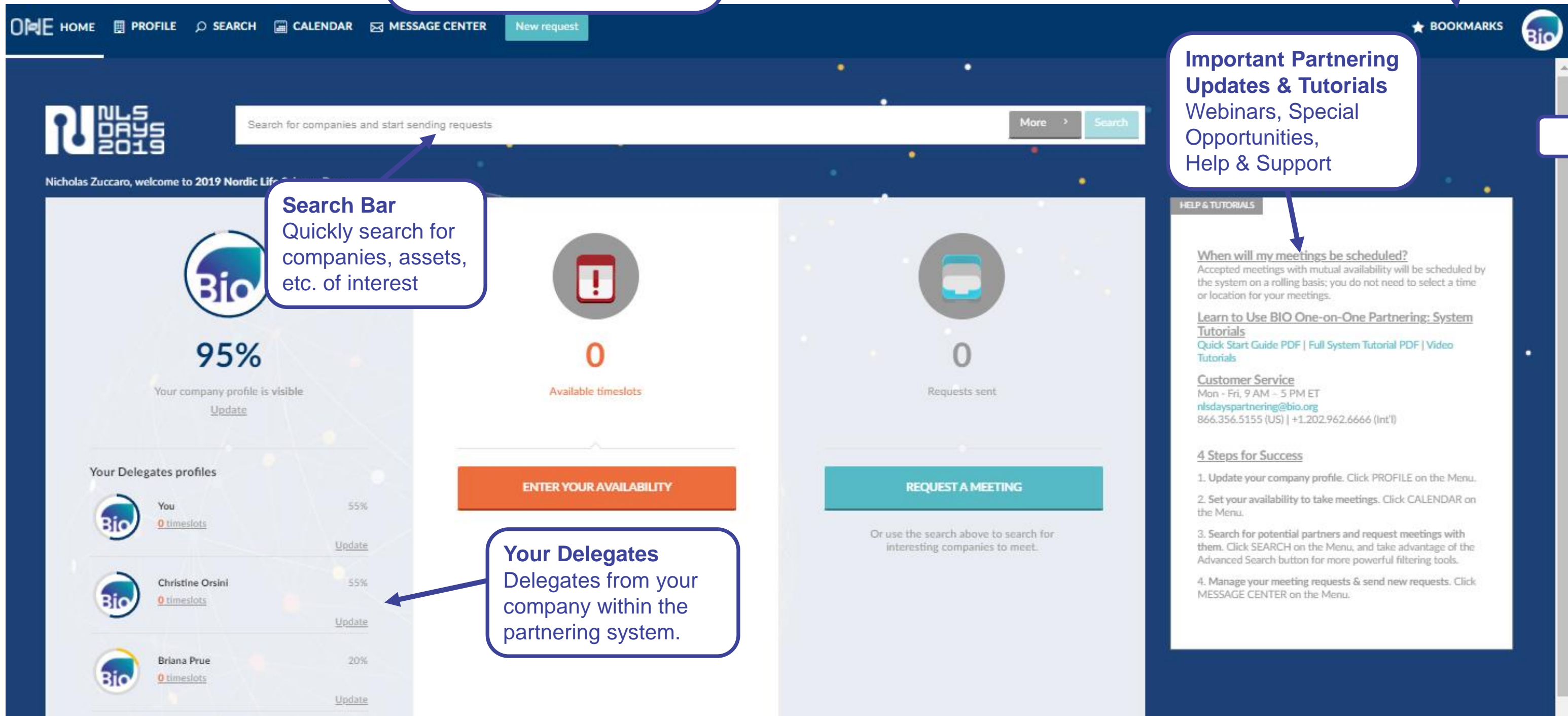
If this is your first time using BIO One-on-One Partnering, you will need to set your password using the link provided in the email.

Homepage

Easy access toolbar:

- Company & Delegate profile
- Search
- Calendar
- Message Center
- Request a Meeting

View bookmarks



Search Bar
Quickly search for companies, assets, etc. of interest

Your Delegates
Delegates from your company within the partnering system.

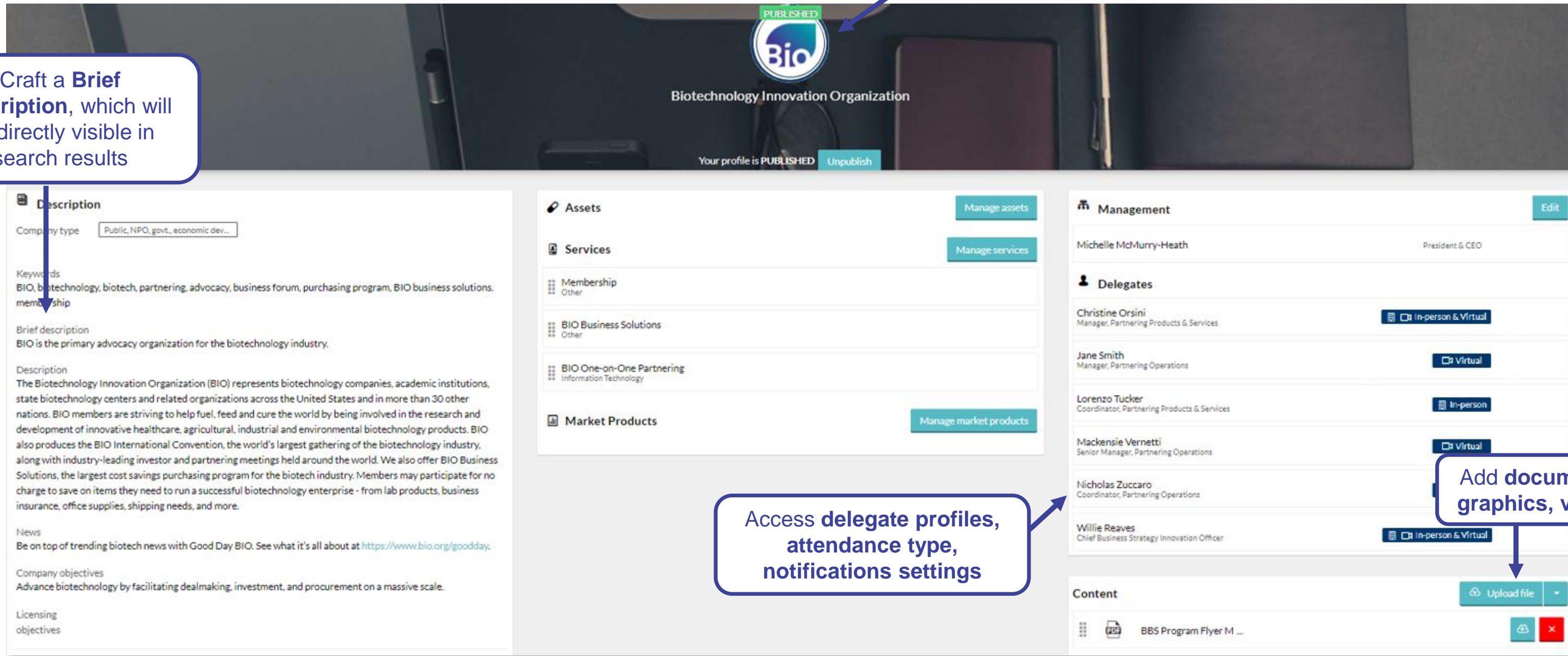
Important Partnering Updates & Tutorials
Webinars, Special Opportunities, Help & Support

Logout

Company Profile

Upload your company's logo

Craft a **Brief Description**, which will be directly visible in search results



Access delegate profiles, attendance type, notifications settings

Add documents, graphics, videos

No required fields, but **all information is searchable**. Add as much information as possible to increase your company's visibility

Complete applicable fields, especially **Description, Areas of Interest, Financials, Contact Information**

Add **Assets, Services, Market Products** as appropriate

Delegate Profile & Notification Preferences

Upload your headshot

Complete applicable fields, especially **Job Title**, **Professional Background**, **Area of Expertise**

Delegate Contact Information entered here is only visible to companies with whom you share it in the Message Center

Tailor your Notification Preferences

Delegate profile

Company: Biotechnology Innovation Organization
Job title: Coordinator, Partnering Operations
LinkedIn profile
Keywords
Professional background
Area of expertise

Delegate address [Fill with company address](#)

Country: United States
State: DC
Address: 1201 Maryland Ave., SW, Ste. 900
Zip: 20024
City: Washington

Delegate contact information
Your delegate contact information is private to you and is only shared with another company when you choose "Share contact information" in your Message Center

Email [Autofill](#)
Telephone

Edit your notifications
[Access your notifications preferences](#)

Your schedule updates

Please choose which notifications you would like to receive by email

Contact information

You will receive notifications at this email address
user@biotest.org

Additional / alternative email:

Email Notifications

All meeting requests

New request received
Request accepted
Request declined
Request cancelled

Meetings in which you are a participant

Meeting scheduled
Meeting rescheduled

Your company's meetings

Meeting scheduled
Meeting rescheduled

TIP: Click here to CC an additional recipient, such as an assistant or a colleague helping to manage your meeting activity, on your email notifications.

Calendar

View your **scheduled partnering meetings**

Add **program, presentations, networking**

Add **personal events/notes** to keep track of engagements outside of programming & partnering

Calendar
1 Meeting that day

Change availability New personal event Print Export

Sessions and Education Topics
1 Topic available View All

Program & Receptions

9:00 AM Not Available 9:00 AM - 10:15 AM Plenary Room A
Official Opening Plenary Program & Receptions

9:30 AM Not Available

10:00 AM Not Available

10:30 AM Not Available 10:30 AM - 11:00 AM Coffee Break

11:00 AM Available 11:00 AM Booth 095
Cherry Blossom Pharmaceuticals

11:30 AM Available

12:00 PM Not Available 12:15 PM - 2:00 PM Main Hall
Lunch Buffet Program & Receptions

12:30 PM

Individual calendar - PDF
Individual calendar - Excel
Company calendar - PDF
Company calendar - Excel
ICS (Outlook, Google calendar, etc.)

Export your individual & company schedules, in a variety of formats

Calendar
No meetings this day

Save and return to calendar Cancel New personal event Update entire day

6:00 AM Non partnering hours

6:30 AM Non partnering hours

7:00 AM Non partnering hours

7:30 AM

8:00 AM Not Available ... This time slot is NOT available for meetings change

8:30 AM Not Available ... This time slot is NOT available for meetings change

9:00 AM Not Available ... This time slot is NOT available for meetings change

9:30 AM Not Available ... This time slot is NOT available for meetings change

10:00 AM Not Available ... This time slot is NOT available for meetings change

10:30 AM Not Available ... This time slot is NOT available for meetings change

11:00 AM Not Available ... This time slot is NOT available for meetings change

11:30 AM Not Available ... This time slot is NOT available for meetings change

12:00 PM Not Available ... This time slot is NOT available for meetings change

12:30 PM Not Available ... This time slot is NOT available for meetings change

1:00 PM Not Available ... This time slot is NOT available for meetings change

1:30 PM Not Available ... This time slot is NOT available for meetings change

NOTE: Your Calendar is marked as unavailable by default.

Update your availability

1. Select the appropriate delegate from the top left drop-menu
2. Select the correct day of the week
3. Click Change availability
4. Mark the timeslots available (or unavailable) by clicking Change, or update the entire day
5. Click Save and return to calendar

Search & Advanced Search

Filter for investors

Export search results

Quickly send a meeting request to an identified target

Company	Industry	Location	Status	Action
UMBRELLA CONSULTING	Financial, legal, consulting	France	PRIVATE	view website, NEW REQUEST, Make a note
BREAKTHROUGH MEDICINES ASSOCIATION	Public, NPO, govt., economic development	United Kingdom	OTHER	view website, SCHEDULED, Make a note
MONOLITH BIOTECHNOLOGY CORP.	Biotech or pharma, therapeutic R&D, Biotech or pharma, animal health	Canada	PRIVATE	view website, ACCEPTED, Make a note
FUTUREPHARMA HOLDINGS	Investor Independent Research Firm	United States		NEW REQUEST, Make a note
AMERICAN GMO GROUP	Biotech - food & agriculture, Biotech or pharma, animal health	United States	PRIVATE	NEW REQUEST, Make a note
MEGAPHARMA	Biotech or pharma, therapeutic R&D, Digital health	Germany	PUBLIC: NASDAQ: MGPHR	view website, NEW REQUEST, Make a note
BIOTECHNOLOGY INNOVATION ORGANIZATION	Public, NPO, govt., economic development	United States	OTHER	view website

Advanced search

Company name

Company types

Primary therapeutic areas

Secondary therapeutic areas

Company registration date

Ownership

Identify newly added companies

Biotech or pharma, therapeutic R...

Select

Select

From... To...

Private

Public

Other

Use headers at the top to view **Company, Delegate, Asset, Market Products, Services** listings

Use the **Advanced Search** to apply specific criteria, like **Company Type, Therapeutic Area, Registration Date, Location, etc.**

Save your search to easily apply the same criteria and monitor results

Message Center

View & manage your company's meeting requests. All delegates from the same company can view all the same requests

Export meeting request data in Excel

Filter by:

- Personal tag
- Unread messages
- Incoming & Outgoing
- Meeting Status

Use the **Advanced filters** to refine and combine multiple filters

The screenshot displays the Message Center interface. On the left is a sidebar with navigation and filter options. The main area shows a list of meeting requests with their status and details. A dropdown menu is open over the 'ACCEPTED' status of the second request, showing options for 'Last change', 'Status', 'Sender', and 'Recipient'. A red warning icon and text 'No mutual availability' are visible next to the 'ACCEPTED' status of the second request. The third request is marked 'REQUESTED' and includes a date and time slot. The fourth request is marked 'SCHEDULED' and includes a date, time, and booth number. The interface also shows an 'Export' button and a 'Last change' dropdown menu. The bottom of the list shows 'No more results'.

Dashboard

4 Items

Export Last change

All requests

Requests you are tagged in

Enter searched text

Unread

Unread messages only

Requests type

Incoming requests

Outgoing requests

Status

All

Requested

Scheduled

Pending reschedule

No mutual availability

To be rescheduled

Accepted

No mutual availability

To be scheduled

Canceled

Declined

Advanced filters

To American GMO Group
last update a few seconds ago
Introduction to Your Company's Pipeline

From Lakeside Investment Group
last update 2 minutes ago
Follow-Up Regarding Funding

To Umbrella Consulting
last update 3 minutes ago
Financial, legal, consulting
Consulting Services for Foreign Markets

From Megapharma
last update 7 minutes ago
Introductory Meeting at NLS Days

Sep 11, 11:00 AM - 11:30 AM
Booth 095

No mutual availability

ACCEPTED

REQUESTED

SCHEDULED

No more results

Meeting Requests that are "Accepted" but with no timeslot available to schedule it will be marked with a red "No Mutual Availability" tag

Sending Meeting Requests

NOTE: Meeting requests are sent company-to-company rather than between individuals. The receiving company will determine which of their participants to add to the meeting

1. Click **New Request** at the top of any page, or the New Request button to the right of a search result
2. Begin typing in the name of the company you'd like to meet in the **To** field
3. Add a **Title** and **Message**
4. Add a **linked resource** from your profile if applicable and/or update meeting participants from your company if needed
5. Click **Send Request**

The screenshot displays the 'New meeting request' interface. The main form is titled 'New meeting request' and includes a close button (X). The 'To' field is populated with 'Cherry Blossom Pharmaceuticals'. Below this is the 'Request subject and message' section, which contains a 'Title' field and a 'Message' field. The 'Linked resources' section shows a 'Choose' button and a message: 'No assets, market products, services or content are linked yet'. The 'Participants' section shows a 'Choose' button and a list of delegates, including 'You' (Coordinator, Partnering Operations). To the right, a 'Pick participants' sidebar is visible, featuring a search filter and a list of potential participants from Bio, including Briana Prue, Christine Orsini, Lorenzo Tucker, Mackensie Vernetti, and Nicholas Zuccaro. A blue arrow points from the 'Choose' button in the 'Participants' section to the 'Pick participants' sidebar.

Responding to Meeting Requests

Accept a Meeting Request

1. Click **Accept Request**
2. Include a message (optional)
3. Click **Accept Request**

Decline a Meeting Request

1. Click **Decline Request**
2. Include a message (optional)
3. Click **Decline Request**

“Reply Only”

Click “Reply Only” to continue a conversation, ask a question, or follow-up on an existing meeting request. This allows you to add an additional comment or question, or respond to the thread without changing the request’s status

The screenshot shows a meeting request from Bethesda Pharmaceuticals. At the top, there are two buttons: a green 'Accept request' button and a red 'Decline request' button. A blue arrow points from the 'Accept request' button to a modal window on the right. Below the buttons, there are sections for 'Bethesda Pharmaceuticals Participants' (listing Peter Smith) and 'Autumn Investment Group Participants' (listing 'No one added yet'). There are also sections for 'Bethesda Pharmaceuticals linked resources' and 'Autumn Investment Group linked resources' (both listing 'No linked resources added yet'). At the bottom, there is a 'Follow-up Meeting at NLS Days' section with a 'Share my contact information' button and a 'Reply only' button. A blue arrow points from the 'Share my contact information' button to a callout box at the bottom right.

The 'Accept Request' modal window is titled 'Follow-up Meeting at NLS Days'. It shows the sender as 'Bethesda Pharmaceuticals'. There is a 'Your Message' section with a text input field. Below that, there are sections for 'Linked resources' and 'Participants', each with a 'Choose' button. At the bottom, there are 'Cancel' and 'Accept Request' buttons.

Share your contact information directly with a specific company.

Updating Meetings

Request a meeting be rescheduled in the Message Center by clicking on “Request Reschedule”

Edit the meeting participants from your company

Link topical content from your Company Profile

Click **Share my contact information** to provide your personal contact details with this specific company

The system will be open for 1 year after the conference for your **follow up and data review/collection**

The screenshot displays a meeting management interface for a meeting with Cherry Blossom Pharmaceuticals. The meeting is titled "Cherry Blossom Pharmaceuticals Biotech or pharma, therapeutic" and is scheduled for Wednesday, September 11, from 11:00 AM to 11:30 AM at Booth 095. The interface includes several key features highlighted by callouts:

- Request Reschedule:** A button labeled "Request reschedule" is located at the bottom left of the meeting details section.
- Cancel Meeting:** A red button labeled "Cancel meeting" is located next to the "Request reschedule" button.
- Meeting Date and Time:** A callout box points to the meeting date and time information.
- Meeting Location:** A callout box points to the meeting location information.
- Reply only:** A callout box points to a "Reply only" button located at the bottom right of the meeting details section.

Below the meeting details, there are sections for participants and linked resources. The "Biotechnology Innovation Organization Participants" section includes Nicholas Zuccaro, Coordinator, Partnering Operations. The "Cherry Blossom Pharmaceuticals Participants" section includes Petunia Smith. Both sections have an "Edit" button. The "Biotechnology Innovation Organization linked resources" and "Cherry Blossom Pharmaceuticals linked resources" sections both show "No linked resources added yet".

At the bottom of the interface, there is a "Follow-up Meeting at NLS Days" section with a "Share my contact information" button and a "Reply only" button. A "SCHEDULED" status indicator is visible at the bottom right.