

Web Upload

Tools >> Web Upload

Web Upload Wizard

Branding

Contractor Name: (1)

Contractor Web Url: (2)

Contractor Logo: *Default Contractor Logo* (3)

Web Url for Show: (4)

Logo for Show: *Default Show Logo* (5)

Help Email Address: (6)

Upload Account Info

Customer Code: (7)

Authorization Code: (8)

Current Upload Info

Download Name: (9)

Version: (1)

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1. Contractor Name – Your company’s name.
 2. Contractor Web URL – Your company’s web site URL.
 3. Contractor Logo – Your company’s logo. (Default Logo: ExpoTools)
 4. Web URL for Show – The show’s web site URL.
 5. Log for Show – The Show’s Logo. (Default Logo: ExpoTools)
 6. Help E-Mail Address – The address that can be used by Exhibitors when assistance is needed on the site.
 7. Customer Code – The alpha-numeric code given to you by ExpoTools.
 8. Authorization Code – The 6-digit code given to you by ExpoTools.
 9. Download Name – A name for the current upload.
 10. Version – The version of the upload.
- If the download name changes, but the version stays the same, then the site information will be overwritten with the new data. If the version changes, then an extra copy of data will be added to the site.
 - o You can upload as many times as you like. The information will simply be updated.
 - You must add special tags to your receipts for exhibitors to know where to look for their data.
 - o [Username] – The exhibitor’s web upload username.
 - o [Password] – The exhibitor’s web upload password.
 - o [Web Upload URL] – The site path to the web upload site.

Test Account Details

Customer Code: guest
Authorization Code: 113408