## Using the Exhibitor Hub

The Exhibitor Hub is the new one-stop portal for all important exhibitor resources.

- Update company description and select categories.
- View checklist, deadlines, important links.
- Access key resources, including:
  - Rules and regulations
  - Exhibitor Approved Contractor (EAC) Form
  - o Insurance requirements
  - Exhibitor Service Manual

## First time login instructions

- Go to: https://geo25.smallworldlabs.com/home
- Click Login
- Click Forgot password



- Enter the email on file with show management. Your company's event Primary Contact, Secondary Contact, and Invoice Contact all have access. Unsure which email is used? Contact events@textiles.org.
- Email will be sent from admin@smallworldlabs.com with the subject "Geotechnical Frontiers 2025 Account Recovery" *Please note this may take several minutes for you to receive your link.*
- Click Reset Password link in email to securely set your own password for the Exhibitor Hub portal.

	From: Geotechnical Frontiers 2025 <admin@smallworldlabs.com></admin@smallworldlabs.com>
Forgot password?	Subject: Geotechnical Frontiers 2025 Account Recovery
If you have forgotten your password or need to set a password, you can use this form to reset or set it. You will receive an email with instructions.	Geotechnical Frontiers 2025
Email Address	Geotechnical Frontiers 2025 Password Reset
Email Address	You or someone on your behalf clicked the "forgot password" link.
	To reset the password for your account, click the link below.
l'm not a robot reCAPTCHA Princy- Terms	Reset Password
Submit	If you are unable to click the link, copy and paste the URL in a new browse window instead.
	If you did not request the password reset, you may disregard this email an no further action is necessary.

## Once logged in

- Click "EXHIBITOR HUB" in the top navigation to take a tour for a step-by-step overview of the portal.
- Click [Edit] next to your company name to update your profile information.
- Complete tasks and review important links.

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Continue to check back as we add additional resources!

**Questions?** Contact your Account Manager or <u>events@textiles.org</u>.