

June 8-12
Portland, OR



Thank you for your participation in the ASHP Pharmacy Futures 2024. We are excited to launch the 2024 Exhibitor Hub and request that you follow the outlined steps below for logging in and successfully setting up your profile listing. Your profile listing information will be used as your online presence, on the mobile app and in the print guide. **Please complete this process at your earliest convenience.**

LOG IN

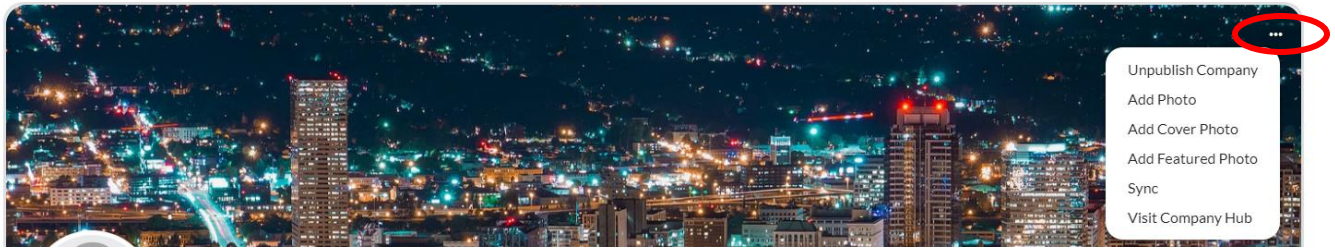
1. Go to <https://ashpfutures24.myexpoonline.com/home>
2. Click the “Exhibitor Login” button.
3. Enter your email and click “Create/Forgot Password” You must enter your ASHP Booth Contact email address. An email will be sent, and you will need to create a password. If you are not the company, contact you will not have access to create an account.
4. Enter your email address in the new window and click “Submit.”

A screenshot of a web browser window titled "Login" with a close button (X) in the top right corner. The form contains two input fields: "Email Address" and "Password". Below the "Email Address" field is a checkbox labeled "Remember me". To the right of the "Password" field is a link that says "Create/Forgot password". At the bottom of the form is a large purple button labeled "Login".A screenshot of a web browser window titled "Forgot password?". Below the title is a paragraph of text: "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." Below this text is a label "Email Address" and a single input field with the placeholder text "Email Address".

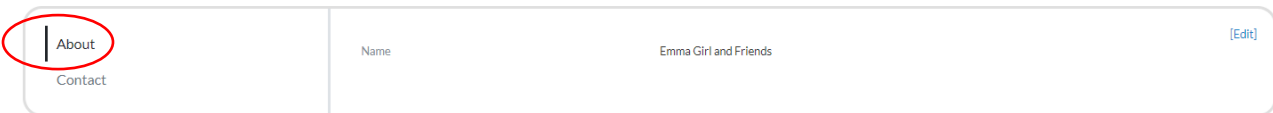
5. You will receive an automated email from ASHP Account Recovery (admin@smallworldlabs.com) to create your password. Click the “Reset Password” link in that email.
6. Create your password and click “Reset Password.”
7. Return to login page at <https://ashpfutures24.myexpoonline.com/home> and log in with your email and new password.
8. Once logged in, click “Dashboard” in the top navigation bar. From there you would like on “Complete your company Profile”. This is where you will access your company profile listing.

ADD COMPANY INFO ON THE EXHIBITOR PROFILE PAGE

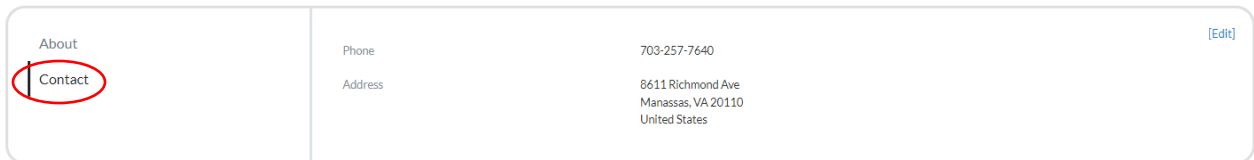
1. Add a company or product logo and banner. Click the three dots in the top right corner of the banner and click “Add Photo” for logo and “Add Cover Photo” for banner. Your logo must be 360x360 pixels and your banner must be 1440x360 pixels before uploading.



2. In the **About** section, you will add your company description(What We Do), website URL, and product categories. Click “Edit” in the right corner to start making edits.



3. In the **Contact** section you will add your company details. Click “Edit” in the right corner to start making edits.



4. Once you’ve completed each section, be sure to click “**Save.**”



We are here to help! For questions regarding your company listing please contact:

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