



B2MATCH
B2B MEETINGS
TUTORIAL

On the home page, click on the “Meeting” button, then “Manage your availability”

Home

Participants

Agenda

Speakers



Meetings



MB



Unlock the power of networking

Set yourself as available to meet to let others know when you're free to meet and book direct meetings.



Manage availability

Make sure the “Available for meetings?” option is on and select the slots in which you are available

Availability

Available for meetings?

Indicate your meeting availability by selecting the time slots below. You will only be able to send and receive meeting requests in those time slots.



Monday, 2 November 2026

B2B Meetings

In-person

☐ Mark all free time slots as available

✓

09:00 - 09:20

09:20 - 09:40

09:40 - 10:00

10:00 - 10:20

Cancel

Save

Go back to the home page, click on the “Participants” button, then add whichever participant you wish to contact



B2M Startup Directive

10–25 March 2023 | Zagreb, Croatia

Home

Organizations

Participants

Agenda

Marketplace

Speakers

ALL

YOUR MATCHES

BOOKMARKED

↓↑ Relevance



Andrea Agassi

Speaker

Sales Representative

Berlin, Germany

Simplex Cloud GmbH

Able to engage with an audience at any time and on every platform. I will always put the customer's requirements first while maximizing profitability.

SKILLS

Lead generation

Product marketing

Contract & Deal negotiation

INTERESTS

Customer relations



Justin Smith

DevOps Engineer Lead

London, United Kingdom

Iustin Smith

DevOps Engineer with 3+ years of hands-on experience supporting, automating, and optimizing critical deployments, leveraging configuration management and more.

SKILLS

Team management

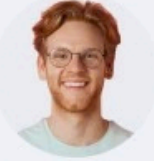
System Administration

INTERESTS

Ruby

Shell

Ansible



Franco Ted

Software Engineer

Copenhagen, Denmark

Antrunci Inc.

I'm a software engineer based in Berlin, passionate about computer science, electrical engineering, and embedded systems technology.

SKILLS

Data Analysis

Web development

Server-side web development

INTERESTS

Java

Point-of-sale (POS) systems

36 RESULTS

Reset

Search participants

Countries

Germany (9)

Austria (6)

United Kingdom (6)

Ireland (2)

Spain (2)

Sweden (2)

United States (2)

Canada (2)

Denmark (2)

Australia (1)

Belgium (1)

France (1)

You can filter participants by the type of participant, the country, etc.

The screenshot displays the 'Participants' page of the B2M Startup Directive event. The page header includes the event title 'B2M Startup Directive' with dates '10-25 March 2023' and location 'Zagreb, Croatia'. Navigation links for Home, Organizations, Participants, Agenda, Marketplace, and Speakers are present. A sidebar on the left allows filtering by 'ALL', 'YOUR MATCHES', and 'BOOKMARKED'. The main content area lists three participants: Justin Smith (DevOps Engineer Lead, London, UK), Amy Withen (Product Designer, Toronto, Canada), and Wesley Anson (CEO & Founder, Philadelphia, USA). Each profile includes a bio, skills, and interests. A filter sidebar on the right, titled '12 RESULTS', shows a search bar and a 'Countries' filter with buttons for Germany (9), Austria (6), United Kingdom (6), Ireland (2), Spain (2), Sweden (2), United States (2), Canada (2), Denmark (2), Australia (1), Belgium (1), and France (1). The United Kingdom, Ireland, United States, and Canada filters are currently selected.

B2M Startup Directive
10-25 March 2023 | Zagreb, Croatia

Home Organizations **Participants** Agenda Marketplace Speakers

ALL YOUR MATCHES BOOKMARKED Relevance

Justin Smith
DevOps Engineer Lead
London, United Kingdom
Justin Smith

DevOps Engineer with 3+ years of hands-on experience supporting, automating, and optimizing critical deployments, leveraging configuration management and more.

SKILLS Team management System Administration

INTERESTS Ruby Shell Ansible

Amy Withen Speaker
Product Designer
Toronto, Canada
Pexels Mag GmbH

I've been helping companies plan, design, and develop their digital products since 2016. I've worked primarily with early-stage startups and small businesses.

SKILLS Web design Brand identity design

INTERESTS Multimedia design

Wesley Anson Speaker
CEO & Founder
Philadelphia, United States
Antrunci Inc.

Founder and CEO of a rapidly growing multi-million dollar web development company with over 60 employees and offices in multiple countries.

SKILLS Management Deal negotiation Long-term planning

INTERESTS Team management Long term strategy

12 RESULTS Reset

Search participants

Countries ^

Germany (9) Austria (6)

United Kingdom (6)

Ireland (2) Spain (2)

Sweden (2) **United States (2)**

Canada (2) Denmark (2)

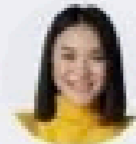
Australia (1) Belgium (1)

France (1)

Once you have found the participant you wish to meet, you can request a meeting with them via the "Request Meeting" button

[ABOUT](#) [REPRESENTATIVES](#) [OPPORTUNITIES](#) [HOSTED SESSIONS](#)

Representatives



Amy Withen Page admin
Product Designer
Pexels Mag GmbH



[+ Request meeting](#)



Tina Bauer
CTO
Pexels Mag GmbH



[+ Request meeting](#)



Phillip Beck
Market Analyst
Pexels Mag GmbH



[+ Request meeting](#)



Francis Ottwald
Project Manager
Pexels Mag GmbH



[+ Request meeting](#)

After clicking the button, the tab will pop-up asking when and where you would like to meet the participant while also allowing you to write a short message

Request a meeting [X]

Add meeting participants

Search by participants or organization [Q]

You can add 3 more members

Isabella Garcia [✓] Amy Withen [⊙]

Meeting date* Mon, 8 Jul 2024 [v] **Available meeting time*** 09:15 - 09:30 [v]

* Required

Meeting description

Discussion re: business partnership

☐ Also send the meeting description as a message

Cancel **Send request**

Your meeting request has now been sent, it is now up to the participant to accept or cancel your request

The image shows a 'Request a meeting' modal form overlaid on a background page. The background page has a header '8-11 Jul 2024 | Zagreb, Croatia' and tabs 'ABOUT', 'REPRESENTATIVES', and 'OFF'. The 'REPRESENTATIVES' tab is active, showing a list of four people: Amy Withen (Product Designer, Pexels Mag GmbH), Tina Bauer (CTO, Pexels Mag GmbH), Phillip Beck (Market Analyst, Canome Inc.), and Francis Ottwald (Project Manager, Simplex Cloud GmbH). At the bottom of the background page is a 'Marketplace (1)' section. The modal form has a title 'Request a meeting' and a close button. It contains the following fields: 'Add meeting participants' with a search bar and two added members (Isabella Garcia and Amy Withen); 'Meeting date*' with a calendar icon and 'Mon, 8 Jul 2024'; 'Meeting description' with a text area containing 'Discussion re: business partnership'; and a checkbox 'Also send the meeting description'. A dropdown menu for 'Available meeting time*' is open, showing five time slots: 09:15 - 09:30, 09:30 - 09:45, 09:45 - 10:00, 10:00 - 10:15, and 10:15 - 10:30. The first two slots are marked 'Everyone available' with a blue circle, while the last three are marked 'Amy unavailable' with a grey triangle. The modal has 'Cancel' and 'Send request' buttons at the bottom.

Request a meeting

Add meeting participants

Search by participants or organization

You can add 3 more members

Isabella Garcia ✓ Amy Withen ?

Meeting date*

Mon, 8 Jul 2024

* Required

Meeting description

Discussion re: business partnership

☐ Also send the meeting description

Available meeting time*

- 09:15 - 09:30
Everyone available
- 09:30 - 09:45
Everyone available
- 09:45 - 10:00
Amy unavailable
- 10:00 - 10:15
Amy unavailable
- 10:15 - 10:30
Amy unavailable

Cancel Send request

If you receive a meeting invitation, it is crucial that you accept it or cancel it as soon as possible.

Note: leaving pending meetings locks the timeslot and other participants will not be able to request meetings with you on that timeslot

The screenshot shows the B2M Startup Directive website. The header includes the event name, dates (18-24 Dec 2023), location (Zagreb, Croatia), and navigation links (Home, Organizations, Participants, Agenda, Marketplace, Speakers). Below the header are tabs for INFO, HOW IT WORKS, FAQ, and CONTACT. The main content area features a large image of a conference stage with a panel of speakers and an audience. To the right of the image, the event dates (10 March 2023 - 25 March 2023) and location (10000 Zagreb, Croatia) are listed, followed by the event title "B2M Startup Directive" and a "Share" button. Below this, the text "B2M Startup Directions" is followed by a description: "Inspiring plenary sessions, informative workshops and targeted meetings promises knowledge gain and new business contacts." At the bottom, a partial sentence reads: "The B2M Startup Directive offers a variety of exciting product showcases, discussions and lectures, however it's primary goal is".

Overlaid on the right side of the website is a notifications panel titled "Notifications (18 new)" with a "Mark all as read" link. The panel contains three notifications:

- Marco Hubert sent you and Hana Espino a meeting request**
33 minutes ago
Tuesday, 21 March 2023
12:30 - 12:40
On-site meeting
Buttons: Decline, Accept
- Your meeting with Dennis Leichman has ended**
Rating: 4 stars (5 stars max)
Very interesting
1 month ago
- Your meeting with Dennis Leichman starts in 5 minutes**
1 month ago
Meeting ended
- Your meeting with Phillip Beck has ended**
Please rate the meeting
1 month ago

On the meetings tab, you can also see a list of your meetings. You can also accept or deny meetings on this page. To accept the meeting, simply press “Accept”



B2M Startup Directive

10-25 March 2023 | Zagreb, Croatia

Home

Organizations

Participants

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Speakers









Upcoming

Canceled

Past

My meetings

Availability

Today

Tuesday, 21 March 2023

Show less

12:30 - 12:40



Vanessa Paradise

Simplex Cloud GmbH

On-site meeting

Pending

Request sent

1 Accepted, 1 Pending

Tomorrow

Wednesday, 22 March 2023

Show less

14:00 - 14:10



Joshua Moller

Monaiht Inc.

On-site meeting

Table 1

Pending

Received invitation

1 Accepted, 1 Pending

Accept

Thursday, 23 March 2023

Show less

11:20 - 11:30



Tomas Doyce

Urbyg Inc.

Online video meeting

Table 2

Join

To cancel a scheduled meeting, click the three dots next to the “Join” button and click on “Cancel meeting”



B2M Startup Directive
10-25 March 2023 | Zagreb, Croatia

[Home](#) [Organizations](#) [Participants](#) [Agenda](#) [Marketplace](#) [Speakers](#)     

[Upcoming](#) [Canceled](#) [Past](#)

[My meetings](#) [Availability](#)

Today
Tuesday, 21 March 2023

12:30 - 12:40

**Vanessa Paradise** 

Simplex Cloud GmbH

On-site meeting

[Pending](#) [Request sent](#)  1 Accepted, 1 Pending

 Edit meeting

 Cancel meeting

Tomorrow
Wednesday, 22 March 2023

14:00 - 14:10

**Joshua Moller** 

Monaiht Inc.

On-site meeting  Table 1

[Pending](#) [Received invitation](#)  1 Accepted, 1 Pending

[Accept](#) 

Thursday, 23 March 2023

11:20 - 11:30

**Tomas Doyce** 

Urbyg Inc.

Online video meeting  Table 2

[Join](#) 