

## MBCEA Conference Exhibitor Lead Retrieval

We're excited to again offer our exhibitors lead retrieval as part of your exhibitor package.

1. Open the app store on your mobile device and search for "MBCEA." Download our app and log in with your mbcea.org account credentials. (Make sure you've created your account on mbcea.org first.)
2. Click on "More" on the bottom hot bar.
3. Select "Digital Business Card" and click "Scan QR." Aim your mobile device at the attendee's QR code on their Digital Business Card. (The attendee will need to open their digital business card in the app.)
4. Once scanned, select "Add Card to My Card Holder" and it will prompt you to add a note to their contact info or just save it.
5. To export your saved cards at the end of the conference, open your Digital Business Card, click "Saved Cards" at the top of your screen, click on the three dots at the top right of your screen, and click on "Export All." You can then send that list via email or save to docs on your phone.