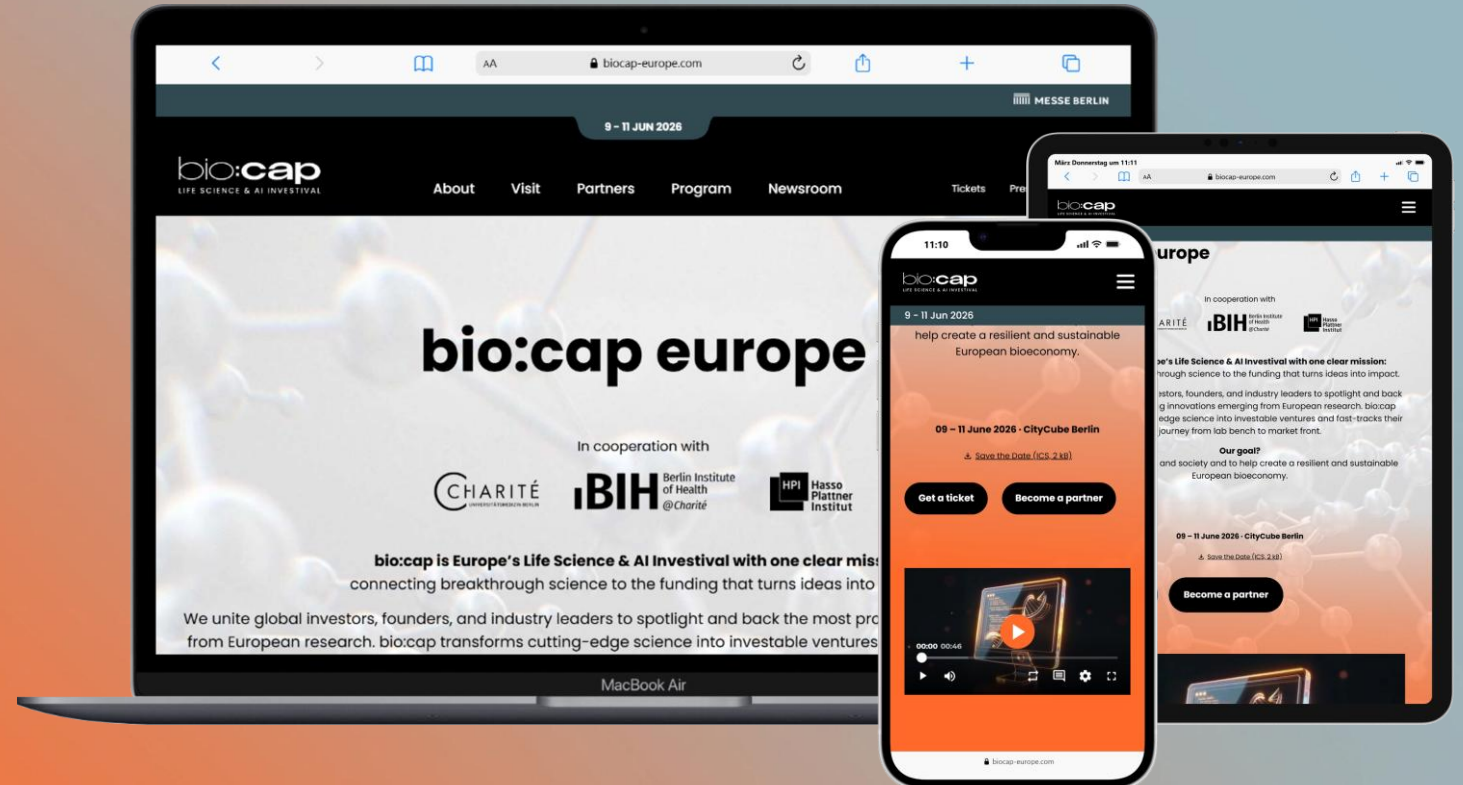


ONBOARDING GUIDE

bio:cap
LIFE SCIENCE & AI INVESTIVAL



bio:cap Media Packages

Media Package included in the stand registration

PARTNER DE:LUXE HE:LIX DOUBLE:HELIX

- ✓ Company name & address
- ✓ 1/2 tile view
- ✓ Hall & stand number
- ✓ Telephone & email
- ✓ Contact persons with email and telephone
- ✓ Company profile (max. 4,000 characters) & company logo
- ✓ Link to social media profiles (facebook, X, YouTube etc.)
- ✓ Link to homepage
- ✓ Presentation of up to 5 products in text (max. 4,000 char. per product) and picture
- ✓ Link to videos & PDFs
- ✓ Entry in up to 3 segments
- ✓ Business matching & calendar
- ✓ Video & audio calls

PARTNER START:UP CO:RE PRE:MIUM

- ✓ Company name & address
- ✓ 1/4 tile view
- ✓ Hall & stand number
- ✓ Telephone & email
- ✓ Contact persons with email and telephone
- ✓ Company profile (max. 4,000 characters) & company logo
- ✓ Link to social media profiles (facebook, X, YouTube etc.)
- ✓ Link to homepage
- ✓ Presentation of up to 5 products in text (max. 4,000 char. per product) and picture
- ✓ Link to videos & PDFs
- ✓ Entry in up to 3 segments
- ✓ Business matching & calendar
- ✓ Video & audio calls

Editing data in the Content Manager

Home page :

You can design your main entry on the start page:

1. Logo & background image
2. Basic data & company description
3. Social-Media

Tips for the home page :

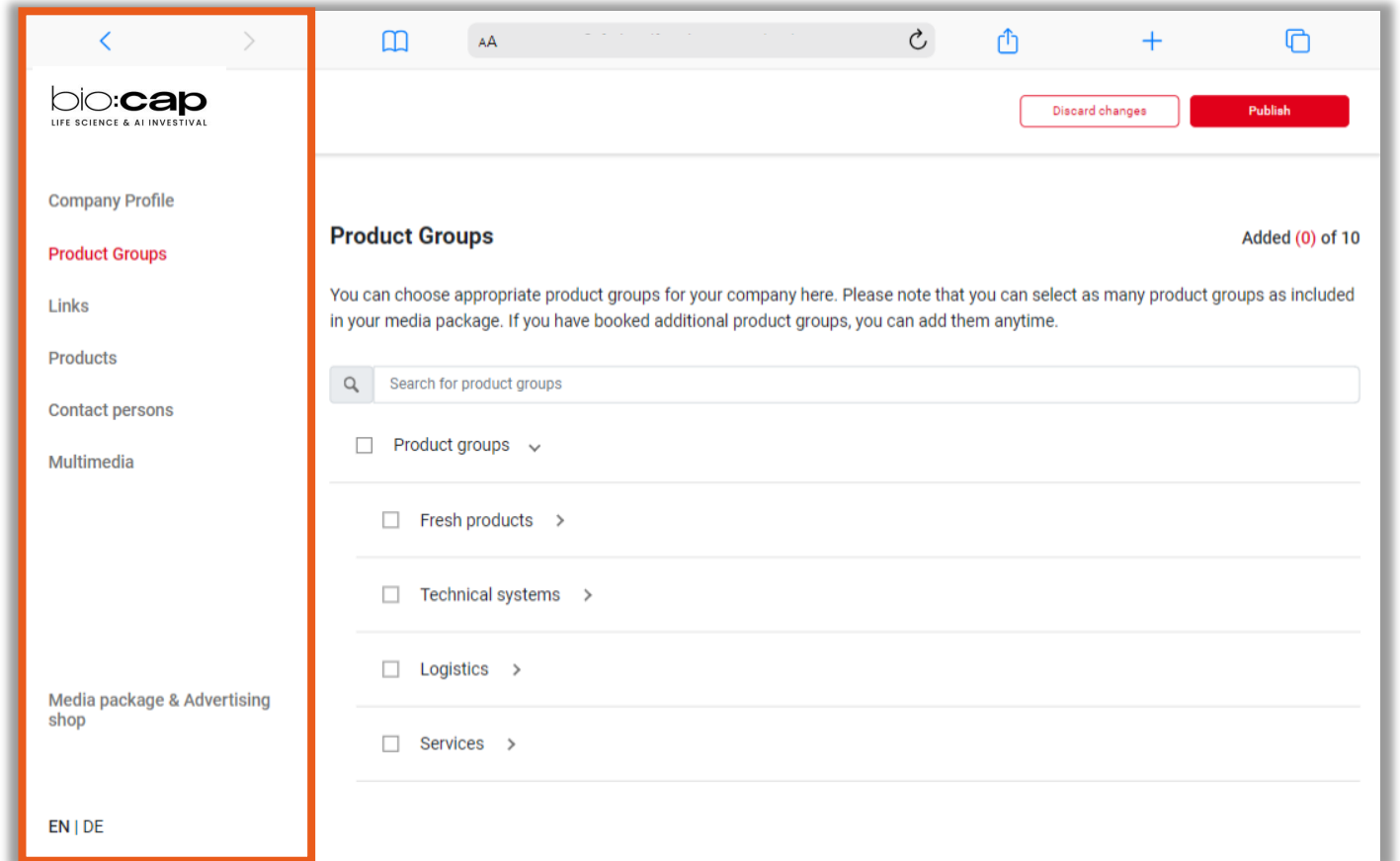
- The background image must be uploaded in different sizes for the web and app view so that it looks good on all screens.
- We generally recommend using a wallpaper or mood image as the background image and advise against using an image with text.

The screenshot displays the bio:cap Content Manager interface. On the left, a navigation menu is highlighted with an orange border, listing options: Company Profile (selected), Product Groups, Links, Products, Contact persons, and Multimedia. Below the menu is a link for 'Media package & Advertising shop' and a language selector 'EN | DE'. The main content area shows the 'bio:cap' logo and a description: 'Here you can start to edit and publish your company profile, i.e. your exhibitor entry. The navigation menu on the left side will guide you to further divisions.' Below this is a section titled 'Logo and Background Image' with two tabs: 'Company Logo' and 'Background Image for your Company Profile'. The 'Background Image' tab is active, showing a preview of a banner for 'BIO. CAPITAL. EUROPE.' with dates '09 - 11 June 2026' and 'Messe Berlin'. Below the preview are three buttons: 'Browse files' (under Company Logo), 'Browse files' (under Background Image), and 'Delete current image' (under Background Image). At the top right of the main area are 'Discard changes' and 'Publish' buttons.

Editing data in the Content Manager

Product Groups

- Select the product groups relevant to your company. These will automatically appear in your profile on the bio:hub platform. You can update your selection anytime.
- To open the selected product groups, please click on the displayed name and not on the adjacent arrow.
- You can see the number of product groups already selected and those still available at the top right.

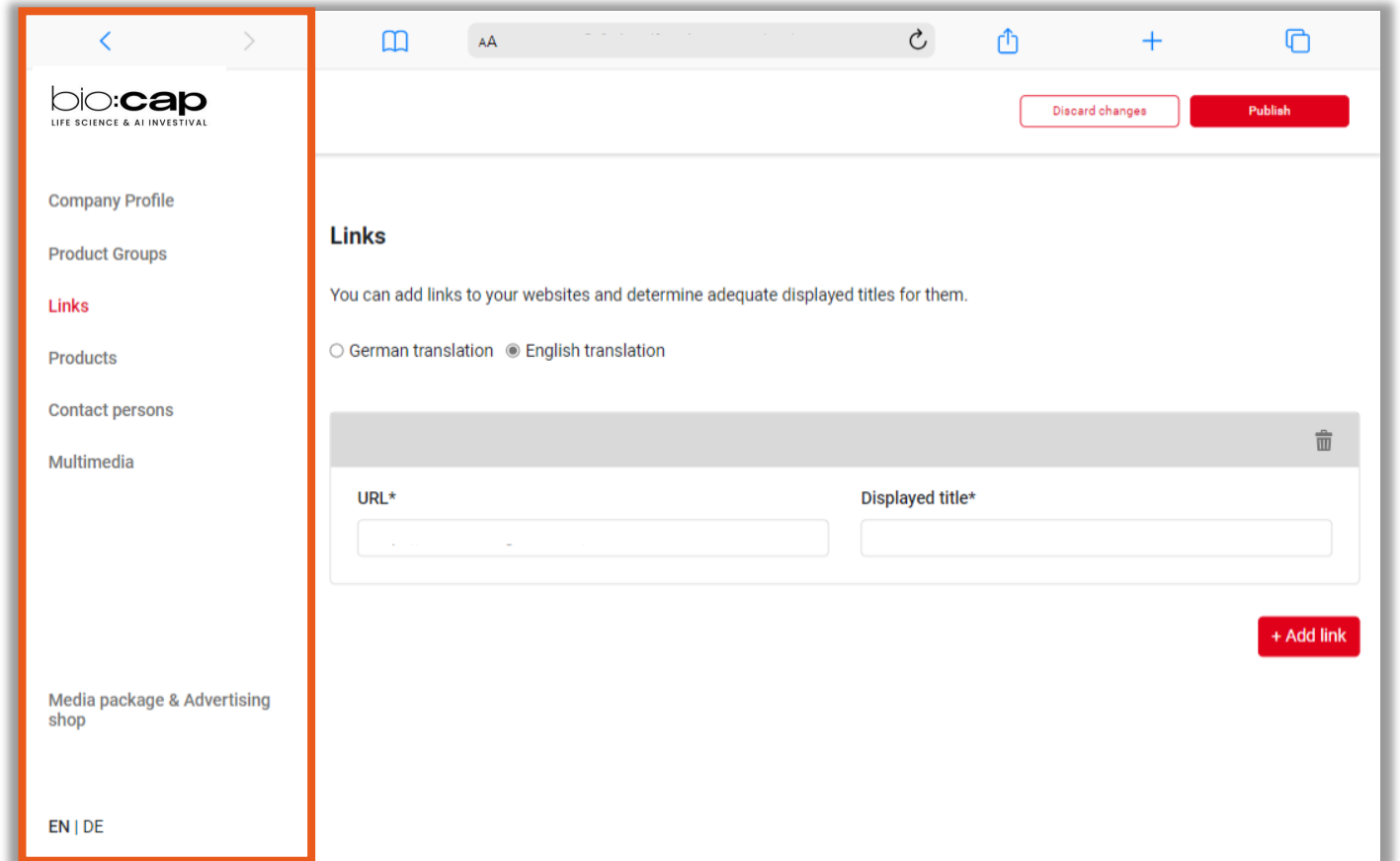


The screenshot displays the bio:cap Content Manager interface. The left sidebar, highlighted with an orange border, contains a navigation menu with the following items: Company Profile, Product Groups (highlighted in red), Links, Products, Contact persons, Multimedia, and Media package & Advertising shop. At the bottom of the sidebar, there is a language selector showing 'EN | DE'. The main content area is titled 'Product Groups' and shows 'Added (0) of 10'. Below the title, there is a search bar with the placeholder text 'Search for product groups'. A list of product groups is displayed, each with an unchecked checkbox and a right-pointing arrow: Product groups, Fresh products, Technical systems, Logistics, and Services. At the top right of the main content area, there are two buttons: 'Discard changes' and 'Publish'.

Editing data in the Content Manager

Links:

- Click on "Add link" to open the editing area where you can enter and name a link.
- Please note that both languages must be edited.



The screenshot displays the bio:cap Content Manager interface. The left sidebar contains a navigation menu with the following items: Company Profile, Product Groups, Links (highlighted in red), Products, Contact persons, Multimedia, and Media package & Advertising shop. At the bottom of the sidebar, there is a language selector showing 'EN | DE'. The main content area is titled 'Links' and includes the following elements:

- A header with 'bio:cap LIFE SCIENCE & AI INVESTIVAL' and a 'Publish' button.
- A 'Discard changes' button.
- A description: 'You can add links to your websites and determine adequate displayed titles for them.'
- Language selection: German translation and English translation.
- A table with two columns: 'URL*' and 'Displayed title*'. Each column has an empty input field.
- A '+ Add link' button at the bottom right.

Editing data in the Content Manager

Products:

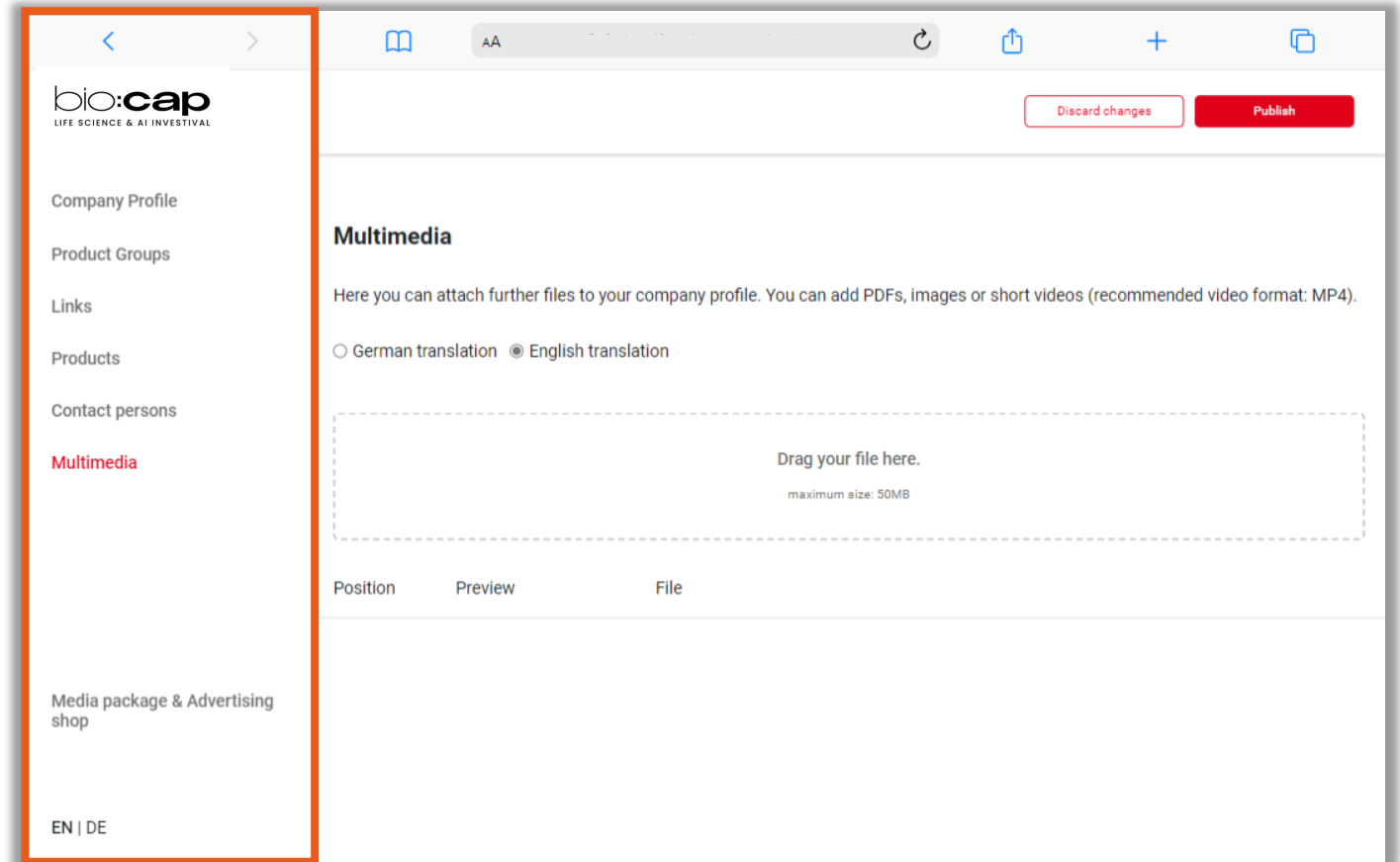
- Click on "Add product" and then on "Product" to open the editing area where you can edit the product information.
- In the lower part of the editing area you will find three further tabs: "Links", "Product groups", "Multimedia"

The screenshot displays the bio:cap Content Manager interface. On the left, a sidebar contains navigation options: Company Profile, Product Groups, Links, Products (highlighted in red), Contact persons, Multimedia, and Media package & Advertising shop. The main content area is titled 'Products' and includes a 'Discard changes' button and a 'Publish' button. Below the title, there is a text block explaining that users can picture and describe products. A grey bar with a trash icon is visible below the text. The product editing form is open, showing a 'Product image' section with a 'Browse files' button and a 'Delete current image' button. The form also includes a 'Product name*' field, 'Publication starting' and 'Publication ending' date fields, a 'Product description' text area, and a 'Short teaser text' field. The bottom navigation bar shows 'Links', 'Produktgruppen', and 'Multimedia' tabs.

Editing data in the Content Manager

Multimedia:

- Under "Multimedia" you can upload additional information material about your company such as PDFs, images and videos.
- Please note that both languages must be edited.



The screenshot displays the bio:cap Content Manager interface. The left sidebar contains a navigation menu with the following items: Company Profile, Product Groups, Links, Products, Contact persons, **Multimedia** (highlighted in red), and Media package & Advertising shop. At the bottom of the sidebar, there is a language selector showing "EN | DE".

The main content area is titled "Multimedia" and includes the following text: "Here you can attach further files to your company profile. You can add PDFs, images or short videos (recommended video format: MP4).". Below this text are two radio buttons for language selection: "German translation" (unselected) and "English translation" (selected). A large dashed box is provided for file uploads, with the text "Drag your file here." and "maximum size: 50MB" centered inside it.

At the top right of the main content area, there are two buttons: "Discard changes" (outlined in red) and "Publish" (solid red). Below the upload area, there is a table header with three columns: "Position", "Preview", and "File".

CONTACT & SUPPORT

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Your contact for questions about the bio:hub platform:

Online-Redaktion:

[▶ Send request now](#)