

BIO One-on-One Partnering™ System Tutorial

Hybrid Conference

Help & Support
biopartnering@bio.org

ONE
PARTNERING™
Powered by BIO

Logging In

PLEASE NOTE:

Access to partnering requires that delegates use their company/professional email address.

Click here to reset your password.

ONE PARTNERING™
Powered by BIO

Email address
jdoe@bio.org

Password
.....

Log in

[Forgot password?](#)

You will receive an email confirmation with login instructions within 1-2 business days after registering for the event. If you registered prior to the opening of the partnering system, you will receive this email confirmation once the system is open.

The email containing partnering login instructions is not the same as your registration confirmation/receipt. The partnering email will come from noreply.partnering@bio.org

If you have already used the partnering system at a previous event, you may use the same password. The email will also contain a link to reset your password in case you have forgotten it.

If this is your first time using BIO One-on-One Partnering, you will need to set your password using the link provided in the email.

Homepage

Easy access toolbar:

- Company & Delegate profile
- Search
- Calendar
- Message Center
- Request a Meeting

Important Partnering Updates & Tutorials

Webinars, Special Opportunities, Help & Support

View bookmarks

Logout

Search Bar

Quickly search for companies, assets, etc. of interest

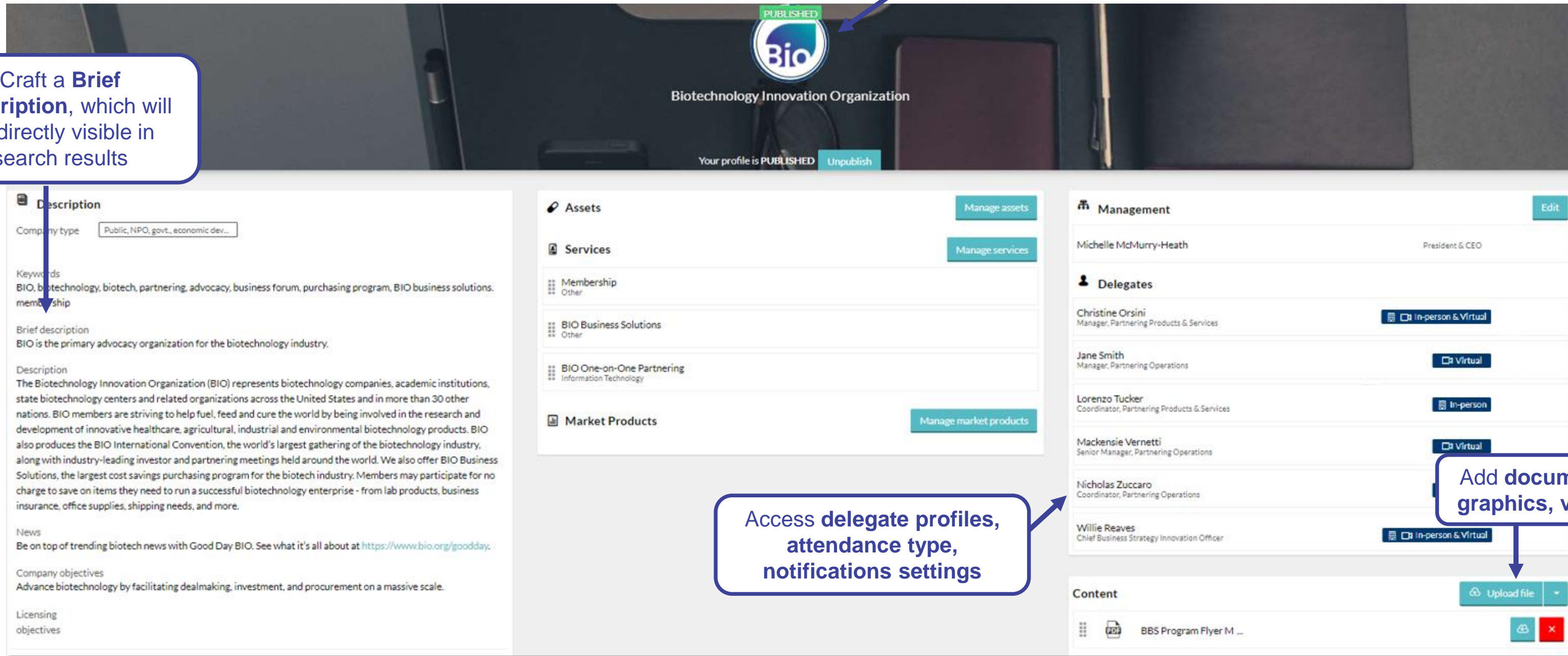
Partnering Feed Sponsors & other special listings

The screenshot shows the ONE Partnering homepage. At the top is a dark blue navigation bar with the ONE logo and links for HOME, PROFILE, SEARCH, CALENDAR, MESSAGE CENTER, and a New request button. On the right of the bar are BOOKMARKS and a Bio logo. Below the navigation bar is a large banner for the CEO & Investor Conference. A search bar is positioned below the banner with the text 'Search for companies and start sending requests'. On the left side, there is a 'COMPANY PROFILE' section with a 'Profile 100% complete' indicator and an 'Update' button. Below that is a 'MEETING REQUESTS' section with filters for 'All', 'Incoming', and 'Outgoing', and a list of request statuses: Requested (0), Accepted, to be scheduled (0), Accepted, no availability (0), and Declined (0). A 'View all' button is at the bottom of this section. The 'MEETINGS' section also has filters for 'All', 'Incoming', and 'Outgoing'. In the center, there is an 'UPCOMING BIO EVENTS' section featuring a card for the '2022 BIO International Convention' held from June 13-16, 2022, in San Diego. The card includes a photo of people at a conference and the text 'Accelerating a BIO Revolution through global partnerships, collaboration, and thought leadership'. Below the card, it says 'Mark Your Calendar for the BIO International Convention, June 13-16, 2022, in San Diego!' and 'More information about the 2022 event will be made available'. On the right side, there is a 'Partnering Feed' section with a 'Sponsored by' header and the HCW (H.C. Wainwright & Co.) logo. Below the logo is a news item titled 'HYBRID PARTNERING AT 2022 BIO CEO & INVESTOR CONFERENCE' with text describing in-person and virtual attendance options. A 'Logout' button is located in the top right corner of the main content area.

Company Profile

Upload your company's logo

Craft a **Brief Description**, which will be directly visible in search results



Access delegate profiles, attendance type, notifications settings

Add documents, graphics, videos

No required fields, but **all information is searchable**. Add as much information as possible to increase your company's visibility

Complete applicable fields, especially **Description, Areas of Interest, Financials, Contact Information**

Add **Assets, Services, Market Products** as appropriate

Delegate Profile & Notification Preferences

Upload your headshot

See your attendance type & change your local time zone

Complete applicable fields, especially **Job Title**, **Professional Background**, **Area of Expertise**

Delegate Contact Information entered here is only visible to companies with whom you share it in the Message Center

Tailor your **Notification Preferences**

Event attendance
Location: In-person & Virtual

Timezone
City:

Delegate profile
Company: Biotechnology Innovation Organization
Job title: Coordinator, Partnering Operations
LinkedIn profile
Keywords
Professional background
Area of expertise

Delegate address [Fill with company address](#)
Country: United States
State: DC
Address: 1201 Maryland Ave., SW, Ste. 900
Zip: 20024
City: Washington

Delegate contact information
Your delegate contact information is private to you and is only shared with another company when you choose "Share contact information" in your Message Center.
Email: [Autofill](#)
Telephone:

Edit your notifications
[Access your notifications preferences](#)

Your schedule updates
Please choose which notifications you would like to receive by email

Contact information
You will receive notifications at this email address: user@biotest.org
Additional / alternative email:

Tip: Click here to CC an additional recipient, such as an assistant or a colleague helping to manage your meeting activity, on your email notifications.

Email Notifications

All meeting requests

- New request received
- Request accepted
- Request declined
- Request cancelled

Meetings in which you are a participant

- Meeting scheduled
- Meeting rescheduled

Your company's meetings

- Meeting scheduled
- Meeting rescheduled

Calendar

View two time zones – conference time zone and your local time zone

View your **scheduled partnering meetings**

Add **program, presentations, networking**

Add **personal events/notes** to keep track of engagements outside of programming & partnering

The screenshot shows a calendar interface for Nicholas Zuccaro. The top navigation bar includes the user's name, a profile icon, and days of the week (MON 17, TUE 18, WED 19, THU 20). Below this, the calendar title is "Calendar" with a note that the timezone is currently set to EDT (UTC-04:00) and a link to change it. The main area displays a list of events for the current day, including "Internal Team Meeting" (08:00 - 08:30), "Morning Welcome Reception Conference Programming" (09:00 - 09:30), "Join Indigo Investments" (10:00), and "Booth1 - Located on Floor 1 Balsa Pharma" (11:00). A dropdown menu is open over the "Export" button, showing options: "Individual calendar - PDF", "Individual calendar - Excel", "Company calendar - PDF", "Company calendar - Excel", and "ICS (Outlook, Google calendar, etc.)". A callout box points to this menu with the text: "Export your individual & company schedules, in a variety of formats".

NOTE: Your Calendar is marked as unavailable by default.

The screenshot shows a calendar interface for Nicholas Zuccaro. The top navigation bar includes the user's name, a profile icon, and days of the week (MON 17, TUE 18, WED 19, THU 20). Below this, the calendar title is "Calendar" with a note that the timezone is currently set to EDT (UTC-04:00) and a link to change it. The main area displays a grid of time slots, all of which are marked as "Not Available". A callout box points to the "Not Available" status with the text: "NOTE: Your Calendar is marked as unavailable by default." The grid shows time slots from 00:00 to 05:00. Each row has a "change" link.

Update your availability

1. Select the appropriate delegate from the top left drop-menu
2. Select the correct day of the week
3. Click Change availability
4. Mark the timeslots available (or unavailable) by clicking Change, or update the entire day
5. Click Save and return to calendar

Search & Advanced Search

Filter for investors

Export search results

Search tips | Saved searches | Search history | Export

Advanced search

Modification date

Modification date

A-Z

Relevancy

with

UMBRELLA CONSULTING 1 prior meeting 0 notes Premium consulting services	Financial, legal, consulting	France	PRIVATE	view website	NEW REQUEST	★
BREAKTHROUGH MEDICINES ASSOCIATION 2 prior meetings 0 notes Based in London, our association brings biopharmaceutical companies together.	Public, NPO, govt., economic development	United Kingdom	OTHER	view website	SCHEDULED	★
MONOLITH BIOTECHNOLOGY CORP. 0 notes Standing tall at the forefront of therapeutic and animal health R&D.	Biotech or pharma, therapeutic R&D, Biotech or pharma, animal health	Canada	PRIVATE	view website	ACCEPTED	★
FUTUREPHARMA HOLDINGS 1 prior meeting 0 notes We are investors	Investor Independent Research Firm	United States			NEW REQUEST	★
AMERICAN GMO GROUP 1 prior meeting 0 notes From seed to table, our GMO research continues to grow.	Biotech - food & agriculture, Biotech or pharma, animal health	United States	PRIVATE		NEW REQUEST	★
MEGAPHARMA 2 prior meetings 0 notes The premiere global pharmaceutical company.	Biotech or pharma, therapeutic R&D, Digital health	Germany	PUBLIC: NASDAQ: MGPHR	view website	NEW REQUEST	★
BIOTECHNOLOGY INNOVATION ORGANIZATION BIO is the primary advocacy organization for the biotechnology industry.	Public, NPO, govt., economic development	United States	OTHER	view website		

Quickly send a meeting request to an identified target

Advanced search Clear Filter X

2 1

Company name

Enter text...

Company types

Biotech or pharma, therapeutic R... X

Primary therapeutic areas Select

No primary therapeutic areas selected

Secondary therapeutic areas Select

No secondary therapeutic areas selected

Company registration date

From... → To...

Ownership

Private

Public

Other

Identify newly added companies

Use headers at the top to view **Company, Delegate, Asset, Market Products, Services** listings

Use the **Advanced Search** to apply specific criteria, like **Company Type, Therapeutic Area, Registration Date, Location, etc.**

Save your search to easily apply the same criteria and monitor results

Message Center

View & manage your company's meeting requests. All delegates from the same company can view all the same requests

Export meeting request data in Excel

Filter by:

- Personal tag
- Unread messages
- Incoming & Outgoing
- Meeting Status

Use the **Advanced filters** to refine and combine multiple filters

The screenshot displays the Message Center interface. On the left is a sidebar with navigation and filter options. The main area shows a list of meeting requests with their status and details. A dropdown menu is open over the 'Last change' column, showing options for sorting. A callout box points to a 'No mutual availability' tag on an 'ACCEPTED' request.

Dashboard 4 Items

Export Last change ▾

All requests

Requests you are tagged in

Enter searched text

Unread

Unread messages only

Requests type

Incoming requests

Outgoing requests

Status

All

Requested

Scheduled

Pending reschedule

No mutual availability

To be rescheduled

Accepted

No mutual availability

To be scheduled

Canceled

Declined

Advanced filters

To American GMO Group
last update a few seconds ago
Introduction to Your Company's Pipeline

From Lakeside Investment Group
last update 2 minutes ago
Follow-Up Regarding Funding

To Umbrella Consulting
last update 3 minutes ago
Financial, legal, consulting
Consulting Services for Foreign Markets

From Megapharma
last update 7 minutes ago
Partnership Update at BIO Digital 2021
Jan 10, 01:30 - 02:00 (UTC-04:00) ...
<https://zoom.us/j/94052183201?pwd=bm...>

No more results

Last change

Status

Sender

Recipient

ACCEPTED

REQUESTED

SCHEDULED

No mutual availability

Meeting Requests that are "Accepted" but with no timeslot available to schedule it will be marked with a red **"No Mutual Availability"** tag

Sending Meeting Requests

NOTE: Meeting requests are sent company-to-company rather than between individuals. The receiving company will determine which of their participants to add to the meeting

1. Click **New Request** at the top of any page, or the New Request button to the right of a search result
2. Begin typing in the name of the company you'd like to meet in the **To** field
3. Add a **Title** and **Message**
4. Add a **linked resource** from your profile if applicable and/or update meeting participants from your company if needed
5. Click **Send Request**

NOTE: To send a meeting request, the participant from your company must mark at least one time slot on their calendar as available for partnering.

The image shows two overlapping screenshots from a software interface. The primary screenshot is a 'New meeting request' form with the following sections: 'To' (a search field for companies), 'Request subject and message' (fields for 'Title' and 'Message'), 'Linked resources' (a 'Choose' button and a message 'No assets, market products, services or content are linked yet'), and 'Participants' (a 'Choose' button and a list of delegates, including 'You' as a Senior Manager). A blue box highlights the 'Choose' button in the 'Participants' section, with an arrow pointing to a secondary 'Pick participants' modal. This modal lists several delegates from 'Bio' with their availability and meeting options. The delegate 'Nicholas Zuccaro' is highlighted with a blue border and has a 'Required' dropdown menu next to his name.

Delegate	Availability	Meeting Options	Actions
Jessie Armstrong	No free timeslot	In-person & Virtual	View calendar
Lorenzo Tucker	226 free timeslots	In-person & Virtual	Click to add as participant, View calendar
Mackensie Verneti	18 free timeslots	In-person & Virtual	Click to add as participant, View calendar
Nicholas Zuccaro	1 free timeslot	In-person & Virtual	Click to remove as participant, View calendar, Required
Ryan Lowry	No free timeslot	In-person & Virtual	View calendar

Responding to Meeting Requests

Accept a Meeting Request

1. Click **Accept Request**
2. Include a message (optional)
3. Click **Accept Request**

Decline a Meeting Request

1. Click **Decline Request**
2. Include a message (optional)
3. Click **Decline Request**

“Reply Only”

Click “Reply Only” to continue a conversation, ask a question, or follow-up on an existing meeting request. This allows you to add an additional comment or question, or respond to the thread without changing the request’s status

The screenshot shows a meeting request interface. At the top, it says 'TAGS AND TAGGED DELEGATES' with an 'Edit Tags' link. The main card is for 'Indigo Investments' with an 'Incoming' status and a 'REQUESTED' label. Below this, there are two buttons: 'Accept request' (green) and 'Decline request' (red). A blue arrow points from the 'Accept request' button to the 'Accept Request' dialog box on the right. Below the buttons, there are sections for 'Indigo Investments Participants' and 'Breakthrough Biotech Participants', each with an 'Edit' button. There are also sections for 'Indigo Investments linked resources' and 'Breakthrough Biotech linked resources', each with an 'Edit' button. At the bottom, there is a 'Meeting during the Conference' section with a 'Share my contact information' button and a 'Reply only' button. Below this, there is a message thread from 'Indigo Investments' dated 'Apr 21, 11:27 (UTC-04:00)'. The message says: 'New meeting requested Jane Smith wrote on behalf of Jon Smith: Hi Breakthrough Biotech, We are interested in meeting during this conference. Best regards, Jon'. A blue arrow points from the 'Share my contact information' button to a callout box.

Share your contact information directly with a specific company.

The 'Accept Request' dialog box shows a meeting request from 'Indigo Investments'. It has a 'Your Message' field for adding a message. Below that, there are sections for 'Linked resources' and 'Participants', each with a 'Choose' button. At the bottom, there are 'Cancel' and 'Accept Request' buttons.

NOTE: To accept an incoming meeting request, a participant from your company must mark at least one time slot on their calendar as available for partnering.

Updating Meetings

Request a meeting be rescheduled in the Message Center by clicking on “Request Reschedule”

Edit the meeting participants from your company

Link topical content from your Company Profile

Click **Share my contact information** to provide your personal contact details with this specific company

The system will be open for 1 year after the conference for your **follow up and data review/collection**

The screenshot shows a meeting management interface for 'Indigo Investments'. At the top, there's a header 'TAGS AND TAGGED DELEGATES' with an 'Edit Tags' link. The main section is titled 'Indigo Investments' and 'Incoming'. It features a 'Request reschedule' button and a 'Cancel meeting' button. Meeting details are displayed: 'SCHEDULED', 'Wednesday, April 19', '10:00 to 10:30 (UTC-04:00)', 'No in-person location', and a Zoom link with a 'Copy' button. A 'Location details' link is also present. Below the meeting details are two columns for participants: 'Indigo Investments Participants' and 'Breakthrough Biotech Participants'. Each column has a 'Required participants' section with a list of names (Jon Smith and Nicholas Zuccaro) and an 'In-person & Virtual' toggle. At the bottom, there are sections for 'Indigo Investments linked resources' and 'Breakthrough Biotech linked resources', both showing 'No linked resources added yet'. A 'Share my contact information' button and a 'Reply only' button are at the bottom right. Callouts highlight: 'Displayed meeting time is in the conference time zone' pointing to the time; 'View additional meeting details' pointing to the 'Location details' link; and 'Quickly join your virtual meeting at the scheduled time' pointing to the 'Join' button.

NEW: Optional Meeting Participants

You can now mark a meeting participant as optional on your meeting requests, allowing you to prioritize meeting attendance and get more meetings scheduled.

This is especially helpful for groups and those with busy colleagues and limited availability for meetings.

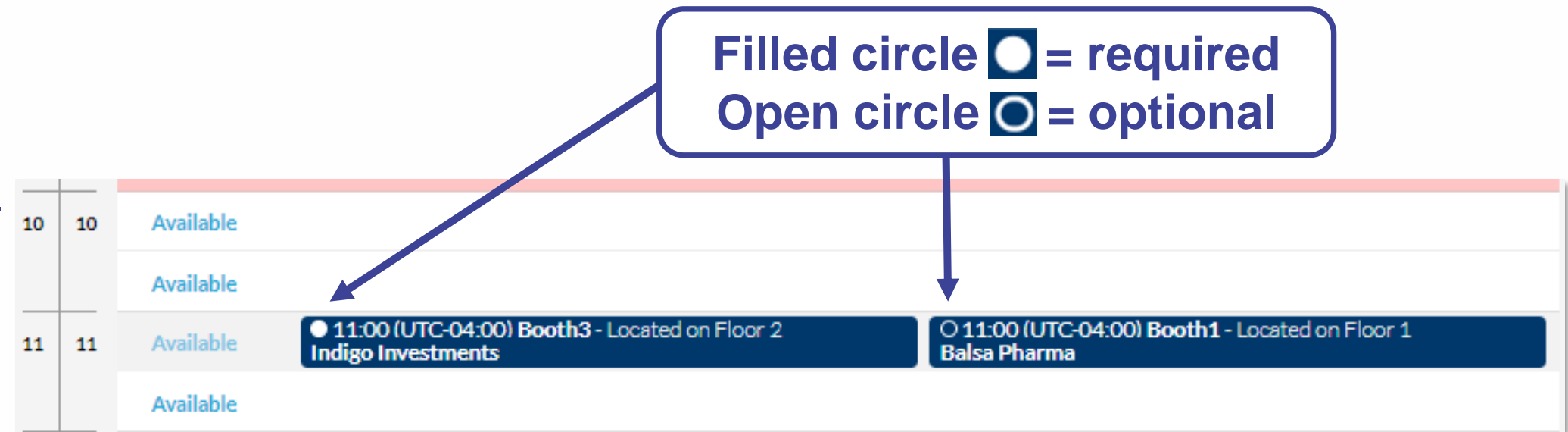
1. Click "Edit" in the participants section on a meeting request
2. Select a colleague (or yourself) and their participation type specific to that meeting - Required or Optional
3. Click "Save"

The screenshot shows the 'TAGS AND TAGGED DELEGATES' interface. At the top, there's a meeting card for 'Balsa Pharma Pharmaceutical Company' with details like 'Wednesday, April 19' and '11:00 to 11:30 (UTC-04:00)'. Below this, there are sections for 'Balsa Pharma Participants' and 'Breakthrough Biotech Participants'. The 'Balsa Pharma Participants' section shows 'Required participants' including Dianna Ross, CEO, with an 'In-person & Virtual' tag. The 'Breakthrough Biotech Participants' section shows 'Required participants' including Nicholas Zuccaro. A 'Pick participants' modal is open, showing a list of delegates with their availability and participation type. The modal includes a search bar 'Filter company delegates here' and a list of delegates: Lorenzo Tucker (No free timeslot), Mackensie Verneti (6 free timeslots), and Nicholas Zuccaro (3 free timeslots). A dropdown menu is open for Nicholas Zuccaro, showing 'Required' and 'Optional' options. Arrows and numbers 1, 2, and 3 indicate the steps: 1. Click 'Edit' in the participants section; 2. Select a colleague and their participation type; 3. Click 'Save'.

NEW: Optional Meeting Participants (Cont.)

Meetings display on your Calendar with a Required/Optional indicator.

It is possible to have more than one meeting on your calendar at the same time if you are marked as optional. **There will be only one required meeting on your calendar at any one timeslot.**



A few more details about this new feature:

- Optional participants receive all of the scheduling notifications for the meeting, including the Outlook email invitations
- Scheduling will reference the mutual availability of the required participants only, cutting down on unschedule-able meetings without mutual availability
- Required v. optional is also noted on your schedule printout and outlook/email calendar invitations

Attend Your Meetings

All in-person meetings will have the physical meeting location on your calendar.

When it is time to attend your virtual meetings, there are three different ways to locate your meeting information:

1. Find your meeting on your Calendar and click on the link (as shown)
2. Find your meeting in the Message Center and click the **Join** button
3. Find the meeting invitation in your personal calendar (Outlook, Google, etc.) and click on the link included

The screenshot shows a calendar interface for Nicholas Zuccaro on Wednesday, March 19, 2020. The calendar is set to EDT (UTC-04:00). The interface includes a header with the user's name, a navigation bar with days of the week (MON 17, TUE 18, WED 19, THU 20), and a main area with a list of meetings. The meetings are: 'Internal Team Meeting' (08:00 - 08:30) and 'Morning Welcome Reception Conference' (09:00 - 09:30). The 'Morning Welcome Reception Conference' meeting has a 'Join' button and a 'Virtual meeting link clickable here' callout. The 'Internal Team Meeting' has a 'Join' button and an 'In-person meeting details here' callout. The calendar also shows 'Available' slots and 'Not Available' slots.

Contact Information



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