



ingredients
network.com

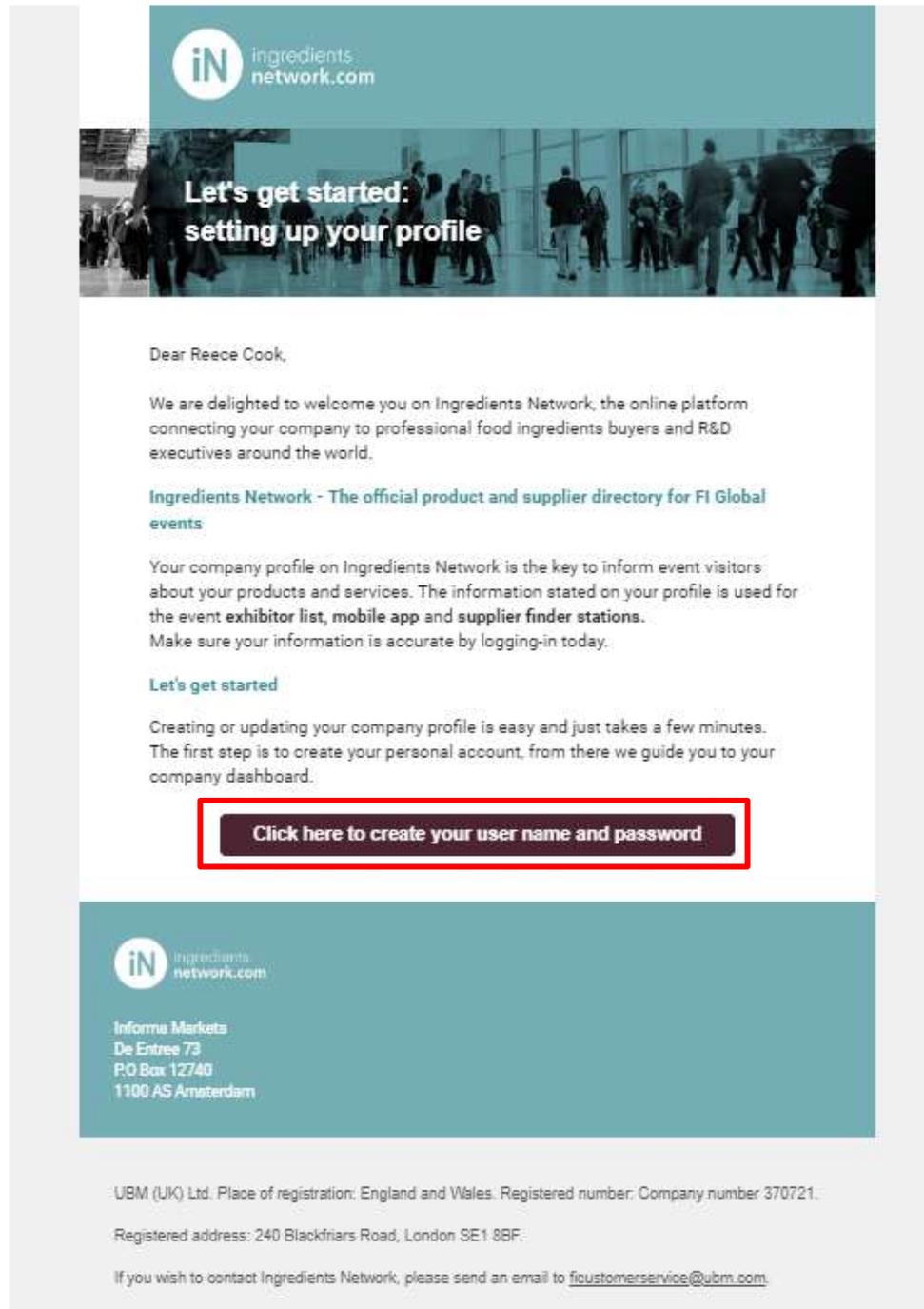
Ingredients Network User Guide 2020

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1. Personal Profile

A welcome/set-up email will be sent to your inbox:
Select 'click here create your own username and password'.



iN ingredients
network.com

**Let's get started:
setting up your profile**

Dear Reece Cook,

We are delighted to welcome you on Ingredients Network, the online platform connecting your company to professional food ingredients buyers and R&D executives around the world.

Ingredients Network - The official product and supplier directory for FI Global events

Your company profile on Ingredients Network is the key to inform event visitors about your products and services. The information stated on your profile is used for the event **exhibitor list**, **mobile app** and **supplier finder stations**.
Make sure your information is accurate by logging-in today.

Let's get started

Creating or updating your company profile is easy and just takes a few minutes. The first step is to create your personal account, from there we guide you to your company dashboard.

Click here to create your user name and password

iN ingredients
network.com

Informa Markets
De Entree 73
P.O. Box 12740
1100 AS Amsterdam

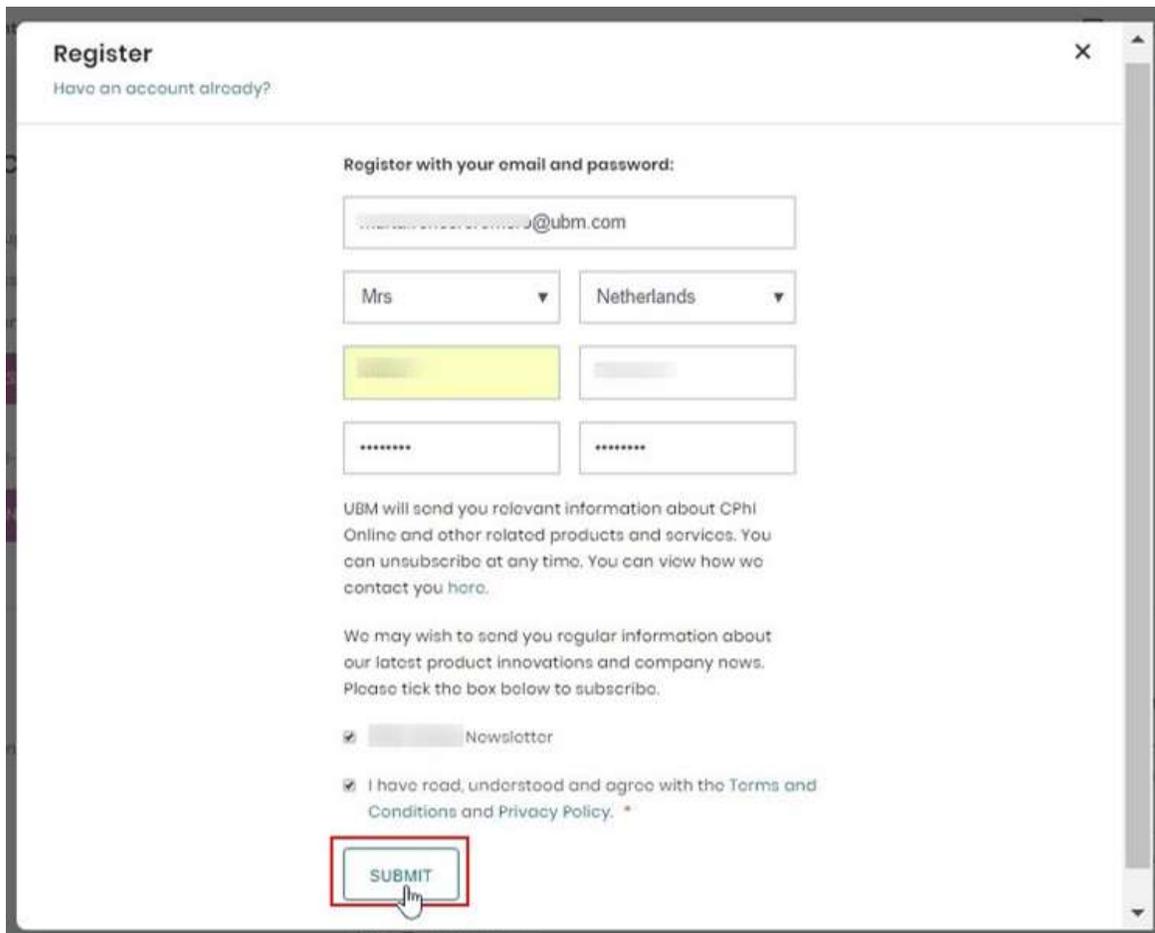
UBM (UK) Ltd. Place of registration: England and Wales. Registered number: Company number 370721.
Registered address: 240 Blackfriars Road, London SE1 8BF.
If you wish to contact Ingredients Network, please send an email to ficustomerservice@ubm.com.

1.1 Complete your registration

The email link will take you to this page. Click on Update my Details.

*If you already have done this process click on, I already have new logins to login to your account

The screenshot shows the Ingredients Network website interface. At the top, there is a navigation bar with the logo 'iN ingredients network.com', a 'Browse all Categories' dropdown, a search bar with 'search in all' and 'All' filter, and links for 'Register your company' and 'Log in'. Below this is a secondary navigation bar with 'Home', 'News', 'Events', and 'Contact', along with a 'Subscribe to our newsletter' link. The main content area is titled 'Welcome to Ingredients Network' and contains the following text: 'Let's start by setting up your personal account.', a button 'I ALREADY HAVE A NEW LOGIN' followed by the text 'if you have used Ingredients Network before and created an account please complete your details below.', 'Our new login process complies with the new EU data protection regulations (GDPR).', and 'Please click the button to update the user name and password for your Ingredients Network account:'. The 'UPDATE MY DETAILS' button is highlighted with a red rectangular box. At the bottom, there are four columns of information: 'About us' (Register your company, FAQ, Contact, Sitemap), 'Contact us' (UBMI B.V., PO BOX 12740, +31 - (0)20 40 99 544, ingredientsnetwork.com, ICP 16019538-3), 'Showcase your company' (Showcase your company and products to over 500,000 online visitors, REGISTER NOW button, View suppliers), and 'Get updates from us first' (Join our movement with newsletters, updates, and offers: Policy link, email input field with 'your email address' placeholder and a submit arrow).



The image shows a registration form titled "Register" with a close button (X) in the top right corner. Below the title is a link: "Have an account already?". The main heading is "Register with your email and password:". The form contains several input fields: an email field with a placeholder ending in "@ubm.com", a dropdown menu for "Mrs", a dropdown menu for "Netherlands", a highlighted yellow field, a greyed-out field, two password fields with asterisks, and a "SUBMIT" button highlighted with a red box and a mouse cursor. Below the form, there is a paragraph of text about UBM's communication policy and a checkbox for "Newsletter" which is checked. At the bottom, there is a checkbox for "I have read, understood and agree with the Terms and Conditions and Privacy Policy. *", which is also checked.

Register

Have an account already?

Register with your email and password:

.....@ubm.com

Mrs ▼ Netherlands ▼

.....

.....

.....

.....

UBM will send you relevant information about CPhi Online and other related products and services. You can unsubscribe at any time. You can view how we contact you [here](#).

We may wish to send you regular information about our latest product innovations and company news. Please tick the box below to subscribe.

..... Newsletter

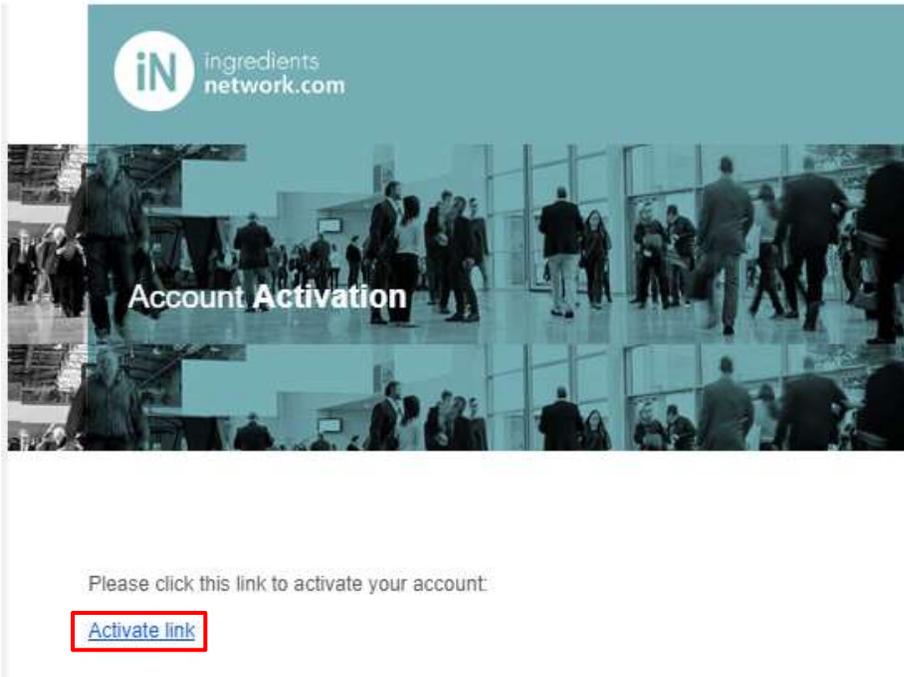
I have read, understood and agree with the Terms and Conditions and Privacy Policy. *

SUBMIT

Fill out your details and create your own username & password. When you have chosen your login details, please click: "Submit". Please remember your password if not refer to page 26 here will explain how to reset your password.

1.2 Activate your account.

You will receive an account activation email.
Click on the activate link to verify your account.



1.3 Logging in to Ingredients Network

1. Select my profile

The screenshot shows the homepage of the Ingredients Network website. At the top, there is a navigation bar with the logo 'in ingredients network.com', a search bar, and a 'My account' dropdown menu. The 'My Profile' option in the dropdown menu is highlighted with a red box. Below the navigation bar, there are sections for 'Editor's choice' (featuring a drink and a mug), 'Upcoming events' (listing dates like 20 AUG 2019 and 11 SEP 2019), 'Featured companies' (showing logos for Avebe, RIMFROST, and BIONAP), and 'Top Selected Products' (showing Verite product packaging).

2. Enter all required details

The screenshot shows a user profile update form with two main sections: 'Personal' and 'Contact'. The 'Personal' section includes fields for Title (dropdown), Name (text), Address (Street, Town/City, County/State, Post/Zip Code), and Country or area (dropdown). The 'Contact' section includes fields for Email (text), Website (text), Company Name (text), Company Industry (dropdown), Company Size (dropdown), Job Title (text), Job Function (dropdown), and Phone (text). Red text indicates that the Name, Address, and Email fields are required. The 'UPDATE' button at the bottom of the form is highlighted with a red box.

3. Select update

2. Company Profile

Once you have finalised your registration you can update your Company Profile.

1. Select “Company Profile as highlighted below”:

The screenshot shows the Informa website interface. At the top, there is a navigation bar with the Informa logo and a search bar. Below the navigation bar, there is a main content area. On the right side, a dropdown menu is open, showing options: 'My Profile', 'Company Profile' (highlighted with a red box), and 'log out'. The main content area is divided into several sections: 'Editor's choice' featuring a news article about Burcon's investment in protein production, 'Upcoming events' listing events like 'H & F Asia-China 2018' and 'F South America 2018', and 'Top Selected Products'.

informa ▾

in ingredients network.com Browse all Categories search by ID: All

My account

Home News Events Contact

Editor's choice

SUPPLIER NEWS

20 MAY 2018 IFIC reports on consumer buying influence

20 MAY 2018 Burcon to invest C\$65 million in protein production

27 MAY 2018 Innova: baby boomers driving sugar reduction

27 MAY 2018 Tate & Lyle reports "solid financial progress"

20 MAY 2018 Burcon to invest C\$65 million in protein production

Upcoming events

19 JUN 2018 H & F Asia-China 2018 NCC, Shanghai, China

20 AUG 2018 F South America 2018 Sao Paulo, Brazil

See all events

Top Selected Products

2. 1 How to Update your Company Profile

1. Select pen icon as highlighted below to start editing your Company Profile.

The screenshot shows the 'Company Profiles' page for 'Ingredients Network Test Company'. The page includes a navigation bar with links for 'Ingredients Network Home', 'My Profile', 'Company Profiles', and 'Leads & Statistics'. A search bar is present with the text 'select company: Ingredients Network Test Company'. The main content area features a 'Company Profile' tab and instructions on how to edit the profile. A red box highlights a pen icon in the bottom left corner of the profile preview area.

Company Profiles

Ingredients Network Test Company

Listing Created: 2 Jul 2019
Last Update: 28 May 2019

By editing / updating your company profile, you agree to our [Terms of Service](#).

Company Profile | Users | Products | News | Downloads | Exhibition Profiles*

Start editing your company's profile. Make sure to publish the most important information about your company on Ingredients Network. It's the first online impression for your visitors before you meet them on an event. Make sure you have accurate contact information for your company and your description is complete.

Email address
Please make sure that the email address you fill in is correct. You will be updated with account messages, including general Requests for Information, Product Information Requests and even Event Meeting Requests.

Categories
The first three categories you select will be displayed at the top of your Company profile. The others will be published on your more detailed company page.

Ingredients Network Test Company



2. Update Company email
3. Update Website
4. Update Description
5. Update Logo (max. 300x300) – 1. Click upload file 2. Select image 3. Click 'Open'.
6. Update Social Media links
7. Select Sales Markets
8. Product/Service Categories
9. Primary Business Activity
10. Business Segment Focus

Ingredients Network Test Company

To update the address details below please contact us using the "chat with us" option at the bottom of this page, or email to FCustomerService@ubm.com

Company name: Ingredients Network Test Company
 Address: De Entree 73, 1101BH Amsterdam
 Address line 2:
 Address line 3:
 Town: Amsterdam
 State:
 Postal code: 1101BH
 Country or Area: NETHERLANDS
 Telephone number: +31204090544

2

*Email

ingnet@ubm.com

3

*Website

ingnet@ubm.com

4

*Description

We are dedicated to helping suppliers and buyers in the food ingredients industry find each other. Our supplier database includes over 2,000 verified food ingredients suppliers and service providers. This allows us to make product/service search more effective for buyers while generating high-quality leads for suppliers. • • Ingredients Network is part of the Food Ingredients global event network, connecting over 100,000 food ingredients industry professionals worldwide. Benefits for buyers:Send inquiries directly to the right contact persons in these organizationsSave time in sourcing by publishing Buying RequestsMembership is completely free Benefits for suppliers:Showcase your company and offerings to potential buyers in the food industryReceive product inquiries and respond to Buying RequestsImprove company online presence through Search Engine OptimisationOur dedicated support team is ready to help you upload company profile and product/service informationIf you exhibit at Ingredients Network, your exhibitor contract is likely to already

*Logo (max. 300x300)

 Banner 728x90 wux.jpg - click image to enlarge

5

Facebook Page

6

Twitter handle (@)

LinkedIn Company Profile

YouTube Channel

Blog

Pinterest

7

Sales markets

 Asia Australia Eastern Europe

8

Primary Business Activity

 Equipment Supplier Food & Beverage Manufacturer

9

Business Segment Focus

 Anti-Allergens Beauty Brain and Joint Health

10

*Product/Service Categories (max 50)

 Colours Enzymes Humectants Stabilisers and Thickeners, Binders, Texturisers

* = Mandatory field

Once all information has been entered click on “save”:



TOP TIP: A more complete profile means its easier for buyers to find you. Please complete as much of the information as you can. After saving your Company Profile information, you will be able to select Publish as shown below:

Company Profiles

Ingredients Network Test Company

Listing Created: 2 Jul 2016

Last Update: 7 Jun 2019

By editing / updating your company profile, you agree to our [Terms of Service](#).



Please note If you wish to change your company name, address, town, state, postal code, country and phone number, please contact the Customer Service team as these terms and conditions are linked to your contract signed with Informa. You can use the "chat with us" option at the bottom of this page, or email to FiCustomerService@ubm.com

2.2 Check users

To check users, click the tab as highlighted below

Tip: To update any of these users please contact us using the "chat with us" option at the bottom of this page, or email to FiCustomerService@ubm.com



The screenshot shows the 'Company Profiles' page for 'Ingredients Network Test Company'. The navigation menu at the top includes 'Ingredients Network Home', 'My Profile', 'Company Profiles', 'Leads & Statistics', and 'My account'. Below the navigation, there is a search bar for the company name. The main content area displays the company name, listing creation date (2 Jul 2018), and last update date (23 May 2019). A red box highlights the 'Users' tab in the navigation menu. Below the navigation, there is a section for company contacts with a disclaimer: 'These are your company's contacts. This information will not be made public. To update any of these contacts please contact us using the "chat with us" option at the bottom of this page, or email to FiCustomerService@ubm.com'.

Please note: your user information will not be made public.

2.3 How to add Products

1. Click on Products tab
2. Click on add times highlighted below

The screenshot displays the 'Company Profiles' page for 'Ingredients Network Test Company'. The navigation menu includes 'Company Profile', 'Users', 'Products', 'News', 'Downloads', and 'Exhibition Profiles'. The 'Products' tab is highlighted with a red box. Below the navigation, there is an 'ADD ITEM' button also highlighted with a red box. To the right, two product cards are shown: 'Test 1' with a chocolate cake and 'Test 2' with a donut. Each card has a trash icon at the bottom.

3. Fill in product name
4. Complete product description
5. Upload image (**max. 300x300**) – 1. Click upload file 2. Select image 3. Click 'Open'.
6. Sales Markets
7. Supplied Form
8. Certifications
9. End-Use categories
10. Products/Service Categories
11. Select Save

Edit Products

✕

***Product name**

3

***Product description**

4

Image

5

UPLOAD A FILE

Sales markets

6

Click here

Supplied from

7

Click here

Certifications

8

Click here

End-Use Categories

9

Click here

***Product/Service Categories**

10

Click here

* = Mandatory field

By submitting a product or products to the directory you agree that you have read, understood & agree to UBM's [Product IP Policy](#).

11

SAVE

CANCEL

After select 'Save' don't forget to publish please see image below:

Select company: Ingredients Network Test Company ▾ Go

Company Profiles

Ingredients Network Test Company
 Listing Created: 2 Jul 2016
 Last Update: 20 May 2019

By editing / updating your company profile, you agree to our Terms of Service.

— Publish your changes to the live site

Company Profile Users **Products** News Downloads Exhibition Profiles*

To update your Product, list select the icon in the image below which is highlighted in red:

Ingredients Network Home My Profile Company Profile Leads & Statistics My account

Select company: Ingredients Network Test Company ▾ Go

Company Profiles

Ingredients Network Test Company
 Listing Created: 2 Jul 2016
 Last Update: 20 May 2019

By editing / updating your company profile, you agree to our Terms of Service.

Company Profile Users **Products** News Downloads Exhibition Profiles*

Add products to your company profile and start to get found on your expertise in your industry. Items per page: 50 ▾

Drag and drop items to change the order the products are displayed in: The first 3 products you select will be displayed at the top of your Directory Profile. The others will be published on your more detailed company page.
 If you have a Basic Profile only the top 3 products will show up in search connected to your company.

Products determine in which categories your company is listed in the directory and what categories you can be listed in for your event.

Tip: highlight your products, publish images of them on your company profile and stand out.

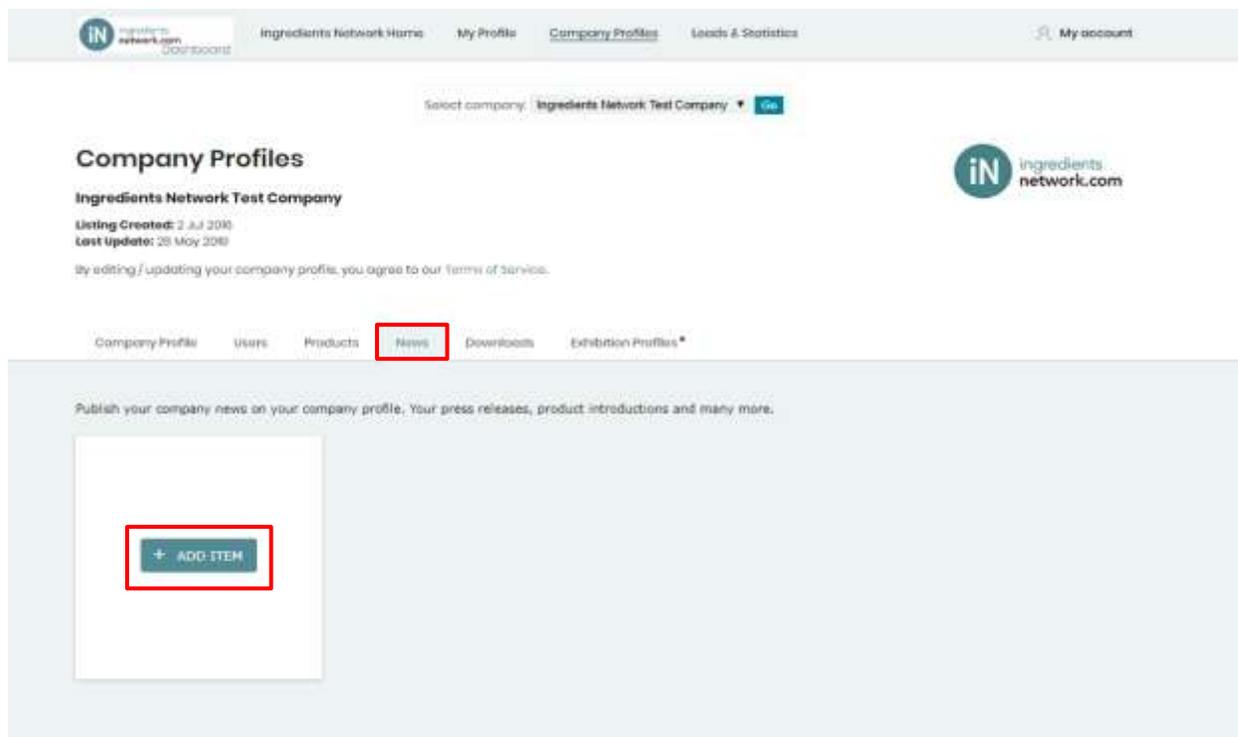
+ ADD ITEM	<p>Test 1</p> <p>[Edit icon]</p>	<p>Test 2</p> <p>[Edit icon]</p>
------------	---	---

To change the order of your Products by select each product and changing the order.

TOP Tip: The more complete your product information the easier it is for buyers to find you.

2.4 How to add News

1. Select add item as highlighted below



The screenshot displays the user interface for the 'Ingredients Network Test Company' profile. At the top, there is a navigation bar with the company logo and links for 'Ingredients Network Home', 'My Profile', 'Company Profiles', 'Leads & Statistics', and 'My account'. Below this, a search bar shows the selected company name. The main content area is titled 'Company Profiles' and includes the company name, listing creation and update dates, and a disclaimer. A horizontal menu contains tabs for 'Company Profile', 'Users', 'Products', 'News', 'Downloads', and 'Exhibition Profiles *'. The 'News' tab is highlighted with a red box. Below the menu, a text prompt encourages publishing company news. A large white box contains a red-bordered button with a plus sign and the text 'ADD ITEM'.

2. Add title
3. Add news summary
4. Upload news article image - 1. Click upload file 2. Select image 3. Click 'Open'.
5. Add image caption
6. Add news URL
7. Add Categories
8. Save news

Edit News Items

2

*Title

3

*Summary ⓘ

Content before image

4

Image

UPLOAD A FILE

5

Image caption

Content after image

6

URL

7

Categories

[Click here](#)

* = Mandatory field

8

SAVE

Once you have clicked 'Save' don't forget to publish

Ingredients Network Home My Profile Company Profiles Loads & Statistics My account

Select company: Ingredients Network Test Company Go

Company Profiles

Ingredients Network Test Company

Listing Created: 2 Jul 2016
Last Update: 28 May 2019

By editing / updating your company profile, you agree to our [Terms of Service](#).

↑ [Publish your changes to the live site](#)

Company Profile Users Products **News** Downloads Exhibition Profiles*

2.5 How to add Downloads

Within downloads you can add downloads to your profile (PDF). For example: product presentations, corporate brochure, etc. Drag and drop the items to change their order. For instructions on how to re-arrange the products, please refer to Products (page 15)

1. Click the edit icon highlighted below

Company Profile Users **Downloads**

Add downloads to your profile (PDF). For example: product presentations, corporate brochure, etc. Drag and drop the items to change their order.

Solutions for natural and clean label sugar reduction	Tracking the global trend for plant-based protein
✎ 🗑️	✎ 🗑️

2. Select type of Brochure
3. Enter a Brochure title
4. Enter Brochure description
5. Upload the Brochure file (pdf format)
6. Upload a Brochure thumbnail
7. Click 'Save'

Ing Net Brochure ×

2 Type
Brochure

*Title
Ing Net Brochure

Description
Brochure

Master file (for Images: 405 x 377)
Ing Net Business Cards New 2015.pdf
5 **UPLOAD A FILE**

Video link ([https://www.youtube.com/...](https://www.youtube.com/))

Thumbnail ⓘ
 r0th_S.jpg - click image to enlarge
6 **UPLOAD A FILE**

* = Mandatory field

7 **SAVE**

CANCEL

Once you have clicked save, don't forget to publish as shown below:

Company Profiles

Ingredients Network News

Your listing has lapsed. Please contact us.

[↶ — Publish your changes to the live site](#)

To be able to see how your company profile looks after all the modifications, please click on “view company profile” (as the image below).

The screenshot shows the Ingredients Network dashboard. At the top, there is a navigation bar with links for 'Ingredients Network Home', 'My Profile', 'Company Profiles', and 'Leads & Statistics'. Below this, a dropdown menu shows 'Select company: Ingredients Network Test Company'. The main content area is titled 'Company Profiles' and includes the company name 'Ingredients Network Test Company', listing creation and update dates, and a disclaimer. A prominent yellow button labeled 'View company profile' is highlighted with a red box. Below the button are tabs for 'Company Profile', 'Users', 'Products', 'News', 'Downloads', and 'Exhibition Profiles'. At the bottom, there is a section for publishing company news.

*In case you need to edit any detail after posting it, please click on the “Pencil symbol”. To delete the News, please click on the “Bin symbol” **Please note** all News creations/updates this will require approval directly from our Digital team before being posted on the public page.*



3. Exhibition Profile with Catalogue entry

Your exhibition profile is a profile for the event that you are exhibiting at. Changes here will be reflected on the Exhibitor Profile on Ingredients Network, the exhibitor list on the website, mobile app.

*Please note this is only valid for certain events. In case you have further questions, please contact us using the "chat with us" option at the bottom of this page, or email to FiCustomerService@ubm.com.

1. Click on the "edit icon" to customise your profile for an event you are exhibiting at:

The screenshot shows the Ingredients Network website interface. At the top, there is a navigation bar with links for 'Ingredients Network Home', 'My Profile', 'Company Profiles', and 'Leads & Statistics'. A search bar contains 'My account'. Below the navigation, a dropdown menu shows 'Select company: Ingredients Network Test Company' with a 'Go' button. The main heading is 'Company Profiles' for 'Ingredients Network Test Company'. It includes metadata: 'Listing Created: 2 Jul 2018' and 'Last Update: 28 May 2018'. A note states: 'By editing / updating your company profile, you agree to our terms of service.' A yellow button says 'View company profile'. A horizontal menu contains 'Company Profiles', 'Users', 'Products', 'News', 'Downloads', and 'Exhibition Profiles*'. The 'Exhibition Profiles*' link is highlighted with a red box. Below this menu, a text block reads: 'Customize your profile for an event you are exhibiting at. Changes here will only be reflected on the Exhibitor Profile on Ingredients Network; the exhibitor list on the website, mobile app and supplier finder for that event.' A preview window shows a 'FIE18' event profile with an 'edit' icon highlighted by a red box.

Customize your profile for an event you are exhibiting at. Changes here will only be reflected on the Exhibitor Profile on Ingredients Network, the exhibitor list on the website, mobile app and supplier finder for that event*.

*Please note this is only valid for certain events. In case you have further questions, please contact us using the "chat with us" option at the bottom of this page, or email to FiCustomerService@ubm.com.

2. Add Exhibiting name
3. Add Description
4. Upload Logo
5. Enter a Catalogue entry (pdf format)
6. Products: Choose up to 50 products from your product list already loaded on Ingredients Network
7. Categories: Choose categories from your categories already loaded on Ingredients Network
8. Select Save

2 *Exhibiting name
AAK Kamani Pvt. Ltd.

3 *Description on website (max 1,000 chars)
Kamani Oil Industries Pvt Ltd is one of the leading manufacturing organization in the field of specialty oils and fat products in India. We are ISO 22000:2010 certified. The company is dedicated to providing highest quality oils and fats to the customers and has a wide range of products for specialized applications to the Food, Pharma, Cosmetic and Nutraceutical industry. The company has a state of art production facility which has been constantly upgraded to ensure production flexibility. Our product range includes whole range of specialty vegetable oils, Hydrogenated vegetable fats, Margarines, Dairy Fat Replacers, Confectionery fats and Exotic butters.

Logo (max. 300x300)
aakkamani.jpg - click image to enlarge

4 **UPLOAD A FILE**

*Description in print catalog (max 500 chars)

5

Hi-res logo file for printed catalog
UPLOAD A FILE

6 Products (max 50)
Cakelite x Chokita cocoa butter x Coconut Oil x Coconut Oil x Cocosilver coconut oil x Cocosilver coconut oil x Corn Oil x Flaxseed Oil x
Foodlite culinary oil x Frywell vegetable oil x Groundnut Oil x Groundnut Oil x High Oleic Sunflower Oil x K-Cookiez x K-Lite x
K2000 cocoa butter x Karuna vanaspati oil x Klassic refined groundnut oil x Kmeetha x Koatina cocoa butter x Komal sunflower oil x Komplete x
Konfex x Koolex vanaspati oil x Kpuff x Krisp palm kernel oil x Palm Kernel Oil x Palm Oil x Palmolein Oil x Pufflite x Rice Bran Oil x
Sesame Oil x Soyabean Oil x Sunflower Oil x Superolein x Sweetjoy x Tasteepuff x

7 Categories (max 4)
Stabilisers and Thickeners, Binders, Texturisers x

* = Mandatory field

8 **SAVE**

Click on “Save” once you have entered the details on your Exhibitor Profile after saving don’t forget to publish.

The screenshot shows the 'Company Profiles' page for 'Ingredients Network Test Company'. The page includes a navigation bar with links for 'Ingredients Network Home', 'My Profile', 'Company Profiles', and 'Leads & Statistics'. A search bar contains 'Ingredients Network Test Company' and a 'Go' button. The main content area displays the company name, listing creation date (2 Jul 2016), and last update date (29 May 2016). A red box highlights a button labeled 'Publish your changes to the live site'. Below this, there are tabs for 'Company Profile', 'Users', 'Products', 'News', 'Downloads', and 'Exhibition Profiles'. The 'Exhibition Profiles' tab is active, showing a section for customizing the profile for an event, with a note that changes are only reflected on the exhibitor profile for that event. A preview window shows a sample exhibitor profile with logos and a 'FIELD' label.

It is important to know that a catalogue entry within your exhibitor will not be available for all events this is just specific events.

4. Leads and Statistics

Within Leads and Statistics, you can review the number of views your Product has received. There are two overviews to navigate between – Overview & Breakdown.

4.1 Overview

Overview will provide you with a brief description of views such as: the amount of times your company, product, news item has appeared in a search result.

The screenshot shows the 'Leads & Statistics' dashboard for 'Ingredients Network Test Company' from June 2018 to May 2019. The page includes a navigation menu with 'Leads & Statistics' selected, a company selection dropdown, and a 'My account' menu. The main content area displays a table of statistics under the 'Overview' tab.

TYPE	RESULTS
Search Impressions, all pages	1087
Page Views, all pages	73
Unique Visitors, all pages	37
Click throughs	1
Contact Views	3
Search Impressions - Company	888
Page Views - Company	55
Search Impressions - Products	126

4.2 Breakdown

Breakdown will provide you with a full overview of hits such: as the amount of views your company, product, news item has been clicked on from a search result or visited directly. Within the breakdown you will also receive RFI's (request for information) please see below for how this is presented:

The screenshot shows a dashboard with two tabs: 'Overview' and 'Breakdown'. The 'Breakdown' tab is active. Below the tabs are three sections:

- All Product Impressions / Page Views**: A table with columns 'PRODUCT', 'SEARCH IMPRESSIONS', and 'PAGE VIEWS'.

PRODUCT	SEARCH IMPRESSIONS	PAGE VIEWS
Test 2	80	2
Test 1	100	20
- All Asset Impressions / Page Views**: A table with columns 'RESOURCE' and 'DOWNLOADS/VIEWS'.

RESOURCE	DOWNLOADS/VIEWS
Catalog: Ing Net Brochure	1
- RFIs**: A table with columns 'DATE' and 'REQUEST'.

DATE	REQUEST
10 Jan 2019	I would like some general information about your company Ingredients Network Test Company Details: Product information General company information

Tip your traffic statistics do not include robot traffic, so represents only real human visitors.

4.3 Upgrade to Premium

In case you wish to update your Complete Profile to Premium, you can find the option and all the information of it clicking on “**Upgrade to Premium**” inside your company area:

Please note this will not automatically upgrade your profile - you are required to enter your email address and our Digital Sales team will contact to discuss further.

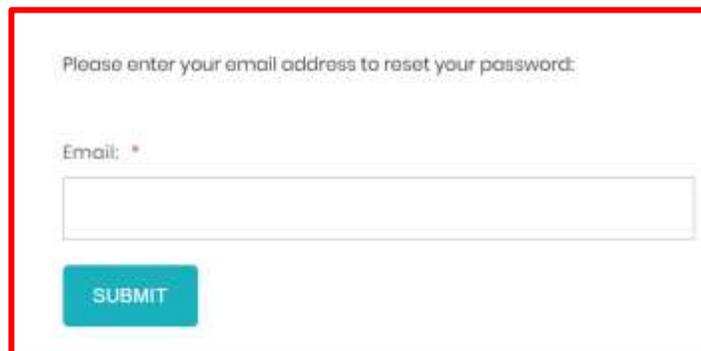


The screenshot shows the 'Company Profiles' section of the Ingredients Network website. The page title is 'Company Profiles' and the company name is 'Ingredients Network Test Company'. There are fields for 'Listing Created:' and 'Last Update:'. A red box highlights the 'UPGRADE TO PREMIUM' button in the top right corner of the company profile area.

5. Forgot Password?

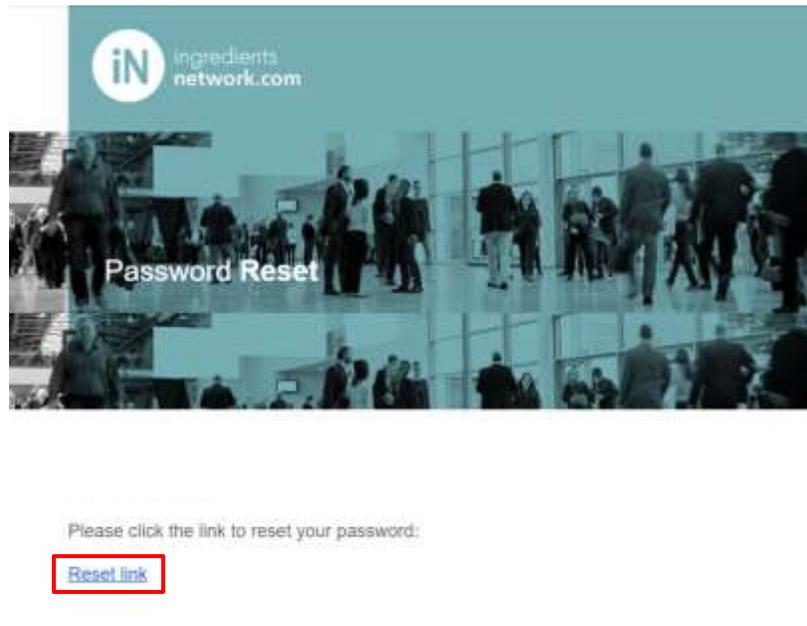
1. Go to login and select Forgot Password on the bottom right.
2. Please re-enter your e-mail address you originally used for your account creation.

Forgot Password



The screenshot shows the 'Forgot Password' form. The text reads: 'Please enter your email address to reset your password:'. Below this is an 'Email:' label with a red asterisk, followed by an empty text input field. A teal 'SUBMIT' button is located below the input field. A red box highlights the entire form area.

3. After entering your e-mail address you will receive a reset password e-mail (please see below)



4. Enter a new password and click submit

Reset Password

Please enter a new password.
Password must contain at least 7 characters and 3 of the following: An uppercase letter, a lowercase letter, a number, a special symbol.

New Password

Retype Password

Submit

5. You are reset.

FAQ's

Q: I am a verified user but I cannot login to my profile?

A: Please try resetting your password by selecting the 'forgotten password' link if you do not receive an e-mail please contact our Customer Service team via: FiCustomerService@ubm.com – we will be more than happy to assist you.

Q: Where can I check to see if visitors have checked my profile?

A: You can visit the leads and statistics page to view this data.

Q: What kind of Digital package do I have? What is included? Do I need to exhibit to have a profile?

A: Your Digital package is based on whether you will be exhibiting at an event, if you are exhibiting then your data will be used in our Supply Finder onsite and also the mobile app for each connecting event. However, if you are not exhibiting at an event your data will be presented on Ingredients Network and Fi Global. Therefore, it is important to update your Products and Company Profile description wherever and whenever possible.

Q: What is the DPD fee?

A: DPD stands for (Digital Product Directory) this is a service fee for your company being hosted on our directories and other Digital tools like Ingredients Network, the mobile app, Supplier Finder* and the online Exhibitor List*. Supply Finder allows attendees to easily search during the event for specific and new products and companies.

where applicable

Q: If I experience issues uploading company products is there a limit of products I can upload? Who do I contact when I need to update products in bulk?

A: When you experience issues updating/uploading products in bulk please contact our Customer Service team via the following mail address: FiCustomerService@ubm.com – we will be more than happy to assist you.

Q: We have multiple profiles how can I delete or merge these profiles?

A: In order to merge or remove profiles please seek contact with our Customer Service team we will assess the account data and carry out a transfer of your products

Q: What is the difference between a Company Profile and an Exhibition profile?

A: The difference between the two profiles is your Company profile will be used to present the products your company is hosting on Ingredients Network and your Exhibition profile is setup for an event you are exhibiting at here you are able to add a description of what you will be hosting/exhibiting at the specific event.

Welcome to Ingredients Network & Enjoy the Experience