



# KIOSK MODE

# WHAT IS KIOSK MODE?

Kiosk Mode allows your registered attendees to print out their badges onsite. You can also use it for self-registration of attendees onsite. The setup consists in the 4 steps below. Prior to setting up the “**Kiosk Builder**”, it is recommended to achieve “**Settings**”, “**Registration Pipeline**” and “**Confirmation Page**” first:

The image displays a screenshot of the k-tech Management System interface. The top navigation bar includes the k-tech logo, 'Management System', and various icons for Events, Apps, Accounts, and Tags. The main content area is titled 'Kiosk mode' and features a toggle switch set to 'on'. Below the toggle, there is a section for 'Select one of the page elements' with a dropdown menu. The dropdown menu is open, showing options: 'OnSite', 'On-site Form', 'Kiosk' (highlighted), 'Self Registration', 'Check-in', and 'Check-in Analytics'. The main content area also displays a registration page with the k-tech logo, 'TECHNOLOGY EXHIBITION', dates '5 AUG - 18 JUL 2022', and a button that says 'I'VE ALREADY REGISTERED'. The page is styled with a dark blue background and white text.

# SETTINGS

This tab contains the list of possible Check-in methods that you may activate according to your needs:

- Facial recognition
- Barcode/QR code
- By name or email
- By registration code

Finally, you may also enable the possibility for visitors to **print out their badges without confirmation** from your side:

Kiosk builder      Registration Pipeline      Settings      Confirmation Page

Check-in methods:

Facial recognition:

By name or email:  on

Revert to the first screen after:  Seconds

Barcode/QR code:  on

By registration code:

Print badge without confirmation:  on

SAVE

# REGISTRATION PIPELINE

If you are using the Kiosk Mode to register people onsite, the registration pipeline has a large collection of predefined fields to offer to build up your form. All fields can be renamed in the editor. Please note that First name, Last name, and email fields should always be used since they will appear on the badge.

You can add any question from your registration, by drag and drop (eg. activities and areas of interest).

You can also add additional steps if needed by clicking on the “+” icon.

The screenshot displays the 'Registration Pipeline' editor interface. At the top, there are four tabs: 'Kiosk builder', 'Registration Pipeline' (which is active), 'Settings', and 'Confirmation Page'. Below the tabs, there are two main sections. The left section contains a navigation bar with 'Contact Details' and 'Accompanying persons' (the latter has a '+' icon). Below this is a 'Category Name' dropdown menu currently set to 'Contact Details'. The main area is divided into two columns. The left column, titled 'Form Layouts', lists several options: 'Grid (1 col)', 'Grid (2 col)', 'Grid (3 col)', and 'Information Frame'. The right column, titled 'Predefined fields', lists several options: 'f Register with:', 'Photo', 'Mr. / Mrs.', and 'Country'. The right column also features a preview window titled 'Grid (1 col)' which shows a form layout with three input fields labeled 'Email', 'First Name', and 'Last Name'. A 'Help' button is located in the bottom right corner of the interface.

# CONFIRMATION PAGE

On this tab you can set your custom Thank you message to display at the end of the registration pipeline. Variables like first name and last name are available if you would like to personalize your message.

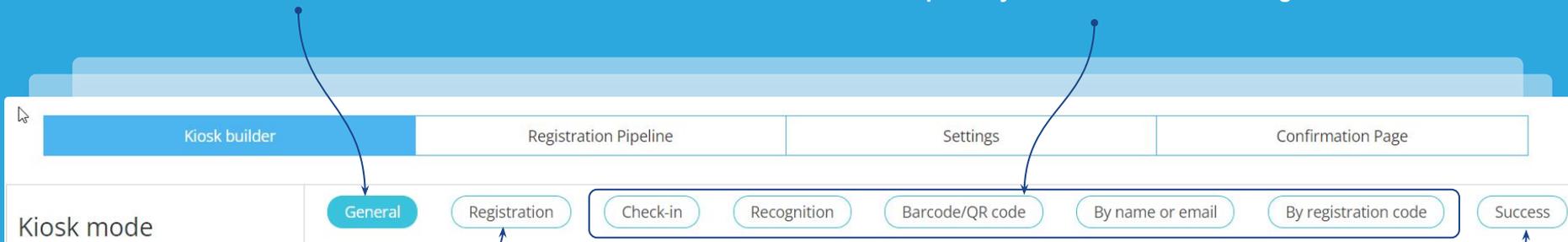
The screenshot displays the EXPOPLATFORM interface with four tabs: "Kiosk builder", "Registration Pipeline", "Settings", and "Confirmation Page". The "Confirmation Page" tab is active. Below the tabs, there is a "Page Name" field containing "Visitor Registration". A "Variables" section lists: {BARCODE} {QR\_CODE} {FIRST\_NAME} {LAST\_NAME} {COMPANY\_NAME} {JOB\_TITLE} {COUNTRY}. Below this is a rich text editor with a toolbar containing icons for source, undo, redo, bold, italic, underline, strikethrough, text color, background color, bulleted list, numbered list, link, unlink, indent, outdent, quote, unquote, table, table border, link, unlink, and help. The editor content shows a personalized message: "Dear {FIRST\_NAME} {LAST\_NAME},  
Thank you for registering to our event !".

# KIOSK BUILDER

The Kiosk Builder allows you to build the look and feel of your Kiosk, step by step:

1. "General" holds the Welcome screen that will be displayed + call to action.

3. The 5 next tabs are the Check-in screens, depending on what options you have chosen in Settings



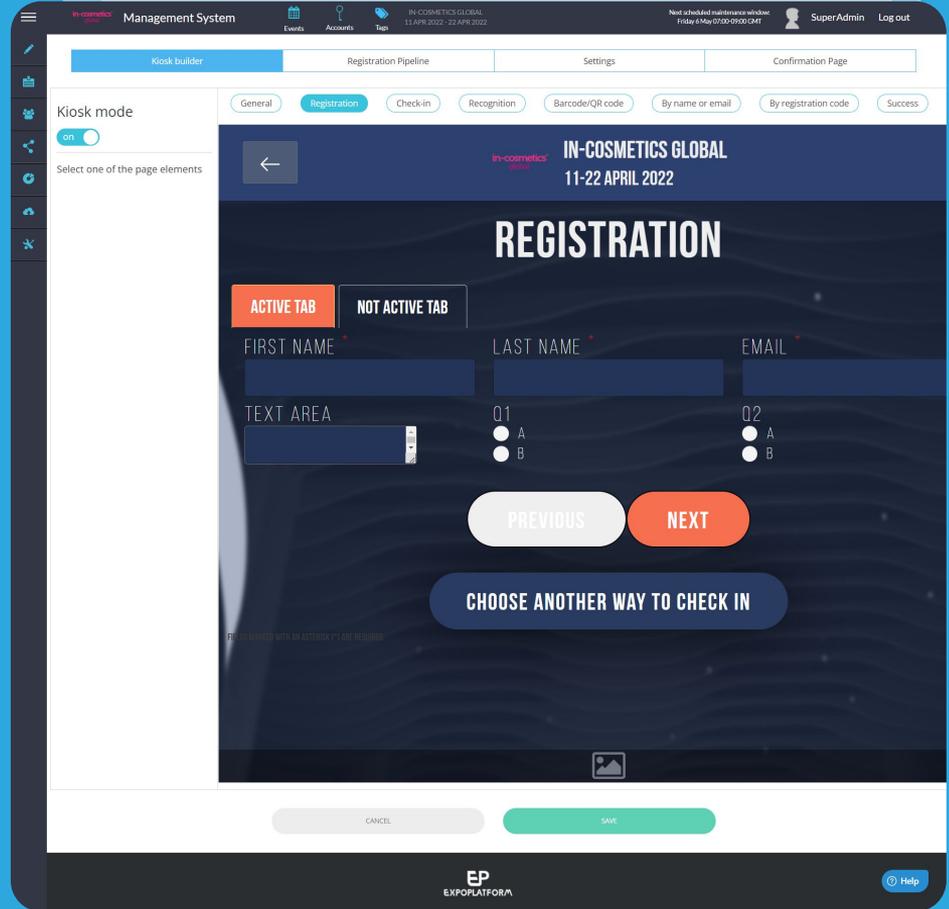
2. "Registration" contains your "Registration Pipeline". You can upload your background image and visual assets.

4. The last tab is your Success page which will be displayed last.

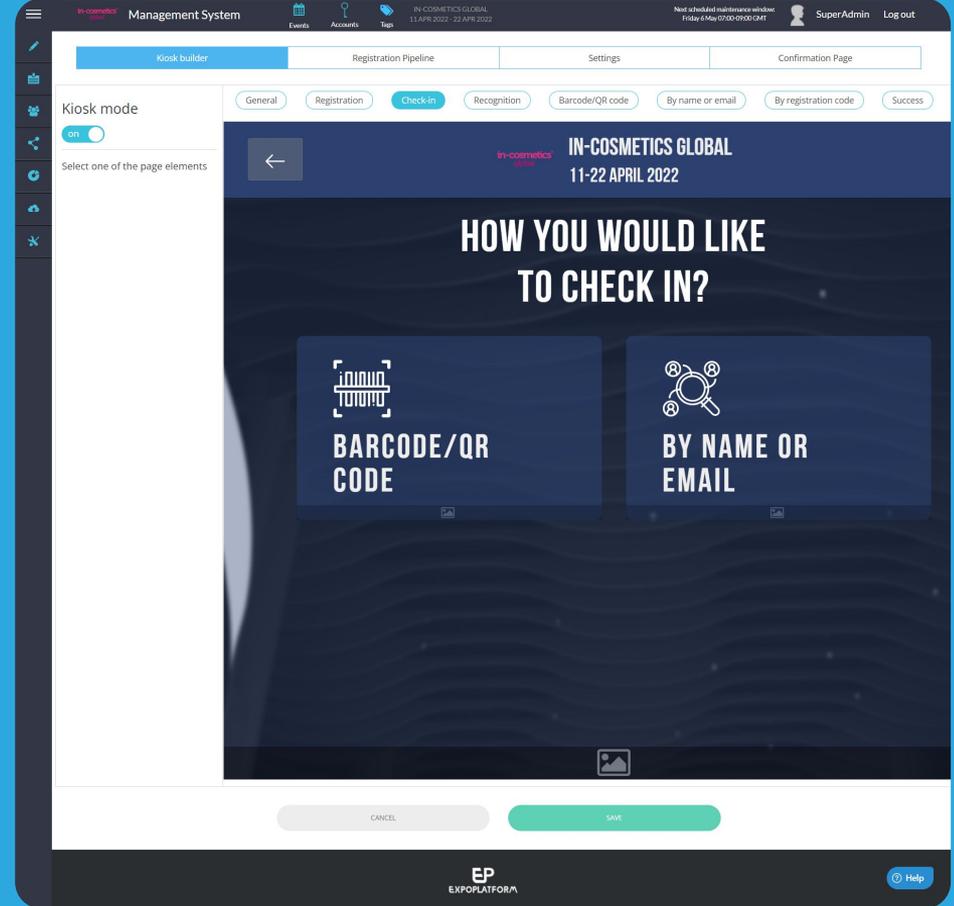
# KIOSK PAGE EXAMPLE: “GENERAL”

The screenshot displays the 'in-cosmetics Management System' interface in 'Kiosk mode'. The top navigation bar includes 'Events', 'Accounts', and 'Tags' menus, along with system information: 'IN-COSMETICS GLOBAL', '11 APR 2022 - 22 APR 2022', and user details for 'SuperAdmin' with a 'Log out' option. The main interface is divided into four sections: 'Kiosk builder', 'Registration Pipeline', 'Settings', and 'Confirmation Page'. The 'Kiosk mode' toggle is set to 'on'. Below this, a list of page elements is shown, with 'General' selected. The preview area displays a kiosk page with a night cityscape background, the 'in-cosmetics global' logo, and a pink button that reads 'PLEASE SCAN YOUR BARCODE BELOW'. At the bottom of the preview, there are 'CANCEL' and 'SAVE' buttons. The footer of the interface includes the 'EP EXPOPLATFORM' logo and a 'Help' button.

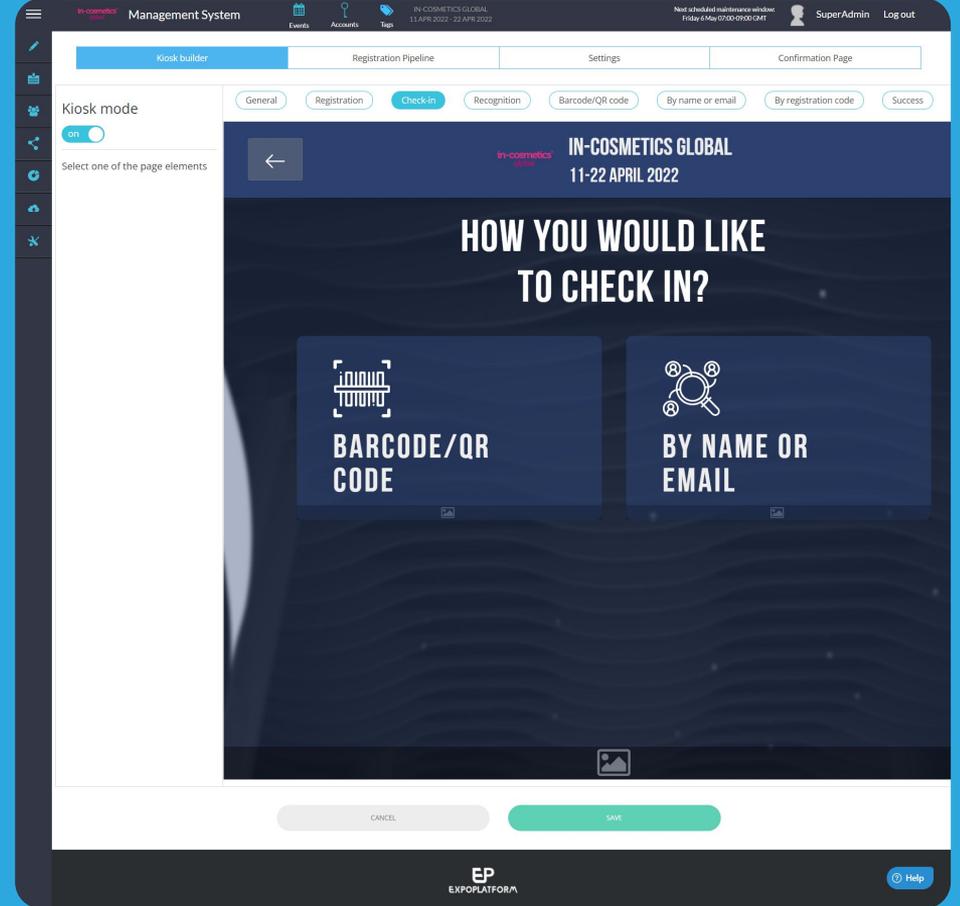
# KIOSK PAGE EXAMPLE: “REGISTRATION”



# KIOSK PAGE EXAMPLE: “CHECK-IN”



# KIOSK PAGE EXAMPLE: “RECOGNITION”



# TESTING YOUR KIOSK

You can generate the url of your Kiosk by taking the url of your event and adding **/onsite/index** at the end.

**Example :**

<https://beaute-clone-1636708420-newdemo.expoplatform.com/onsite/index>



**Thank you!**