



Exhibitor Lead Retrieval

Questions?

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SLAS Europe 2026 Lead Retrieval App!

SLAS Europe 2026 Lead Retrieval Update

- **Separate Lead Retrieval App:**

For SLAS Europe 2026, Lead Retrieval is managed through the **Eventscribe app**, which is separate from the conference app.

Lead Retrieval CANNOT be accessed through the attendee app!

- **Who Needs It?**

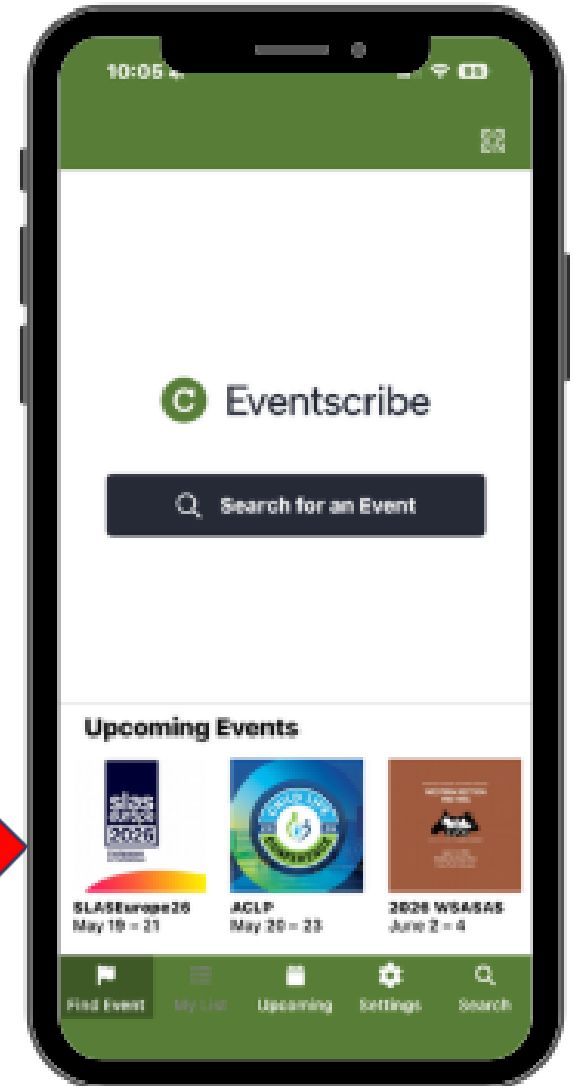
Only sales representatives assigned Lead Retrieval licenses need to download and use the Eventscribe app to scan leads onsite.

DOWNLOAD the Lead Retrieval app

Booth Staff....**Do this before arriving in Vienna!**

SLAS Europe 2026 Lead Retrieval App

- App Store: Search for “**Eventscribe**”
- The SLASEurope26 Lead Retrieval App will be available via the search or under Upcoming Events
- Login credentials - Your Registrant ID
 - Email with login credentials will be sent to sales reps with assigned licenses
 - There will be a Forgot Password option



The app is available now!

DO NOT DELETE, SIGN OUT, UNINSTALL, OR CLEAR THE APP'S CACHE ONCE THE APP HAS BEEN ACTIVATED OR THE ACTIVATION AND LEADS WILL BE LOST.

Technical Requirements

Download and Log in to the eventScibe app and access the SLAS Europe 2026 Lead Retrieval App, then connect to Wi-Fi or Cellular Data

Ensure that you are connected to Wi-Fi network or Cellular Data

If you are experiencing issues on site, please visit Lead Retrieval support at the Lead Retrieval Desk located at Registration.

**DO NOT DELETE, SIGN OUT, UNINSTALL, OR CLEAR THE CACHE `OF THE APP
ONCE THE APP HAS BEEN ACTIVATED, OR THE ACTIVATION AND LEADS
WILL BE LOST.**

Using lead retrieval onsite

If you've been assigned a Lead Retrieval license through the Exhibitor Service Center

YOU WILL SEE

a **BLUE** bar at the bottom of your screen.

“Scanner” button opens the QR code reader

“Leads” button shows scans for **all** company sales reps

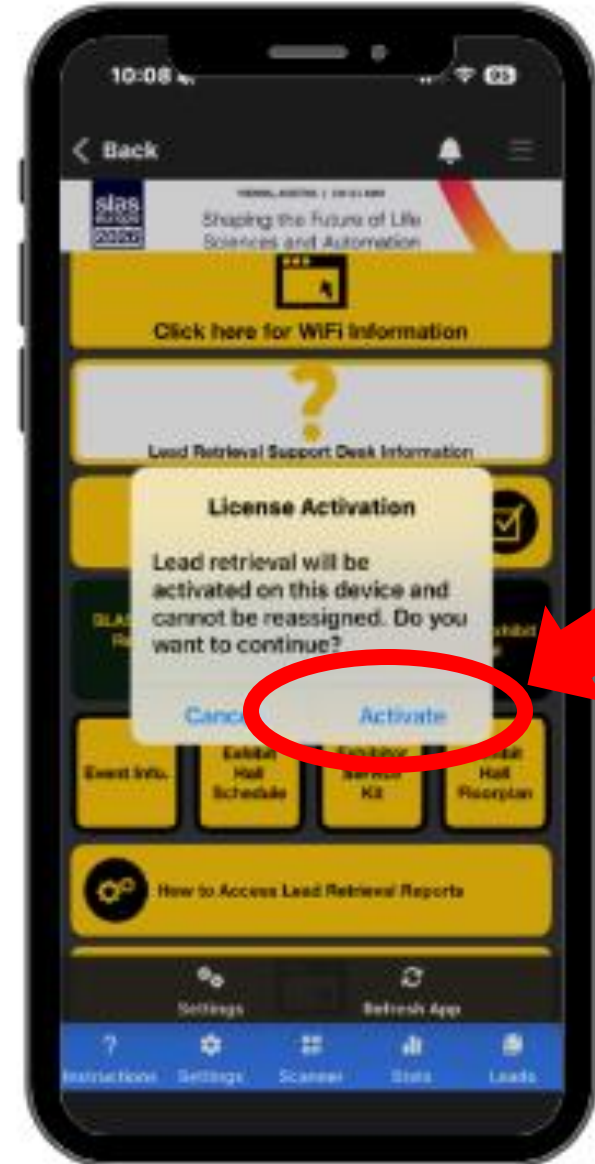


Using lead retrieval onsite

When you FIRST select the “Scanner” button,
You will see this License Activation popup.

Click “Activate” and then the license will
be assigned to YOUR device.

*Booth staff will ONLY see this message
the first time.*

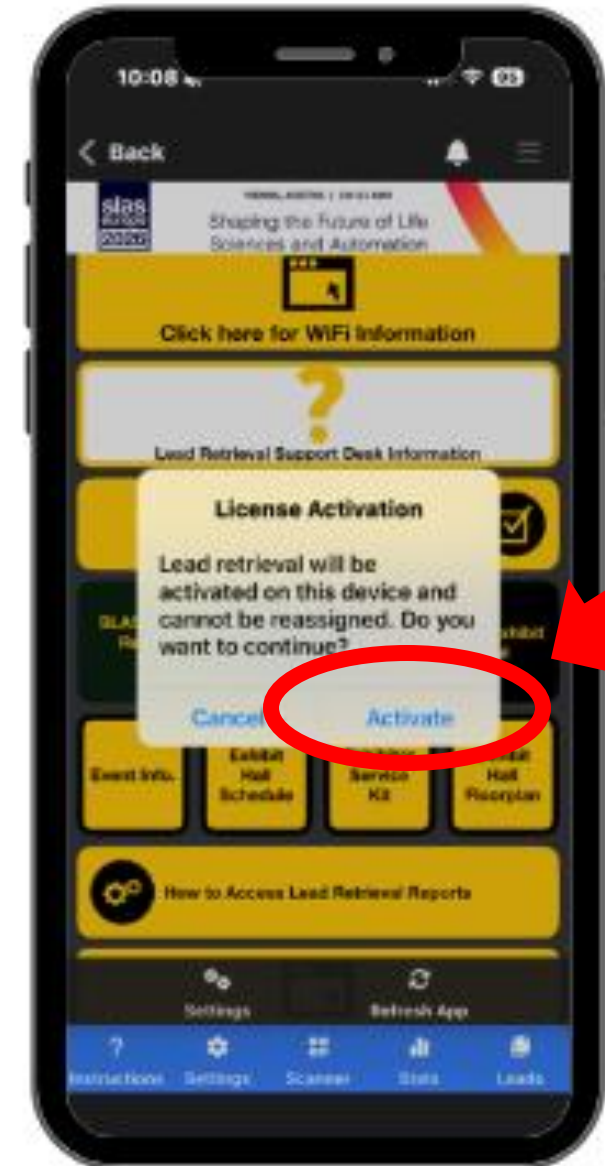


Using lead retrieval onsite

THIS LICENSE CAN ONLY BE ACTIVATED ON ONE DEVICE.

(i.e. If your team member is using an iPhone for personal use and company iPhone for scanning with their same credentials, they can only activate on one device.)

Leads WILL be LOST if you use the same login credentials to activate all the lead licenses.



Using lead retrieval onsite

1. Click “Scanner” button

2. Align QR code in view

ONLY use the Scanner button. Do not use any other buttons for badge scanning.



If an error is received, the reason may be:

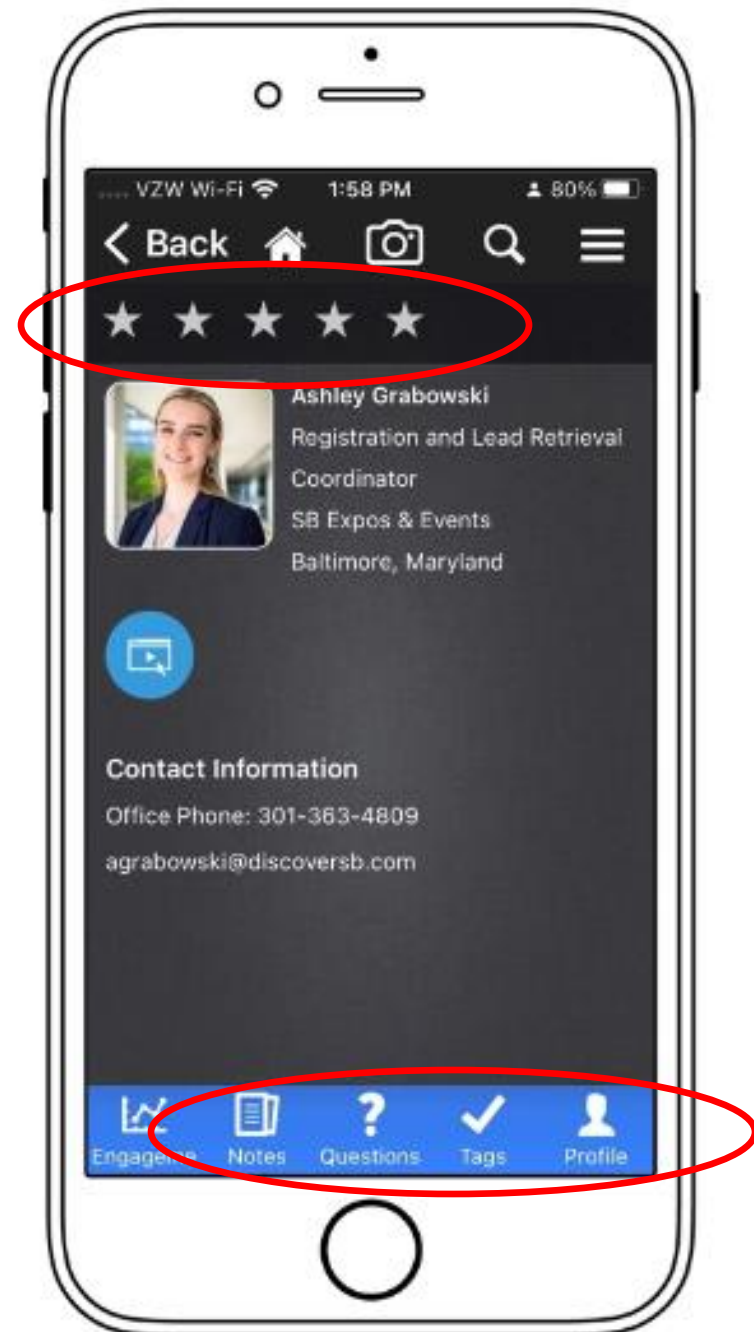
- glare from badge holders
- misprinted badges
- onsite registrants needing more time processing time



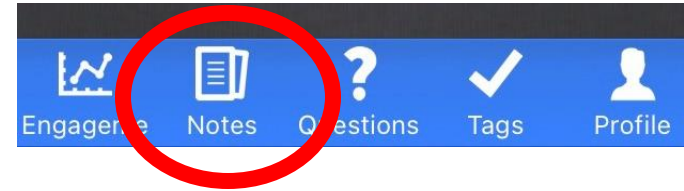
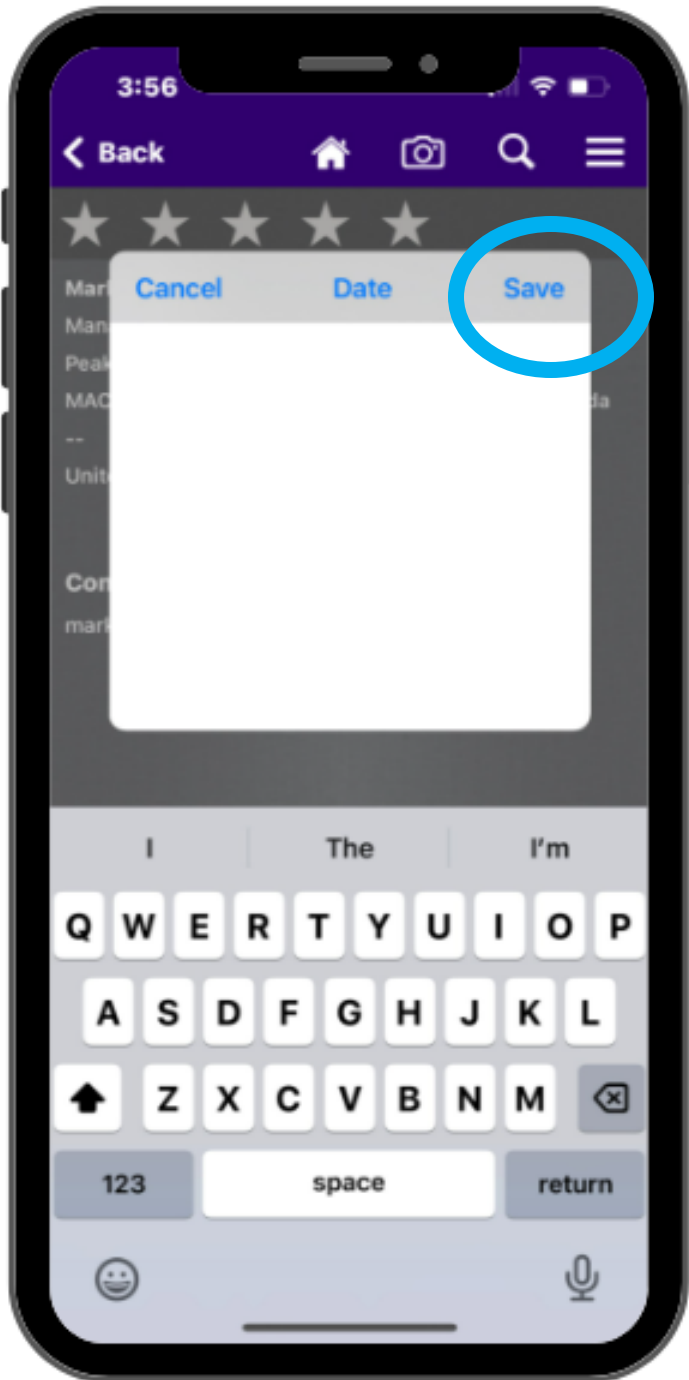
Using lead retrieval onsite

After attendee is scanned, several options available

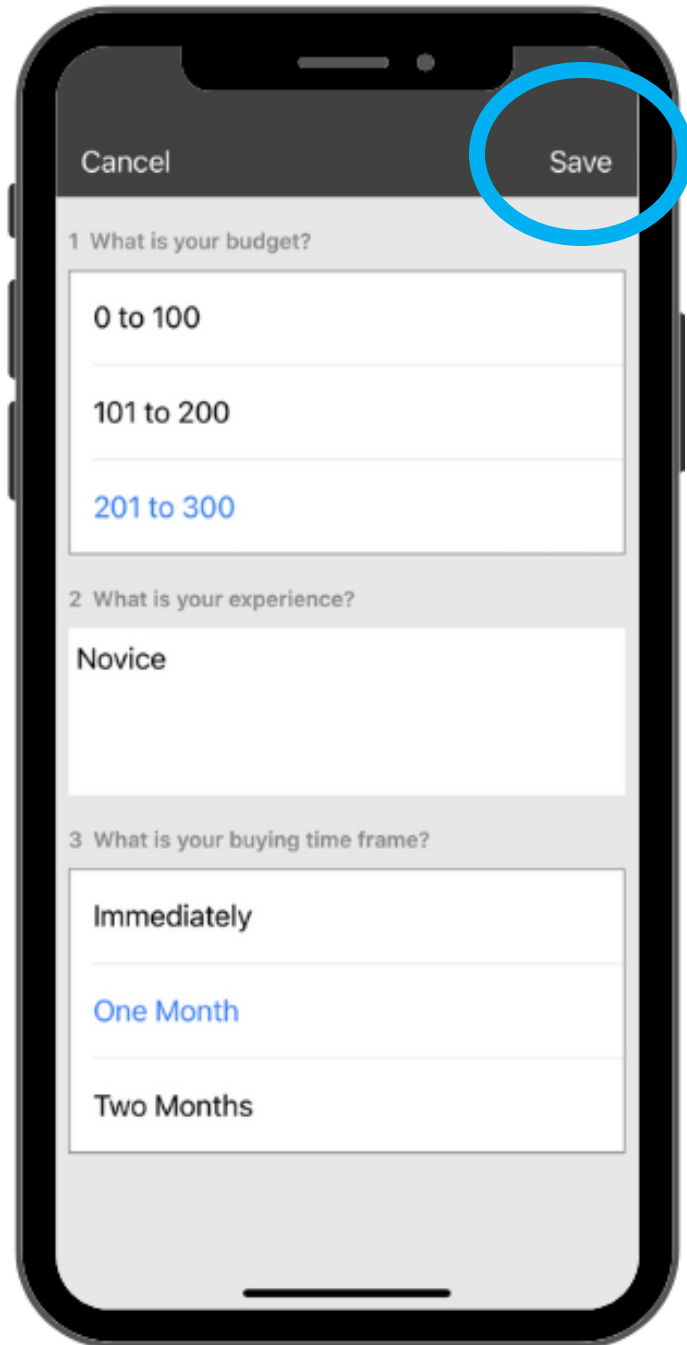
- **Notes:** Free entry field
- **Questions:** Answer qualifying questions that admin set up in Tasks
- **Tags:** Select tags that admin set up in Tasks
- **Profile:** Make edits to the attendee's profile.
- 1-5 stars



Using lead retrieval onsite - NOTES



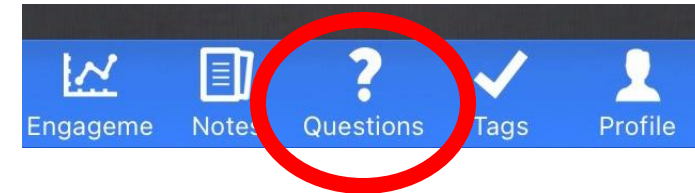
- Include any notes about the customer
- HIT "SAVE" at the top right



A mobile application interface for lead retrieval. At the top, there is a dark header bar with a 'Cancel' button on the left and a 'Save' button on the right. The 'Save' button is circled in blue. Below the header, the app displays three questions in a list format:

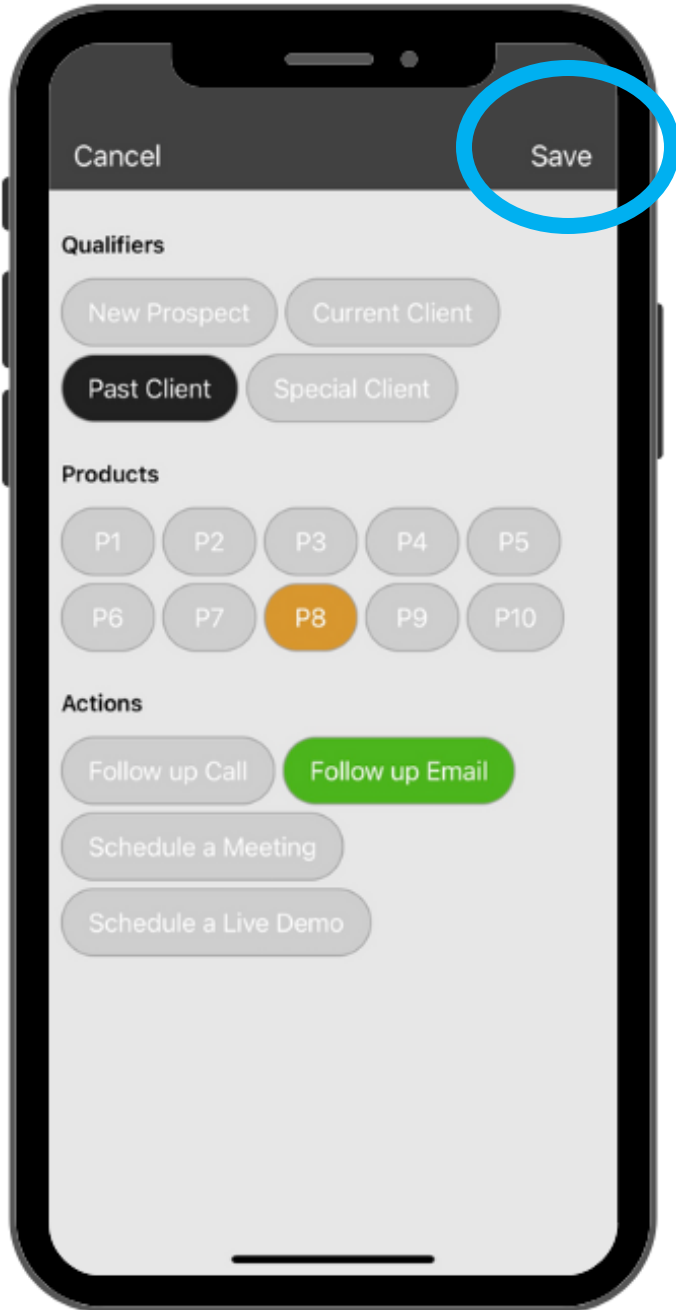
- 1 What is your budget?
 - 0 to 100
 - 101 to 200
 - 201 to 300 (highlighted in blue)
- 2 What is your experience?
 - Novice
- 3 What is your buying time frame?
 - Immediately
 - One Month (highlighted in blue)
 - Two Months

Using lead retrieval onsite - Questions

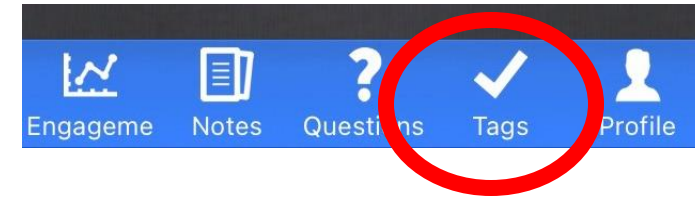


- These are the qualifying questions your admin has loaded into the portal
- Select answers and answer turns BLUE
- HIT “SAVE” at the top right

Using lead retrieval onsite -Tags



A mobile application interface for lead retrieval. At the top, there are two buttons: 'Cancel' on the left and 'Save' on the right. The 'Save' button is circled in blue. Below the buttons, the interface is divided into three sections: 'Qualifiers', 'Products', and 'Actions'. The 'Qualifiers' section has four buttons: 'New Prospect', 'Current Client', 'Past Client' (which is highlighted in black), and 'Special Client'. The 'Products' section has ten buttons labeled P1 through P10, arranged in two rows of five. P8 is highlighted in orange. The 'Actions' section has four buttons: 'Follow up Call', 'Follow up Email' (which is highlighted in green), 'Schedule a Meeting', and 'Schedule a Live Demo'.



- These are the tags your admin has loaded into the portal
- Select answers and answer turns a color
- HIT “SAVE” at the top right

Using lead retrieval onsite - Profile

The image shows two smartphone screens side-by-side, displaying a profile form. The left screen shows the form with fields for Personal Details, Organization Details, Location Details, and Contact Details. The right screen shows the same form with a keyboard visible and the 'Save' button highlighted with a blue circle.

Personal Details

Colleen
Campbell
Pronouns

Organization Details

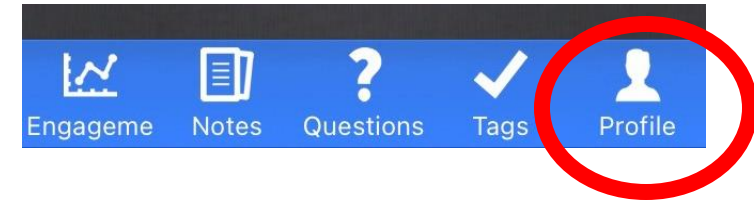
Senior Manager
SB Expos & Events
Organization website URL

Location Details

White Marsh
Maryland
United States

Contact Details

Cell Phone Number



- These fields are pre-populated from what the attendee entered into registration
- You can ask them for any other information you want
- HIT "SAVE" at the top right

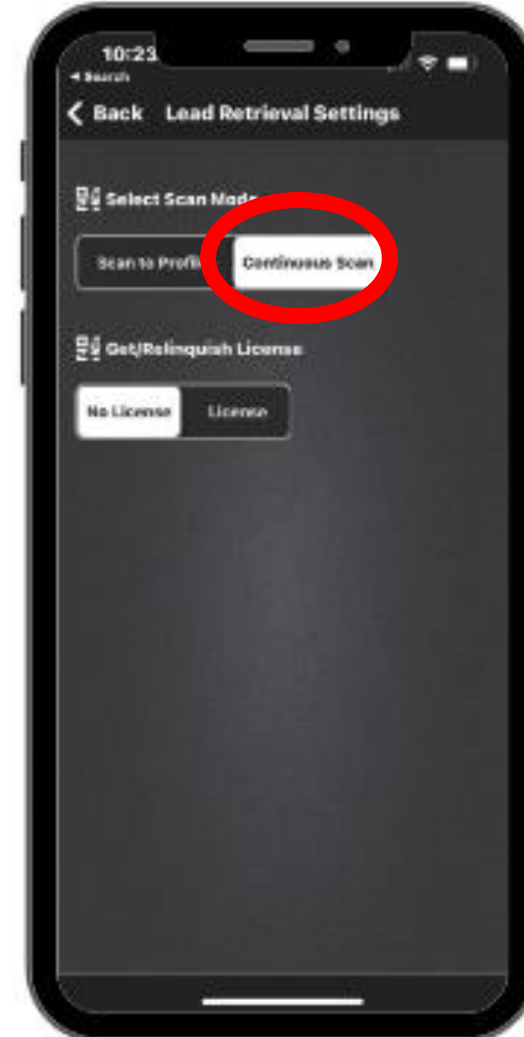
Using Continuous Scan

Access this setting after logging in and activating a license.

1. Click the LR “Settings” icon



2. Click on Continuous Scan to activate

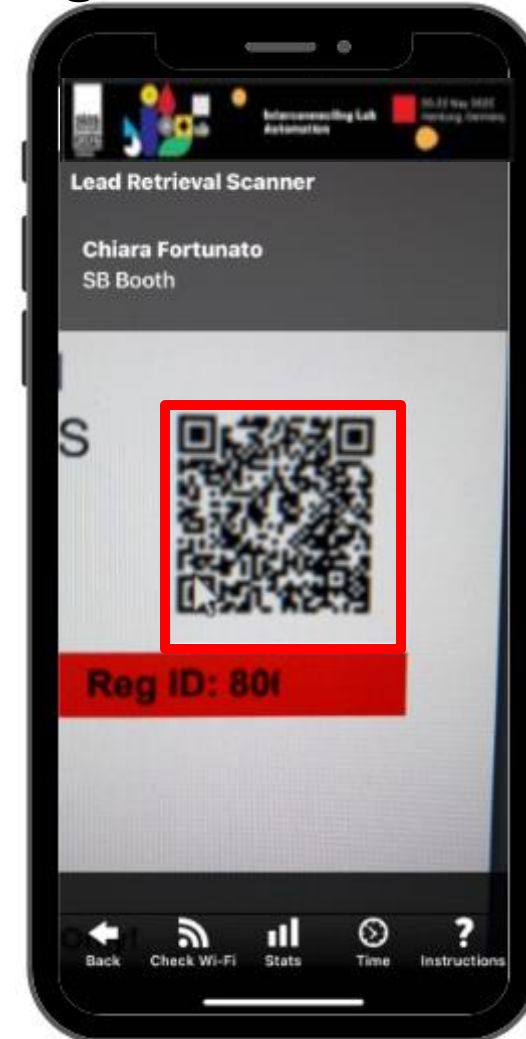


Using Continuous Scan

3. Click “Scanner” button



4. Align QR code in view



Using Continuous Scan

5. If the scan is successful, a pop-up will show the attendee's name and photo (if available)



Using lead retrieval onsite – Special Notes

Leads sync continuously when the device is on Wi-Fi or cellular data.

Offline scans are held locally on the device UNTIL it reaches Wi-Fi or cellular service. If the app is removed before connecting to Wi-Fi or cellular service, leads will be lost.

Complimentary WiFi is available for basic web browsing. But we recommend ordering a wired connection if you need guaranteed service to showcase your product or service.

Remember...

- **Other sales reps will not see those leads in their app or lead reports until they are back on Wi-Fi or cellular.**

Checking Leads Onsite – Offline Warning



Accessing Lead Retrieval Reports

- Login to SLAS Europe 2026 Exhibitor/ Supporter Portal
- Two Excel reports:
 - Unique Leads
 - All Scans – **with Notes**

IN PERSON EVENT LEAD RETRIEVAL



 Booth 9999 (2 sales reps performed 6 scans and acquired 6 leads.)

Lead Retrieval Report - Unique Leads

Lead Retrieval Report - All Scans



Accessing Lead Retrieval Reports

[illegible][illegible]



Frequently Asked Questions

1. Is there onsite support?
 - Yes, visit the Lead Retrieval Support Desk is located at Registration
2. Is there Wi-Fi in the Exhibit Hall?
 - Yes, there attendee extends to the Exhibit Hall. Exhibitors can purchase dedicated internet for the booth through the [SLAS Europe 2026 Exhibitor Service Kit](#) .
3. How can you view leads onsite?
 - In the SLAS Europe 2026 Lead Retrieval App by clicking the 'Leads'
 - By accessing the reports in the SLAS Europe 2026 Exhibitor Portal
4. Can I activate the license on two devices?
 - **No, a Lead Retrieval license can only be activated on one device or leads will be lost**

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DON'T

- Activate your license on **more than one device**
- Use an old build of the app - make sure it is up to date!

TROUBLESHOOTING

**DO NOT DELETE, SIGN-OUT, UNINSTALL, OR CLEAR THE CACHE OF
THE APP ONCE THE APP HAS BEEN ACTIVATED OR THE
ACTIVATION AND **LEADS WILL BE LOST.****



Best practices

1. Remind sales staff to:

- Ask permission before scanning an attendee's badge.
- Review your scanned leads before leaving show floor to ensure you captured all the information.

2. Utilize all of the qualifying features that are available to get the best post-show data:

- Stars
- Notes
- Custom qualifier questions
- Tags



Deadline Reminders

LEAD RETRIEVAL TASKS DUE 16 May 2026

- Qualifying Questions (Optional)
 - Create your custom lead qualifying questions to gather information quickly about your leads
- Custom Tags (Optional)
 - Create customized tags so your sales staff can quickly categorize their leads in real-time
- Assign Licenses (**Mandatory**)
 - Important note: all booth staff **MUST** be registered for the conference before you can assign a license to them

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Sciences and Automation



When You Arrive in Vienna

YES - You CAN buy licenses onsite

- 650 USD for the first license
- 275 USD for each additional license



When You Arrive in Vienna

- Lead Retrieval support can be found at the Registration Desk

19 May 2026	0730- 2000
20 May 2026	0830 – 1800
21 May 2026	0830 – 1745

- After 21 May, please email SLASEuropeleads@discoversb.com