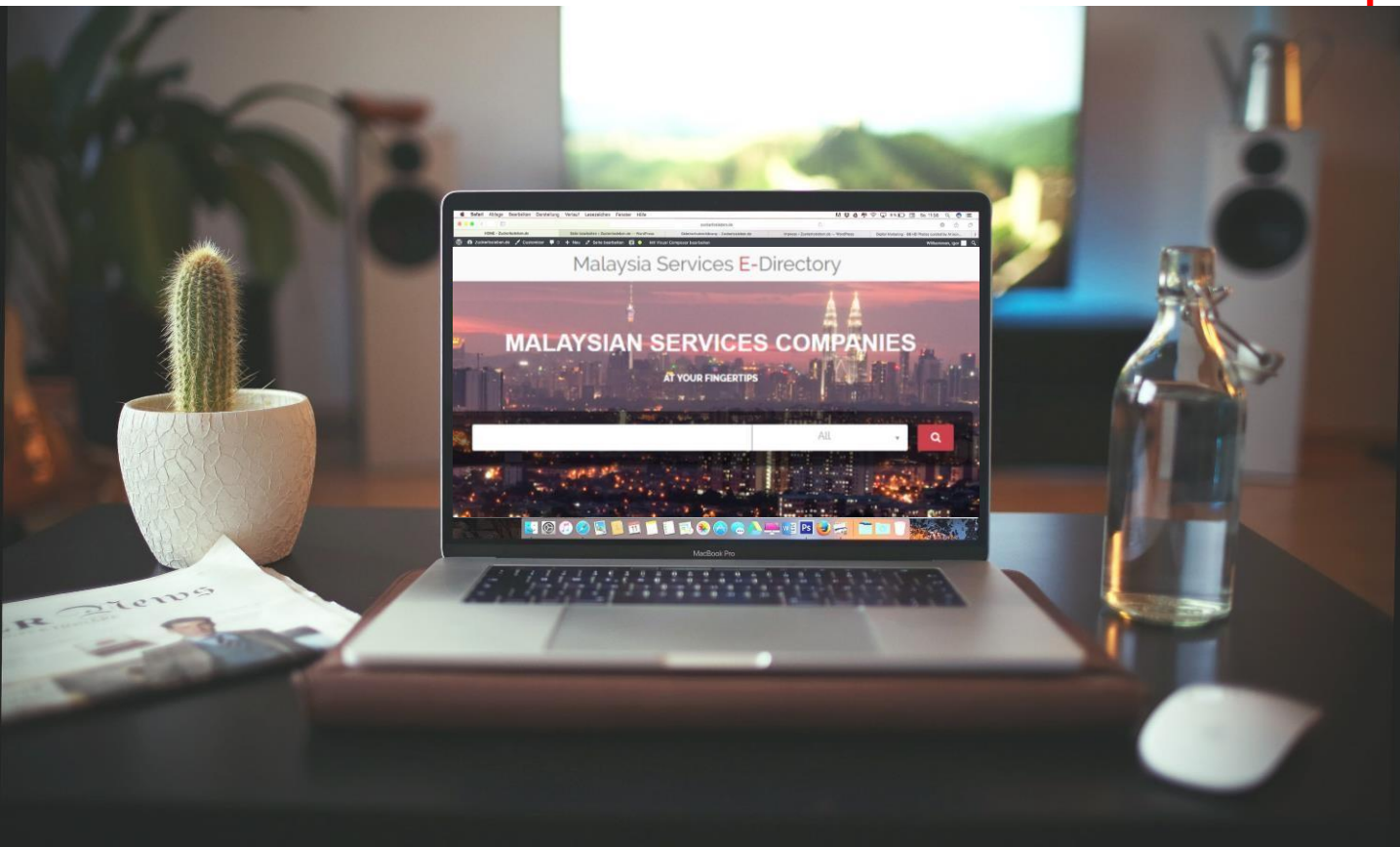


International Strategic Network through Exporters' Microsite

Promote your overseas services through Malaysia Services E-Directory (MSeD) which link you to international partners & buyers around the world



28 November 2019

8.30 AM – 4.30 PM

MALAYSIA PRODUCTIVITY CORPORATION

Southern Region Office

No. 8 Jalan Padi Mahsuri

Bandar Baru UDA 81200 Johor Bahru

Johor



Reserve now



Scan me

Why Microsite?

- Serves as a personal e-shop to showcase business
- Intuitive and user friendly business platform
- Interactive description of services

Who Should Attend:

- Website Admins
- Export Manager / Executive
- IT person in Marketing Department

Prerequisite for attendees:

- Intended to export overseas
- MATRADE Members*

Go to www.matrade.gov.my for free registration

PROGRAMME

28 NOVEMBER 2019 | 8.30 AM – 4.30 PM
MALAYSIA PRODUCTIVITY CORPORATION
(Southern Region Office , Johor Bahru)

Time	Activity
8.30 am – 9.00 am	Registration and Breakfast
9.00 am – 10.00 am	Opening Remarks from Nexus & MATRADE
10.00 am – 10.15 am	Introduction to MSED Portal/Project
10.15 am – 10.45 am	Overview & Explanation of Features available for Exporter Company's Benefits of Microsites to Exporters
10.45 am – 11.30 am	Understanding and Navigating the MSED Main site
11.30 am – 12.00 pm	Understanding and Navigating the Exporter Admin Accounts Modules
12.00 pm – 12.30 pm	- Exploring Dashboard - Messages - Creating and Reviewing Announcements - Company & User Profiles - Employee Management - Buyer Listings/Management
12.30 pm – 2.00 pm	Lunch Break
2.00 pm – 2.30 pm	- Uploading Services Information - Uploading Products Information
2.30 pm – 4.00 pm	- Microsite Setup - Microsite Media Management - Microsite Page Management - Microsite Themes Management - Exploring and Understanding Microsite – (Services/Products) - Linking Microsite Publishing - Transactions & Transaction Communication
4.00 pm – 4.15 pm	Q & A and Extra Time for Microsite Setup for all Companies
4.15 pm – 4.30 pm	End of Activities & Closing Remarks

*Lunch and tea breaks provided

Contact us for any enquiries:

- **MATRADE Membership**
Syed Sahibul Bahri (+603-6207 7263 / sahibul@matrade.gov.my)
- **Registration Workshop**
Mariatul Af-ida Mohd Tajul Ariffin (+603-7951 2423 / mariatul@mpc.gov.my)
Nursyafiqah Md Zamri (+603-7955 7266 / nursyafiqah@mpc.gov.my)

International Strategic Network through Exporters' Microsite

28 NOVEMBER 2019 | 8.30 AM – 4.30 PM
MALAYSIA PRODUCTIVITY CORPORATION
(Southern Region Office , Johor Bahru)

Please bring along:

- Laptop
- MATRADE Members ID Number
- Company's Electronic Media
 - ✓ Picture of company logo (*softcopy*)
 - ✓ Multiple pictures/photos of products/services (*softcopy*)
 - ✓ Contact Information: *Name | Mobile Number | Email Address*
 - ✓ Content write-ups for products & services, mainly: *Name | Description*
 - ✓ Other images for microsite banners (*softcopy*)
 - ✓ Any documents which they might want to upload on microsite (*softcopy*)
 - ✓ Video Files (or YouTube links of videos), which they might want to upload on site (*max file size: 100mb | Video Formats: avi, mp4, wmv, asf*)
 - ✓ Information for Microsite Contacts Page: *Business Phone No. | Fax No. | Company Address | Email Address*

Registration Form

Participants are advisable to register online: <https://forms.gle/2qMwYmDMJBKKZvRm7>

CompanyName :

Name (Participant #1) :

Designation :

Email :

Contact No. :

Name (Participant #2) :

Designation :

Email :

Contact No. :

*Kindly revert the registration form latest by **20 November 2019** to:

mariatul@mpc.gov.my OR nursyafiqah@mpc.gov.my