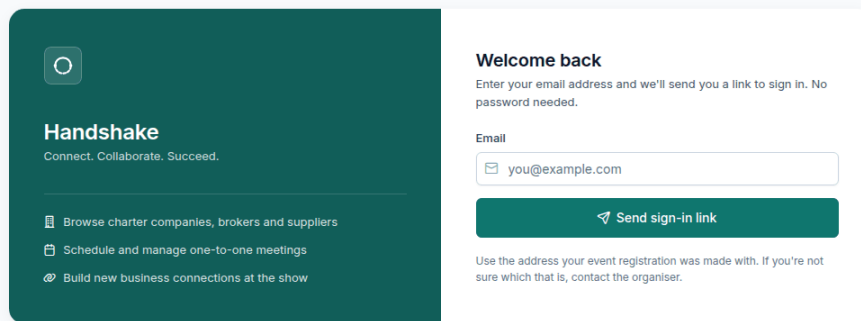


Handshake – Quick Start Guide

Handshake is the meeting app for the International Charter Expo (11–13 November 2026): find the right people, book 30-minute meetings at the show, and chat with other attendees.

1. Sign in

There is no password. You sign in with a link sent to your email.

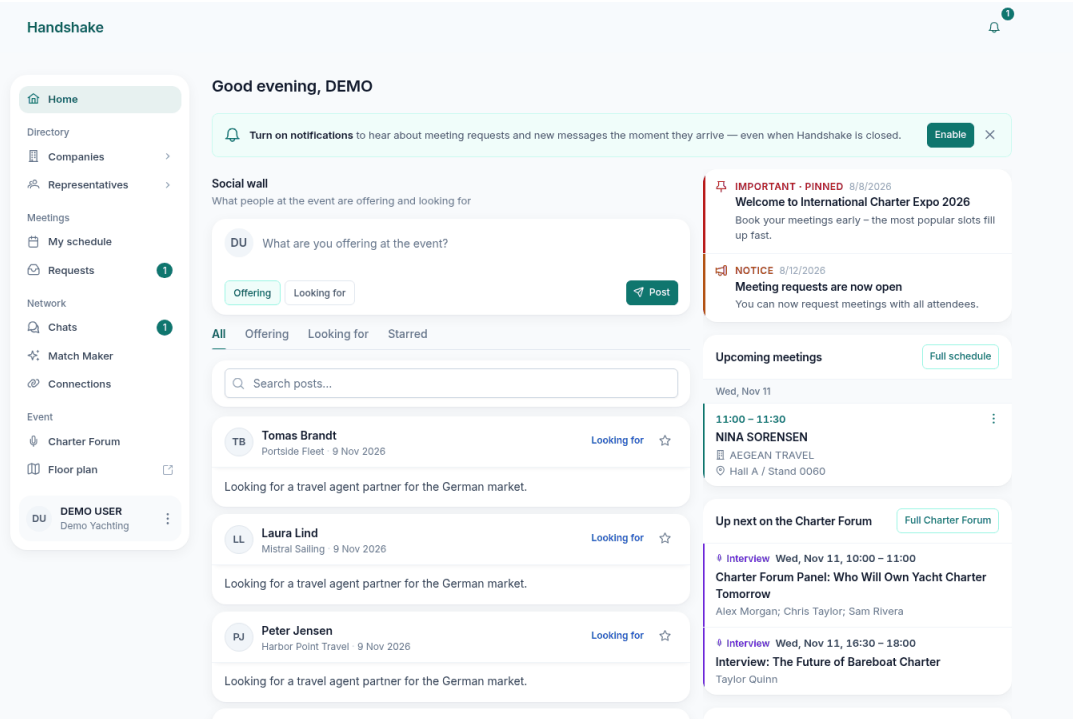
The image shows a mobile app interface for 'Handshake'. On the left, a dark teal card features the app's logo (a white circle with a dot) and the text 'Handshake' followed by the tagline 'Connect. Collaborate. Succeed.'. Below this, three features are listed with icons: 'Browse charter companies, brokers and suppliers', 'Schedule and manage one-to-one meetings', and 'Build new business connections at the show'. On the right, a white card titled 'Welcome back' prompts the user to 'Enter your email address and we'll send you a link to sign in. No password needed.' It includes an 'Email' input field with a placeholder 'you@example.com' and a green 'Send sign-in link' button. A small note at the bottom of the white card states: 'Use the address your event registration was made with. If you're not sure which that is, contact the organiser.'

1. Enter the email address you registered for the show with, and click **Send sign-in link**.
2. Open the email and click the link. It works for 24 hours, on any device.
3. The first time, fill in your details and your company details (2 short steps).

No email? Check your spam folder, wait 60 seconds and try again, or contact the organizer.

2. Find your way around

The **Home** page shows announcements, your upcoming meetings, the Charter Forum program and the social wall. Click **Enable** to get notifications about new requests and messages.



The menu on the left takes you everywhere else:

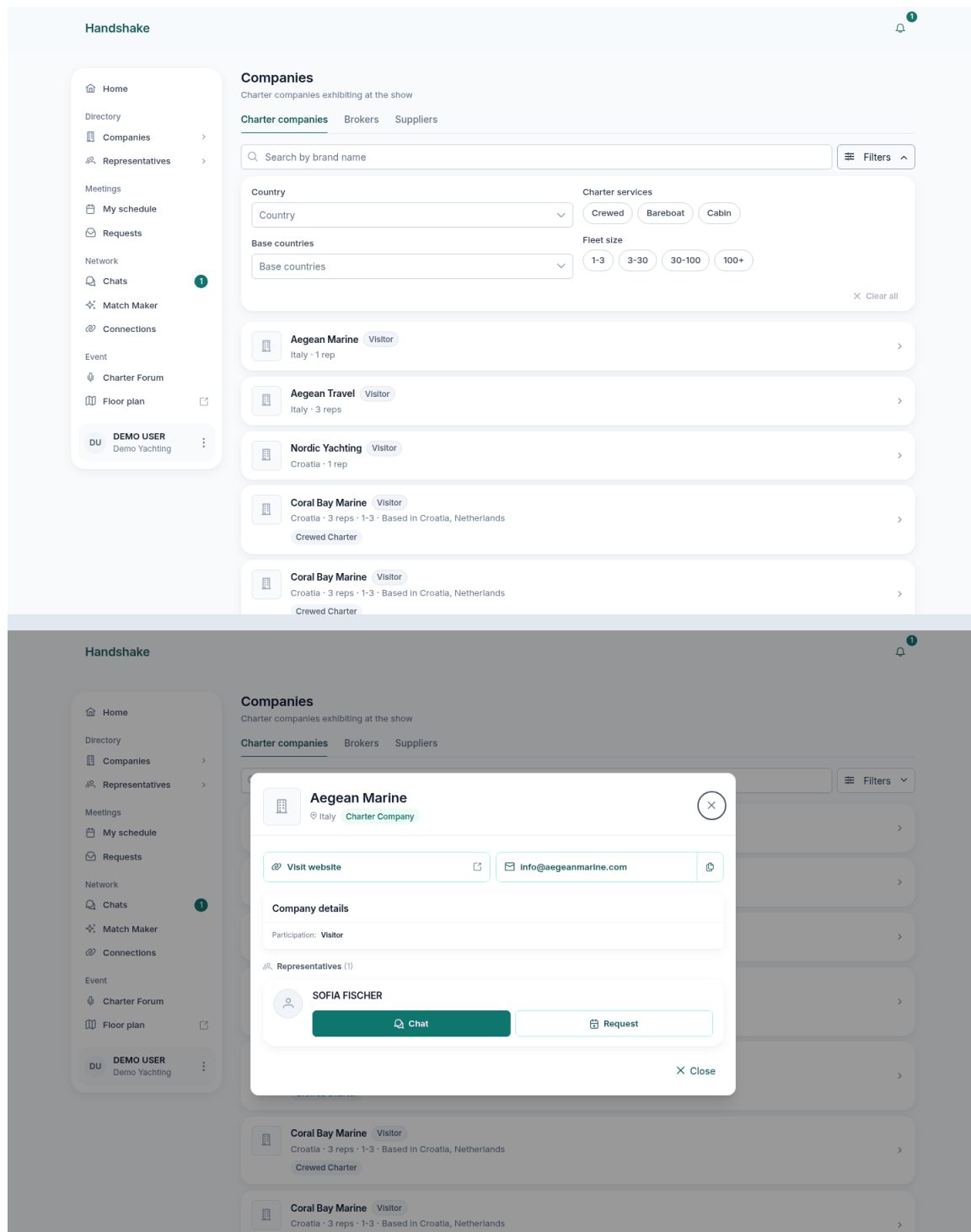
Menu item	What it is for
Companies / Representatives	Browse and search everyone at the show
My schedule	Your meetings for the three show days
Requests	Meeting requests waiting for your answer, and the ones you sent
Chats	Messages with other attendees
Match Maker	Suggested people to meet, one at a time
Charter Forum	Panels and interviews at the show

Click your name at the bottom of the menu for **My profile**, **Company profile** and **Log out**.

3. Browse companies and people

Companies and **Representatives** list everyone at the show, split into **Charter companies**, **Brokers** and **Suppliers**. Search by name, or click **Filters** to narrow the list by country, base countries, services or fleet size.

Click a company to see its details, website, email and representatives. From there you can **Chat** with a representative or **Request** a meeting.



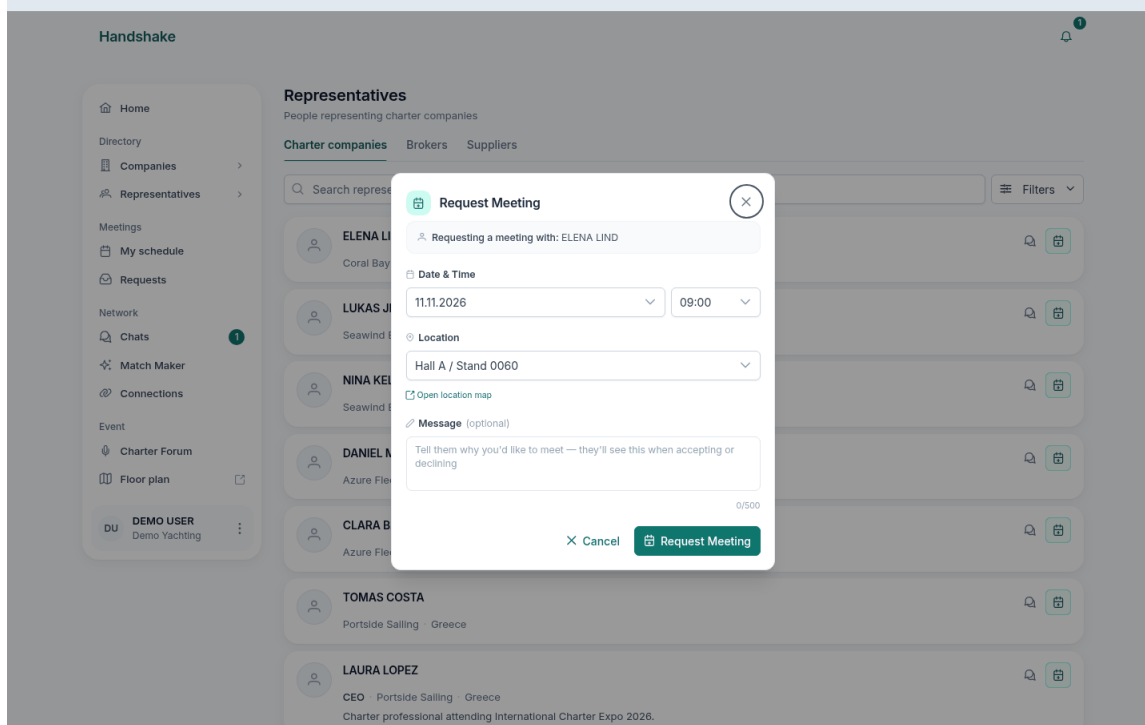
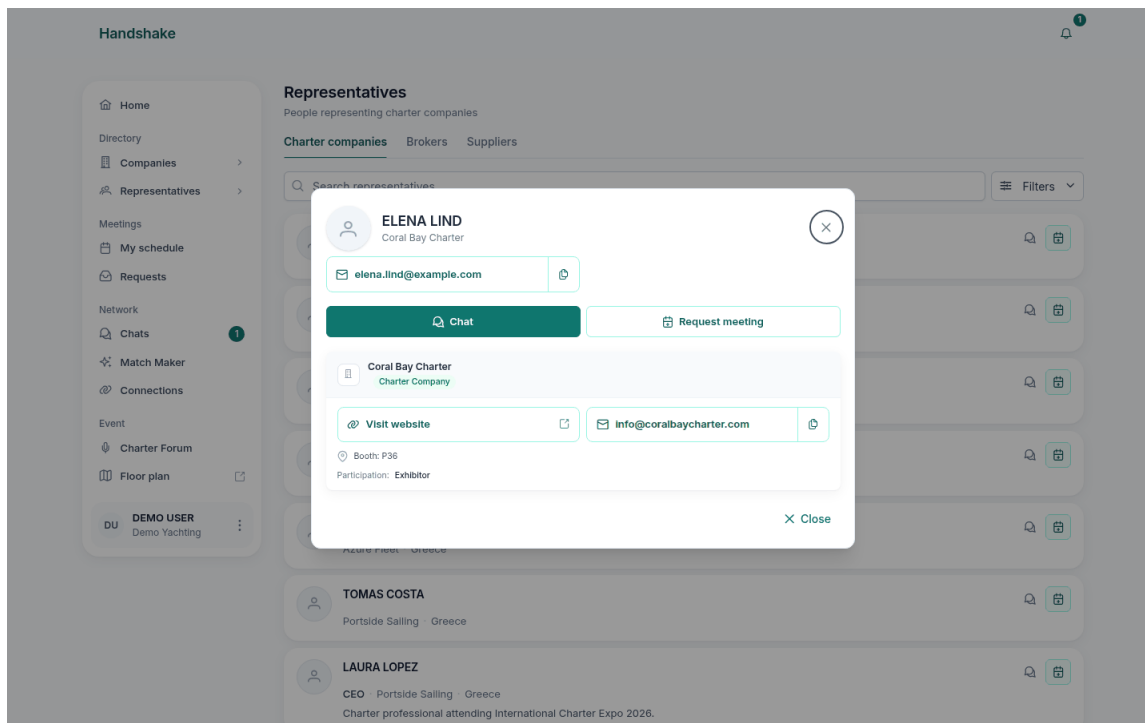
In the Representatives list, the speech-bubble icon starts a chat and the calendar icon requests a meeting.

Who can see whom: everyone sees all companies, except that brokers do not see other brokers. You cannot book meetings with colleagues from your own company, but you can chat with them and see their schedule.

4. Book a meeting

Meetings last 30 minutes, between 09:00 and 18:00 on 11–13 November. Both people must agree.

1. Open **Representatives** and click a person's name to see their profile.
2. Click **Request meeting**.
3. Pick a **date and time** (only slots where you are both free are offered) and a **location** (your booth, their booth, or a lounge).
4. Optionally add a short message, then click **Request Meeting**.



The other person is notified and the meeting waits as **Pending** until they accept. You can also click + on any free slot in **My schedule** to book from there.

Handshake

Home

Directory

Companies

Representatives

Meetings

My schedule

Requests

Network

Chats

Match Maker

Connections

Event

Charter Forum

Floor plan

DEMO USER

Demo Yachting

Download My Schedule

My Schedule

View and manage your upcoming meetings

Nov 11 – Nov 13

	WED 11 No meetings	THU 12 No meetings	FRI 13 No meetings
09:00	+	+	+
09:30	+	+	+
10:00	Charter Forum Panel: Who Will Own Yacht Charter Tomorrow	+	+
10:30	+	Panel: Digital Booking Trends	+
11:00	+	+	+
11:30	+	+	+
12:00	+	+	+
12:30	+	+	+
13:00	+	+	+
13:30	+	+	+
14:00	+	+	+
14:30	+	Charter Forum Interview: Where Do We Go From Here?	+
15:00	+	+	+
15:30	+	+	+
16:00	+	+	+

Confirmed

Pending

Blocked

Available

Attending Charter Forum

Panel / Interview — open to all

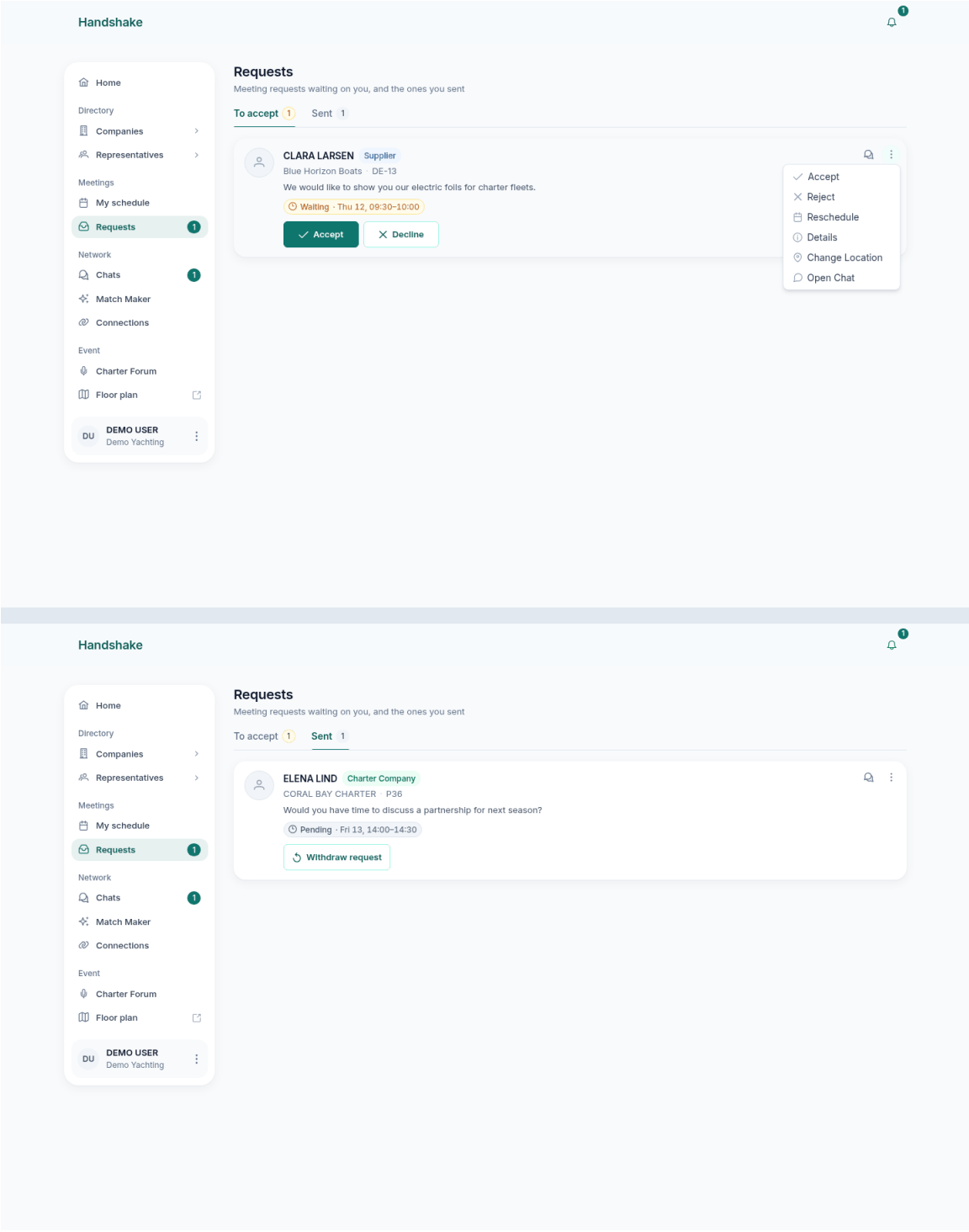
Answering requests: open **Requests** and click **Accept** or **Decline**. Please answer quickly: an unanswered request is cancelled automatically after 48 hours.

5. Manage your meetings

Requests has two tabs: **To accept** (requests waiting for your answer) and **Sent** (your requests still waiting for the other person). The number next to Requests in the menu shows how many are waiting for you.

Each request shows who is asking, their company and booth, their message and the time slot. Click **Accept** or **Decline**, or open the **:** menu for more options.

Under **Sent** you see your own requests until the other person answers. Click **Withdraw request** to cancel one.



Click a meeting in **Requests** or **My schedule** to see what you can do with it:

In **My schedule**, confirmed meetings are shown in green and pending ones with a dashed border. Click the **:** next to a meeting to open its menu.

Meeting	What you can do
---------	-----------------

Meeting	What you can do
Someone invited you (Pending)	Accept, Decline , Reschedule, Change location, Open chat
You sent the request (Pending)	Withdraw request , Reschedule, Change location, Open chat
Confirmed (Accepted)	Cancel , Reschedule, Change location, Open chat
A free slot	Request meeting, Block

- **Reschedule** proposes a new time; the other person must accept it again.
- **Change location** moves the meeting to another booth or lounge; the other person is notified.
- **Block** reserves a free slot for yourself so nobody can book it. Cancel the block to free it again.
- You get a reminder after 12 hours if a request is still waiting for your answer.

Details shows the whole meeting: its status, date and time, both participants, the location (click it to open the floor plan) and the requestor message. You can also cancel the meeting from here.

Handshake

Home

Directory

Companies

Representatives

Meetings

My schedule

Requests

Network

Chats

Match Maker

Connections

Event

Charter Forum

Floor plan

DEMO USER

Demo Yachting

My Schedule

View and manage your upcoming meetings

Download My Schedule

Nov 11 – Nov 13

	WED 11 1 meeting	THU 12 1 meeting	FRI 13 1 meeting
09:00	+	+	+
09:30	+	Waiting for you (requested by CLA...) DE-13 PENDING	+
10:00	Charter Forum Panel: Who Will Own Yacht Charter Tomorrow	+	+
10:30	+	Panel: Digital Booking Trends	+
11:00	NINA SORENSEN Hall A / Stand 0060	+	+
11:30	+	+	+
12:00	+	+	+
12:30	+	+	+
13:00	+	+	+
13:30	+	+	+
14:00	+	+	Waiting for ELENA LIND P36 PENDING
14:30	+	Charter Forum Interview: Where Do We Go from Here?	+
15:00	+	+	+
15:30	+	+	+

Confirmed Pending Blocked Available Attending Charter Forum Panel / interview — open to all

Handshake

Home

Directory

Companies

Representatives

Meetings

My schedule

Requests

Network

Chats

Match Maker

Connections

Event

Charter Forum

Floor plan

DEMO USER

Demo Yachting

My Schedule

View and manage your upcoming meetings

Download My Schedule

Nov 11 – Nov 13

	WED 11 1 meeting	THU 12 1 meeting	FRI 13 1 meeting
09:00	+	+	+
09:30	+	Waiting for you (requested by CLA...) DE-13 PENDING	+
10:00	Charter Forum Panel: Who Will Own Yacht Charter Tomorrow	+	+
10:30	+	Panel: Digital Booking Trends	+
11:00	NINA SORENSEN Hall A / Stand 0060	+	+
11:30	+	+	+
12:00	+	+	+
12:30	+	+	+
13:00	+	+	+
13:30	+	+	+
14:00	+	+	Waiting for ELENA LIND P36 PENDING
14:30	+	Charter Forum Interview: Where Do We Go from Here?	+
15:00	+	+	+
15:30	+	+	+

Confirmed Pending Blocked Available Attending Charter Forum Panel / interview — open to all

Meeting Details

Accepted

Cancel

Date & Time

11.11.2026

11:00 – 11:30

Participants

NINA SORENSEN

NS

AEGEAN TRAVEL

Requester

DEMO USER You

DU

DEMO YACHTING

Invited

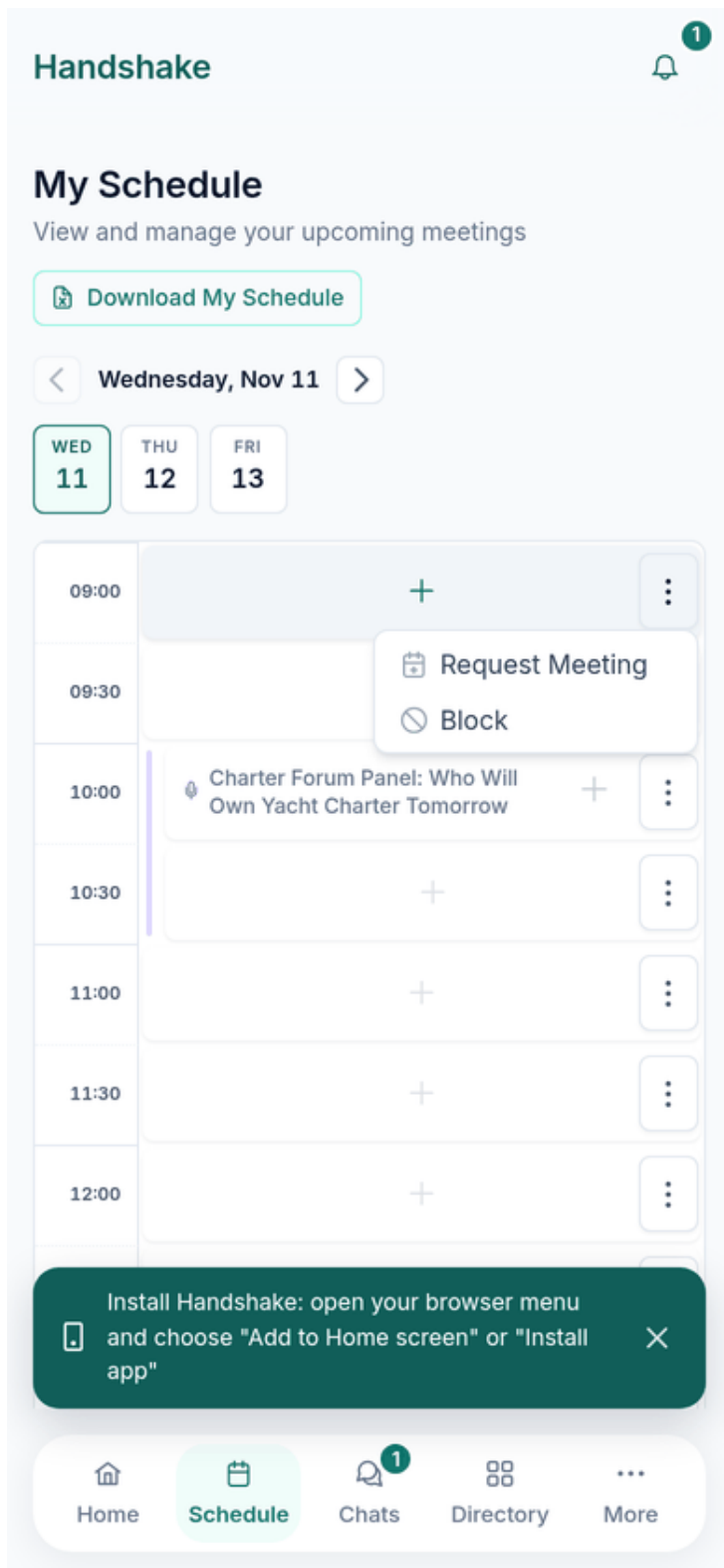
Location

Hall A / Stand 0060

Message from NINA SORENSEN

Looking forward to discussing your fleet availability for the 2027 season.

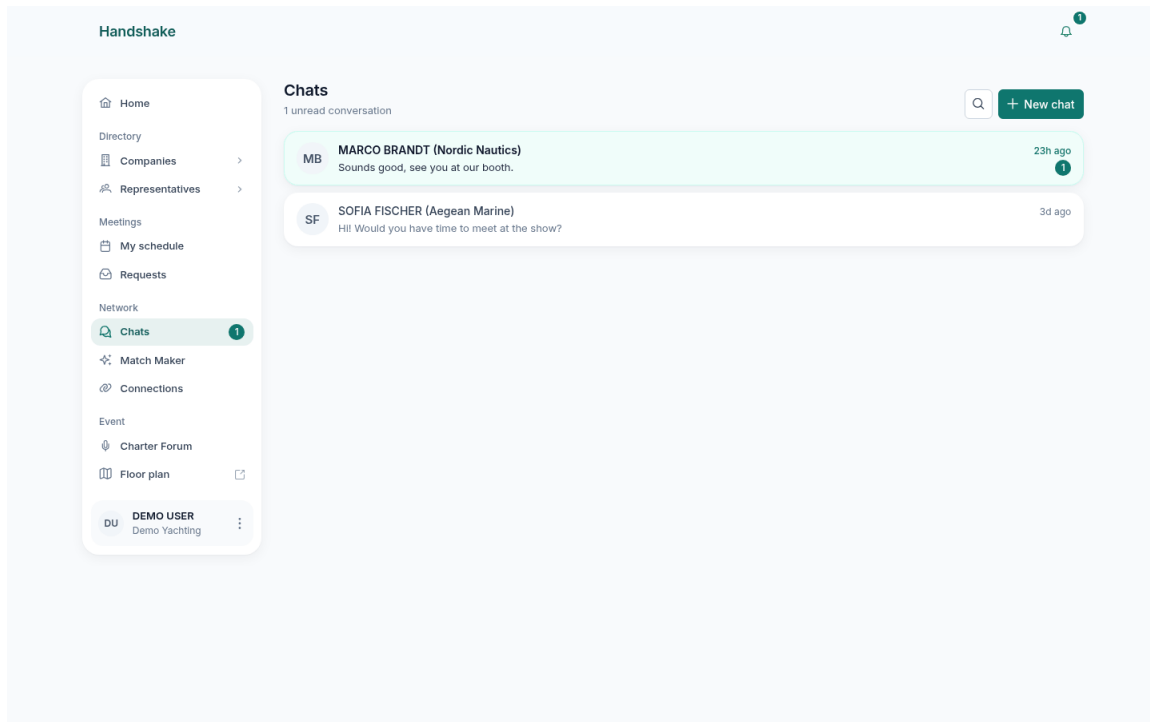
Close



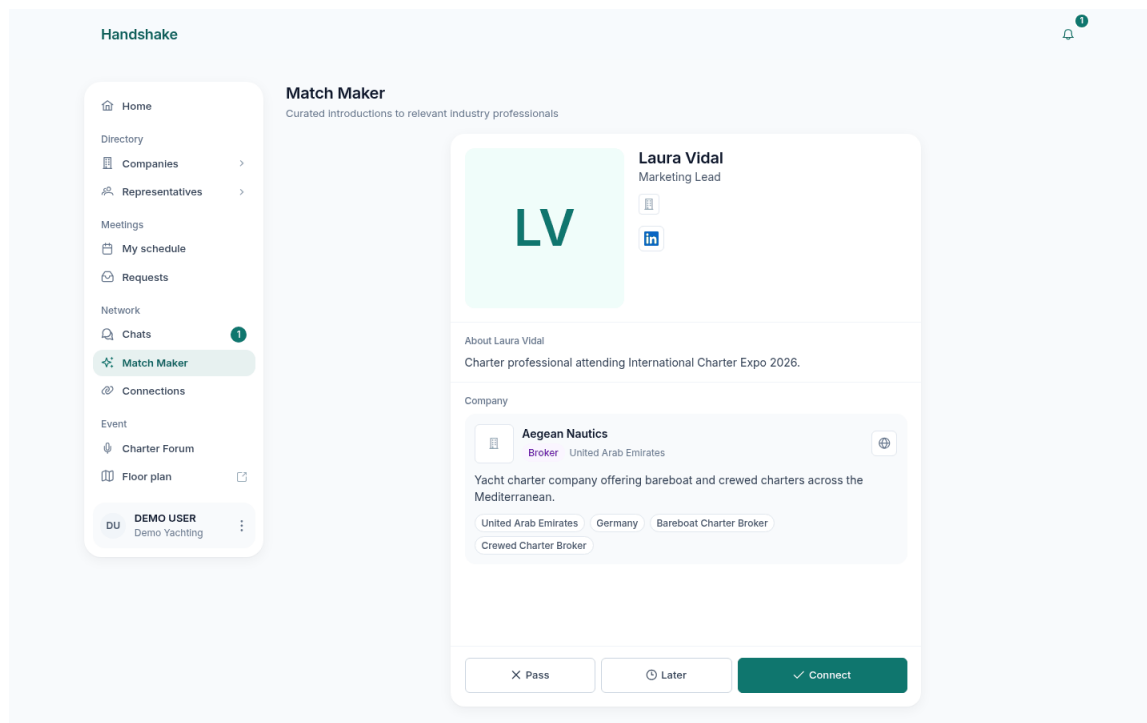
Download My Schedule (top of My schedule) saves your confirmed meetings and Charter Forum sessions as an Excel file.

6. Chat, Match Maker and Connections

Chats lists your conversations. Start a new one with **New chat**, or with the speech-bubble icon next to anyone in the directory.



Match Maker suggests relevant people one card at a time. Click **Connect** if you are interested, **Later** to see the card again in 48 hours, or **Pass** to skip. When you both click Connect, you are matched and can find each other under **Connections**.



Connections has two tabs: **Mutual matches** (people you both connected with in the Match Maker) and **Meeting partners** (people you have a confirmed meeting with). From there you can open a profile, chat or request a meeting.

7. Social wall and favorites

The social wall on **Home** is where attendees post what they offer or are looking for.

1. Click **What are you offering at the event?**
2. Choose **Offering** or **Looking for**, write your post and click **Post**.

Use the tabs (**All**, **Offering**, **Looking for**, **Starred**) and the search box to find posts. Click the star on a post to save it to your favorites. Only you can edit or delete your own posts.

Social wall

What people at the event are offering and looking for

DU What are you offering at the event?

Offering

Looking for

Post

All Offering Looking for Starred

Search posts...

TS

Tomas Silva

Portside Boats · 9 Nov 2026

Looking for



Looking for a travel agent partner for the German market.

LV

Laura Vidal

Mistral Fleet · 9 Nov 2026

Looking for



Looking for a travel agent partner for the German market.

PW

Peter Walker

Harbor Point Sailing · 9 Nov 2026

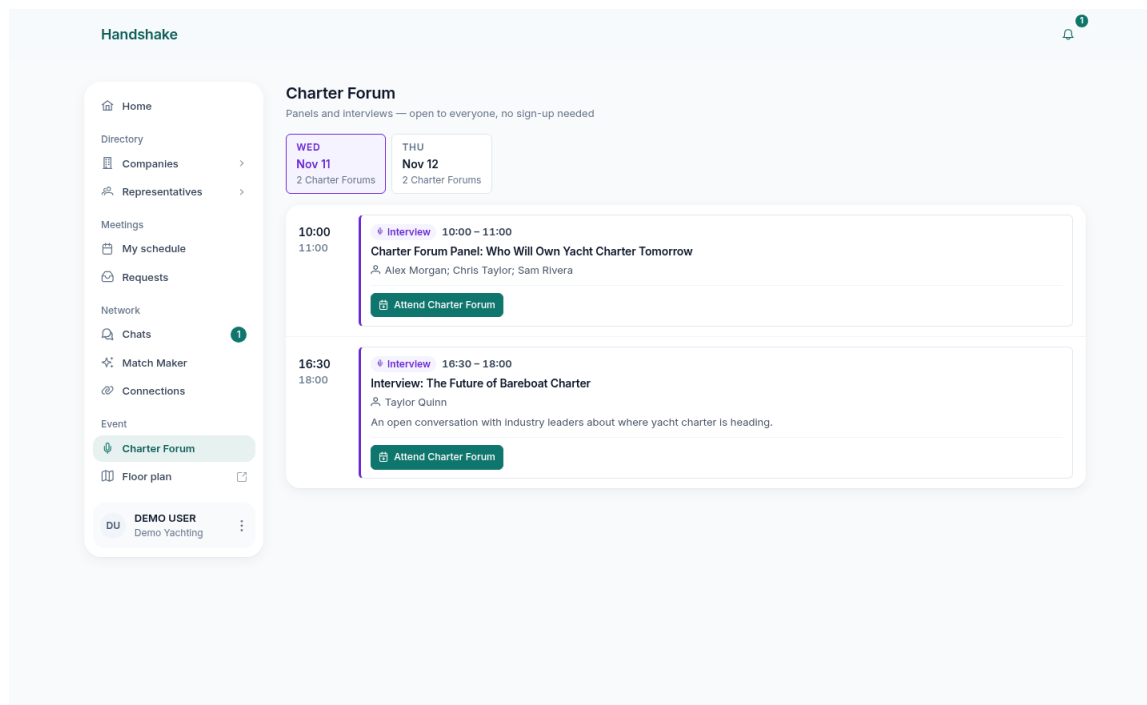
Looking for



Looking for a travel agent partner for the German market.

8. Charter Forum

Charter Forum is the show's program of panels and interviews, open to everyone without sign-up. Pick a day at the top to see its sessions, times and speakers.

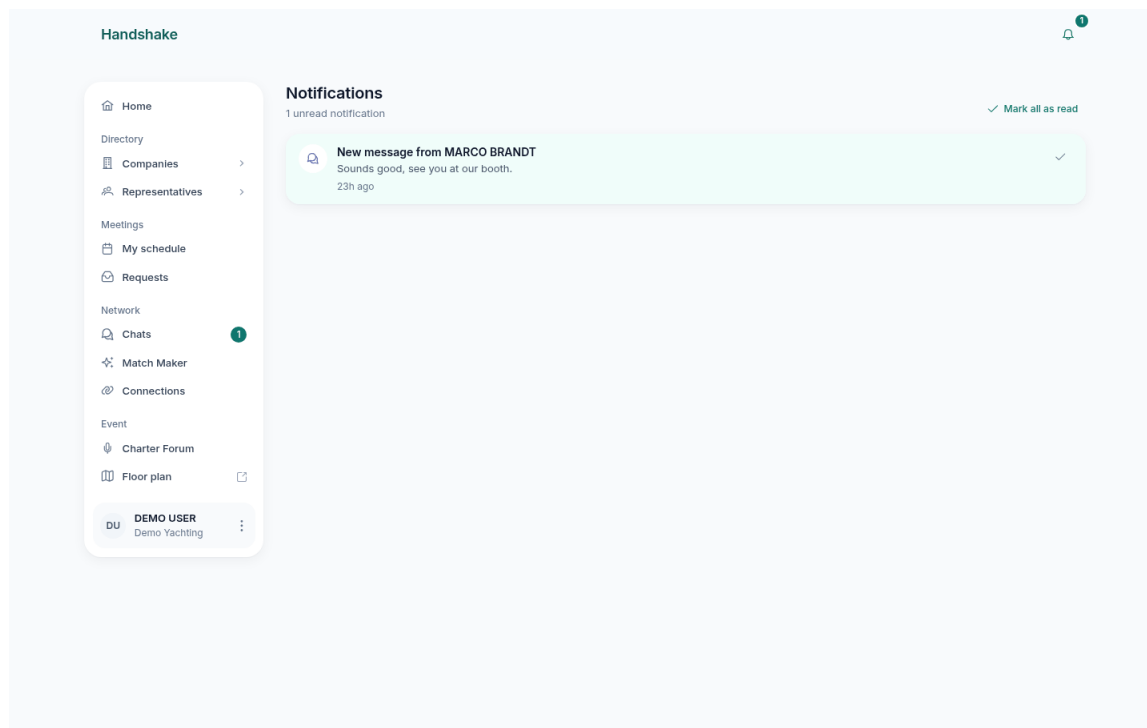


Click **Attend Charter Forum** to block your free time during that session, so nobody books a meeting with you then. Slots where you already have a meeting stay for the meeting. Click **Unattend** to free the time again. Sessions also appear as purple bars in **My schedule**.

9. Notifications

You are notified about new meeting requests, accepted, rescheduled or cancelled meetings, new messages, mutual matches and organiser announcements. Each notification arrives in three ways: in the app, as a push notification on your device, and by email.

The bell at the top right shows unread notifications. Click one to open the related page, or click **Mark all as read**.



To get push notifications, click **Enable** on the Home page (or **Enable notifications** in the account menu) and allow them in your browser.

10. Your profile and company profile

Open the account menu (click your name at the bottom of the menu).

- **My profile:** edit your name, position, phone, short bio, LinkedIn link and photo (click the photo to change it). Click **Save changes**.
- **Company profile:** any representative can edit their company's website, LinkedIn, country, description, logo, fleet size, base countries and services.

Only the organiser can change your email address. A complete profile ranks you higher in other people's Match Maker.

Handshake

Home

Directory

Companies

Representatives

Meetings

My schedule

Requests

Network

Chats

Match Maker

Connections

Event

Charter Forum

Floor plan

DEMO USER

Demo Yachting

My profile

Manage your personal information and how others see you

Click the photo to change it

DEMO USER

CEO

Demo Yachting

Company

Demo Yachting

Charter Company

info@demoyachting.com

Website

Personal information

First Name *

DEMO

Last Name *

USER

Email

demo.user@example.com

To change your email, contact the organiser.

Position

CEO

Phone

+385 91 234 5678

About

Charter professional attending International Charter Expo 2026.

LinkedIn Profile

https://www.linkedin.com/in/your-profile

Save changes

Handshake

Home

Directory

Companies

Representatives

Meetings

My schedule

Requests

Network

Chats

Match Maker

Connections

Event

Charter Forum

Floor plan

DEMO USER

Demo Yachting

Company profile

Manage your company information and branding

Click the photo to change it

Demo Yachting

Charter Company

Details

info@demoyachting.com

Website

3-30

Company information

Email

info@demoyachting.com

To change the company email, contact the organiser.

Website

https://www.demoyachting.com

LinkedIn

https://linkedin.com/company/...

Country (Company Registration)

Select country

Description

Short company description...

Fleet Size

3-30

Base Countries

Andorra, United Arab Emirates

Charter Services

Cabin Charter, Crewed Charter, Bareboat Charter

Also act as a broker

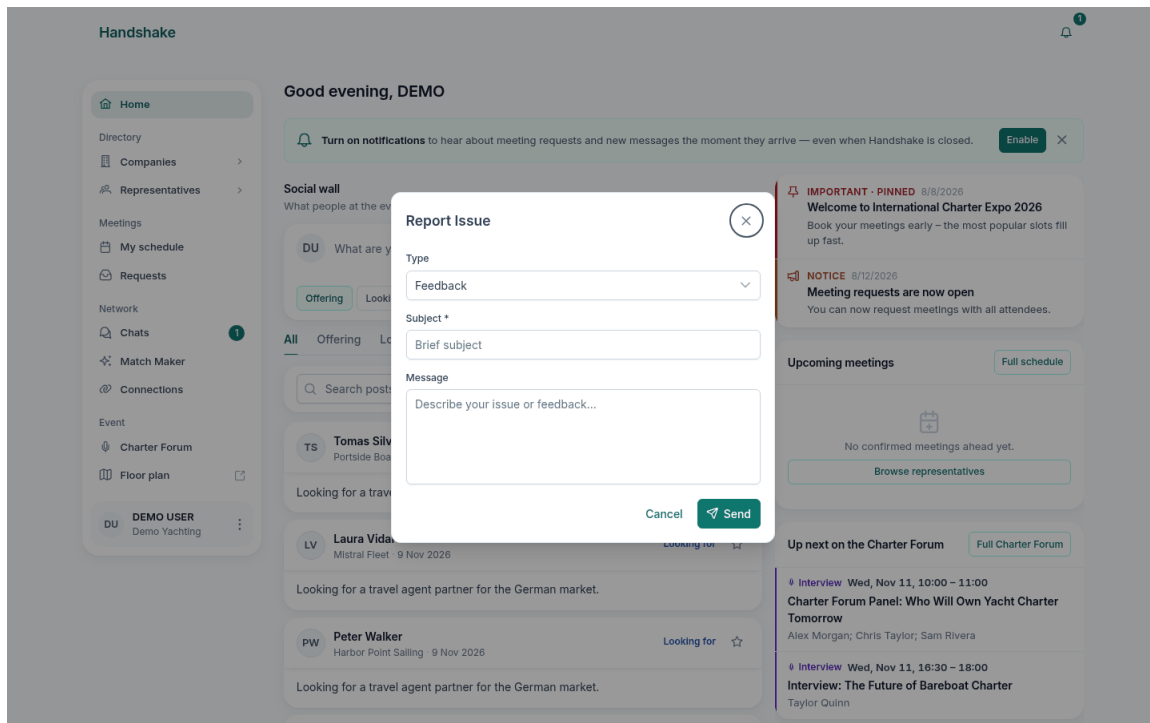
Save changes

Representatives

11. Help, floor plan and terms

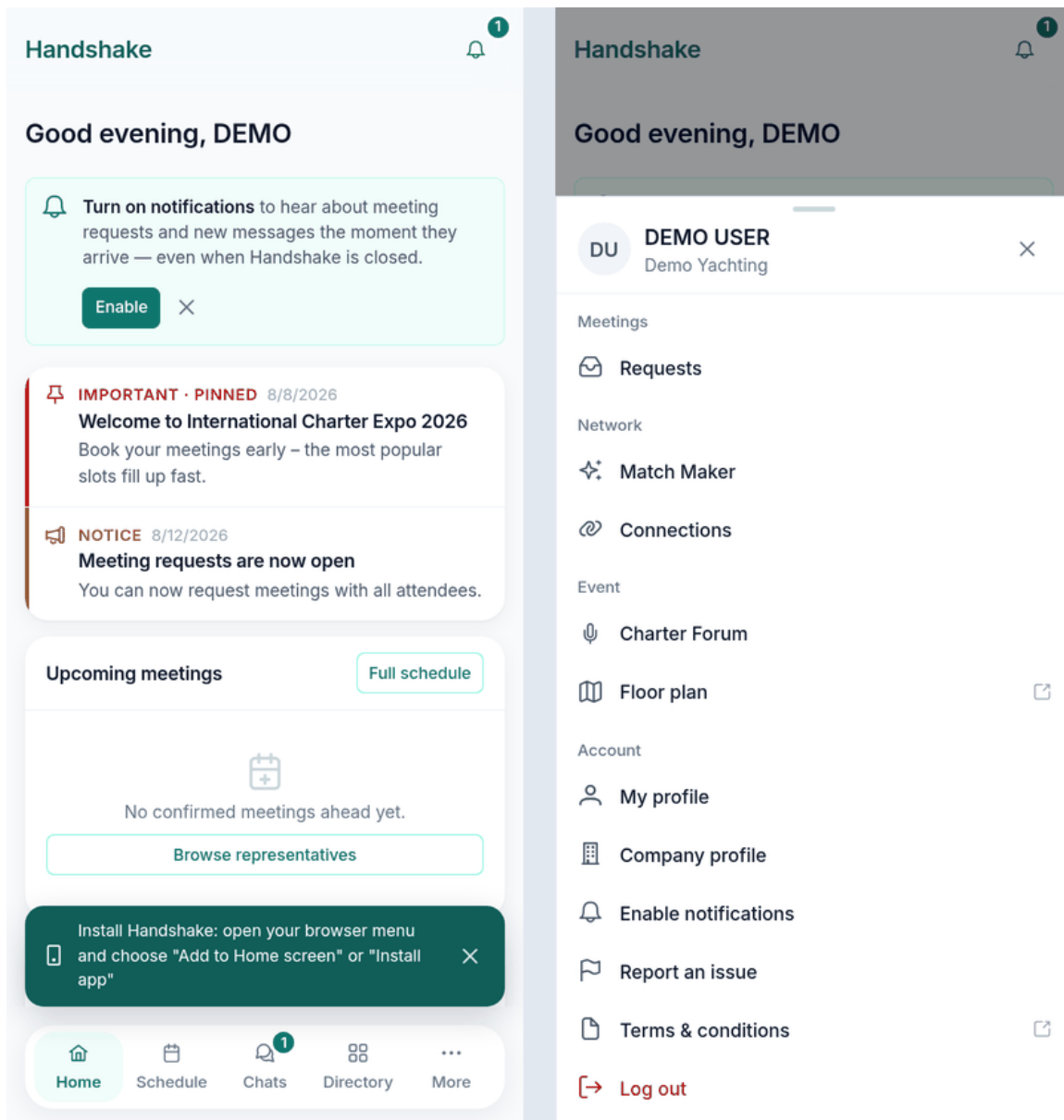
- **Report an issue** (account menu): choose a type (Feedback, Bug Report, Request or Other), enter a subject and message, and click **Send**. It goes straight to the organiser.
- **Floor plan** (menu, under Event): opens the show's floor plan in a new tab.
- **Terms & conditions** (account menu): opens the show's terms.

- **Log out** (account menu): signs you out on this device.



12. On your phone

The app works the same on a phone. The main sections are in the bar at the bottom; everything else is under **More**.



To install it like a regular app, open your browser menu and choose **Add to Home screen** or **Install app**.