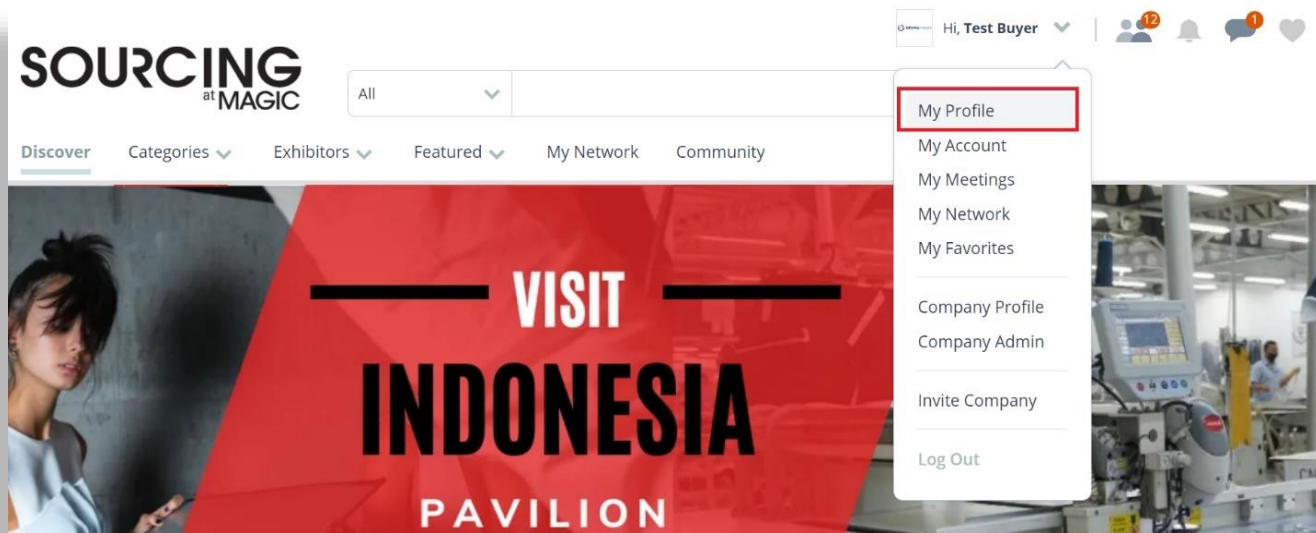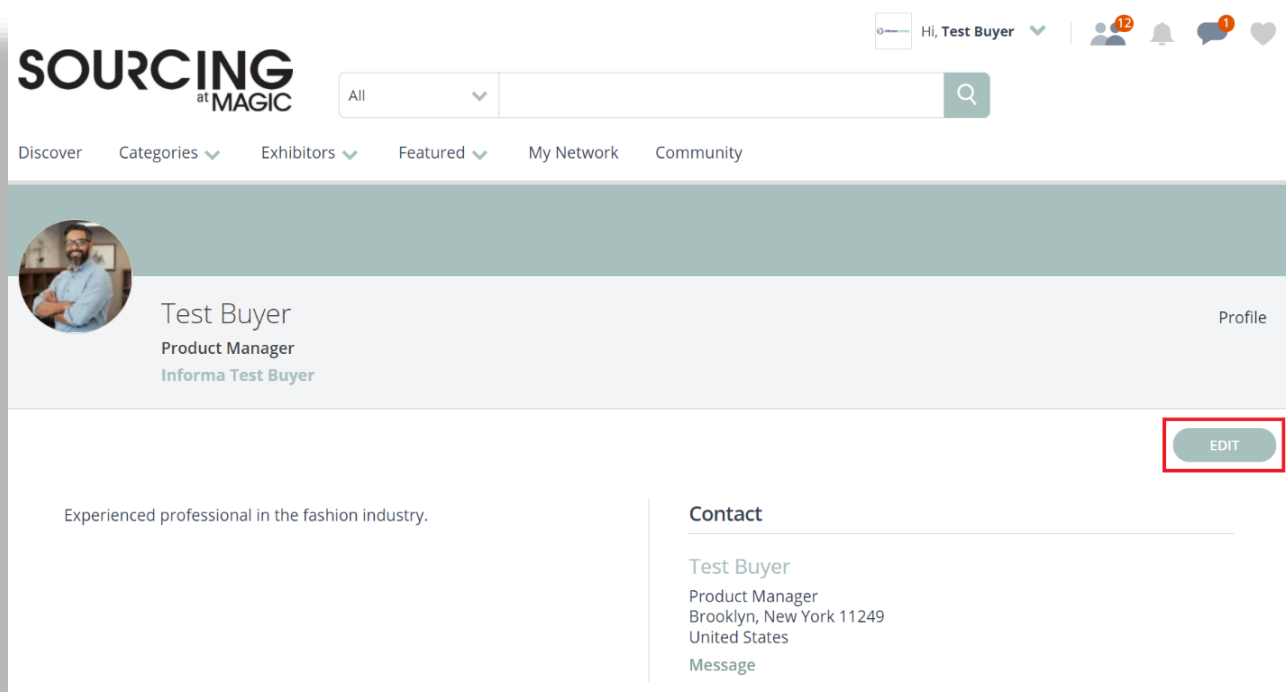SOURCING ONLINE
BUYER USER MANUAL

COMPLETE YOUR PERSONAL PROFILE

Each registered buyer from your company will need to complete their individual user profiles.

To complete your personal user profile, click on your name in the top right navigation and click on My Profile.
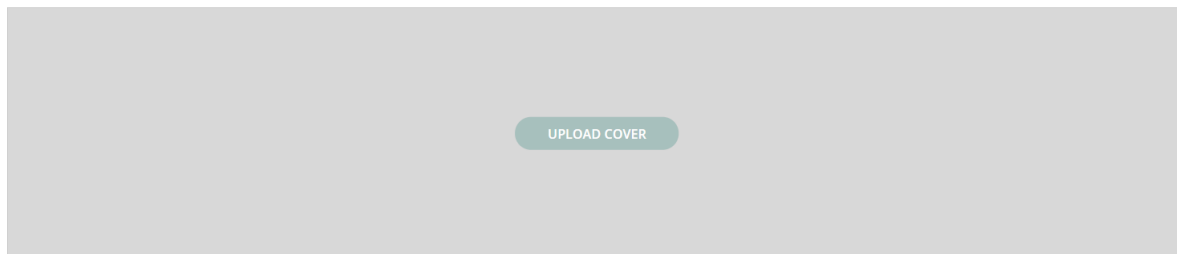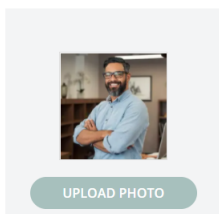

Once on your profile page, click the EDIT button.

Here you can edit the information in your profile such as email, address, job title, and more. You are also able to upload a photo if you desire. Click SAVE when you are finished.

Upload Cover

UPLOAD COVER

Size recommendations: *Minimum Size:* **2000 x 270px** , *Optimal size for 1080p display:* **2000 x 430**

General Info

UPLOAD PHOTO

Size recommendations:
Optimal Size: **200 x 200**
Minimum Size: **100 x 100**

Basic Info

First Name
Test

Last Name
Buyer

Job Title
Product Manager

Email
yxn10982@eoopy.com

Phone *(Optional)*

About Yourself
Experienced professional in the fashion industry.

Address Info

Address1 *(Optional)*

Address2 *(Optional)*

Country
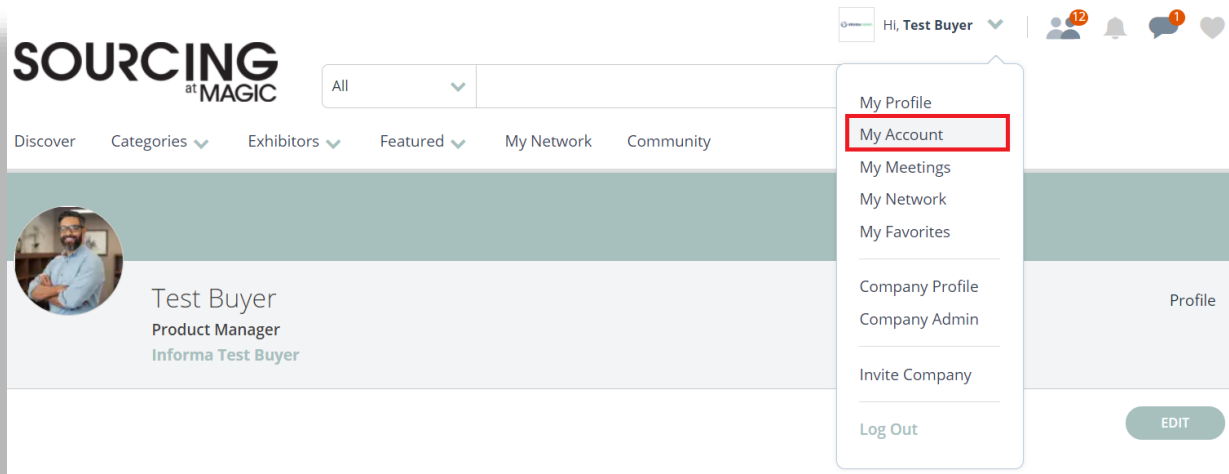United States

City
Brooklyn

State / Province
New York

Zip *(Optional)*
11249

VIEW PROFILE   SAVE

To change your password or set email notification settings, click on your name in the top right navigation and select My Account from the menu.

Hi, **Test Buyer** ⌄   12

SOURCING at MAGIC

All ⌄

Discover   Categories ⌄   Exhibitors ⌄   Featured ⌄   My Network   Community

My Profile
My Account
My Meetings
My Network
My Favorites

Company Profile
Company Admin

Invite Company

Log Out

Test Buyer
Product Manager
Informa Test Buyer

Profile

EDIT

To change your password:

      1) Enter your current password

      2) Enter your new password

      3) Confirm your password by entering it again

      4) Click SAVE

My Account

Change Password   Email Notifications

Change Password

Email Address

dye03732@bcaoo.com

Current Password

SHOW

Enter New Password

SHOW

Confirm New Password

SHOW

SAVE

informa markets
Fashion

To modify your email notification settings, click the Email Notifications tab under My Account.

By default, email notifications are enabled for all activity on the platform. To turn off a notification, click the checkbox next to the activity and click SAVE.

My Account

Change Password   **Email Notifications**

Email Notifications

Use the checkboxes to manage your email notifications. You can submit requests for your data by emailing support@sourcingatmagic.com

Social

- Someone confirms my connection request
- Someone sends me a connection request
- Someone sends me a private message
- Someone comments on my activity
- Someone comments on my post
- Someone tags my company in a post
- Someone tags me in a post

Email Digests

- Weekly activity recap

Leads

- Buyer - Business Preference reset notification

Getting Started

- Send me tips for getting started

Language

- Preferred language for emails

  [⌄]

SAVE

Information Classification: General