

## Swapcard

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# Where to find my meetings?

In your exhibitor center, you can find all the meetings related to your company:  
Exhibitor center > Meetings.

These can appear under different status:

- **Invitation**: received meeting request to which you must reply
- **Confirmed**: meeting request accepted
- **Waiting**: meeting request sent by a member of my company, waiting for an answer
- **Canceled**: meeting cancelled
- **Declined**: declined meeting request

- Home
- Company profile >
- Meetings**
- Contacts
- Exhibitor's badges
- Espace technique exposant >
- Your team

All members

Confirmed (40) Pending (28) Canceled (39) Declined (12)

**Friday, December 9, 2022**

**Meeting** Confirmed

05/02/2019 • 2:50 PM  
12/09/2022 • 10:00 AM to 10:30 AM  
Red area • Get started Lounge

**John Doe**  
Product Owner  
Swapcard

**Baptiste Boulard**  
CEO - I improve networking at...  
Swapcard - Event App &...

EDIT

**Meeting** Canceled

05/02/2019 • 3:16 PM  
12/09/2022 • 10:30 AM to 11:00 AM  
6 rue de Pradis

**Charles Benizri**  
Product Owner  
Swapcard

**Swapcard**  
Meet us  
L01 - S02

**Meeting** Canceled

05/02/2019 • 3:16 PM  
12/09/2022 • 4:00 PM to 4:30 PM  
Red area • Get started Lounge

**Charles Benizri**  
Product Owner  
Swapcard

**Swapcard**  
Meet us  
L01 - S02

**Meeting** Canceled

05/02/2019 • 3:17 PM  
12/09/2022 • 9:30 AM to 10:00 AM  
Red area • Get started Lounge

**Charles Benizri**  
Product Owner  
Swapcard

**Swapcard**  
Meet us  
L01 - S02

**Meeting** Canceled

05/02/2019 • 3:18 PM  
12/09/2022 • 3:30 PM to 4:00 PM  
Innovation room • Networking Lounge

**Charles Benizri**  
Product Owner  
Swapcard

**Swapcard**  
Meet us  
L01 - S02

**Meeting requested** Pending

05/02/2019 • 4:47 PM  
12/09/2022 • 11:30 AM to 12:00 PM  
Red area • Get started Lounge

**Charles Benizri**  
Product Owner  
Swapcard

**Amanda Lee**  
Inside Sales Manager  
General Electric

EDIT

**Export meetings**

Get all meetings from your team in an Excel file.

EXPORT MEETINGS

**i** Read also: [Manage my meetings and availabilities \(from my user profile\)](#)

<https://help.swapcard.com/portal/en/kb/articles/where-to-find-my-meetings>