12th Anniversary KoNECT-MOHW-MFDS INTERNATIONAL CONFERENCE

2026 KoNECT-MOHW-MFDS INTERNATIONAL CONFERENCE

October 13th(Tue)–15th(Thu), 2026

THE GRAND LOTTE SEOUL

Partnering System Manual



KONECT

Ministry of Health and Welfare

Ministry of Food and Drug Safety

Important Notes

- The ‘Partnering System’ is for Conference Registrants only (that belong to an organization/company/enterprise)

- Feel free to utilize this Partnering System to schedule Online/Offline meetings with other businesses attending 2026 KIC.

- Online Meetings:
  - Available constantly. Share meeting links to meet virtually.

- Offline Meetings:
  - Available in ‘Partnering Room’ at LOTTE HOTEL SEOUL, from 09:00-17:00 (GMT+9) during Conference dates (October 13-15, 2026)

- An email alert will be sent to a request sender & receiver whenever there is a change in meeting status.

- For inquiries, please reach Conference Secretariat at info-kic@konect.or.kr

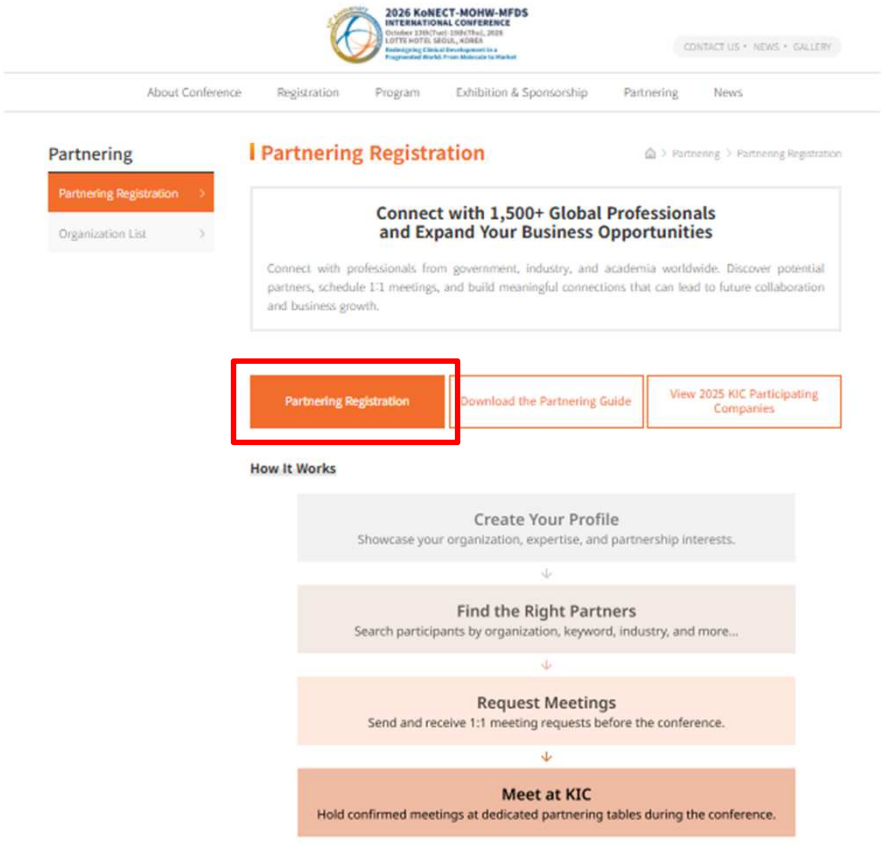
A. How to Register

1. Go to ‘Partnering’ menu on KIC main website.

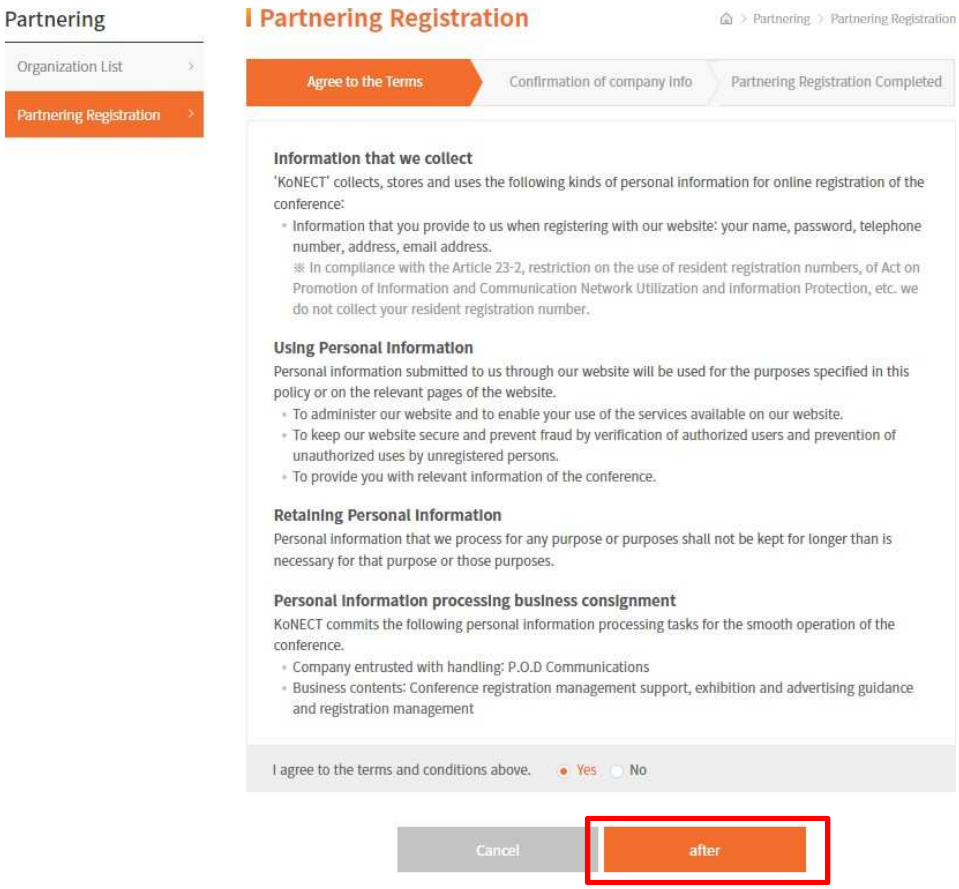
(https://www.konectintconference.org/web/Partnering/partneringRegistration.do)



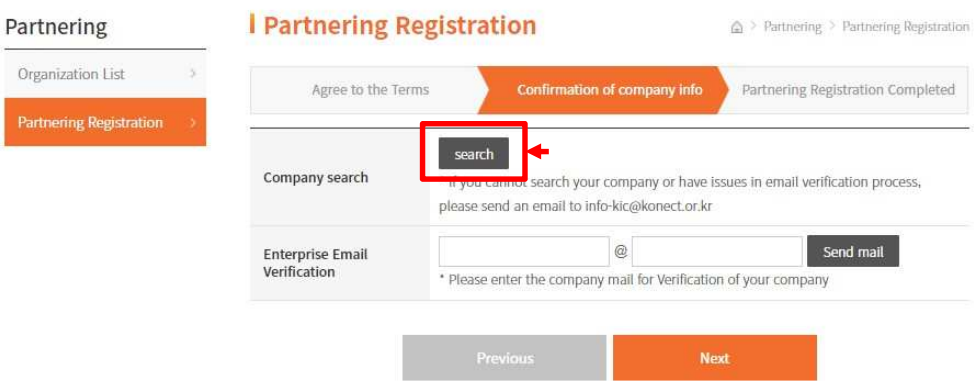
2. Click ‘Partnering Registration’ button.



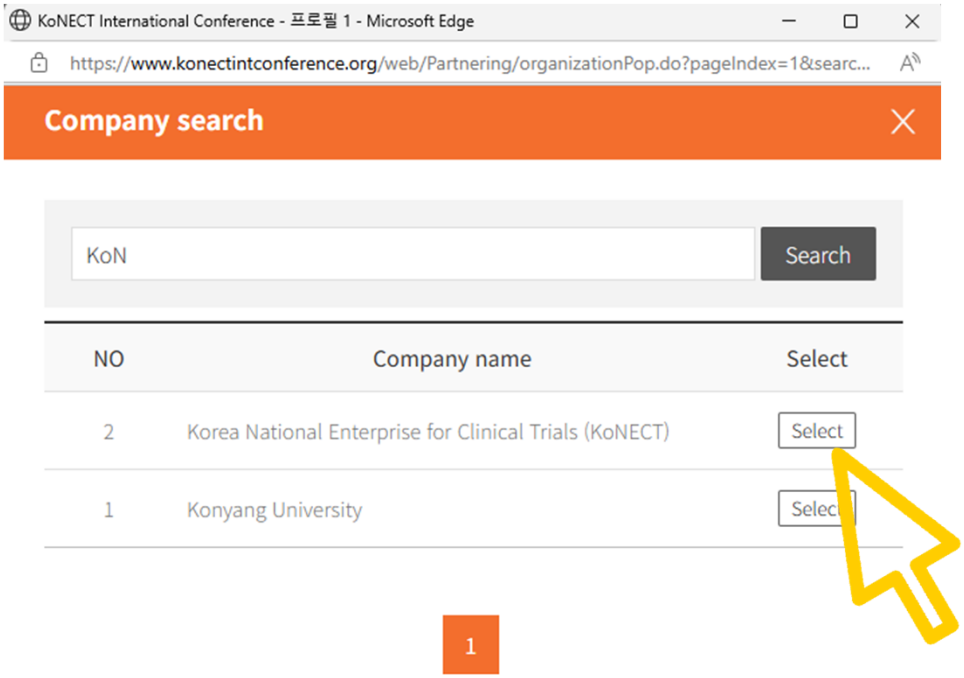
3. If you agree with the terms, click ‘after’ button.



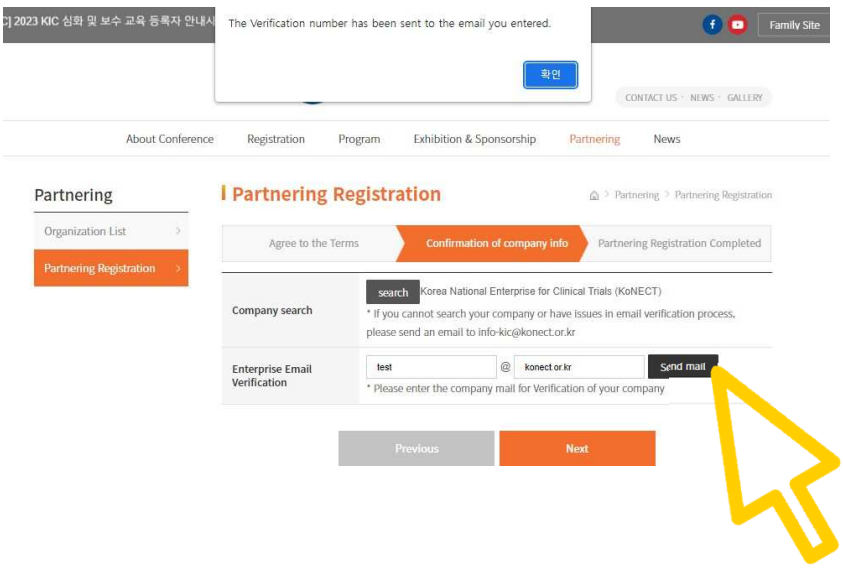
4. Click ‘search’ button for Company Search



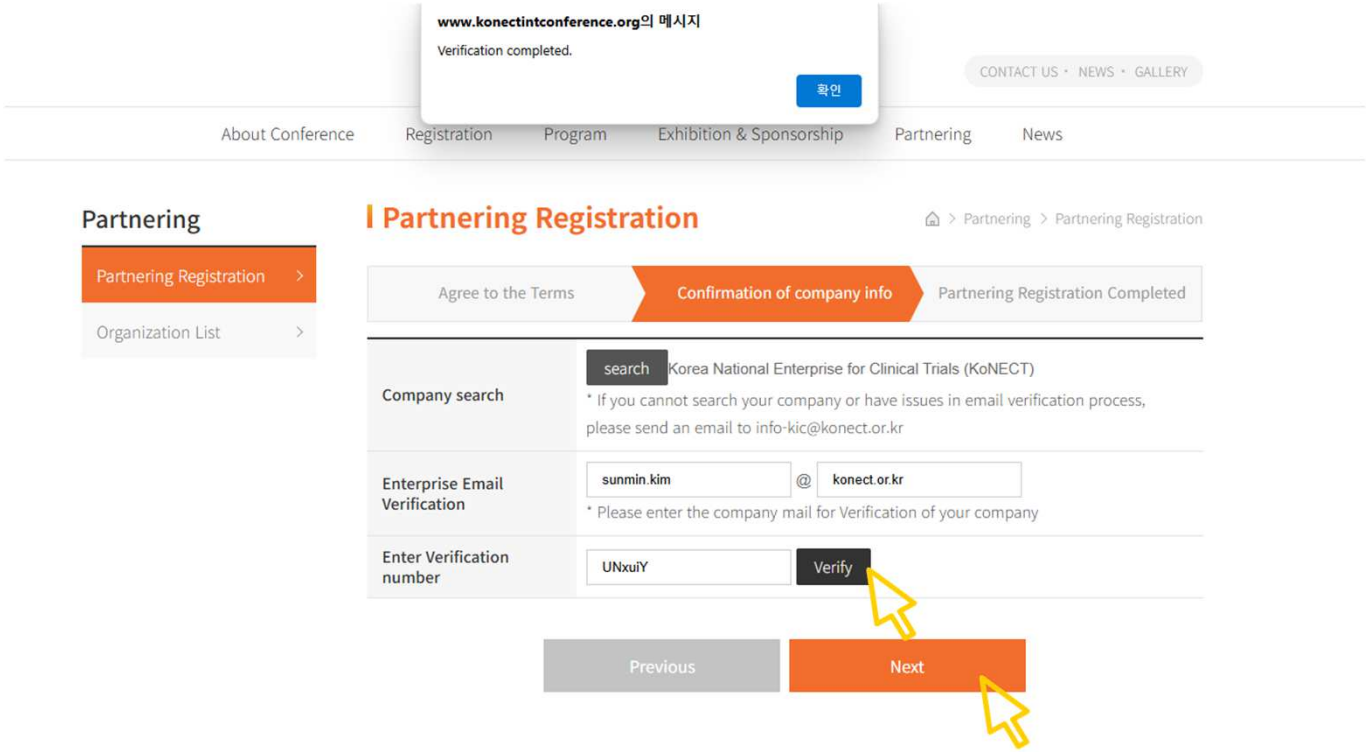
5. Search your organization/company and click 'Select' button. If your company cannot be searched, please send us an email at info-kic@konect.or.kr, using your company email.



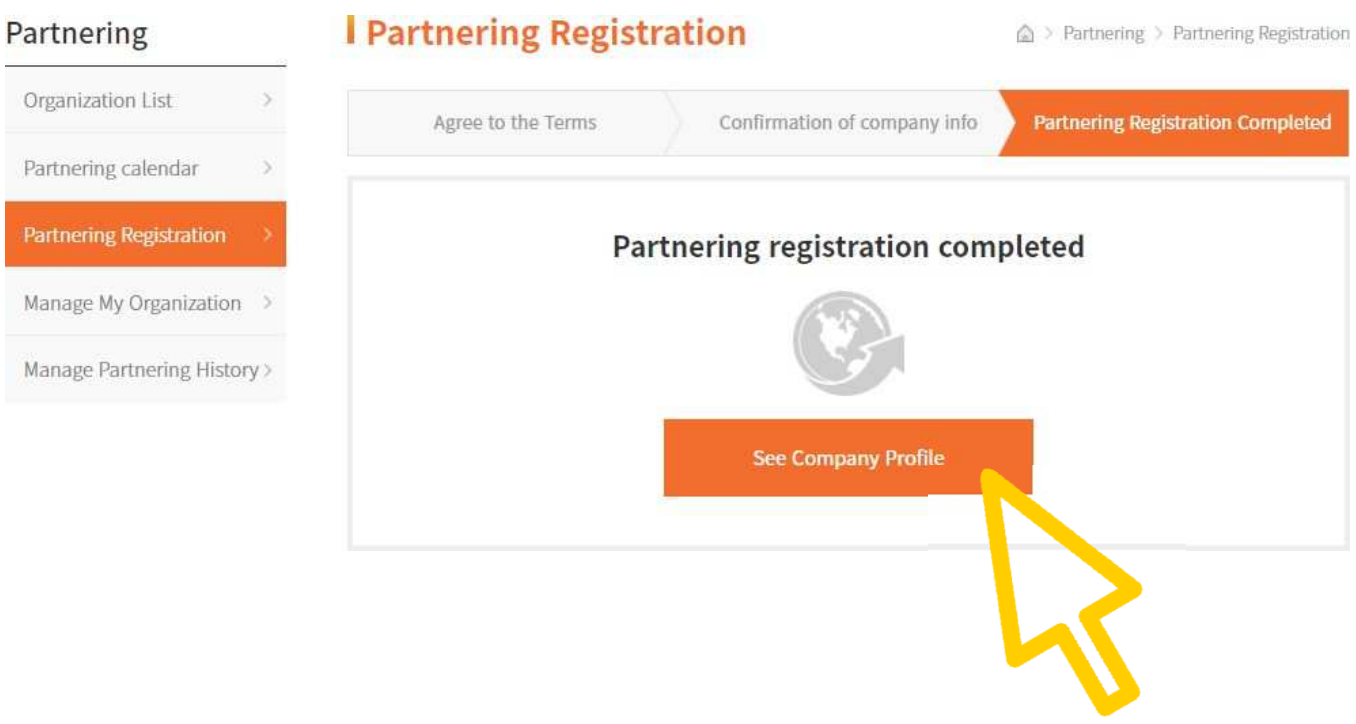
6. For a verification purpose, please enter your enterprise email and verify with a code sent to your enterprise email. If you encounter an error, please email us at info-kic@konect.or.kr.



7. Enter the email verification code, click the 'Verify' button, and then click the 'Next' button.



8. Click 'See Company Profile' to modify its details.



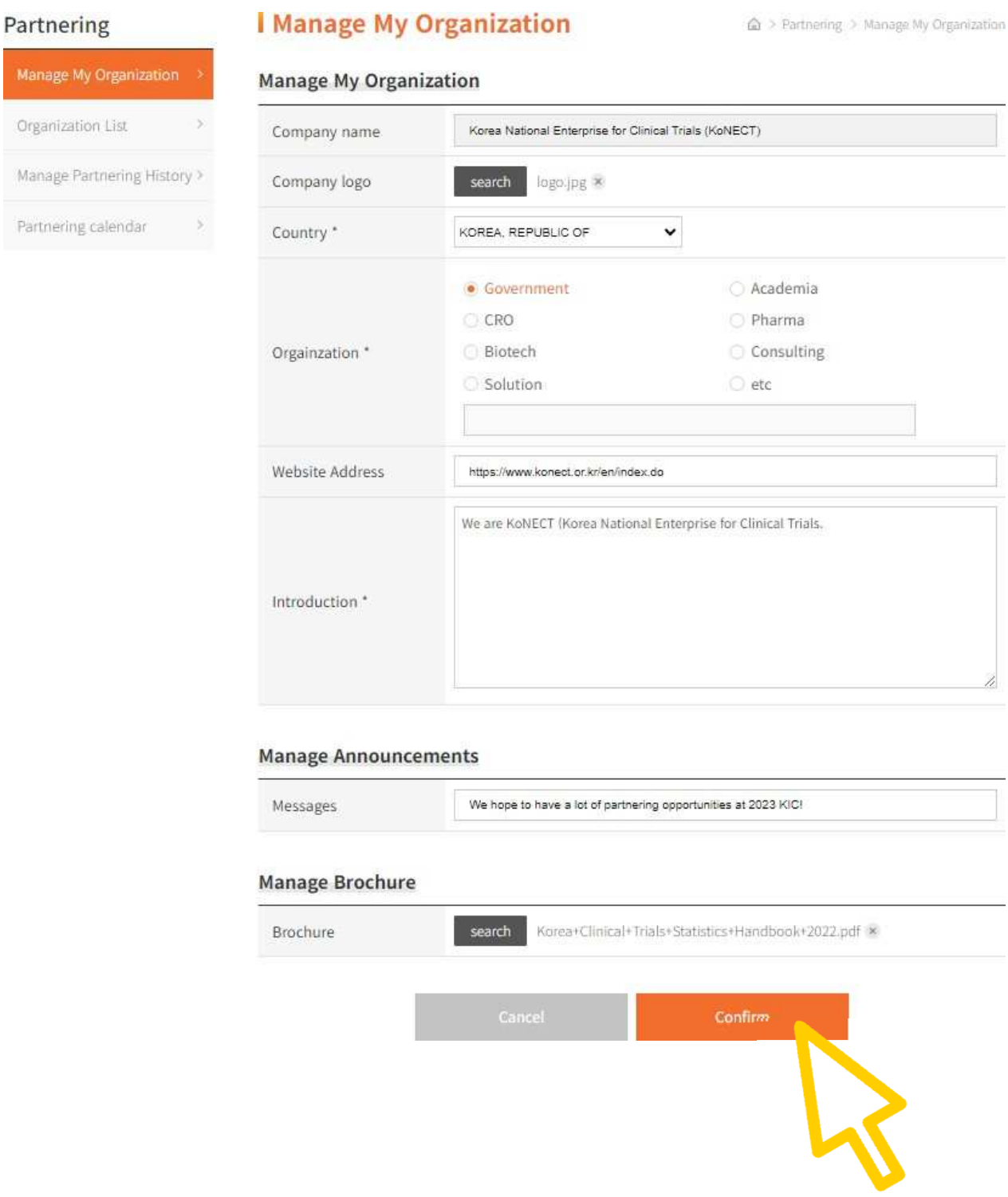
9. Add your company's Logo, Country, Organization Type, Website, Introduction, Notice (Announcements), Brochure,

then Click 'Confirm' button.

*** Notice: You can write any announcements.**

"Our booth will be located on the 2nd floor of Lotte Hotel Seoul. Please visit!"

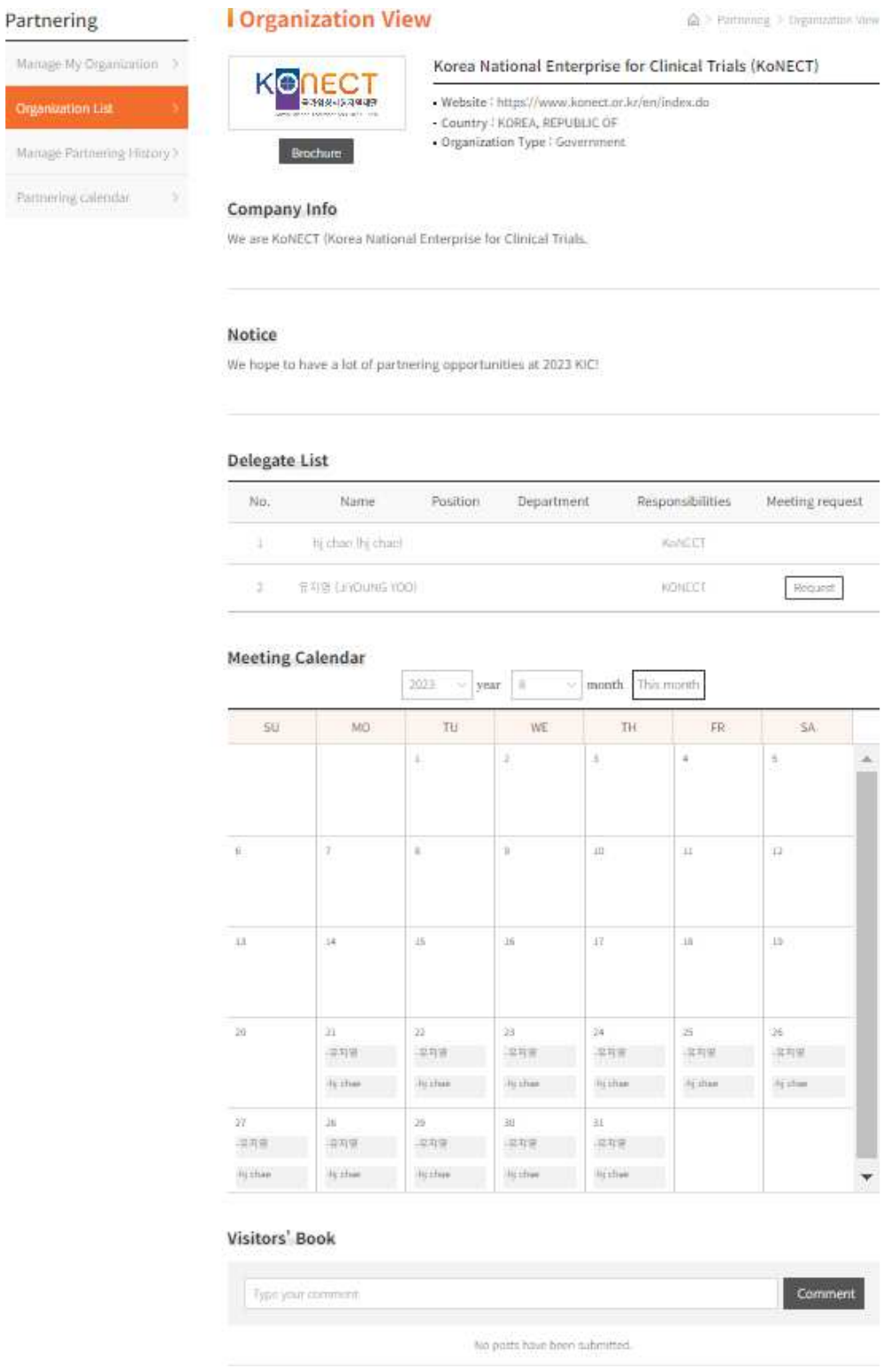
"We hope to have partnering opportunities with biotech companies."



10. The completed company profile looks like this.

*** Visitors' Book: You can leave a comment at the Visitors' Book section of an organization that you are interested in.**

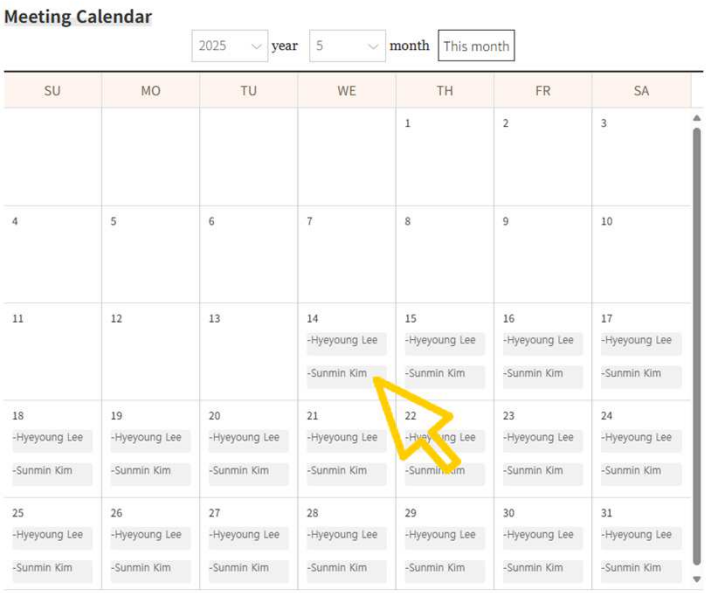
i.e. Your brochure looks interesting!



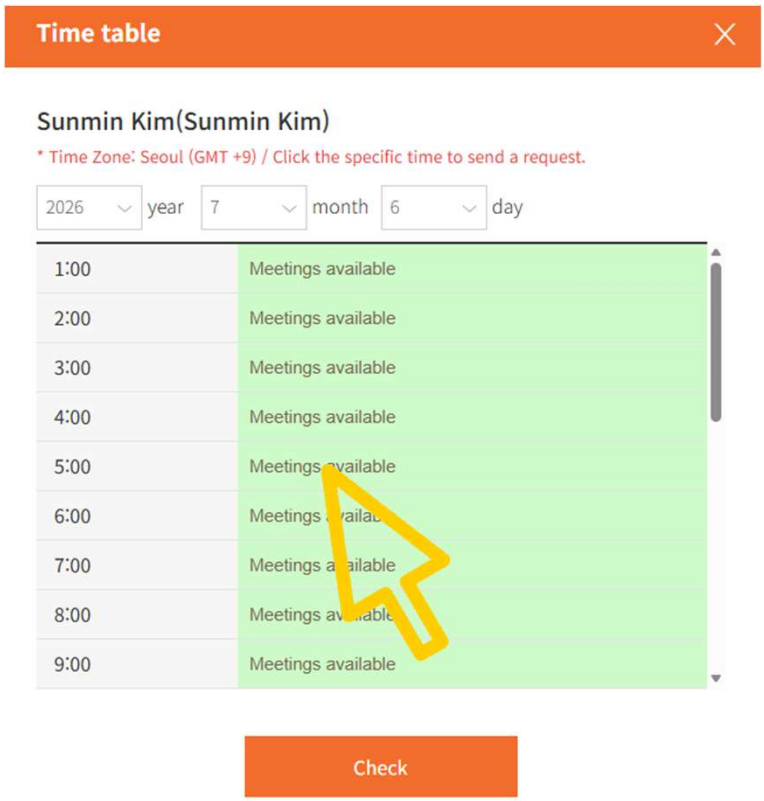
B. How To Request a Meeting

11. Go to 'Organization List' and check company's profile to request meetings

See the 'Meeting Calendar' and click a certain delegate that you want to have a meeting with.



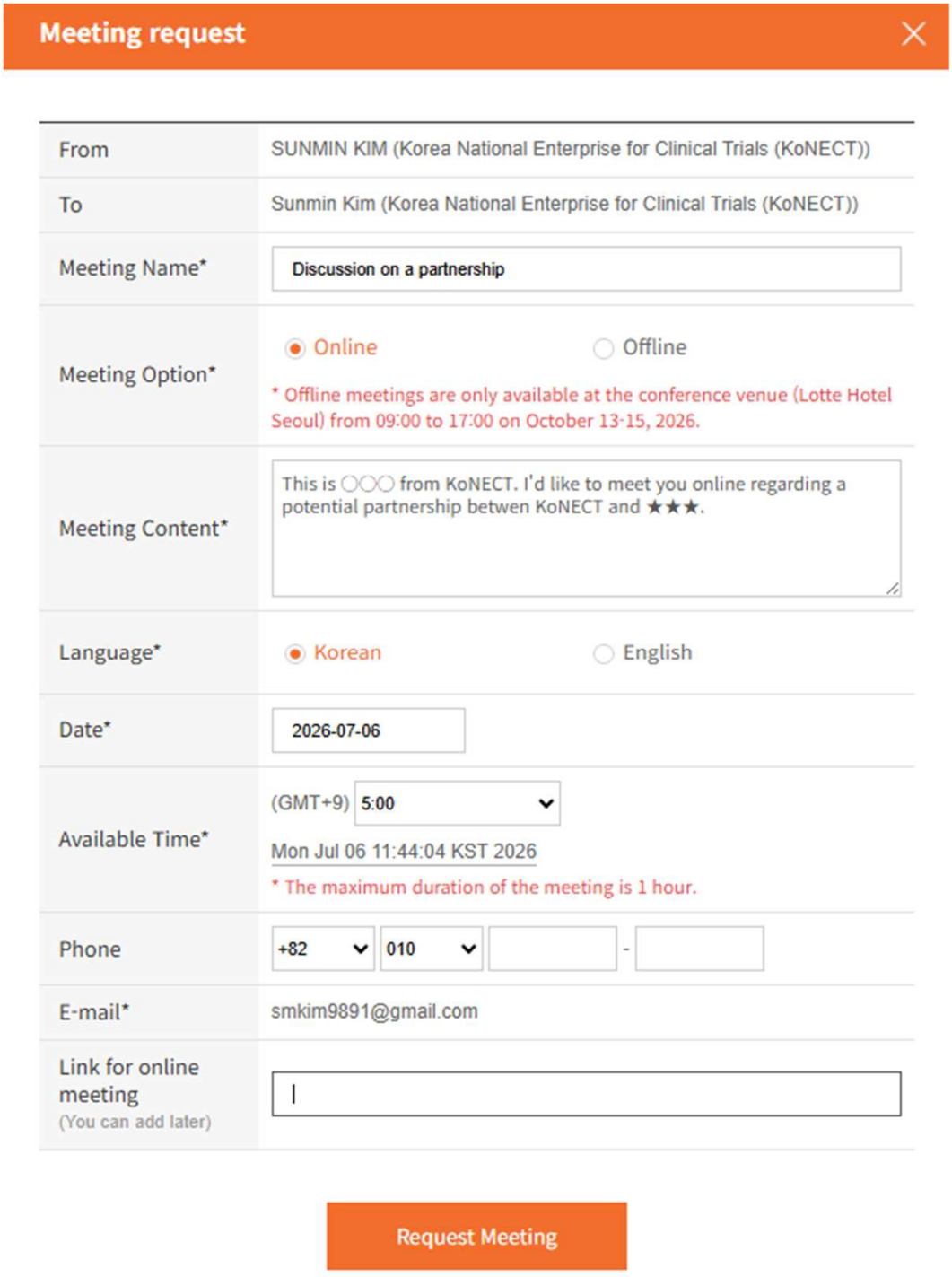
12. A popup will show a timetable of the delegate, with available timeslots. Click on one timeslot of your preference.



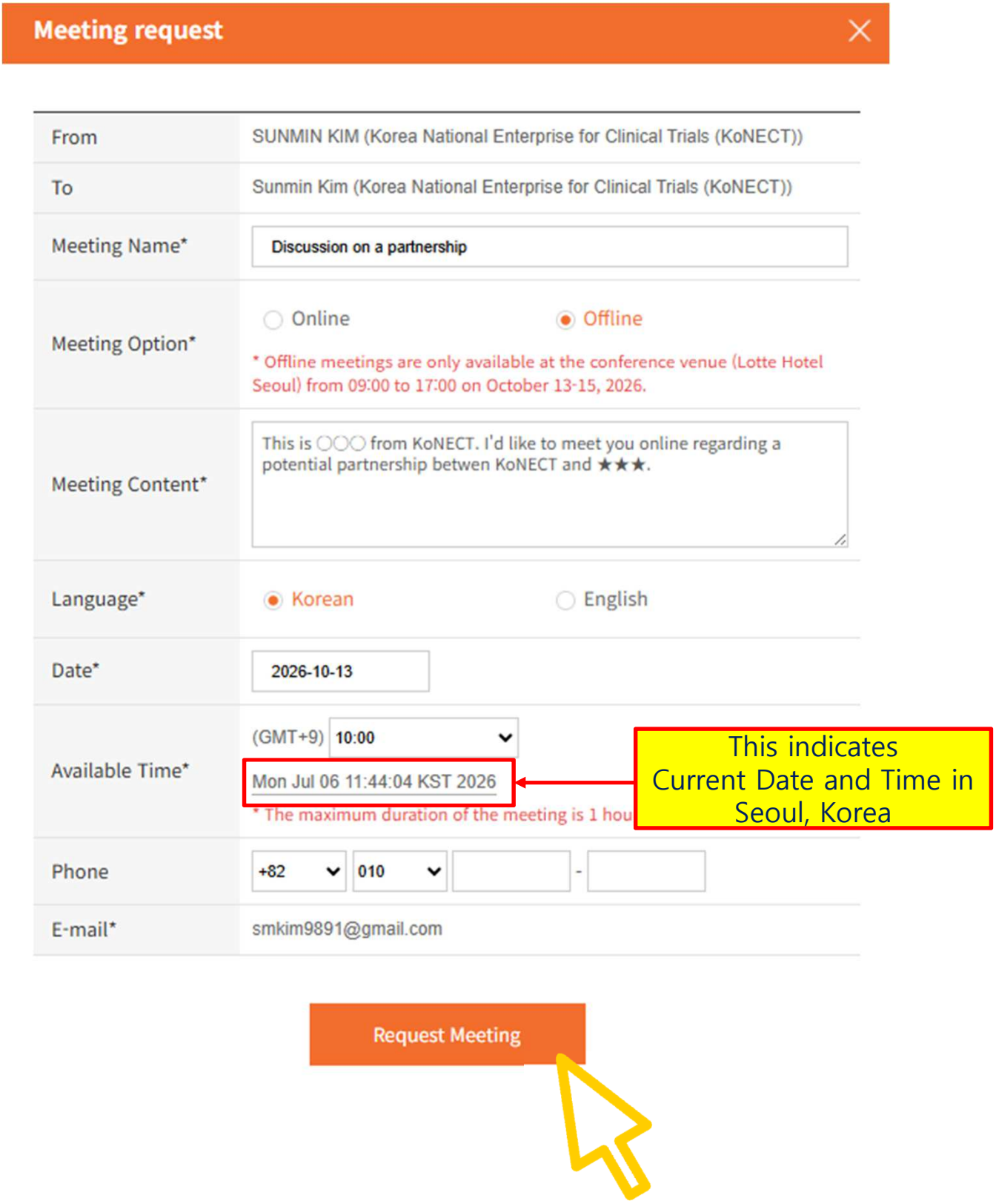
13-1. Fill in the required information to send a request. Fill in the meeting title, select meeting option (online meeting is available constantly; offline meeting is only available at the conference venue from October 13-15),

*** Your phone number will be exposed to the request receiver when requests are accepted.**

*** For online meetings, the request sender can edit the meeting URL later.**
*** The time zone is GMT +9 (Seoul, Republic of Korea).**



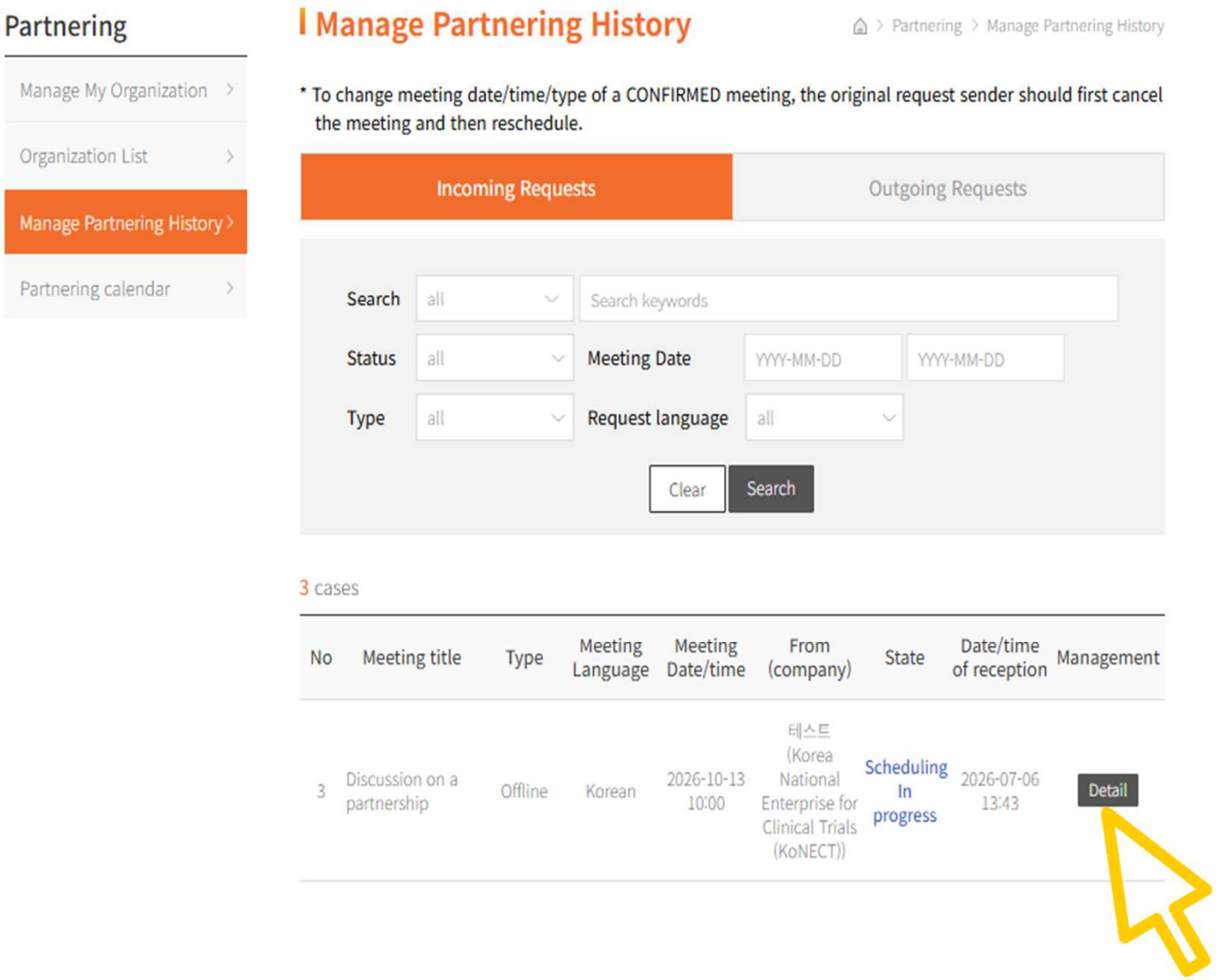
13-2. If you wish to have the meeting in the 'Partnering Room' at the Conference venue during the conference dates, select 'Offline' as a meeting option.

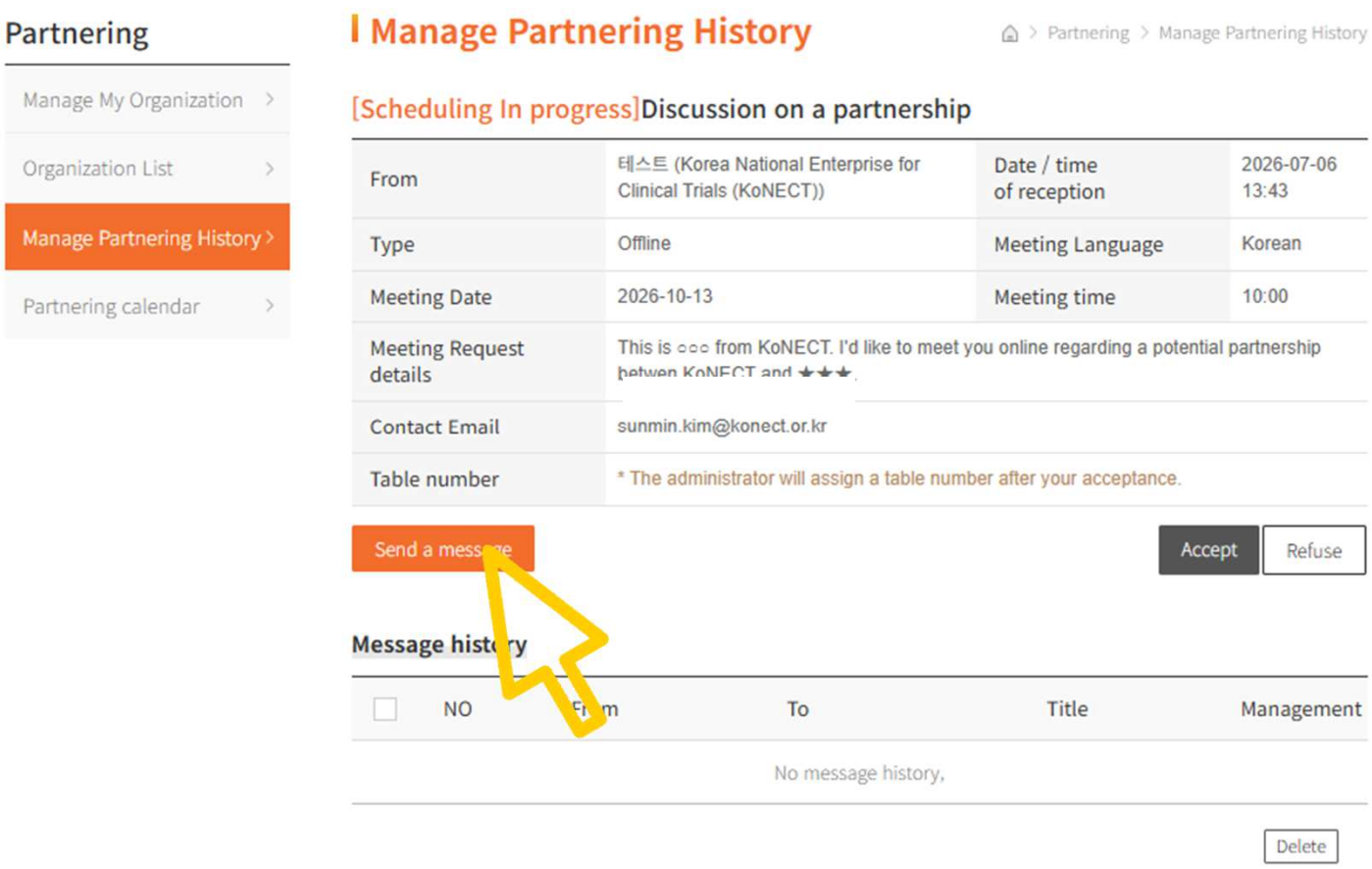


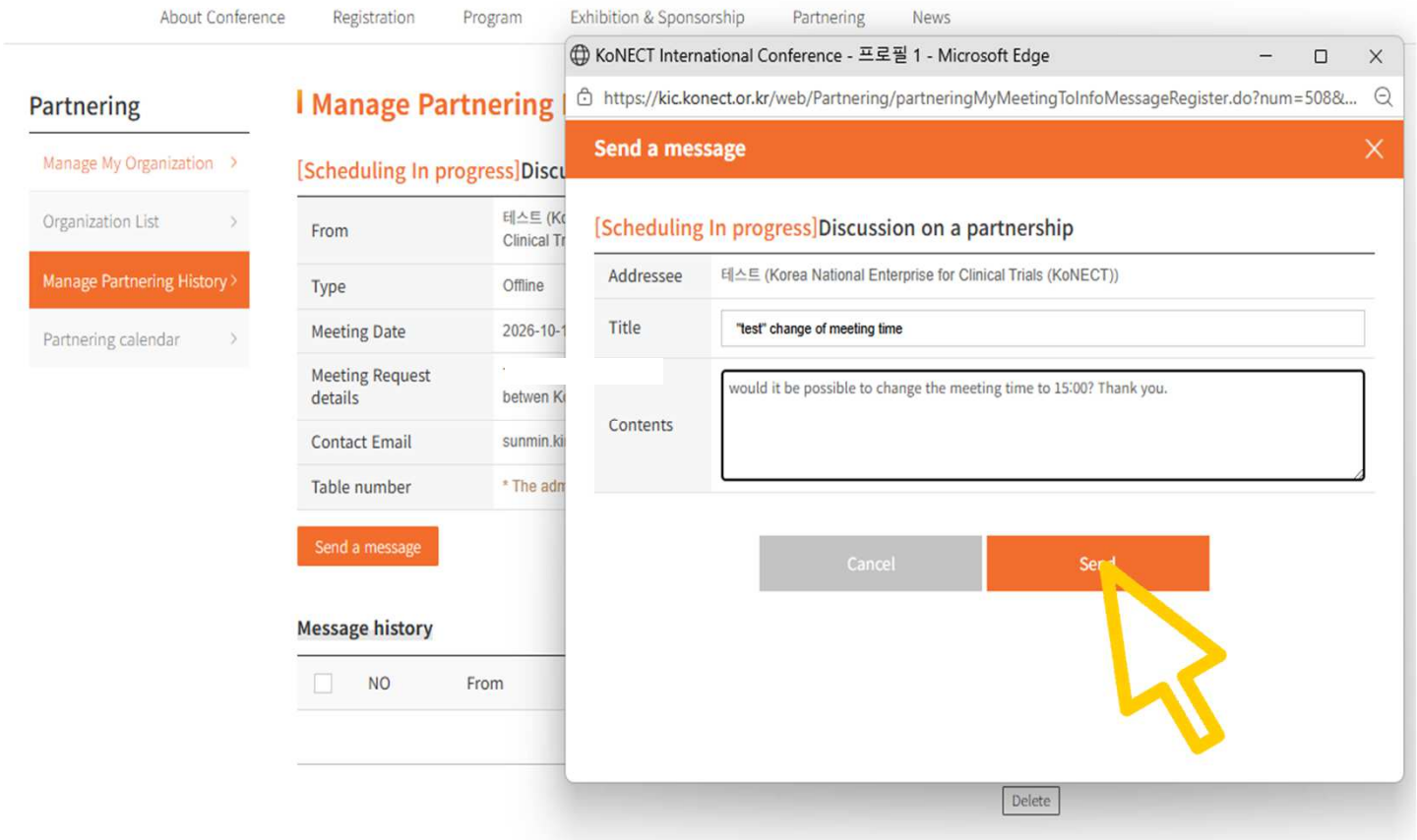
C. Check Meeting History

14. The request receiver can view the request at 'Manage Partnering History' → Incoming Requests.

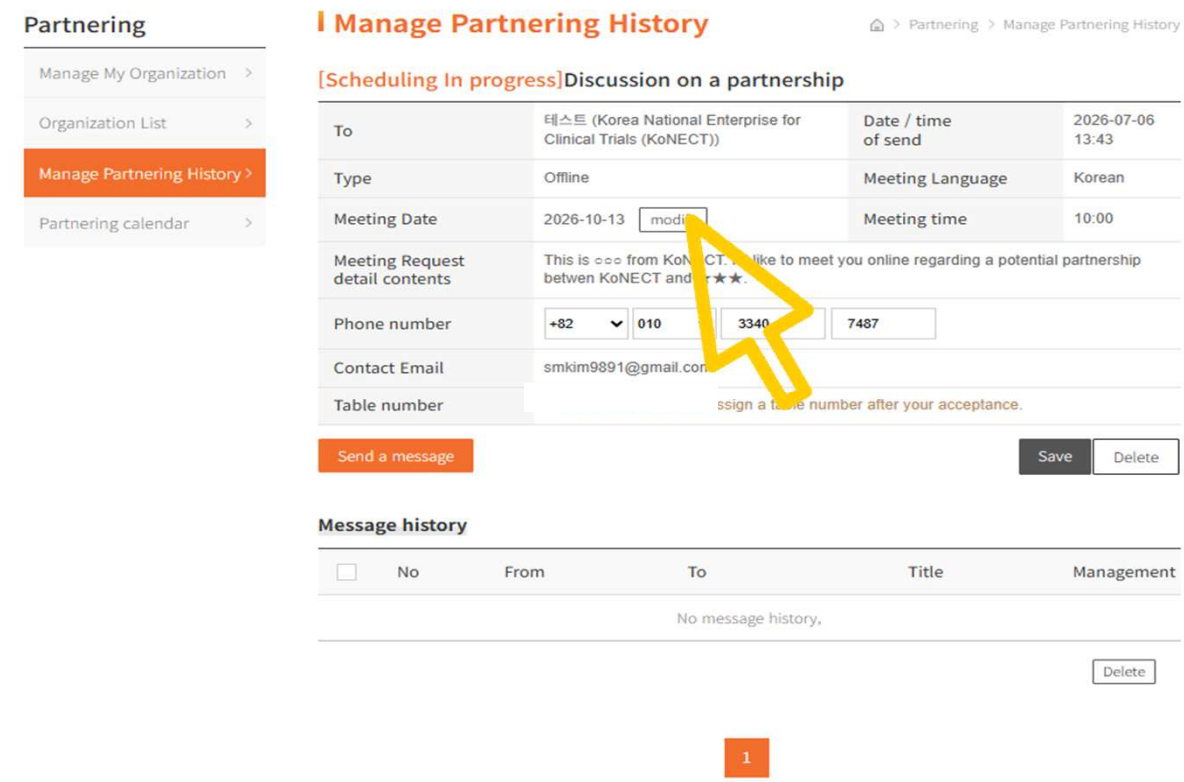
He/she can view the meeting details, and can send a message (i.e. to change meeting time)

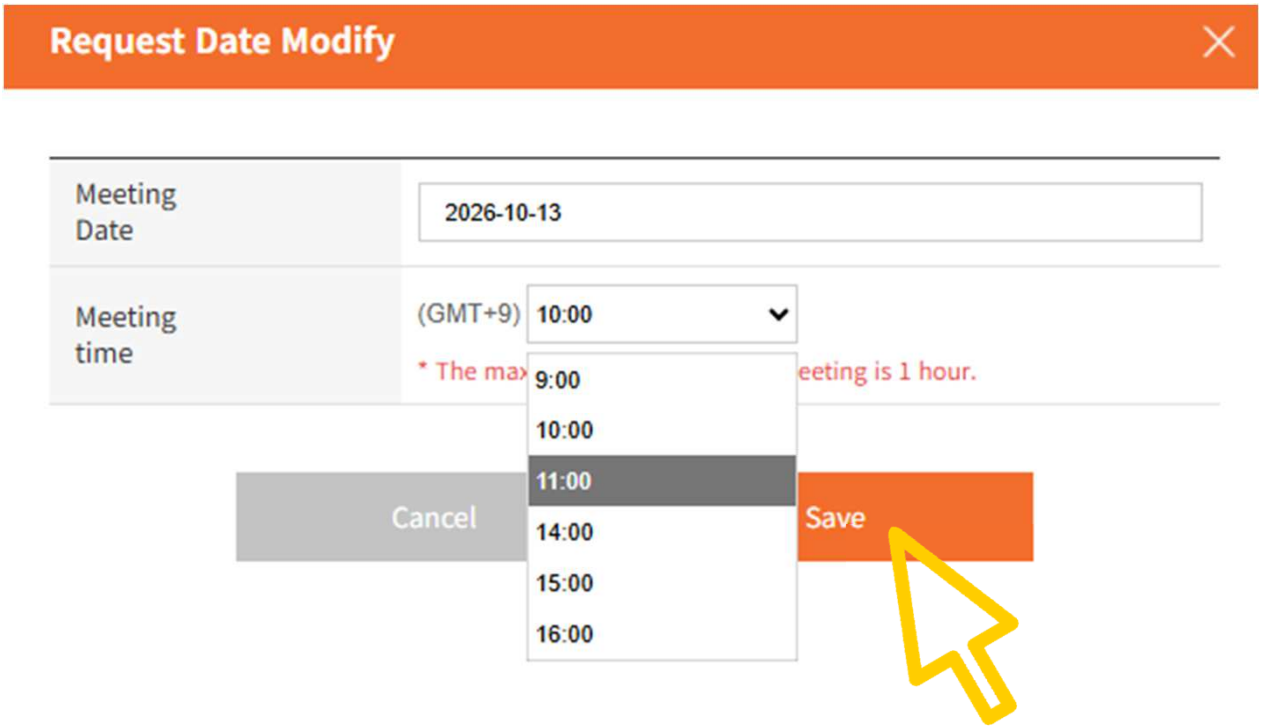



Partnering
Manage My Organization
Organization List
Manage Partnering History
Partnering calendar
Manage Partnering History
Partnering > Manage Partnering History
[Scheduling In progress]Discussion on a partnership
From
테스트 (Korea National Enterprise for Clinical Trials (KoNECT))
Date / time of reception
2026-07-06 13:43
Type
Offline
Meeting Language
Korean
Meeting Date
2026-10-13
Meeting time
10:00
Meeting Request details
This is ooo from KoNECT. I'd like to meet you online regarding a potential partnership betwen KoNECT and ★★★.
Contact Email
sunmin.kim@konect.or.kr
Table number
* The administrator will assign a table number after your acceptance.
Send a message
Accept
Refuse
Message history
NO
From
To
Title
Management
No message history,
Delete

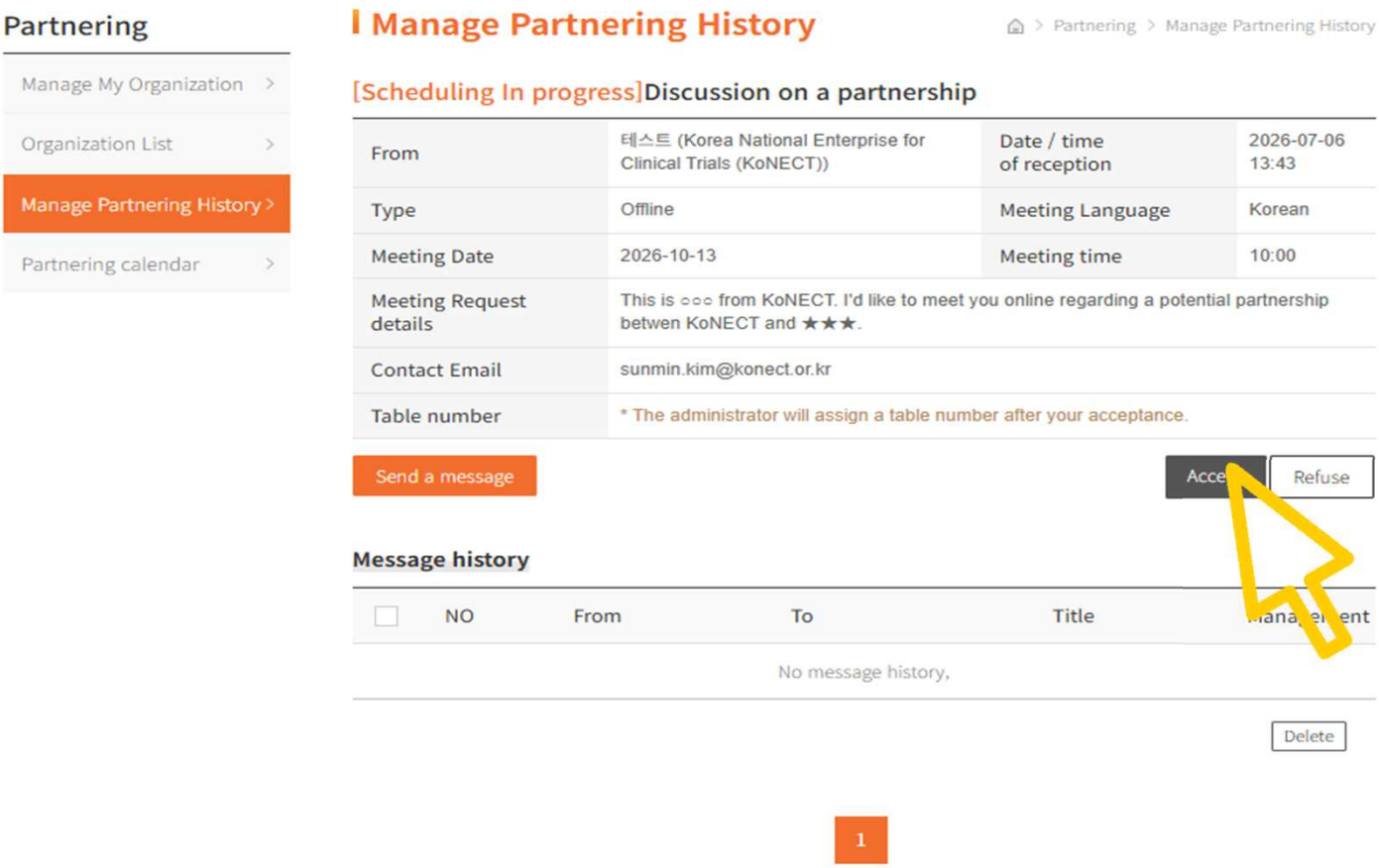

About Conference
Registration
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KoNECT International Conference - 프로필 1 - Microsoft Edge
https://kic.konect.or.kr/web/Partnering/partneringMyMeetingToInfoMessageRegister.do?num=508&...
Send a message
[Scheduling In progress]Discussion on a partnership
Addressee
테스트 (Korea National Enterprise for Clinical Trials (KoNECT))
Title
"test" change of meeting time
Contents
would it be possible to change the meeting time to 15:00? Thank you.
Cancel
Send
Partnering
Manage My Organization
Organization List
Manage Partnering History
Partnering calendar
Message history
NO
From
Delete

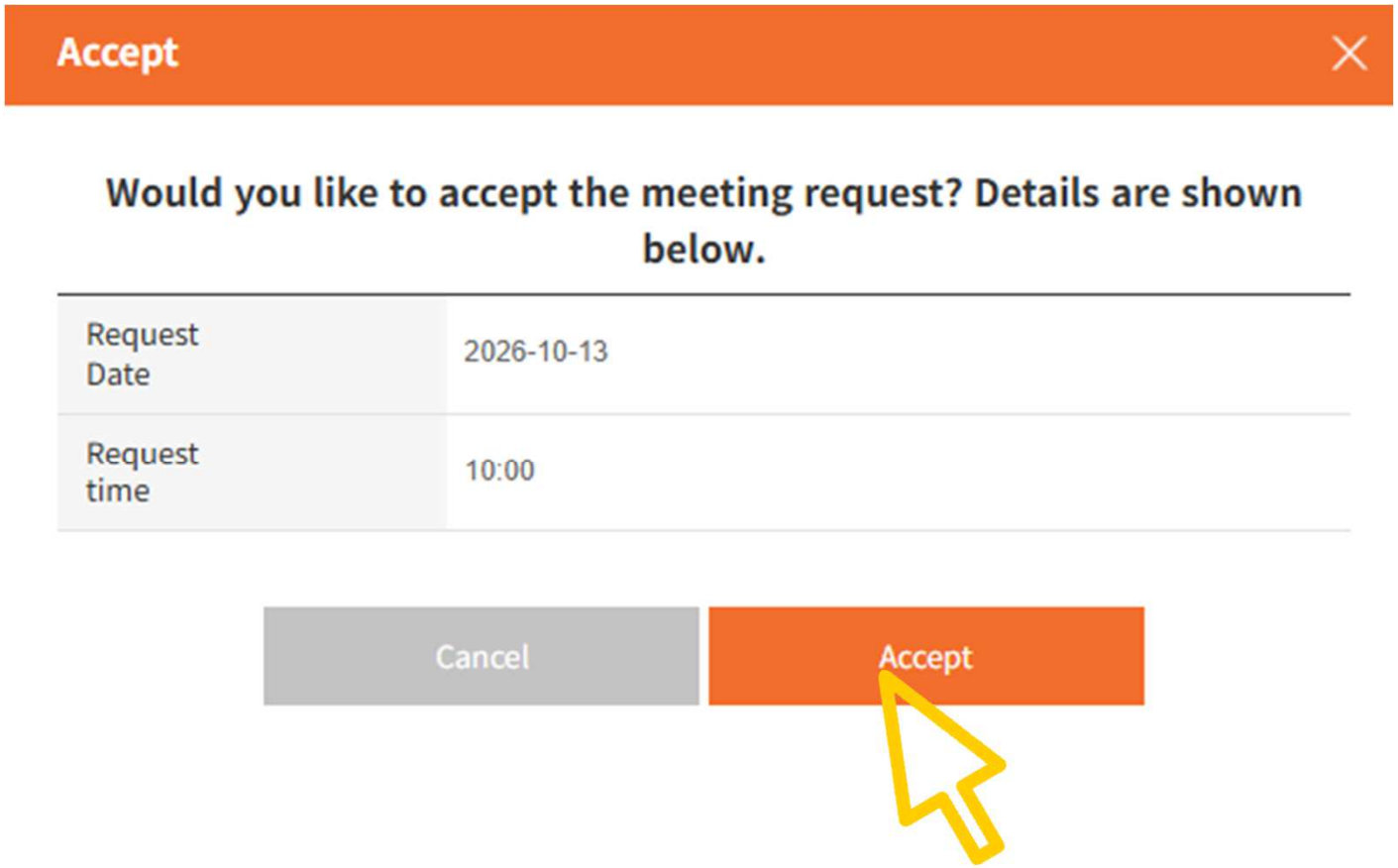
15. The request sender can modify the meeting date and time before the receiver accepts the request. Change the meeting date or time accordingly, and click 'save' button.



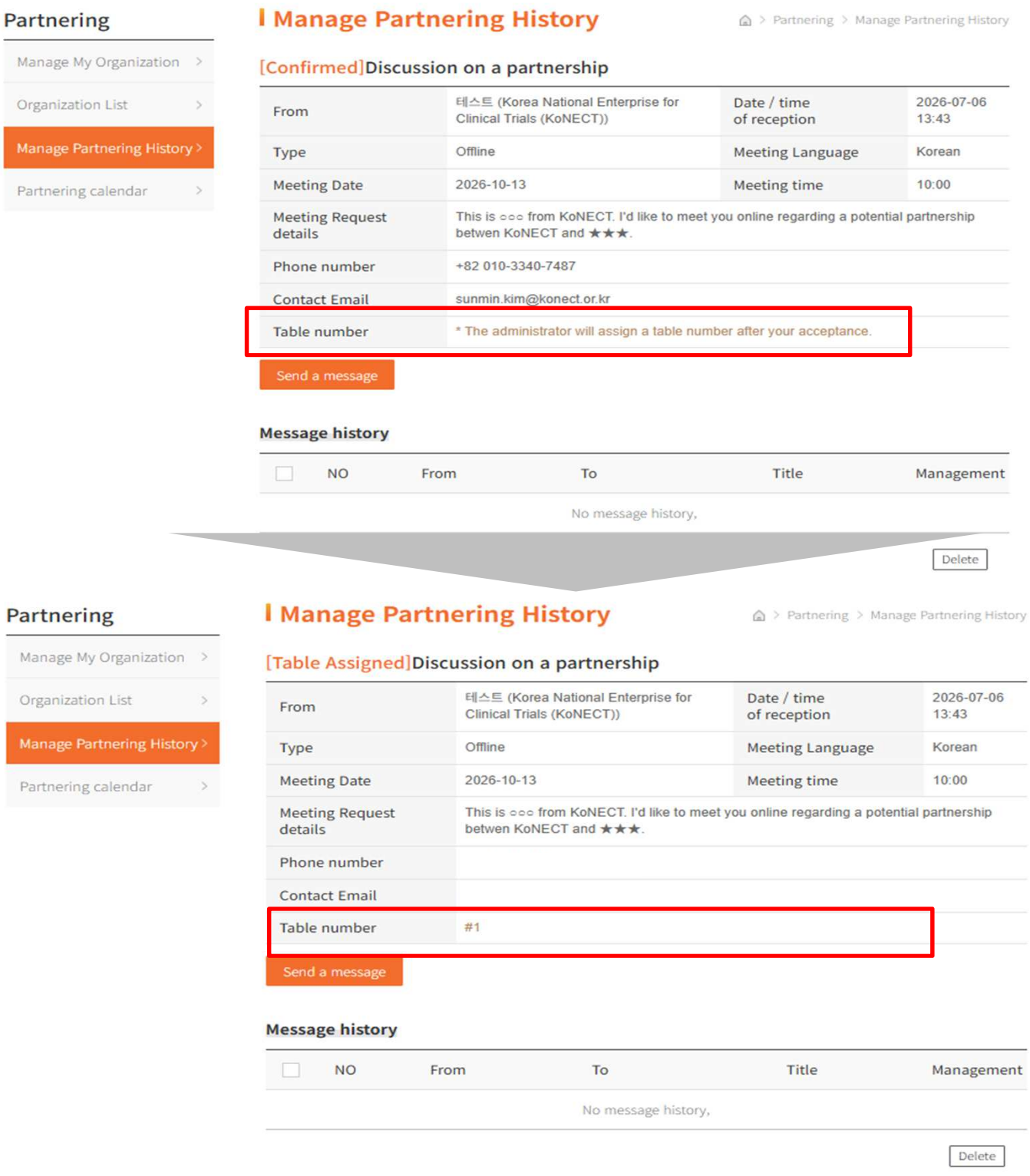


16. The request receiver can check the changed meeting time, and accept the request.



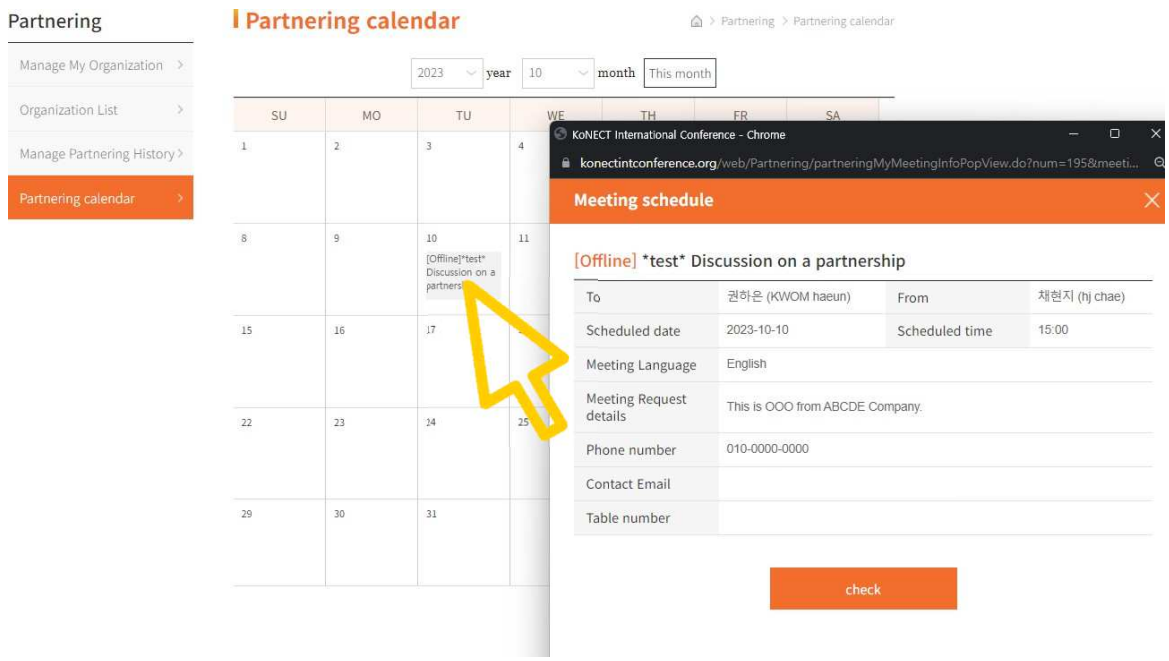


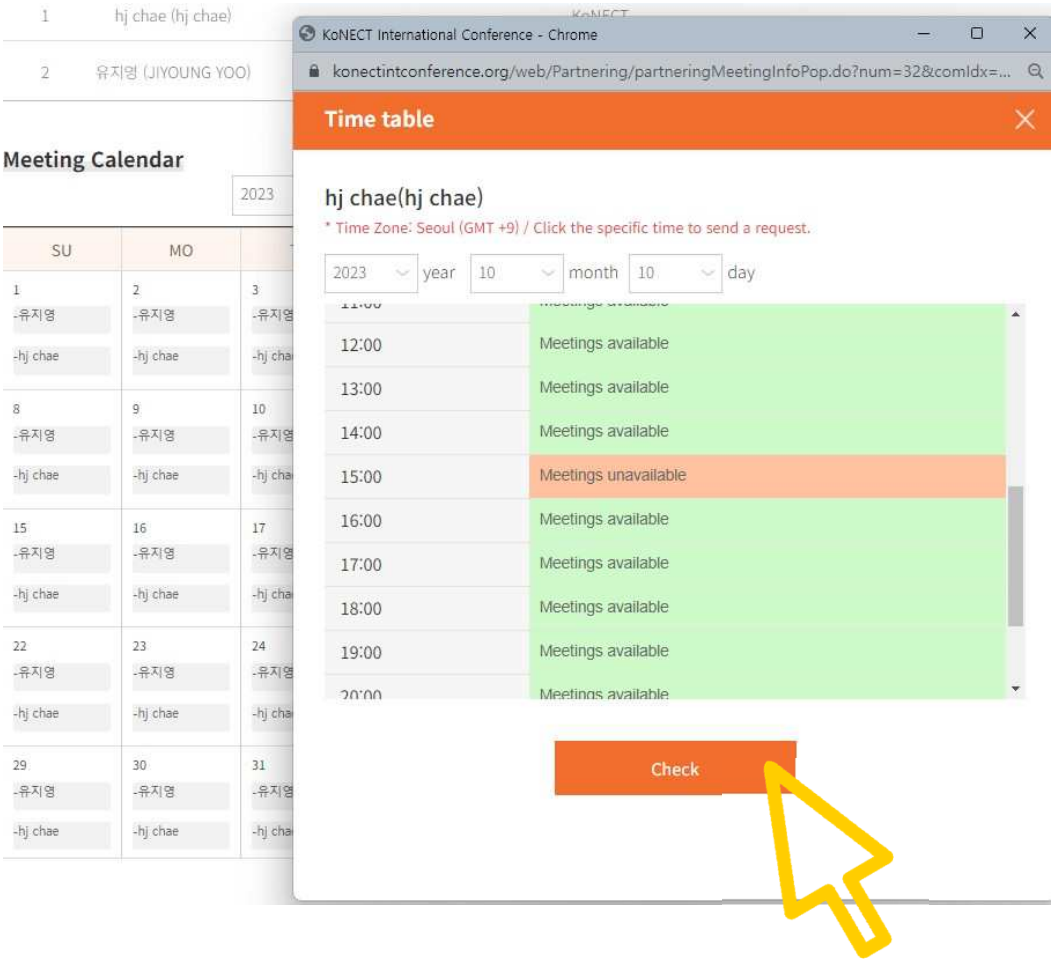
17. For offline meeting options, there will be a table number assigned later, and the meeting participants can visit the 'Partnering Room' and find the assigned meeting table (LOTTE HOTEL SEOUL) during the conference dates.



18. The meeting participants (sender & receiver) can view the confirmed schedule at the 'Partnering calendar' page.

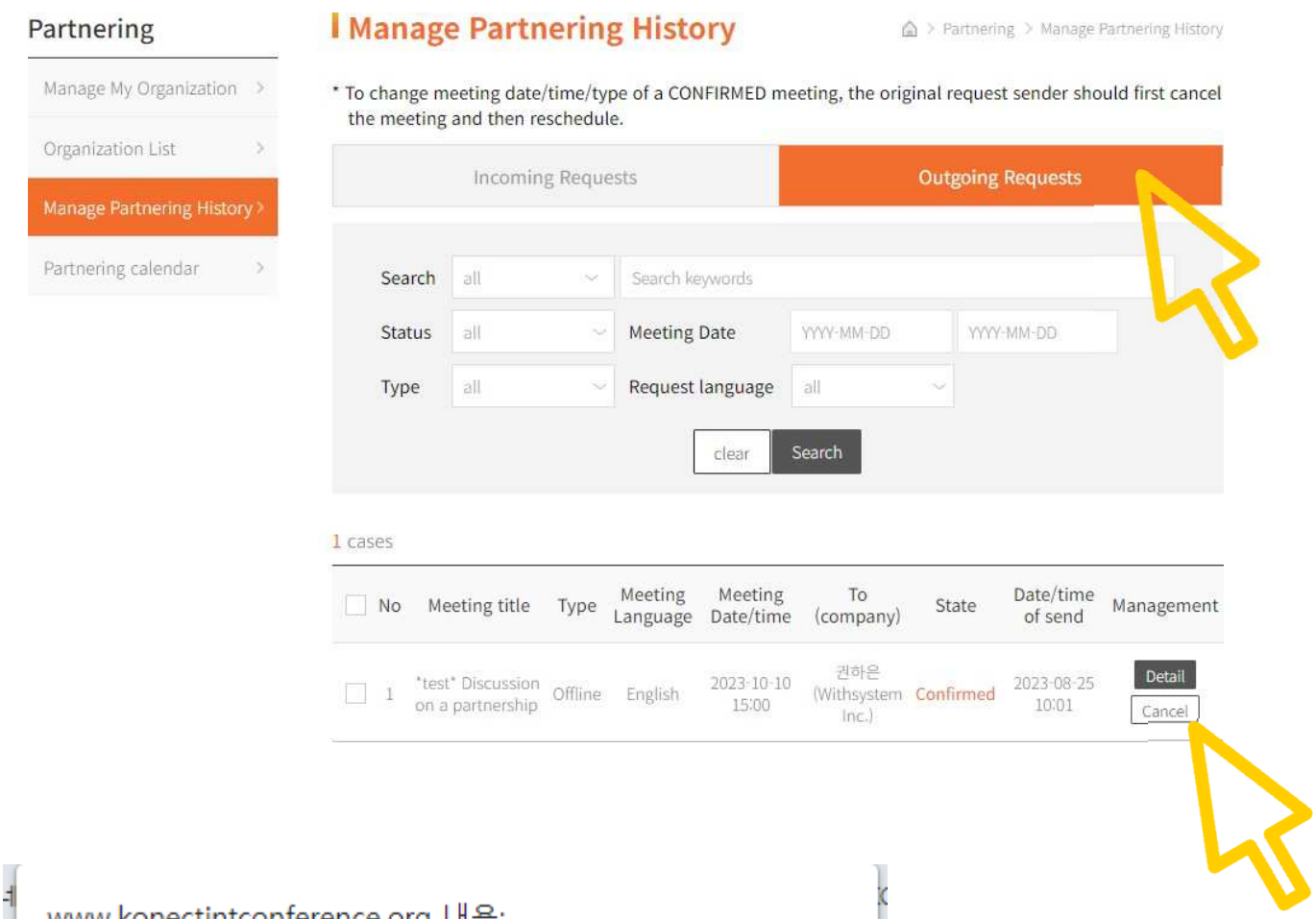
'Meeting calendar' at the organization profile page will show the delegate's timeslot as 'unavailable' once the meeting is confirmed.

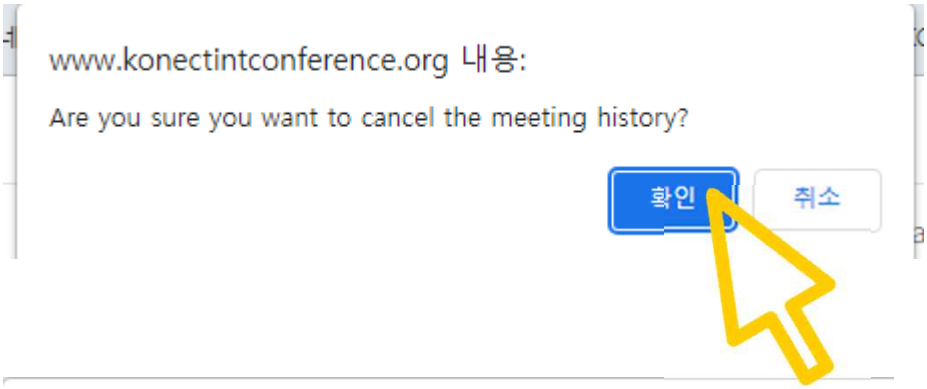


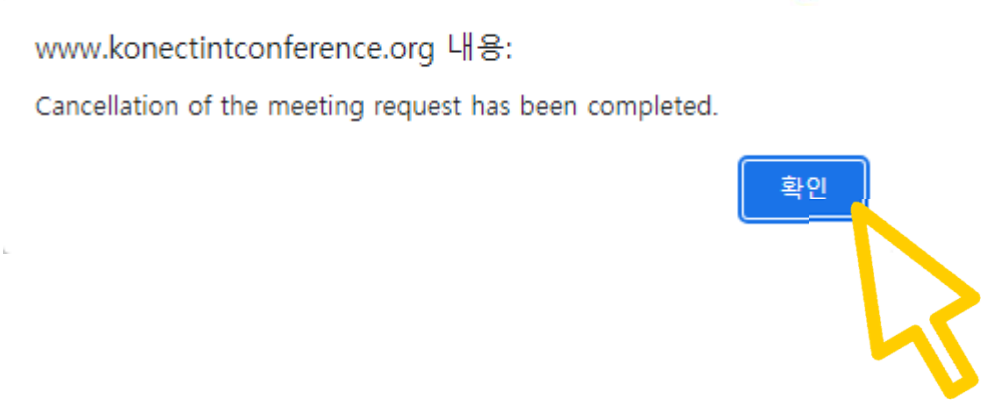


D. Cancel a Confirmed Meeting

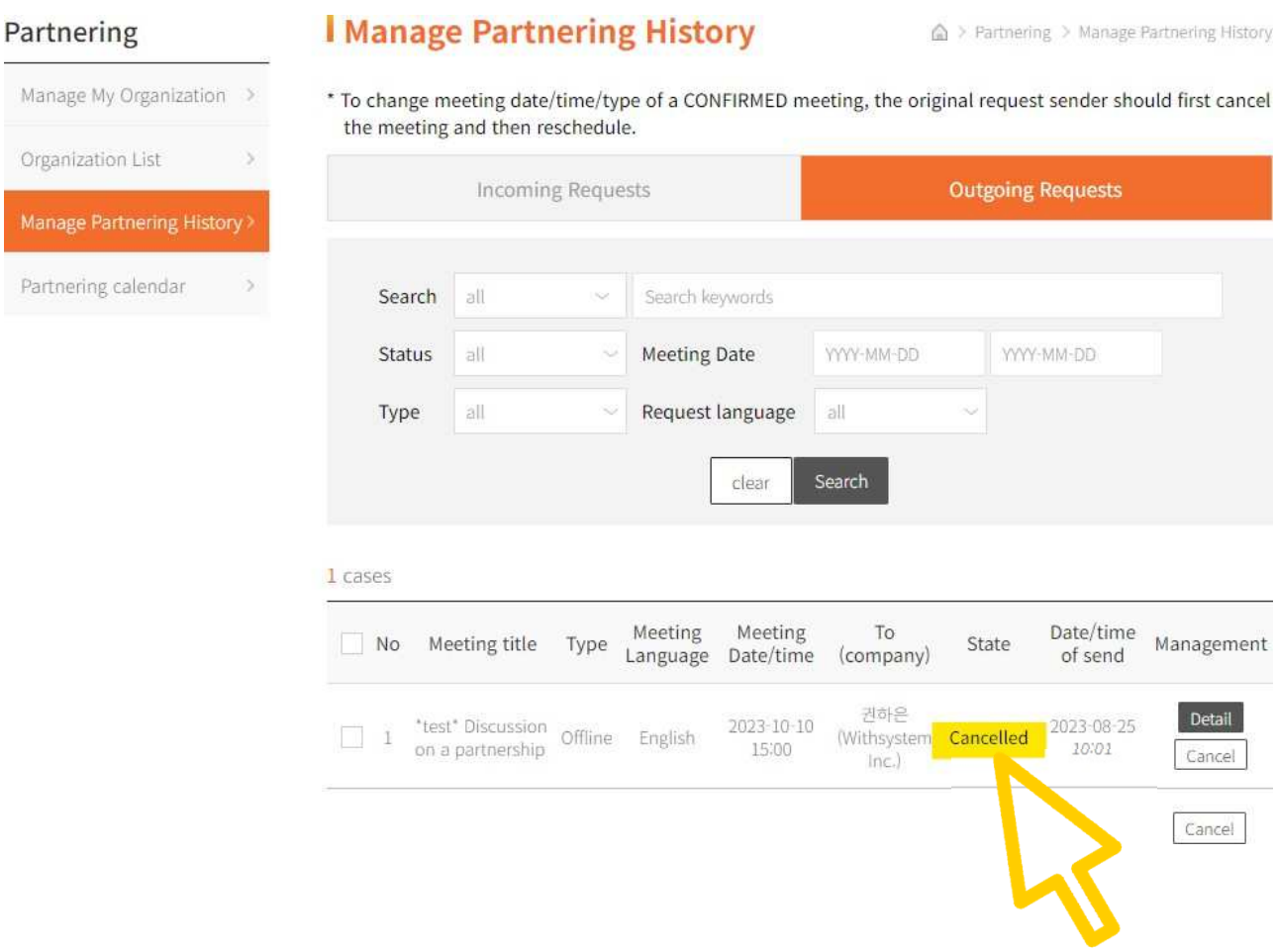
19. To cancel a meeting, the request sender can go to 'Manage Partnering History' → 'Outgoing Requests', and click the 'cancel' button.







20. The partnering history page will show the meeting as 'Cancelled'.



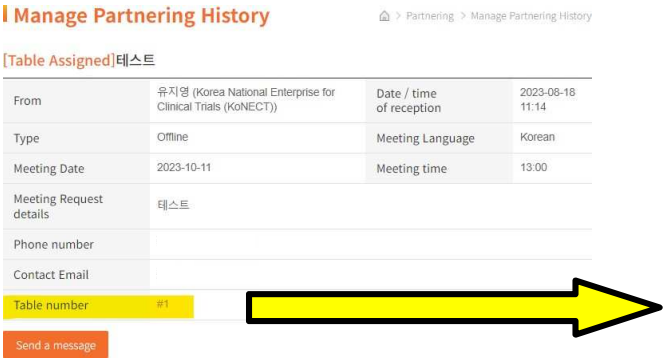
E. On The Meeting Day

21-1. Online Meeting: Go to the meeting URL.

21-2. Offline Meeting (Oct 13-15): Go to 'Partnering Room' at the Conference venue (LOTTE HOTEL SEOUL) at the meeting time, and find the table that you are assigned with. The Partnering Room opens from 09:00-17:00 (GMT+9), for those who scheduled an offline meeting via Partnering System only.

* **Please visit the Partnering Room 5 to 10 minutes ahead of the scheduled time.**
* **Please be reminded that a maximum duration of a meeting is 1 hour.**

LOTTE HOTEL SEOUL Partnering Room
Please double check your assigned table and time.





Enjoy Your Partnering Opportunities at 2026 KIC!

For inquiries, please reach KIC Secretariat at info-kic@konect.or.kr