

How to update your Company Profile?

The screenshot displays the WWINDOW Shopping user interface. At the top right, the 'Teams' link is circled in green, with a blue arrow pointing to it. In the left sidebar, the 'Company Profile' link is circled in orange, with a blue arrow pointing to it. The main content area shows the 'Company Profile' form for 'Clarion Events'. The form includes fields for Name, Headline, Website, Buying Season, Shipping Turnaround Times, Product Categories Provided (Accessories, Apparel, Footwear), Price Point, Video URL, Location, and Summary. A 'Save' button is located at the top right of the form.

Field	Value	Count
Name	Clarion Events	
Headline	Clarion Events invites you to join WWINDOW Shopping!	
Website	clarionevents.com	1
Buying Season	Fall/Winter 2020/2021, Spring/Summer 2020, Spring/Summer 2021	3
Shipping Turnaround Times	15-30 Days, 31-60 Days, 7-14 Days, 61-90 Days	4
Product Categories Provided: Accessories	Bath & Body, Beauty Accessories, Belts, Eyewear, Footwear, General Accessories, Gift Items	8
Product Categories Provided: Apparel	Athleisure, Bridal, Contemporary, Denim/Jeans, Dresses/Jumpsuits, Eco-Friendly, Furs & Fur	2
Product Categories Provided: Footwear	Athletic, Casual Lifestyle, Comfort, Fashion, Skate/Surf	5
Price Point: Apparel - Select All That Apply	Budget, Designer, High Moderate, Lower, Mid Moderate	5
Price Point: Accessories - Select All That Apply	High Moderate, Lower, Budget, Designer, Mid Moderate	5
Price Point: Footwear - Select All That Apply	Designer, Budget, Lower, High Moderate, Mid Moderate	5
Video URL (Embedded On The Profile)	https://www.youtube.com/embed/QY-NkhJ7nUk	1
Location	New Haven, CT	
Summary	Clarion Events holds a number of tradeshow across the world! Exhibit in or attend one of our shows to grow your business! 719-888-9999	

The first representative to log in for your company will set up your company profile. Once your Team is set up and other vendor representatives have been added, anyone on the Team may make updates.

- Click "**Teams**" on the top right-hand corner
- Then click "**Company Profile.**"
- Then edit each individual field.
- Be sure to click "**Save**" at the top.