TUTTOFOOD 2025 QUICK GUIDE TO THE BUSINESS AGENDA

UTOFOOD INTERNATIONAL FOOD EXHIBITION MILANO 5 8MAY.2025

WHAT IS THE BUSINESS AGENDA?

The Business Agenda is an online easy-to-use tool that will allow you to book meetings in advance with exhibitors at TUTTOFOOD 2025 for a quicker and more efficient visit. You can access the Business Agenda at the following link: <u>https://catalogo.fiereparma.it/manifestazione/tuttofood-2025/</u>



REMEMBER: It is essential to validate each appointment. Ask the exhibitor for his personal QR code (they can find it on their agenda page) and scan it through the app of TUTTOFOOD 2025.







2. BUYER PERSONAL AREA (Pag. 5)



3. SEARCH FOR EXHIBITORS BY CHOOSING YOUR SEARCH CRITERIA (Pag. 6)





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6. VIEW AND DOWNLOAD YOUR PERSONAL CALENDAR (Pag. 9)





1. CHANGE LANGUAGE AND LOGIN

If you find the website in Italian, you can change language to English and login with your credentials at the following link: https://catalogo.fiereparma.it/buyers/tuttofood-2025/login/



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Buyer Personal Area

Login here to access your Buyer Personal Area

Username	1
Password	
	Log in
Set or change your password	

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2. BUYER PERSONAL AREA After logging in, you will be directed to the buyer personal area

where you can:

- view the exhibitors' catalogue
- request meeting
- view your agenda
- select exhibitors as favorites and download the list of them by the "favourites" section.





Favourites					
Dowload Excel of selected	Download your favourites PDF				
	_				



3. SEARCH FOR EXHIBITORS BY CHOOSING YOUR SEARCH CRITERIA

By clicking on "exhibitor catalogue" you can look for exhibitors by name, by category product or by other criteria.



The best way to find exhibitors you might be interested in, is by category product: select the ones you are interested in



For maximum efficiency, we suggest looking for only one category at a time.



	Search			~ Q
	Advanced search			-
	Company name			
	Search			*
	Category Product			
	Selected Product Categories			
	Other Flours Other Pastas Break Flours Mixtures of Flour and Specialities	fast Cereals Breakfast Cereals Muesli Duru (potato starch, corn starch) Short Egg Pasta	n Wheat Flours Common Wheat Flour	
	Short Semolina Pasta (penne, macchero Speciality Semolina Pasta (radiatori, con	ni, rigatoni, fusilli, farfalle) Wholemeal Semolir chirlie, paccheri, orecchiette) Filled Pasta	a Pasta Long Semolina Pasta (spaghetti, bucatini, tagliatelle) White Rice Parboiled Rice Parboiled Ethnic Specialities Consu	ltancy and technical assistance
	Certification Body Logistic and hand Materials for use and consumption D	ling Promoter Specialist Press Other	Food safety services Systems and equipments Systems and equ	ipments Packaging
	Country	Italian Region	Italian Province	
/	Represented companies	Special Productions	Certification	
	Special Sections			
	Find			\frown
				Export search
\checkmark				

Once you have selected your preferences, always press "FIND" to finalize your research. You can also download your selection pressing "Export search" in the right corner.



Search		
Advanced searc	ch	
Contacts		
Contacts		
Contacts		

Request a meeting by selecting the day and time you want. If your meeting request is sent correctly, you will see a screen that will confirm it (the correct sending of the meeting request does not equate to confirmation of the appointment).

Meeting request ×			✓ Correct meeting request	
FIERE DI PARMA SPA				You will receive a feedback from the Exhibitor
Date		Time		
Select a date	~	Select a time schedule	~	Date Time
Area geografica				~
				Area geografica
Notes				
				Notes
			11	
Meeting request				Meeting request 🗸





F5. MANAGE YOUR MEETINGS AND COMMUNICATE WITH EXHIBITORS

You can manage each appointment individually by going to the "meeting management" section. Tap on "modify meeting" and scroll down to see the actions you can take: change the date of a previously requested meeting, send a message directly to an exhibitor, confirm the new date of your meeting requested by the exhibitor

				Meeting management		Meeting management Exhibitor	
Welcome Calendar	Meeting management	Favourites all meetings PDF Downlo	oad all meetings ICS	Exhibitor		Meeting date / Meeting time	Geographical area
0		Awaiting exhibitor	r confirmation	Meeting date / Meeting time	Geographical area	Country Awalting buyer confirmation	Contact
Modify meeting	Go to Exhibitor's profile Download ICS			Country			
0		Confi	rmed meeting	Awaiting exhibitor confirmation		Modify meeting date	
						Send message to	
				Modify meeting date			
				Send message to			

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6. VIEW AND DOWNLOAD YOUR TF **PERSONAL CALENDAR** You will be able to view and download the list of your appointments.





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You will be notified via email if you receive confirmations or messages from the exhibitors via the Business Agenda, to reply please enter your Buyer Personal Area and do not reply to the email notification.

We remind you that:

- meetings will take place directly at the exhibitor's booth;
- the working language is English. Fiere di Parma does not provide interpreters for managing meetings.

If you need more information, please do not hesitate to contact us at businessagenda@fiereparma.it .





or's booth; a does not provide

