

mipjunior[®]

DIGITAL SERVICES

INSTRUCTIONS FOR ADMIN USERS



Built by
In the business of
building businesses

10 – 11 OCT. 2026

Palais des Festivals, Cannes

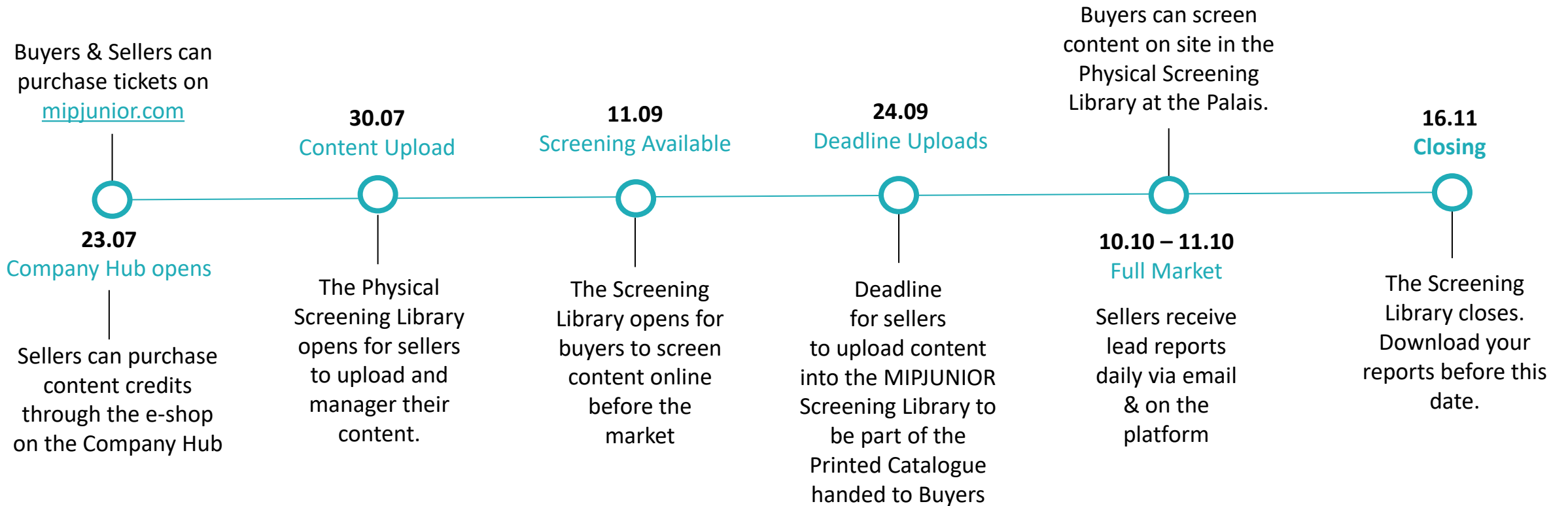
TABLE OF CONTENT

1. Admin Definition
2. Timeline Until MIPJUNIOR
3. Your Company Profile
4. Your Participant Profile
5. MIPJUNIOR Screening Library – For Buyers & Sellers
6. MIPJUNIOR Screening Library – Buy Content Credits
7. MIPJUNIOR Screening Library – Access the Screening Library
8. Customer Helpdesk

1. Admin definition

- ☐ Administrator of your MIPJUNIOR online account is **the first registered person of your company.**
- ☐ They have all entitlements to purchase services in the ESHOP (content credits), they can upload content in the screening library and set up your company page.
- ☐ They can also **add secondary ADMINS (unlimited)** in your company hub page online to share their rights with other colleagues for account set up.

2. Timeline Until MIPJUNIOR



❑ Get **20% DISCOUNT** on programmes by purchasing 3 programmes or more in the ESHOP on mipjunior.com

3. Your company profile

Only available for admins

YOUR PROFILE

Exhibition - Event edition
OneMip - April 2022

Profile completeness
53%

Translations
Default Language (English)

Profile Company Administrators

When you upload your content on to this website you acknowledge and confirm that either you, the Exhibitor, own all intellectual property rights in that content, including in all images within that content or you have obtained the rights owner's formal consent to upload that content, including all images within that content and place that content on this website. In addition, personally identifying information should not be entered / uploaded in this profile.

Quality Inc

Why visit our stand
Tell visitors why they should visit your stand. Maximum 200 characters

Brands we represent
Tell visitors all the brands that your company will represent at the show
Feature Films, Silent Films, Islandisico Favorites

Filters
Select items that best represent your company to help visitors find you on the website directory. Other Filters selections might be available in Matchmaking (the section below).

Your company activities
Licensing - IP - Merchandising

Your company country / region
France

Your company genres
Docs - Factual

Gallery of products and services
Add products to your Profile to show what you have to offer. Upload an image and full details for each product.
+ Add product

COMPANY WEBSITE
COMPANY EMAIL
COMPANY PHONE
ADDRESS
27 Quai Alphonse Le Gallo
CS 10026
BOULOGNE-BILLANCOURT CEDEX
92513
France

Click on “Edit my profile” in your “Company Hub” or in the top right menu “**My Company**”.

Then update your company profile **by clicking on the pen icon button on each section**

You should add:

- **Your logo** (recommended size 180x180px , max. 1MB)
- Your banner (recommended size 600x150px, max 1MB)
- Your company description and contact info
- Your company content genre
- Documents (PDF format, max size 5 MB per file)
- Projects & programmes (see next page)
- If you have Gold Package, your sponsored category (Limited upgrades available)
- Other ADMINS, add your colleagues as admins as well so they can also upload content in the library

Please be as comprehensive & accurate as possible when setting up your company page so other participants can easily find you in our listings.

3. Your company profile

COMPANY DIRECTORY

Same email (login) & same password for **mipcom.com** and **mipjunior.com** (if you are registered to both)

Enter any keywords to find your targets

Add a company to your favourites list called "My Network & Plan" (Heart icon on top)

Quick link to company details

Tag displayed on companies showcasing content in the MIPJUNIOR Online Screening Library

Filters
Find your best targets using the filtering options

The screenshot shows the MIPJunior Company Directory homepage. At the top, there are navigation links for MIPCOM, MIPTV, and MIP CUNCUN. The main header includes the MIPJunior logo, the date 14-15 October 2023, the location Cannes, France, and a user profile section with a heart icon, 'Access MIPCOM' button, and 'Hello,' dropdown. Below the header is a navigation bar with links: My Hub, Companies, Participants, Screenings Library, Sessions, and Speakers. The main title is 'MIPJunior Company Directory'. A search bar with the placeholder 'Search exhibitors' and a magnifying glass icon is present. On the left, a 'Filters' sidebar is expanded, showing sections for Features (Without content (96), With content (1)), Networking (Companies I follow), Company activities (Content distribution - media rights (1)), and Company content genre. The main content area displays a list of exhibitors. The first exhibitor is '555' with a placeholder image and a blue 'Add to Network' button. Below it is a tag 'WITH CONTENT'. The second exhibitor is 'Animaj' with a placeholder image and a blue 'Add to Network' button. Below it is a tag 'WITHOUT CONTENT'. The third exhibitor is 'ANNETTE VAN DUREN AGENCY' with a placeholder image. Red circles and lines highlight specific elements: the 'MIPCOM' link, the search bar, the 'Filters' sidebar, the 'Add to Network' buttons, the 'WITH CONTENT' and 'WITHOUT CONTENT' tags, and the 'Animaj' company name.

4. Your participant profile

Peter EVANS
Marketing director
QUALITY SARL

Upload picture
Formats: jpg, png, gif
Max file size: 1MB
Minimum: 180x180px

About Peter
Marketing director at Quality 3 Sarl for 4 years, living in France

atlasre.edehx@gmail.com
+33683850823

Twitter LinkedIn

Select items that best represent your company to help visitors to find you through searching the participant directory.

Your main activity
the selected item will be used in filter
Producer

Participant activities?

Your country / region

Click in top right menu under your name on **“My Profile”**. Then update your company profile **by clicking on the pen icon button on each section**

You should add:

- **Your photo MANDATORY FOR BADGE** (recommended size 180x180px , max. 1MB)
- Your job function and more details about your activity
- Links to your social media profiles (LinkedIn & X)
- Your contact details are displayed by default. Click on the pen picture, then “Change” to hide your email & phone.

Please be as comprehensive & accurate as possible when setting up your company page so other participants can easily find you in our listings.

4. Your participant profile

PARTICIPANT DIRECTORY

Filters

Filter participants by:

- Buyers/visitors status
- Job function
- Content genre of expertise
- Countries etc...

The screenshot displays the MIPJunior Participants Directory interface. At the top, there are navigation links for MIPCOM, MIPTV, and MIP CANNES. The main header includes the MIPJunior logo, the dates 14-15 October 2023, and the location Cannes, France. A user profile bar shows 'Hello, Aurélien' with a dropdown arrow. Below the header, there are tabs for My Hub, Companies, Participants (selected), Screenings Library, Sessions, and Speakers. The main title is 'MIPJunior Participants Directory'. A search bar with the placeholder 'Search participants' and a magnifying glass icon is highlighted with a red circle. To the right of the search bar is a dropdown menu labeled 'Last name (A-Z)' with a red circle around it. Below the search bar, it says '108 Participant(s)'. On the left side, there is a 'Filters' button with a red circle around it. Below the filters, there are sections for 'Features' (Buyers (35), Visitors (49)), 'Participant job function' (Content creation - right holders (20), Content distribution-media rights (14), Content sourcing-commissioning (8), Financing & investors (1), Others (2)), and 'Countries covered' (All countries (28), Asia (2)). The main content area shows a list of participants. The first participant is 'Allocate 1', a 'test Visitor' from 'Mercury GBS Test Cinco' in the 'United States'. They have an email 'allocate1@mailinator.com' and were created on '11th Jul'. There are two buttons: 'Add to My Network' and 'Send a message'. The second participant is 'Allocate 10', also a 'test Visitor' from 'Mercury GBS Test Cinco' in the 'United States', with email 'allocate10@mailinator.com' and created on '11th Jul'. The 'Add to My Network' button for this participant is highlighted with a red circle. The third participant is 'Allocate 11', partially visible at the bottom.

Search by:

- Job title
- First and last names
- Company name

Sort by:

- A-Z
- Z-A
- Newest

Option to "Add to My Network" (favourites)

Download your favorites in [PDF!](#)

5. MIPJUNIOR Screening Library

FOR BUYERS

- ❑ Once registered to MIPJUNIOR (ticket purchased), Buyers will get an **invitation via email** to access MIPJUNIOR Screening Library in **early September** to start screening content online.
- ❑ They will also receive instructions on how to use the dedicated **MIPJUNIOR Screening Library** & how to use mipjunior.com platform prior to the event.

Please note that the login & password to access the Screening Library are the same as for MIPCOM & MIPJUNIOR account.

5. MIPJUNIOR Screening Library

FOR BUYERS

- ❑ Buyers will be able to screen MIPJUNIOR catalogue of projects & programmes:
 - on-site in the Physical Screening Library at the Palais, where you can bring your computer
 - online via the dedicated www.screening.mipjunior.com platform from **11 September**
- ❑ Buyers will also be able to continue screening online after MIPJUNIOR **until 16 November**
- ❑ Buyers' viewing **reports will be sent daily** via email & can also be downloaded at any time from the MIPJUNIOR Screening Library
- ❑ Buyers can **contact sellers** via the MIPJUNIOR Screening Library (contact button) & will automatically send them leads when screening their contents
- ❑ Buyers can **take notes & save them** when screening a content within the platform

5. MIPJUNIOR Screening Library

FOR SELLERS (ADMINS)

- ❑ Once registered (ticket purchased), Sellers will receive instructions on **how to use** mipjunior.com platform to purchased content credits & **how to use** the dedicated MIPJUNIOR Screening Library to **upload their content** prior the event
- ❑ From **28 July**, ADMINS sellers can **buy content credits** for MIPJUNIOR content upload via the **ESHOP** on mipjunior.com “Company Hub”
- ❑ Then ADMIN sellers can upload MIPJUNIOR content directly on the MIPJUNIOR Screening Library **using their credits**
- ❑ **11 September**: Deadline for sellers to upload, update their projects & programmes via mipjunior.com platform for MIPJUNIOR Screening Library

IMPORTANT : Add as many other admins as you like in your company page among your registered colleagues so they can help purchasing credits & uploading content into the library

5. MIPJUNIOR Screening Library

FOR SELLERS (ADMINS)

- ☐ Sellers will have access to buyers' information if buyers contact them or screen their content. All participant & company details are on mipjunior.com platform.
- ☐ Sellers can download their lead report at any time from their account on the MIPJUNIOR Screening Library
- ☐ The lead report will also be sent via email automatically every day to the sellers' contact list
- ☐ Lead data includes screening date, duration, if content was in playlist/favorites, buyers' profile & more
- ☐ The lead reports will allow sellers and buyers to arrange meetings during MIPJUNIOR, MIPCOM & after the events

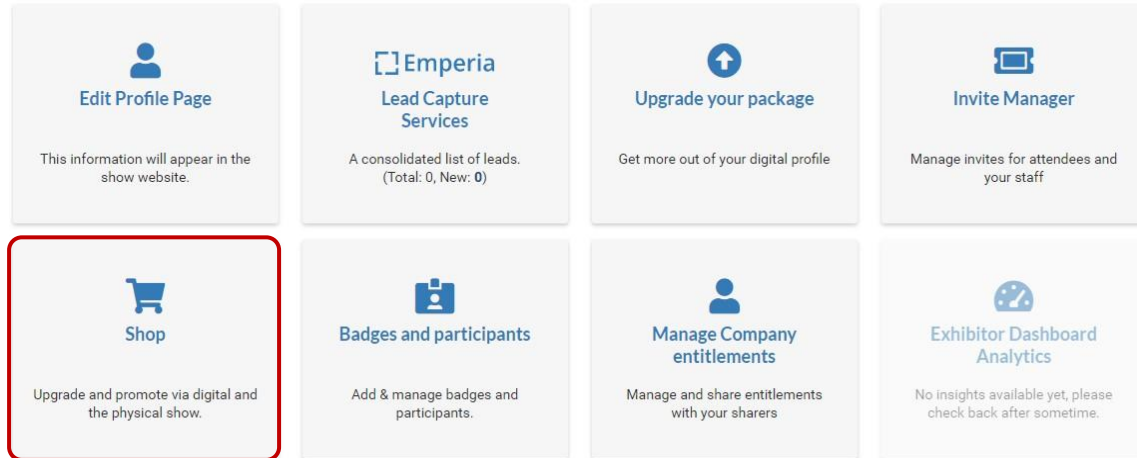
Please note that the login & password to access the Online Screening Library are the same as for MIPCOM & MIPJUNIOR account.

6. MIPJUNIOR Screening Library

Buy Content Credits (**SELLERS ADMIN**)

ONLY **ADMIN** can buy credits and upload content!

Add as many account administrators registered colleagues as you want in your company hub



You need to buy content credits in order to upload programmes & projects in MIPJUNIOR Screening Library:

- Once you arrive on the ESHOP, select the content you want to buy
- Project: **€50**
- Programme: **€170**

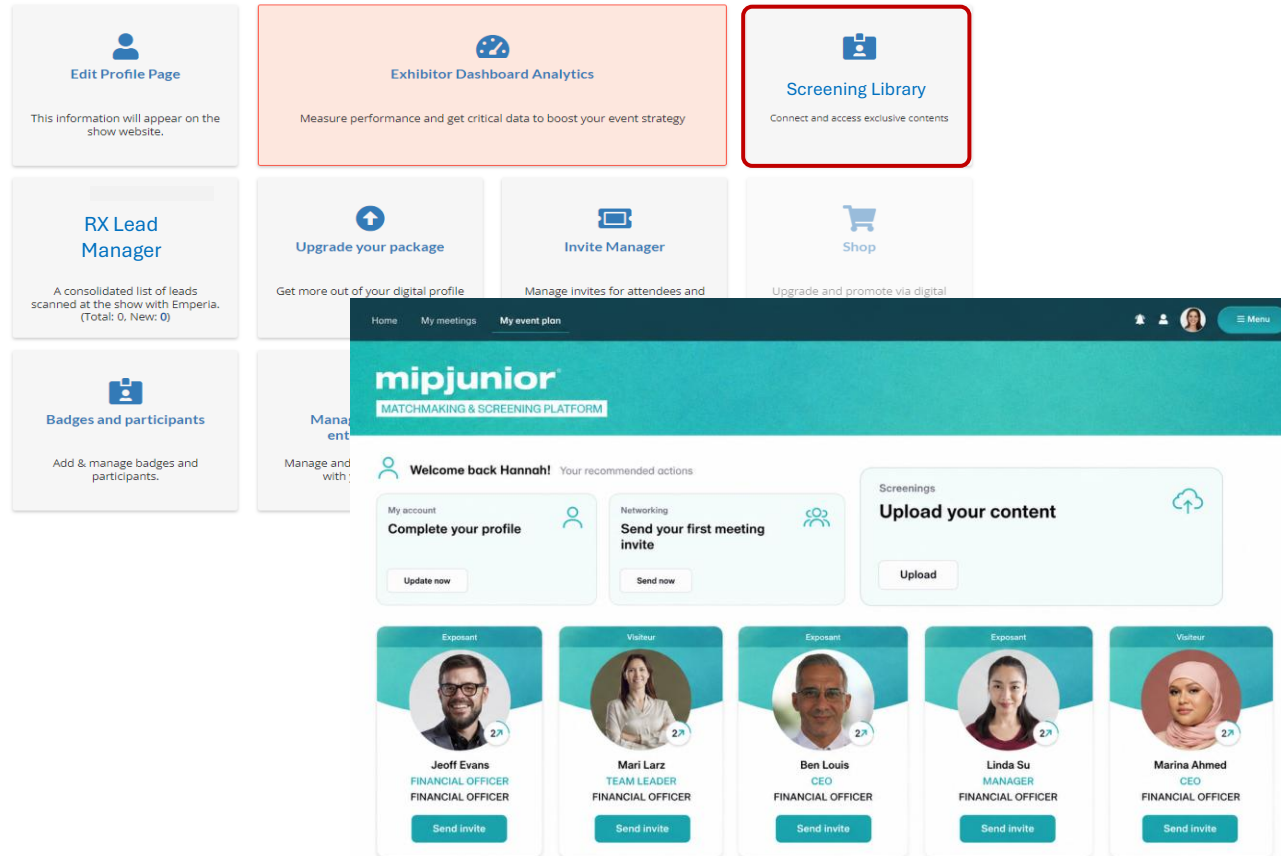
Get 30% OFF on 3 projects or programmes or more:

3 projects = 150€ -> **105€!!**

3 programmes = 510€ -> **357€!!**

7. MIPJUNIOR Screening Library

Access the Screening Library Platform (SELLERS ADMIN)



- Go to your MIPJUNIOR.com account (activation email sent after your registration)
- Select “Company hub” in the top menu
- Click on “Digital Content Library” square & you will be redirected on the MIPJUNIOR Screening Library Homepage

NEED ANY ASSISTANCE

mipjunior[®]

Contact our Customer Helpdesk :

- By phone : (+33) 1 47 56 51 01

Our telephone service is open from
Monday to Friday, 9am to 6pm CET.

- By [Form](#)
- Read the [FAQ](#)