

Guide for Online Rights Meeting

[Book Information Upload /Request Meeting/Feedback]

Please note following details

- **The users who want to have online rights meeting through this page must register oneself before starting the meeting process.**
- **Considering international feature of the meeting, online rights meeting page will only be in English**
- **All information should be written in English.**

Book information upload

- This section is for book seller.
- Buyers don't need to upload their book information.
- Book information can be uploaded up to max 20.
- Also you may edit or delete uploaded information.

1

Sign in and Click the 'Add book information'

My account

✕ Manage Profile	🔑 Change Password
📖 My Books	✎ Add book information
📅 Meeting Schedule	➡ Meeting Received
➡ Meeting Requested	😊 Meeting Completed

2

Please write down only in English

Add book information

Required information must be filled out

You saved 1 book(s) information already. (Max 20 books)

Book information can be uploaded up to max 20

1. About Book

Book title (Required)

Author (Required)

Publisher (Required)

Date of Publication (Required)

Total pages (Required)

ISBN (Required)

2

Fill out all the information only in English

Export Status

Country (Required)

- ☐ Not exported yet
- ☐ 1 - 3 countries
- ☐ 4 - 6 countries
- ☐ 7 - 10 countries
- ☐ More than 10 countries

Required information must be filled out

Export counties list



Continent

- ☐ Asia
- ☐ Europe
- ☐ North America
- ☐ South America
- ☐ Africa
- ☐ Oceania

2

Fill out all the information required only in English

Book Types(Genres & Topics) (Required)

Required information must be filled out

- ☐ Literature(Novels, Poetry, Play, Genre, Critic)
- ☐ Non Fiction/Essays
- ☐ Humanities/Society/Science(Economy, History, Religion, Politics, Woman's studies, Media, Philosophy)
- ☐ Comics/Graphic Nobles
- ☐ Arts(Painting, Music, Picture, Architecture, Design)
- ☐ Practical(Home, Food & Health, Beauty, Hobbies, Leisure, Travel)
- ☐ Child/Adolescent(Education, Picture Books)
- ☐ Others

Cover Image (Required)

파일 선택 선택된 파일 없음

Accepted file types: jpeg, jpg, gif, png, Max. file size: 5 MB.

File size must be less than 5 MB

Available file types are jpeg, jpg, gif, png, Max

Sample Manuscript size

- ☐ Less than 10MB
- ☐ More than 10MB

3

Click 'SUBMIT'

2. For Sale

Currency (Required)

KRW



Price (Required)

Information regarding book and rights (Required)

SUBMIT

4

Uploaded book information can be seen at ‘My books’

My books

[← Back to My account](#)

Displaying 1 - 1 of 1

Book title	Author	Date of Publication	Publisher	ISBN	Price	Currency	Link to Edit Entry
1234	1234	10/22/1997	1234	1234	12341234	KRW	Edit Entry
Book title	Author	Date of Publication	Publisher	ISBN	Price	Currency	Link to Edit Entry

Edit/Delete Book Information

- This section is for book sellers who have uploaded their book information.

1 Sign in and enter 'My books' and then click Edit Entry

My books

[← Back to My account](#)

Displaying 1 - 1 of 1

Book title	Author	Date of Publication	Publisher	ISBN	Price	Currency	Link to Edit Entry
<u>1234</u>	1234	10/22/1997	1234	1234	12341234	KRW	<u>Edit Entry</u>
Book title	Author	Date of Publication	Publisher	ISBN	Price	Currency	Link to Edit Entry

2

You will go to 'Add Book information' page and be able to edit

Please fill out the information only in English

1. About Book

Book title (Required)

1234

Author (Required)

1234

Publisher (Required)

1234

Date of Publication (Required)

10/22/1997

Total pages (Required)

1234

ISBN (Required)

1234

Export Status

Country (Required)

- ☐ Not exported yet
- ☐ 1 - 3 countries
- ☐ 4 - 6 countries
- ☐ 7 - 10 countries
- ☒ More than 10 countries

3

After finishing editing, Click 'UPDATE'

2. For Sale

Currency (Required)

KRW

Price (Required)

12341234

Information regarding book and rights (Required)

Please fill out the information only in English

123123

UPDATE

Cancel

Delete

4

You can delete uploaded book information by clicking Delete

2. For Sale

Currency (Required)

KRW



Price (Required)

12341234

Information regarding book and rights (Required)

Please fill out the information only in English

123123

UPDATE

Cancel

Delete

Book information upload through my account

1

Sign in and Click the 'My books' in 'My account'

My account

✕ Manage Profile	🔑 Change Password
📖 My Books	✎ Add book information
📅 Meeting Schedule	➡ Meeting Received
➡ Meeting Requested	😊 Meeting Completed

2

Click the 'ADD BOOK INFORMATION'

My books

Displaying 1 - 1 of 1

Book title	Author	Date of Publication	Publisher	ISBN	Price	Currency	Link to Edit Entry
ABC	ABC	09/07/2021	ABC	000-00-00000-00-0	120	USD	Edit Entry
Book title	Author	Date of Publication	Publisher	ISBN	Price	Currency	Link to Edit Entry

ADD BOOK INFORMATION

3

You will get 'Add book information' page

Add book information

Rest of the process is same with previous one

You saved 1 book(s) information already. (Max 20 books)

1. About Book

Book title (Required)

Author (Required)

Publisher (Required)

Date of Publication (Required)

Total pages (Required)

ISBN (Required)

Request Meeting

- This section is for registered users who want to request meeting.
- You can request a meeting either as buyer to seller or as seller to buyer.
- The available date for the meeting is September 6th to September 20th.
- When requesting meeting, please select at least two dates and times in case the counterpart is not available.

1

Sign in and Click Online Rights Meeting and go to 'Directory'

SIBF Rights Center

Seoul International Book Fair ∨

Foreign Author Program ∨

Seminar

Domestic and Overseas
Publication ∨

Online Rights Meeting ^

My account

Directory

Logout



2021 서울국제도서전
Seoul International Book Fair
2021.09.08-09.12
긱 斷續 Punctuation

2

You can search for the buyer or seller that you want to have a meeting with

Directory

Company Name

Country

Comapny Type

Book Types

- ☐ Literature(Novels, Poetry, Play, Genre, Critic)
- ☐ Non Fiction/Essays
- ☐ Humanities/Society/Science(Economy, History, Religion, Politics, Woman's studies, Media, Philosophy)
- ☐ Comics/Graphic Nobles
- ☐ Arts(Painting, Music, Picture, Architecture, Design)
- ☐ Practical(Home, Food & Health, Beauty, Hobbies, Leisure, Travel)
- ☐ Child/Adolescent(Education, Picture Books)
- ☐ Others

SEARCH

Click 'SEARCH' after filling out the information

3

Result will be shown like following image

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

Displaying 1 - 16 of 16

Click the company name you want to send a request

bbb12132

South Korea
Agent
- Literature(Novels, Poetry, Play, Genre, Critic)

BUYER 회사명

South Korea
Publisher

Buyer_test

South Korea
Publisher
- Literature(Novels, Poetry, Play, Genre, Critic)

Choi's book store

South Korea
Publisher
- Literature(Novels, Poetry, Play, Genre, Critic)
- Non Fiction/Essays

DRMVSN_studio

South Korea
Agent
- Child/Adolescent(Education, Picture Books)

drmvsn-ssh

South Korea
Agent
- Literature(Novels, Poetry, Play, Genre, Critic)

4

Click 'Request meeting'

[← Go back](#)

Request meeting

Profile

User Type

[Seller](#)

Company Information

Company Name

[KPA](#)

Classification

[Publisher](#)

5

Fill out all the information

Request meeting

Current KST (GMT +09:00) : 8/13/2021 - 3:23:28 PM

Current Your TIMEZONE time : 8/13/2021 - 3:23:28 PM - Asia/Seoul

You are requesting to 'Choi's book store (South Korea)'

Just in case that counterpart is unavailable, please fill out at least 2 spots (Counterpart will select one of the options)

*** All times are Korean Standard Time (GMT +09:00)

Please select a date from September 6th to 20th.

Date (Required)

mm/dd/yyyy

Date (Required)

mm/dd/yyyy

Date

mm/dd/yyyy

Time (Required)

HH

MM

AM ▼

Time (Required)

HH

MM

AM ▼

Time

HH

MM

AM ▼

Note

Please select at least two dates and times for the meeting in case the counterpart is not available.

6

If you see this page, it means your request has been successfully done!

Request meeting

Current KST (GMT +09:00) : 8/13/2021 - 3:31:09 PM

Current Your TIMEZONE time : 8/13/2021 - 3:31:09 PM - Asia/Seoul

You are requesting to 'Choi's book store (South Korea)'

You have requested a meeting successfully.


Check your meeting schedules on 'My account' page.

7

You can see the whole information of requested meeting in 'Meeting requested'

Meeting requested

[← Back to My account](#)

 My calendar

Meeting Requested (You have 1 requested meeting(s))

Current KST (GMT +09:00) : 8/13/2021 - 3:35:36 PM

*** All times are Korean Standard Time (GMT +09:00)

Every meeting slot is closed 1 hour earlier.

Expired

Meeting with : Choi's book store

Country : South Korea

E-mail : choi@kpa21.or.kr

Request time : 2021-08-12 02:00 am
2021-08-06 03:00 am

8

Respondent will receive new meeting request alert email like the image below



You have a new meeting request.

[Click Here](#) to Approve.

Requested time (KST / GMT +09:00)

- 08/06/2021 01:00 am (GMT +09:00)
- 08/07/2021 02:00 am (GMT +09:00)
- (GMT +09:00)

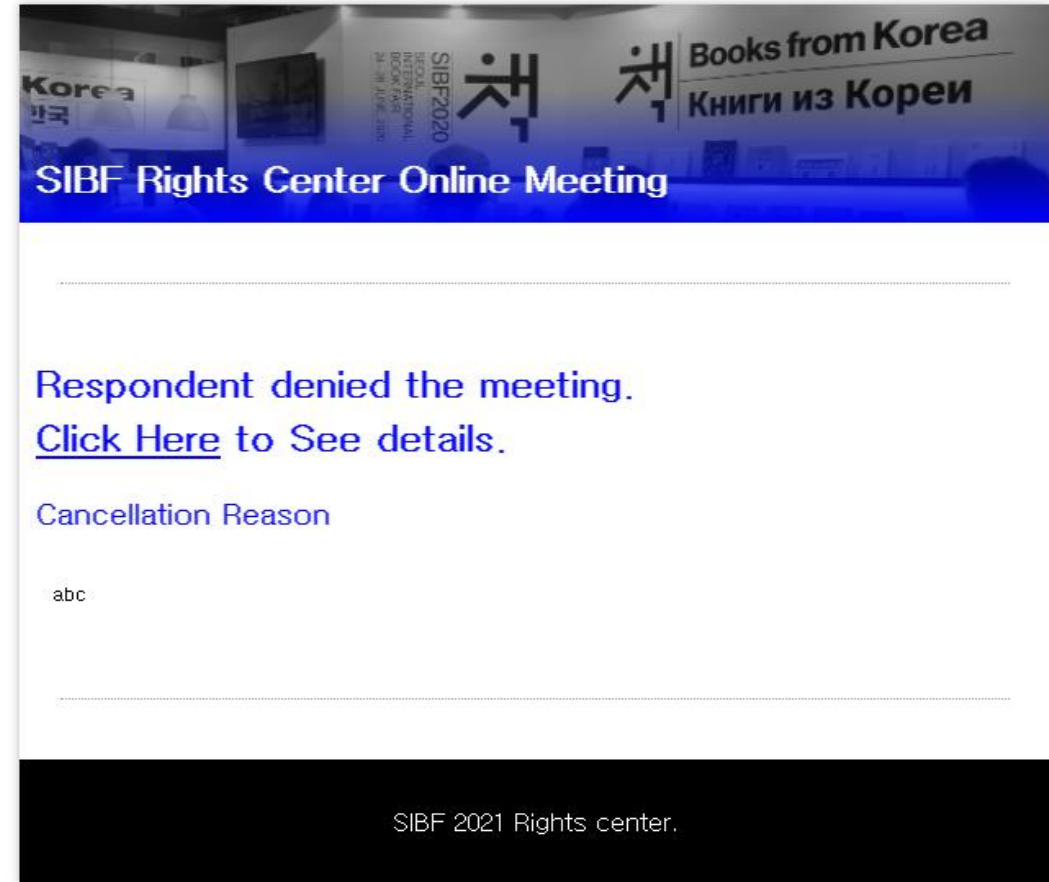
Requester's Note

9

Requester will receive notice email whether the request is approved or denied.



When your request is approved



When your request is denied

Receive Meeting

- **This section is for registered users who have received meeting request.**
- **The available date for the meeting is September 6th to September 20th**
- **When the counterpart request the meeting, you will get alert email to the registered email address.**
- **You can approve or deny meeting. (You can also cancel matched meeting before the meeting day)**

1

Sign in and Click 'Meeting Received' in My account

My account


✕ Manage Profile	🔑 Change Password
📖 My Books	✍ Add book information
📅 Meeting Schedule	➡ Meeting Received
➡ Meeting Requested	😊 Meeting Completed

2

You can see the whole information about received meetings in this page

Meeting received

[← Back to My account](#)

 My calendar

Meeting Received (You have 1 received meeting(s))

Current KST (GMT +09:00) : 8/13/2021 - 4:05:19 PM

*** All times are Korean Standard Time (GMT +09:00)

Every meeting slot is closed 1 hour earlier.

Awaiting your response

Requester : KPA

Country : South Korea

E-mail : wleks19876@naver.com

Request time : ☒ 2021-08-14 05:00 am
(Select a time slot) ☐ 2021-08-13 06:00 pm

Requester's note

☒ Approve ☐ Reject


UPDATE

3

When you want to approve meeting

Meeting received

[← Back to My account](#)

 **My calendar**

Meeting Received (You have 1 received meeting(s))

Current KST (GMT +09:00) : 8/13/2021 - 4:05:19 PM

*** All times are Korean Standard Time (GMT +09:00)

Every meeting slot is closed 1 hour earlier.

Awaiting your response

Requester : KPA

Country : South Korea

E-mail : wleks19876@naver.com

Request time : ☒ 2021-08-14 05:00 am
(Select a time slot) ☐ 2021-08-13 06:00 pm

Requester's note

☒ Approve ☐ Reject

UPDATE

Select one date and time you are available

Click 'Approve' and 'UPDATE'

4

When you want to deny meeting

Meeting Received (You have 1 received meeting(s))

Current KST (GMT +09:00) : 8/13/2021 - 4:08:47 PM

*** All times are Korean Standard Time (GMT +09:00)

Every meeting slot is closed 1 hour earlier.

Awaiting your response

Requester : KPA

Country : South Korea

E-mail : wleks19876@naver.com

Requester's note

Cancellation reason

I am not available at your suggested time. Is it okay to reschedule in September 9th (GMT +9)

Open Grammarly



1

☐ Approve ☒ Reject

UPDATE

Please explain your cancellation reason to requester

Click 'Reject' and 'UPDATE'

5

When you want to deny meeting after it matched

Meeting Received (You have 1 received meeting(s))

Current KST (GMT +09:00) : 8/13/2021 - 4:10:01 PM

*** All times are Korean Standard Time (GMT +09:00)

Every meeting slot is closed 1 hour earlier.

Meeting matched

Meeting time : 2021-08-14 05:00 am

Requester : KPA

Country : South Korea

E-mail : wleks19876@naver.com

Requester's note

Cancellation reason

☒ Reject

UPDATE

Please explain your cancellation reason to requester

Click 'Reject' and 'UPDATE'

Meeting Schedule

- This section is for registered users who want to see information about meeting schedule.
- If you want to change meeting schedule, you have to cancel the matched one and please have new meeting. I ask for your understanding on this matter.

1

Sign in and Click 'Meeting Schedule'

My account


✕ Manage Profile	🔑 Change Password
📖 My Books	✎ Add book information
📅 Meeting Schedule	➡ Meeting Received
➡ Meeting Requested	😊 Meeting Completed

2

You can see the schedule of the meetings

Meeting schedule

[← Back to My account](#)

 My calendar

Meeting Received (You have 1 received meeting(s))

Current KST (GMT +09:00) : 8/18/2021 - 12:05:10 PM

*** All times are Korean Standard Time (GMT +09:00)

Every meeting slot is closed 1 hour earlier.

Meeting matched

Meeting time : 2021-09-06 12:00 pm

Requester : kpa_buyer account

Country : South Korea

E-mail : herzlich97@naver.com

Requester's note

I would like to have online meeting with you

☐ Reject

UPDATE

3

If you click the 'My Calendar', you can see the schedule of matched meetings through calendar

September 2021

● Meeting Requested (Matched only)

● Meeting Received (Matched only)

today

<

>

Sun	Mon	Tue	Wed	Thu	Fri	Sat
5 ● 12p kpa_buyer account	6	7	8	9	10	
12	13	14	15	16	17	
19	20	21	22	23	24	
26	27	28	29	30	1	
3	4	5	6	7	8	

Feedback

- This section is for the users who have completed online meeting.
- Both requester and respondent will receive alert email to the registered email address.

1

After the meeting, both requester and respondent will receive email requesting feedback

[SIBF Rights center] How about your meeting on SIBF Rights center? Inbox x



SIBF rights center <rcsibf2021@drmvsnssl.shop>
to me ▾



How about your meeting?

Please rate the meeting at [Here](#)

Click 'Here'

Meeting information

- 2021-08-12 06:20 pm

2

'Sign in' and go to 'Meeting Completed'

Sign in



My account

Username*

Password*

☐ Remember Me

LOGIN

You will go to 'Sign in' page

✕ Manage Profile

🔑 Change Password

📖 My Books

✍ Add book information

📅 Meeting Schedule

➡ Meeting Received

➡ Meeting Requested

😊 Meeting Completed

After login, Go to 'Meeting Completed'

3

Give Feedback

Meeting Received (You have 1 received meeting(s))

Current KST (GMT +09:00) : 8/13/2021 - 4:53:23 PM

*** All times are Korean Standard Time (GMT +09:00)

Every meeting slot is closed 1 hour earlier.

Complete

Meeting time : 2021-08-12 06:20 pm

Requester : KPA

Country : South Korea

E-mail : wleks19876@naver.com

Requester's note
ddd

Feedback

Overall Satisfaction

: ☆ ★ ★ ★ ★ ★

System Satisfaction

: ☆ ★ ★ ★ ★ ★

Meeting Satisfaction

: ☆ ★ ★ ★ ★ ★

Suggestion

SUBMIT

Rate the meeting

Write your opinion if you have any suggestion to us

Click 'SUBMIT'

4

You will see this page after complete feedback

Meeting Received (You have 1 received meeting(s))

Current KST (GMT +09:00) : 8/13/2021 - 4:59:24 PM

*** All times are Korean Standard Time (GMT +09:00)

Every meeting slot is closed 1 hour earlier.

Complete with feedback

Meeting time : 2021-08-12 06:20 pm

Requester : KPA

Country : South Korea

E-mail : wleks19876@naver.com

Requester's note
ddd

Feedback

Overall Satisfaction
: 3.5

System Satisfaction
: 4.5

Meeting Satisfaction
: 5

Suggestion