



Mobile App

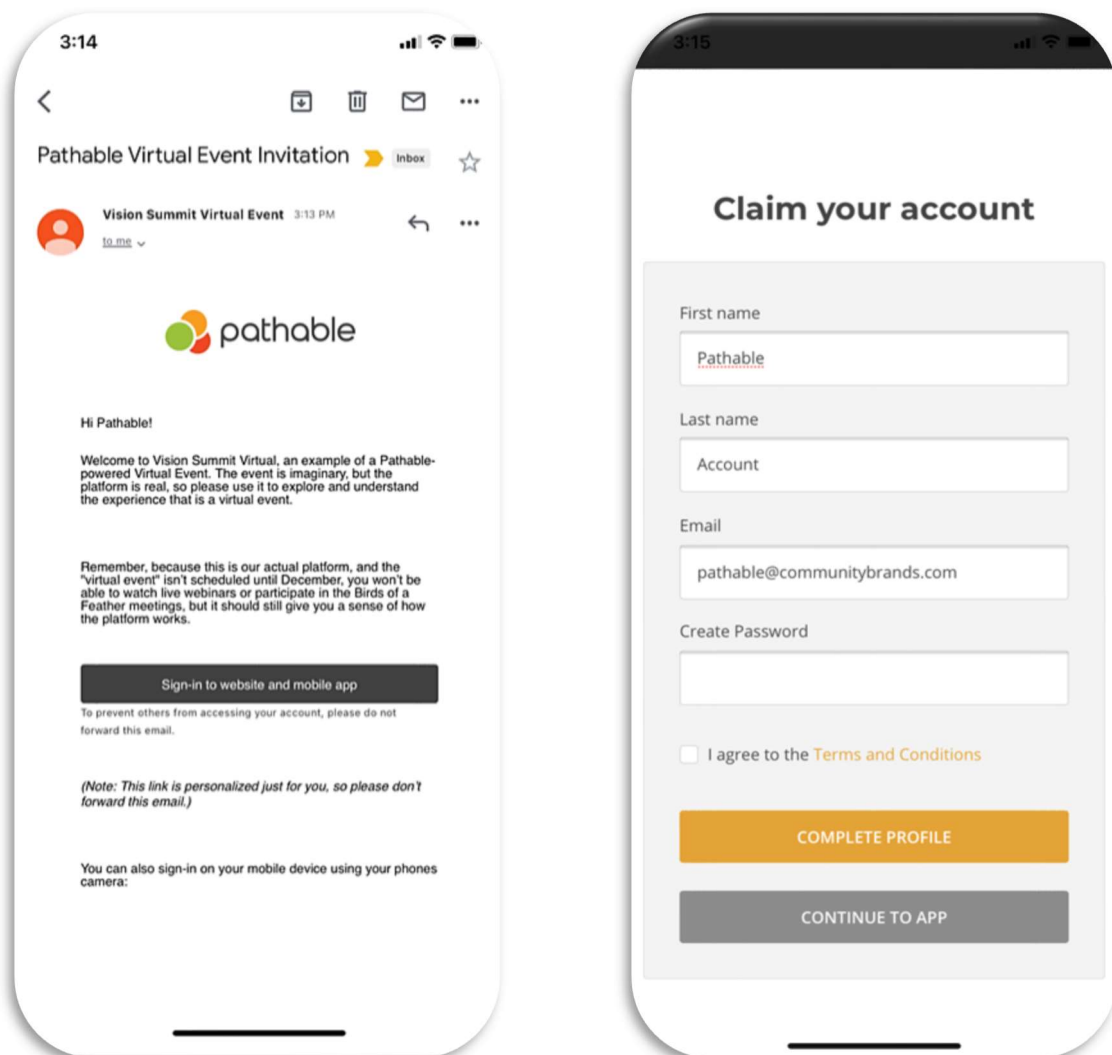
Attendee User Guide

Download

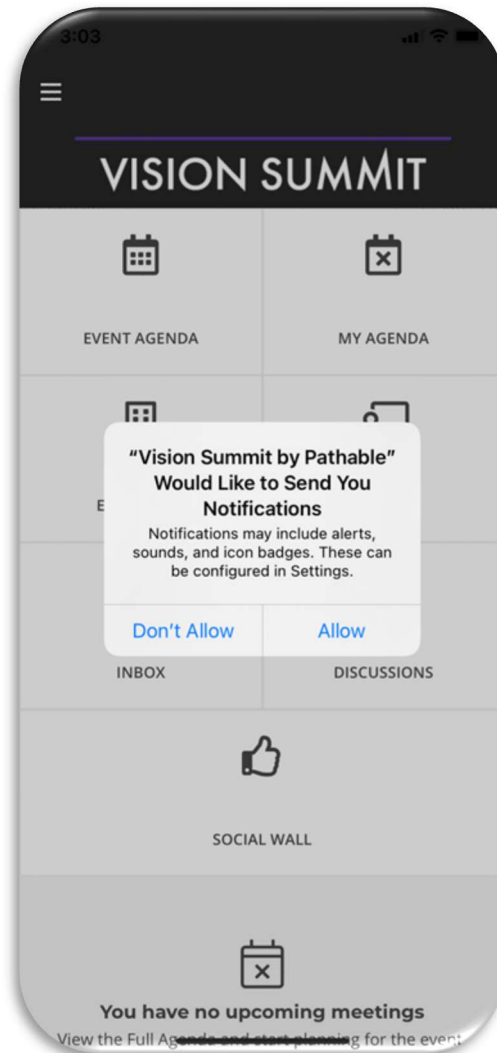
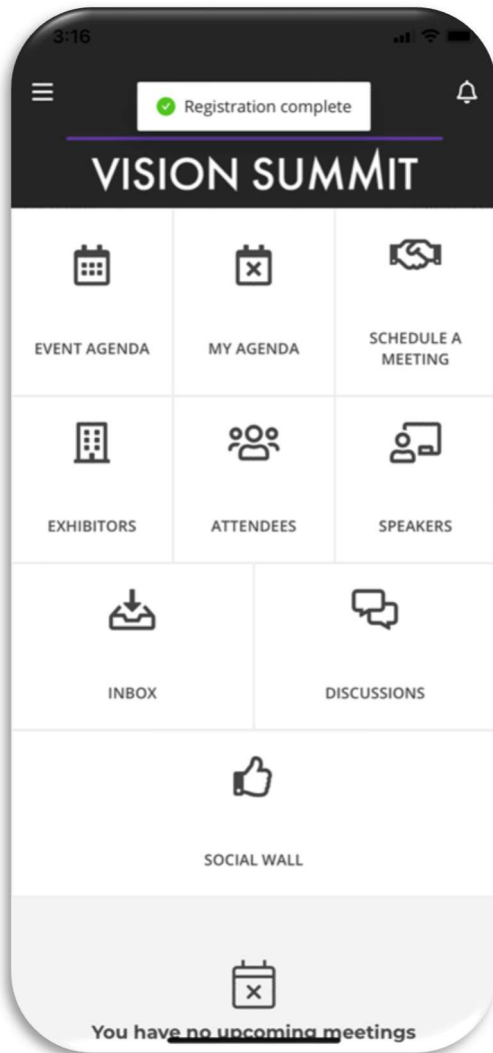
- The free app is available on all iOS and Android devices. Navigate to your devices application store and search the app by name. Accept the terms and conditions and download.

Access

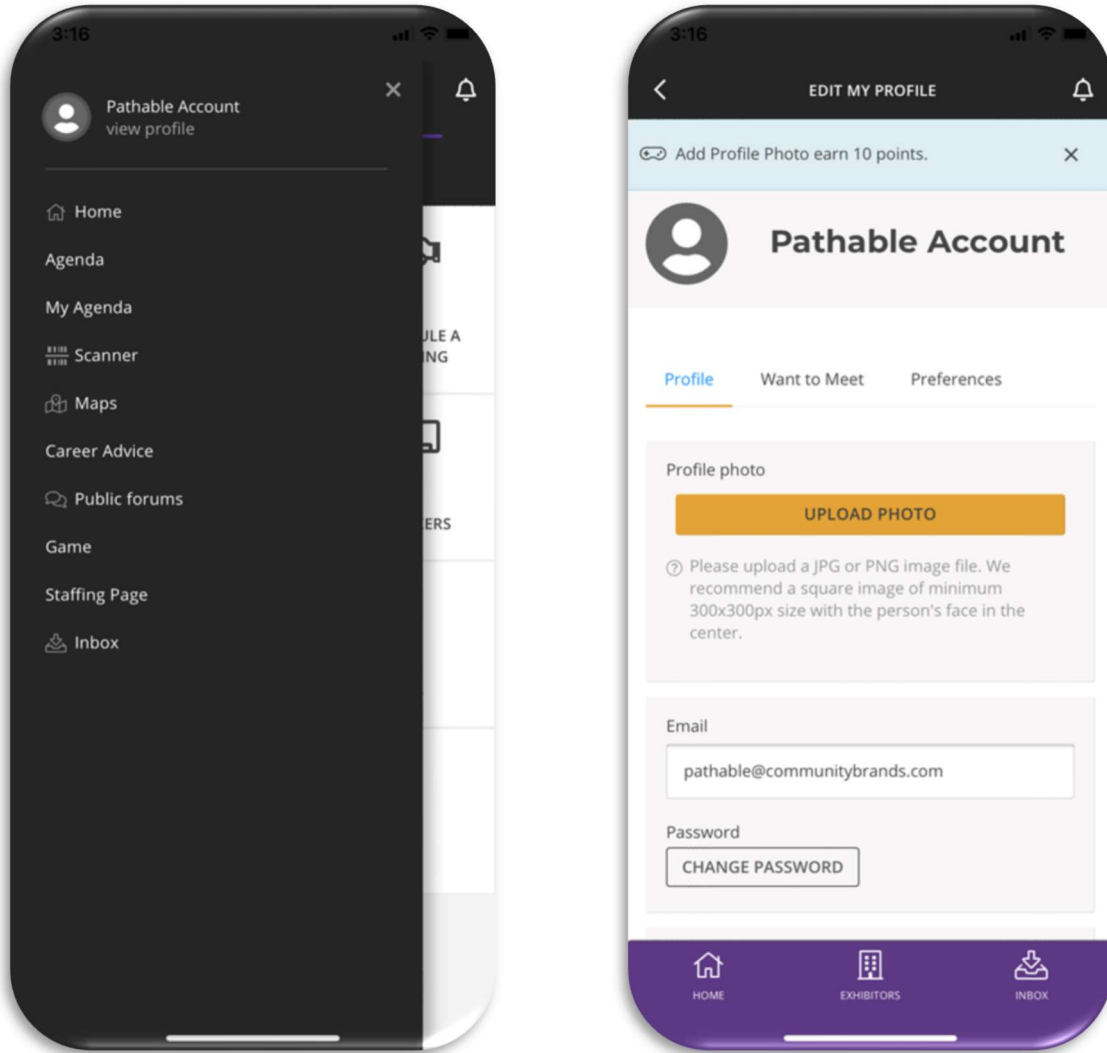
- You will receive an email from Pathable, on behalf of the event hosts, inviting you to claim your account. If you do not receive the email, reach out to the event hosts directly. When you click the authentication button in the email on your mobile device, you will be directed to the registration page within the mobile app. You can also login by scanning your QR code, if included in your email.



- The first name, last name, and email address fields will be pre-populated. Complete any additional fields, agree to the terms and conditions, and create a password that is at least six characters long to secure your account.
- You can complete your profile or navigate directly to the app. A pop-up confirmation message will appear to confirm your registration. Enable the app to access notifications to receive important push notifications sent by the event hosts.



- You can update your profile at any time. Click the menu icon in the top left corner to access the fly-out menu. Click '**view profile**' to access the profile editing page. Upload photos, add a personal description, and any additional information to brand yourself.

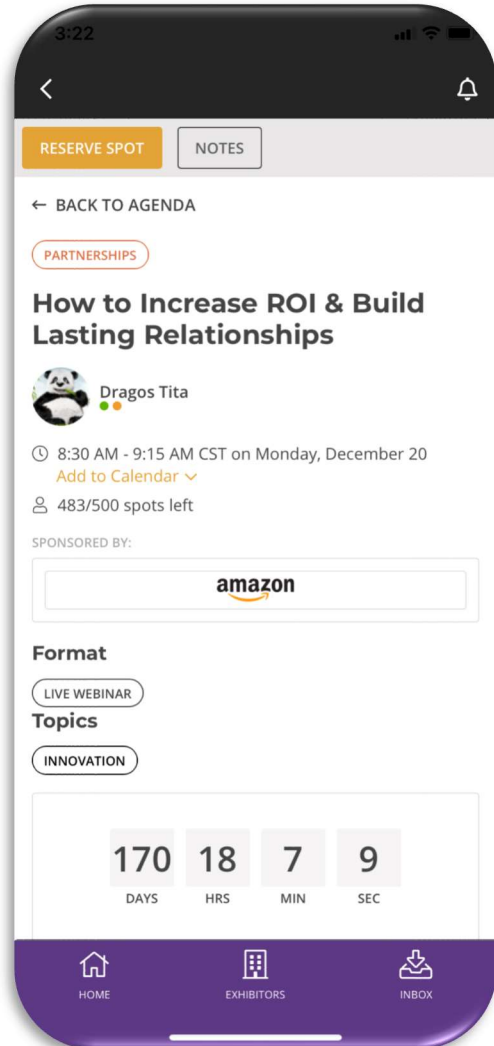
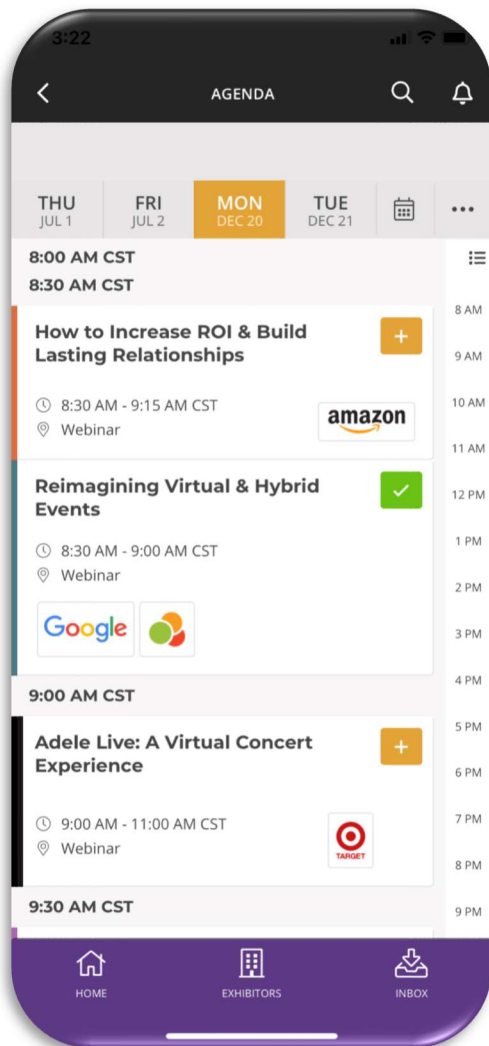


Explore

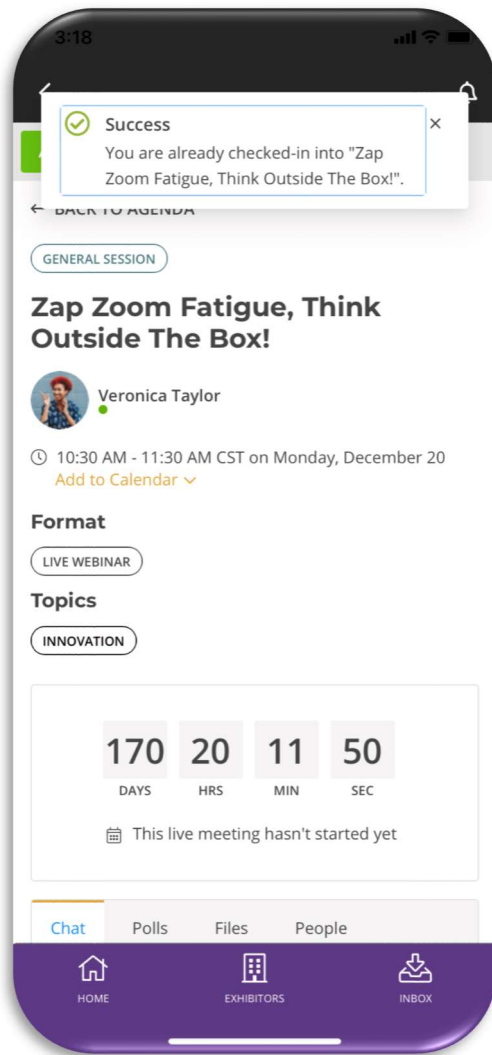
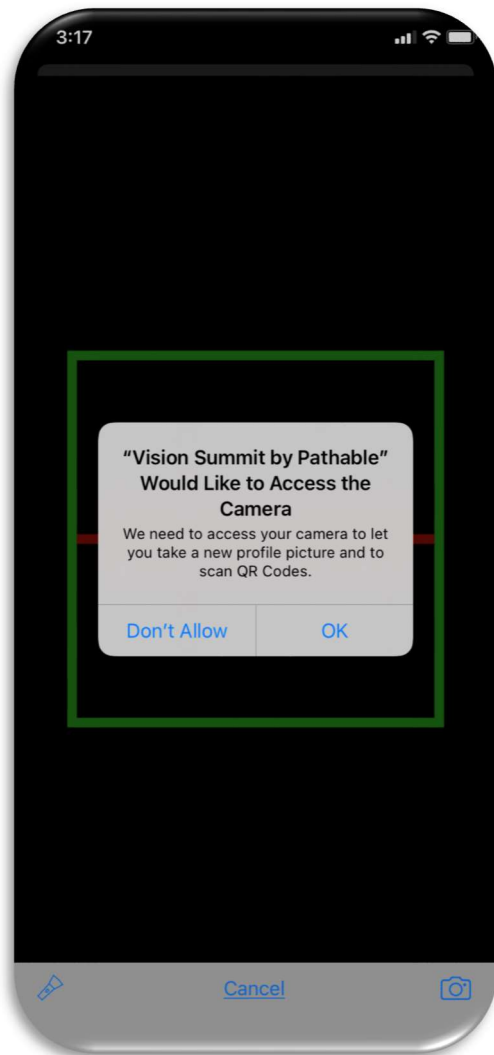
- The app has been fully customized by the event hosts and is equipped with everything you need to engage with other participants. You can navigate through the app using home screen buttons on the main page, the mobile fly-out menu that is accessed on the left of the screen, and the sticky footer at the bottom of each page.

Build Your Agenda

- Access the full event agenda and add sessions to your personal agenda by clicking the '+' button on the agenda tile. Sessions with a green '✓' have already been added to your personal agenda.
- Click into individual agenda tiles to learn more information about the sessions including speakers and description. You can add the session to your personal agenda on the details page by clicking '**reserve spot**'. The countdown timer indicates when the session is scheduled to start.

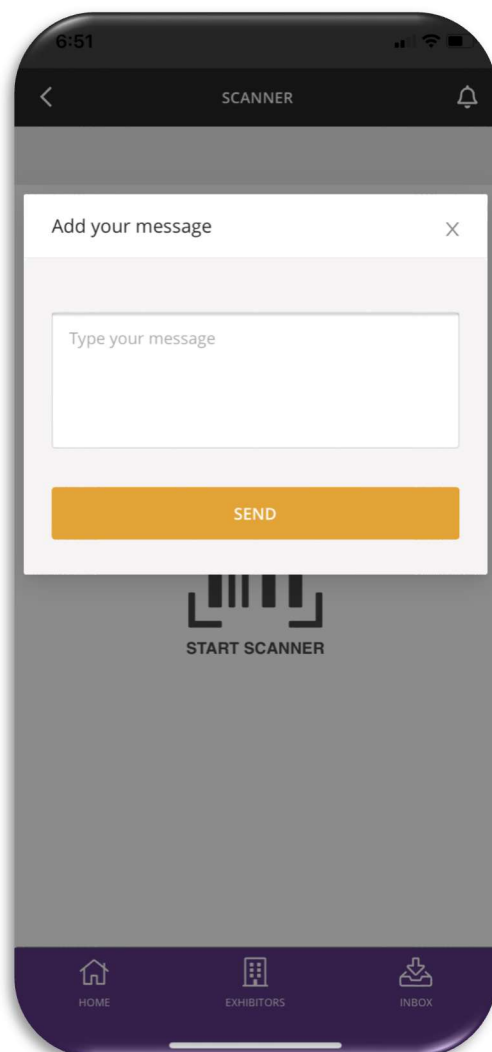
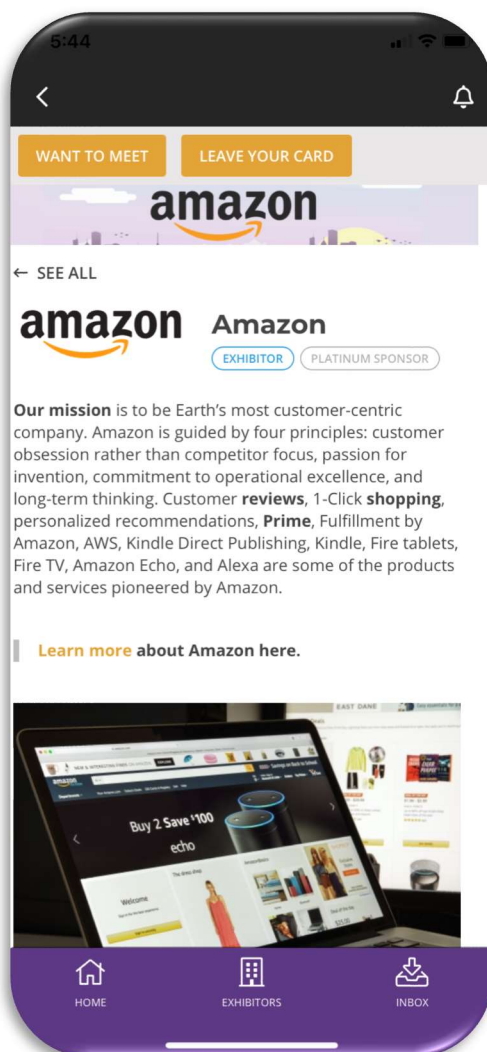


- To check-in to in-person sessions, navigate to the '**scanner**' and click start. Allow the app to access your device's camera. Scan the QR code provided at the session. A pop-up confirmation message will appear.
- Alternatively, you can allow event staff to scan your personal QR code by navigating to '**my QR code**'.



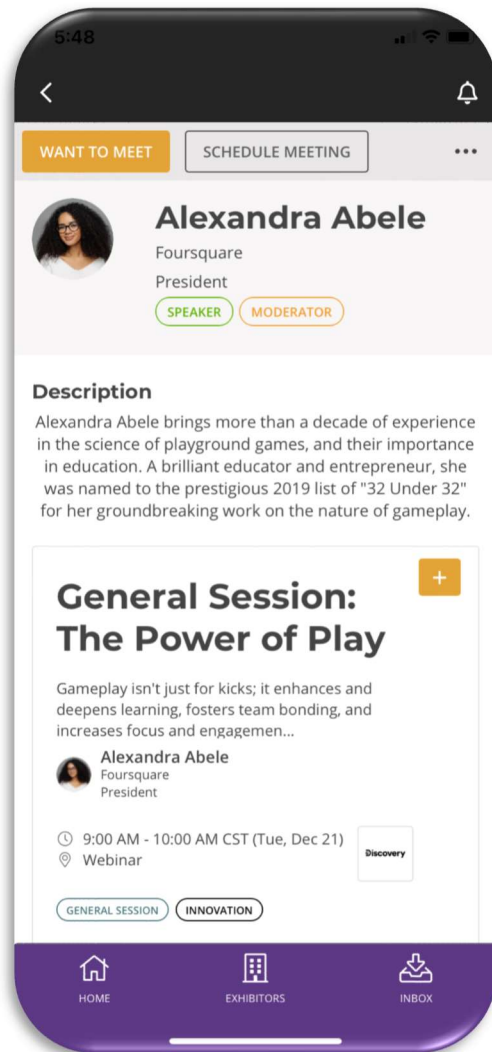
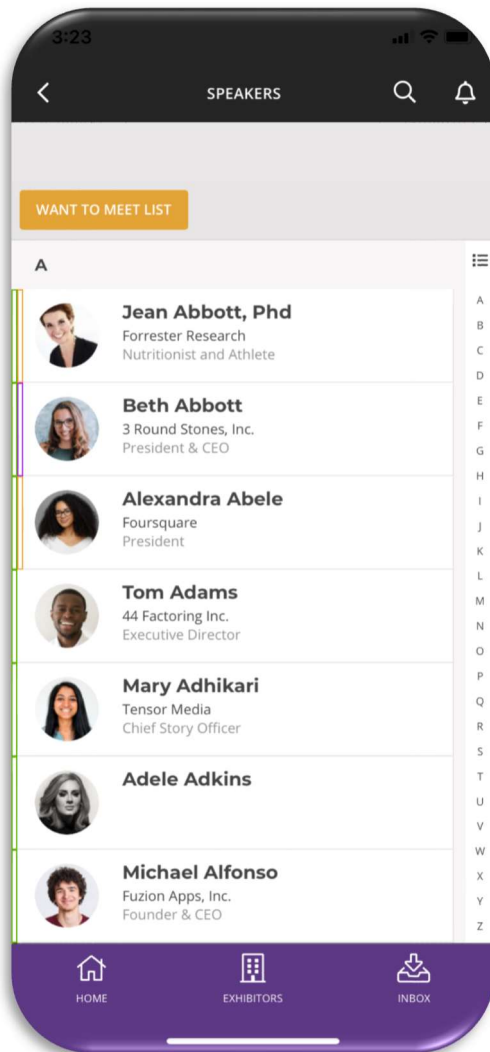
Interact with Exhibitors

- Visit the virtual expo hall to browse the list of sponsors and exhibitors. Click into the individual organization tiles to view their virtual booth page. To connect with the staff representatives, click the **'leave your card'** button to send a message to the organization.
- If the booth has a QR code available, navigate to the **'scanner'** to connect with the organization. Add your message and click **'send'**.
- Alternatively, you can allow exhibitors to scan your personal QR code by navigating to **'my QR code'**.

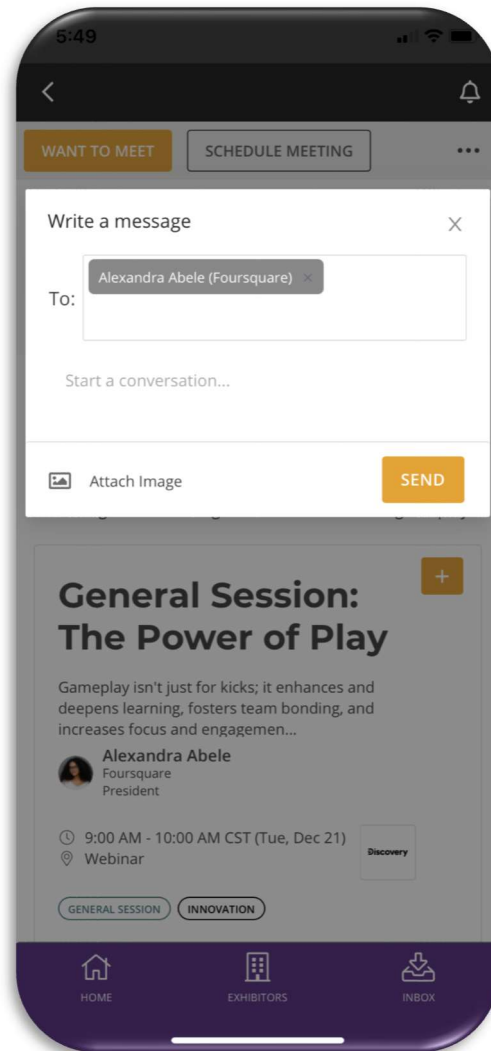
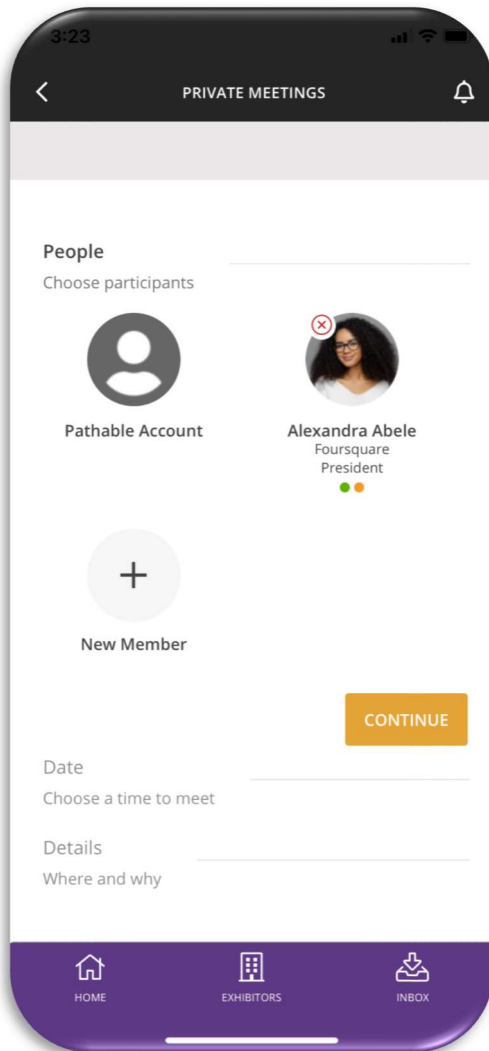


Network with Attendees

- Browse the attendee directory to learn more about other event participants. Click into the individual profiles to learn more about the attendees and discover common interests. Connect with attendees using group meetings and direct messages.



- To schedule a private meeting, click the **'schedule meeting'** button. Add any additional participants and select a date and time based on each participants' calendar. Include additional information about the meeting to help other attendees prepare.
- To send a private message, click the **'three dots'** in the right corner and select **'send message'**. Include text and/or photos and press send. The conversation history can be found in your inbox.



Notifications

- When enabled, you can receive push notifications about important event information and networking activities. Click the device notification open the app and read the message in full. The bell icon in the top right corner will highlight the number of unread notifications you have received.

