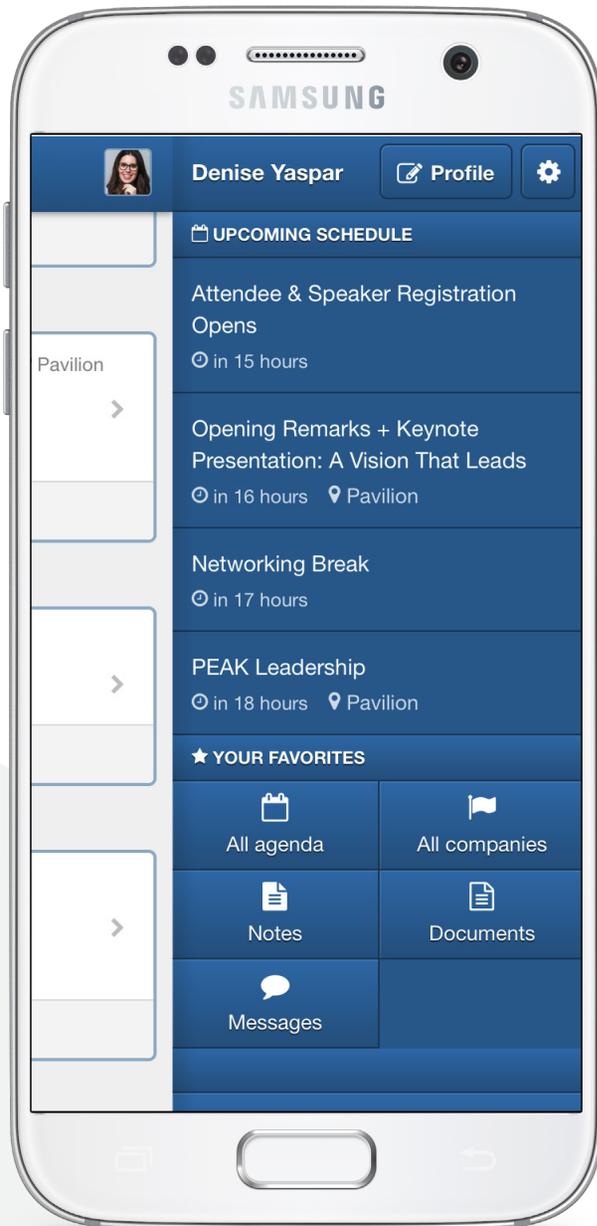# GET TO KNOW THE
Personal Dashboard

LOGIN TO THE APP

Enter the Event App URL into your Browser OR Download the Event App from any app store as available.To Login click the icon in the top right corner of the app and enter your email address.

EDIT YOUR PROFILE

Fill out the details into your Profile. This will allow you to message other attendees and participate in Group Discussions when available.

ADJUST YOUR SETTINGS

Set your desired settings on Attendee Messaging and Email Settings.

UPCOMING SCHEDULE

Your saved sessions will appear in their upcoming order.

YOUR FAVOURITES

Access all your favorited and saved items:

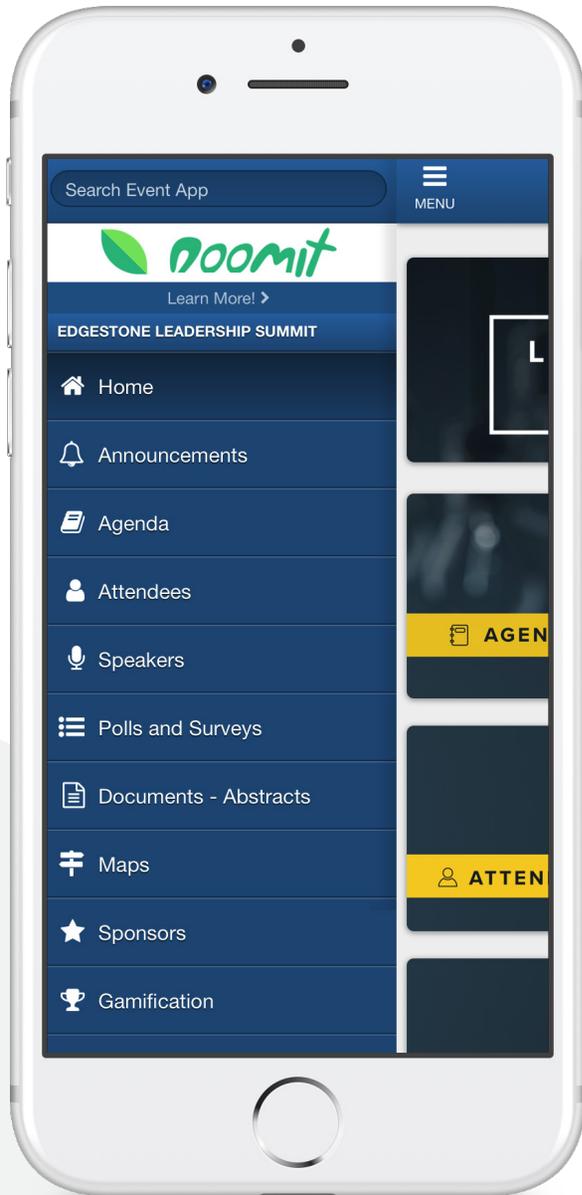| AGENDA | SPONSORS | NOTES | DOCUMENTS | MESSAGES |

Icons may appear differently on your app

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Main Menu

📅 SESSION ENGAGEMENT

ADD SESSIONS TO YOUR SCHEDULE

Go to the 📅 Agenda Module, select the session you want to attend. Click Add to Your Schedule.

TAKE NOTES

Go to the 📅 Agenda Module, select the session to add notes. Click Add Your Notes, to write and save your note.

💬 EVENT ENGAGEMENT

PARTICIPATE IN POLLS

Go to 📅 Agenda Module, select the session you are attending. Click Join Live Poll to participate, and Ask a Question to submit a question.

SEND A MESSAGE

Go to the 👥 Attendees Module, select who you want to connect with. Click Send them a Message to start a conversation.

PROVIDE SESSION FEEDBACK

Go to the ☰ Polls & Feedback Module to complete Session Feedback or Event Survey.

Icons may appear differently on your app

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