

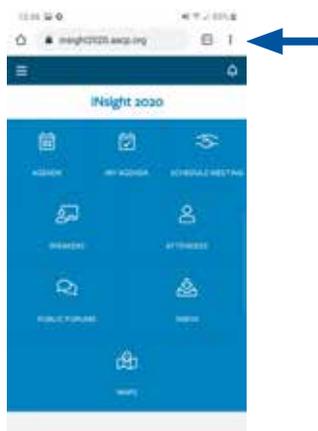
AACP Events Meeting Website and App

The App, AACP Events, can be downloaded from either the [Play Store](#) (Android) or the [App Store](#) (Apple). Use app links in this document and in Basecamp or search for AACP Events. If using the [mobile website](#) you can place a bookmark on your homescreen, to do so follow these instructions:

Android

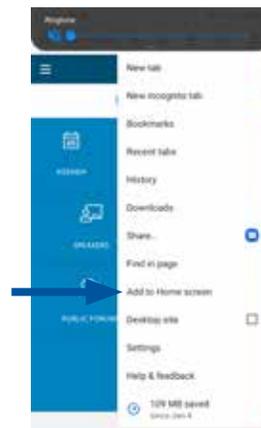
1. Open the link on your phone's Web browser.

2. When in the browser, tap the **3 dots** at the top-right corner.



3. Tap the **Add to Homescreen** option.

4. The **app icon** will appear on your homescreen.

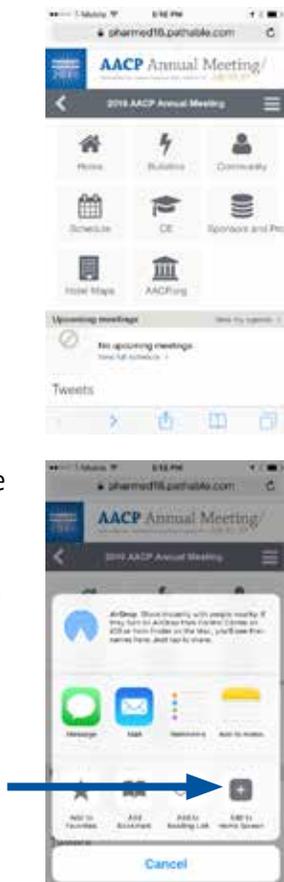


iPhone

1. Open the link on your phone's Web browser. (If you have an iPhone 5, tap the **Arrow** icon in lower right corner to launch it in your browser.)

2. When in the browser, tap the **Air Drop** icon/button on the bottom. (If you don't see it on your screen, tap the **Web Address** bar.)

Then tap the **Add to Homescreen** button.



3. Tap the **Add** button in the top right corner.

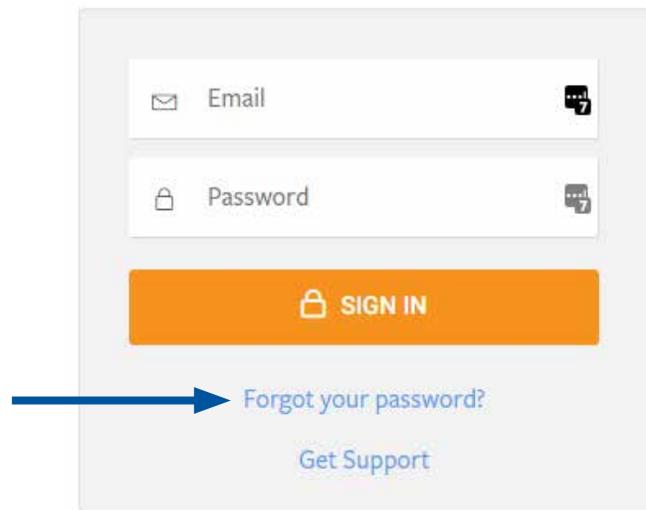
4. The **AACP Events** icon will appear in your menu of apps.



Can't Log In? Change Your Password

Desktop, Mobile and App:

- After clicking Sign In, click on [Forgot your password?](#) below the SIGN IN button.
- Enter the email address associated with your account (your registration email)
- Use the link in the email you receive to sign in and change your password.



If you continue to have trouble signing in please request assistance at the registration desk or contact [Sean Clark](#), AACP's User Experience Manager, at 703.479.3824.

Check Your Notifications and Messages

Desktop, Mobile and App:

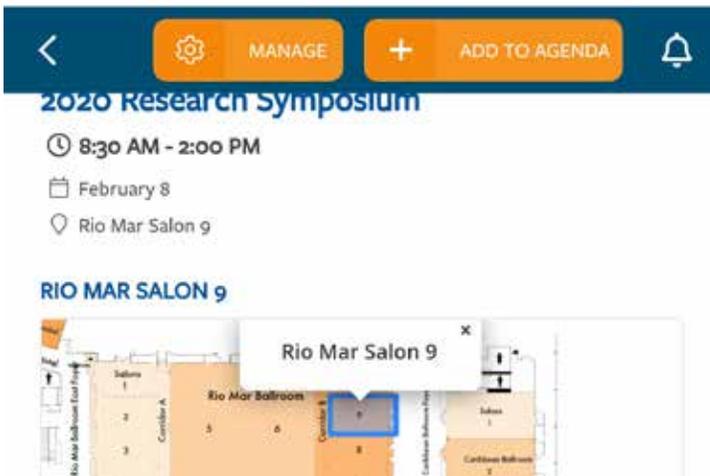
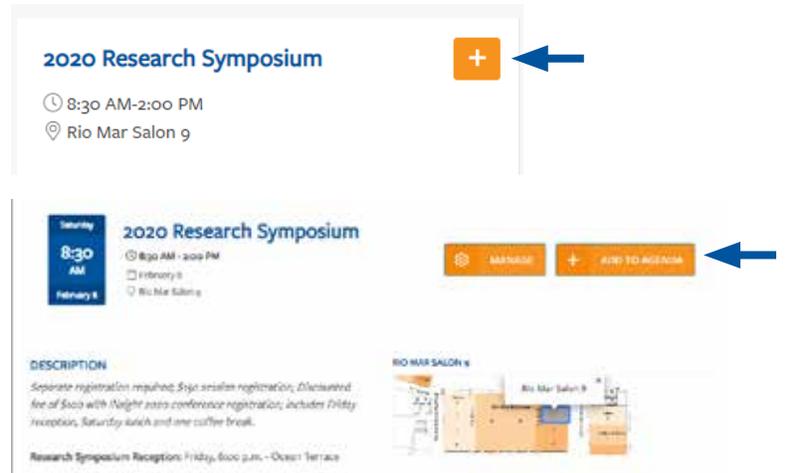
- Check notifications via clicking the bell at the top right of the website/app. These may include messages from AACP about room changes, special events, or emails that we've sent out.
- Check your inbox for messages from other attendees



Add Sessions to My Schedule

Desktop:

- Click on Schedule, then Full Schedule
- Find session in the listings
- Hover over the session
- Click the Add button
- Alternately, Click Add to My Agenda from the session's page



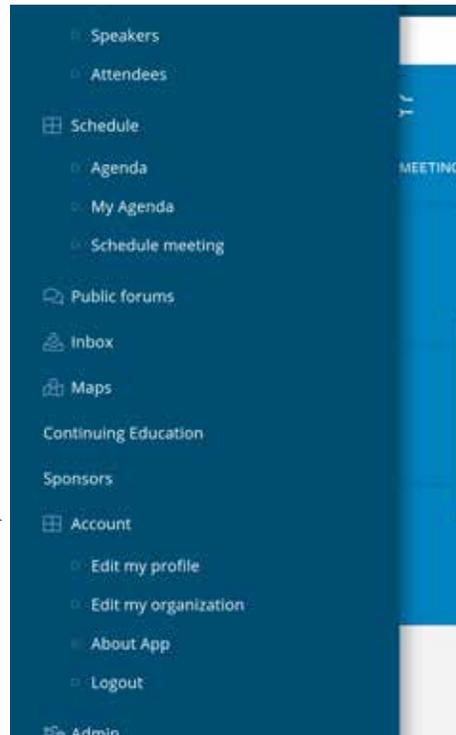
Mobile/App:

- Tap on Agenda on the homescreen or on the fly-out menu
- Find session in listings and tap on it
- Click Add in upper-right corner
- “Not Attending” at top left will change to “attending” and session will appear in My Agenda/Schedule

Other User Actions within Pathable

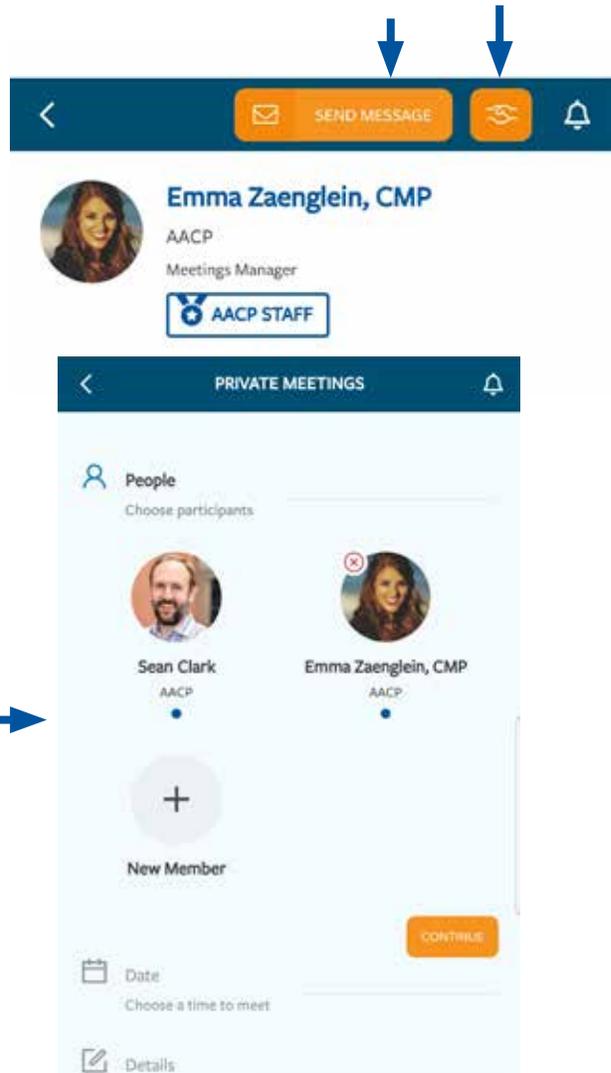
Sign In/Out of Website/App or Edit/View Profile:

- Open Fly-out Menu
- Options available at bottom of list
- Password can be changed at any time under Edit My Profile



Message, Add Contact, Schedule Meeting with another Attendee:

- Tap Attendees on the Homescreen or on the fly-out menu
- Search for attendee and tap on them
- Tap button for action to be performed
- **Send Message:** Allows for messaging within Pathable
- **Meeting (Handshake Icon):** Users can request to schedule a meeting with another attendee. Fill out form with meeting subject, time and length, and Location. Once created the meeting will appear under My Agenda/ Schedule. User on receiving end can choose to ignore these requests or hit accept/decline.



Using the Maps

Navigating Maps Screen

- Tap Homescreen icon or Maps on the fly-out menu
- Use dropdown at bottom to choose a different map
- Click magnifying glass icon to search for specific rooms
- Each session also displays a snippet of the map with the assigned room highlighted, users can click on this map to get a fullscreen view of it and surround rooms on that level.

🕒 8:30 AM - 2:00 PM

📅 February 8

📍 Rio Mar Salon 9

RIO MAR SALON 9



DESCRIPTION

Separate registration required; \$150 session registration;

