



## ConferenceBeat Event App Attendee Usage Guide

To download the app to any of your devices search **ConferenceBeat Event App** and select **2022 OJFSDA Annual Training Conference**.

To log into the web-based app visit <http://app.resultsathand.com/ojfsda2022> and enter your email and password.



**PROFILE:** Complete your personalized profile, set controls for what information is shared in the directory, and upload a photo to bolster networking with your fellow attendees.



**NOTIFICATIONS:** Receive pertinent event updates throughout the conference. If you prefer not to receive push notifications from the downloaded app, you can adjust the notification settings on your device.



**MAPS:** Not sure where to go? Find where your session rooms are and use the interactive exhibition hall map to visit and connect with our full house of exhibitors.



**AGENDA:** View your personalized session schedule, add other events of interest, explore the full two-day conference schedule, or search for sessions by track by selecting a filter or entering a keyword.



**HANDOUTS:** Access, download, or print available session attachments to bring with you to the conference if you choose and view, download, or email handouts during and up to thirty days after the event.



**EVALUATIONS:** Share your feedback on individual sessions as well as the conference overall to help us make our largest annual training opportunity valuable to you (for each evaluation you complete, you increase your chances of winning a prize).



**DIRECTORY:** View a comprehensive list of attendees, speakers, sponsors, and exhibitors. Select a name to view their contact information or select **ACTIONS** to send connection requests to enable your in-app chat (view responses in **My MESSAGES**) or add to favorites to create your own contact list.



**GAMES:** Join in on the fun! Participate in our daily photo contest (don't forget to vote for your favorites, too), get to know our vendors to complete the exhibitor scavenger hunt, and see how much you really know about Ohio with our county trivia.



**MESSAGE BOARDS:** Check here to find items turned in to lost and found or to see the list of basket, door prize, and game winners (use the dropdown menu to switch between the two).



**SPONSORS:** Get to know our generous sponsors, record personal notes, and add organizations to your favorites.



**EXHIBITORS:** Discover who is exhibiting before visiting their tables in the Exhibition Hall to learn more.



**HELP:** Submit a support ticket indicating the issue in the subject with a brief description to receive help at any time.