SCHOMS ANNUAL CONFERENCE 2019 - CONFERENCE APP

1. **Downloading Guidebook**

   - Go to the app store that corresponds with your device and search for "Guidebook" and download the app

2. **Accessing your SCHOMS Annual Conference Guide**

Now that you've got the Guidebook app, you'll need to download the **SCHOMS ANNUAL CONFERENCE** guide.

1. Tap **Find Guides** at the bottom right corner and then "**Have a Passphrase?**" Type in the passphrase that you have been given and **Continue**.
   DO NOT use the 'Explore' function as this is a private guide and is only available to those with the passphrase.
2. Tap **"DOWNLOAD"** to access the guide.

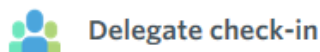**If you are a Desktop and Windows device user:**

1. On your phone's web browser (Chrome, Internet Explorer, etc.) http://guidebook.com/browse
2. As you have a passphrase to access, tap on **"Redeem"** in the **top right of your screen**. Type in the passphrase you've been given and Enter. Your guide should automatically install – you can then download it onto your device.

3. **Set up user account (Log in)**

If you've not already got one, set up your account and then log in. If you've used Guidebook before, log in to the guide to access the maps, programme, speaker information and delegate list.

4. **Networking**

First – tell everyone you've arrived:

 Delegate check-in

This year we've introduced a user feed for discussion, photos, announcements, sponsor posts:

 Networking

If you want to chat one-to-one – you can use this feature:

 Chat

5. **Event Updates and notifications**

Please set your guide to allow push notifications so you don't miss any important announcements or updates from the event organisers.

Allowing location services will enable you to use the Maps features inside the app