![American Water Resources Association logo]

AWRA 2024 GEOSPATIAL WATER TECHNOLOGY CONFERENCE APP GUIDE
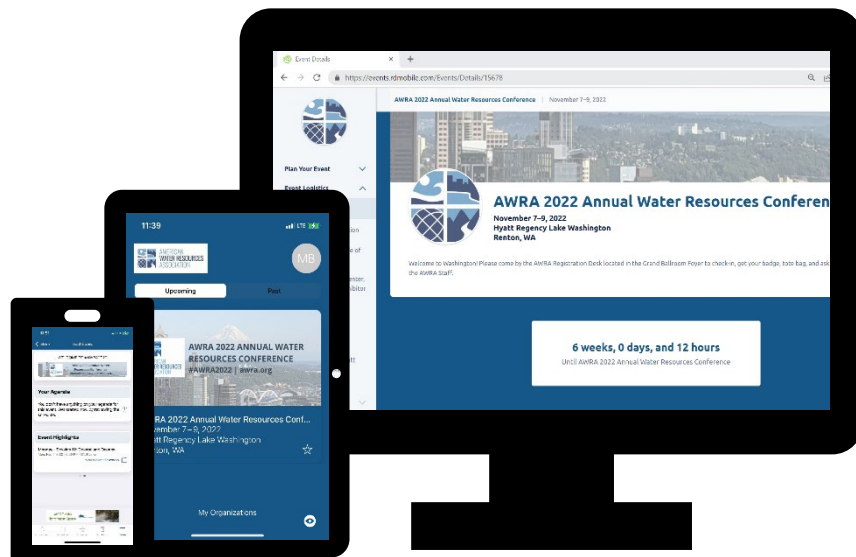
Tips to Maximize Your Conference Experience

![Download on the App Store] ![Get it on Google Play]

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ACCESS THE CONFERENCE APP: MOBILE DEVICE, TABLET, & DESKTOP

With so many things happening at #AWRA2024, it can help to have the most up-to-date information about what is coming up next as well as any changes to the conference. By downloading the AWRA conference app to your mobile device, tablet, and/or desktop computer, you will have access to the full conference schedule and receive notifications of important information. **There will not be a printed program provided for this conference.**

NOTE: The [AWRA Conference Code of Conduct](#) covers onsite and app engagement and interactions.

Look for your personal app email from AWRA. The sender is **American Water Resources Association <noreply@rdmobile.com>**. Open it from your mobile device or tablet and tap the Apple App Store (for iOS) or Google Play (for Android) button to download the app named "Engagefully" which is the AWRA conference app. Then tap the 'Access Event on Mobile Device' button to add it to your mobile device. The AWRA Team will be sharing announcements and directing you to the app throughout each day of the conference.

TIP! You can access the same information that's available on the mobile app on your desktop or laptop computer.
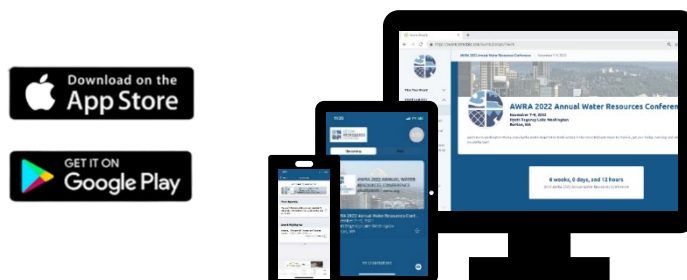
CREATE YOUR PERSONAL AGENDA & SCHEDULE

Save time once you arrive onsite at the Hyatt Regency Lake Washington by setting your schedule and planning your days beforehand.

With the conference app, you can choose the sessions you want to attend and exhibitors you want to visit. On each particular day, you will be ready to go and know what's coming up next and where you need to be to maximize your day! Note: Session Numbers on the AWRA Conference App schedule may appear out of order due to last-minute changes or cancellations in the program.

*Please note that all instructions and images are from an Apple device. If using an Android device, the images and some instructions may differ slightly.

1. Start by accessing the Schedule (calendar icon) in the app. Or tap on the arrow button to the right of the Your Agenda tab on the dashboard.

2. Tap the Calendar icon to the left of the session to add it to your agenda or tap the arrow button to the right to expand the session to read more details. Then tap on the Calendar icon at the top right corner to add it to your agenda.
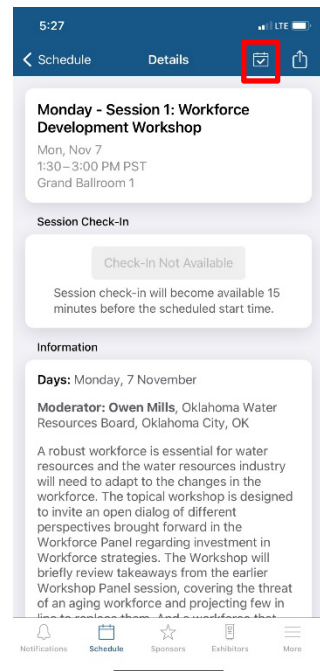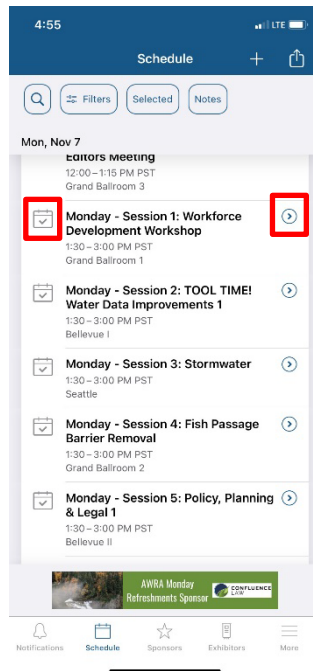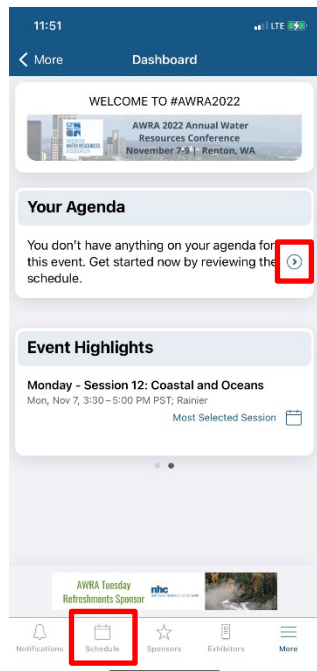
USING THE DASHBOARD

Your Dashboard provides you with up-to-the-minute details about the conference. It is located under the Plan Your Event menu item. **TIP!** For Apple users, if you do not see this screen, tap the More icon at the bottom right of your screen. For Android users, tap the three parallel bars at the top of your screen. You can scroll left and right to see the most updated information.
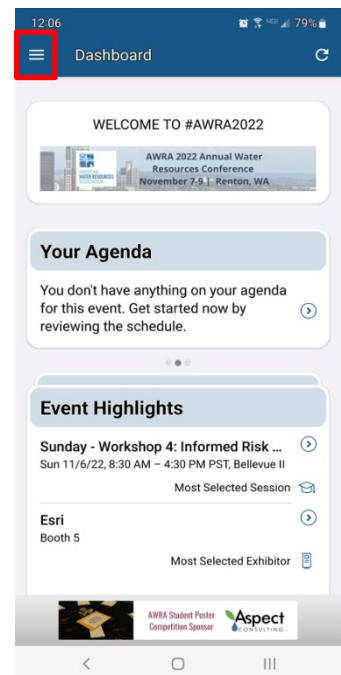
- What's Next - provides an up-to-date view of personal itineraries and reminders.
- Latest Conversations - view latest private message from other attendees.
- Activity Timeline - spotlights the most buzz-worthy happenings and photos.
- Leaderboard - highlights the most talked-about sessions.
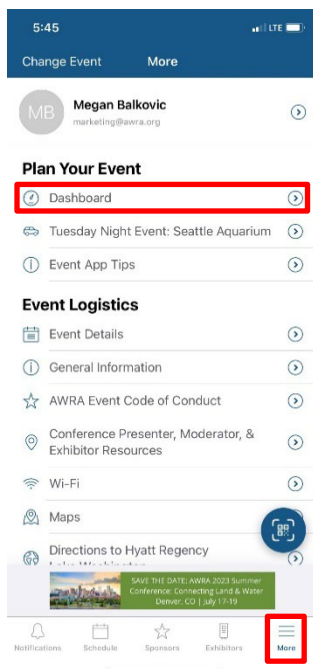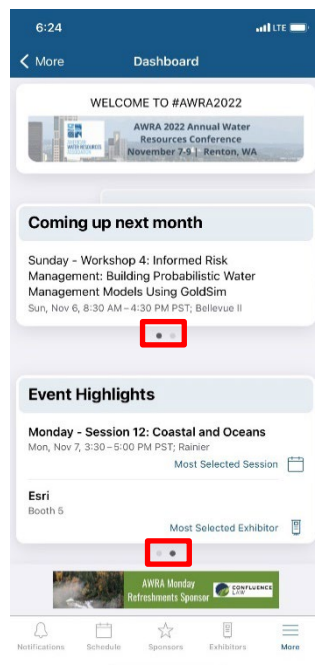

Apple   Apple   Android

SETUP YOUR SOCIAL PROFILE & UPLOAD YOUR PHOTO

Make the most out of your #AWRA2024 experience by creating your profile to see who is else is attending, connect directly with other attendees through in-app messaging, exchange Digital Business Cards, and access content specifically created for you. It is easy to setup and you are in control of all your details!

1. Tap the More icon (or the three bars) at the bottom right corner of your screen. Then tap the arrow button to the right of your name.

2. Tap the arrow next to Profile Information to add your bio, title, organization, phone number, and or website. While in this section, tap the circle with your initials and choose to take a photo (camera icon) or upload an existing one.

3. Tap the arrow next to Social Network to add your Facebook, LinkedIn, or Twitter handles.

4. Tap Manage under Event Preferences to manage your social participation and notifications.
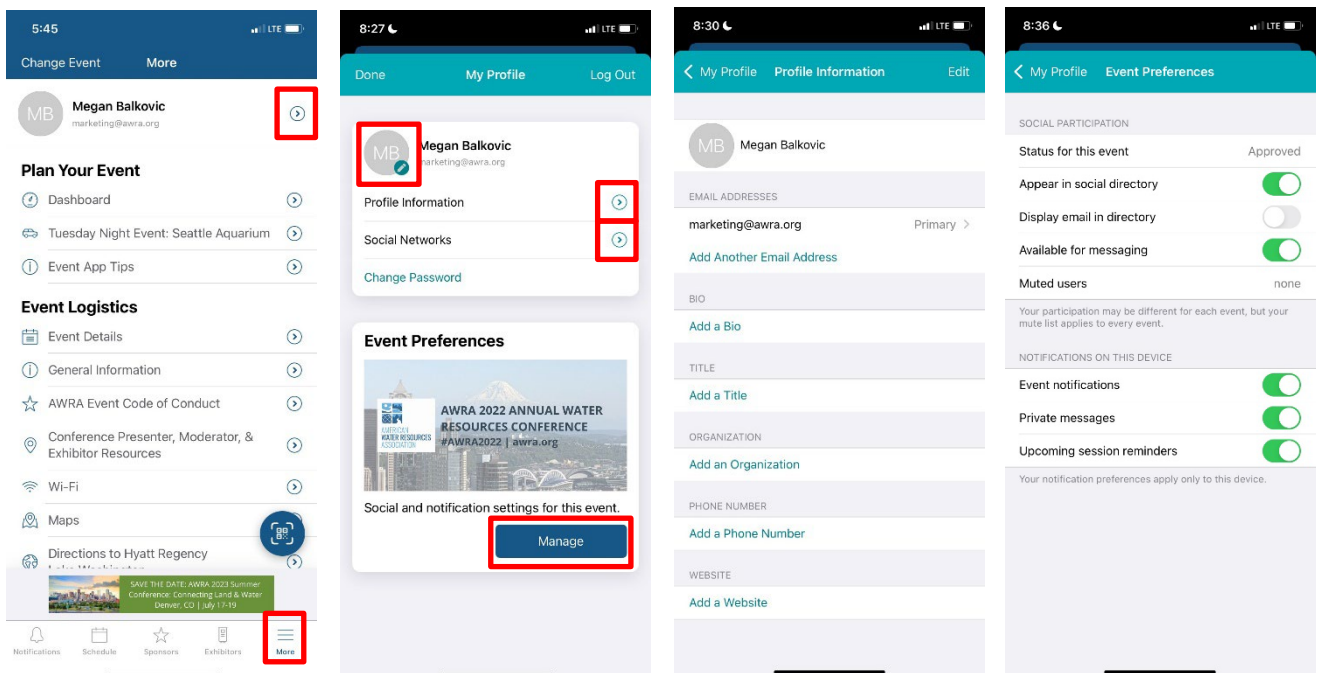
CONNECT WITH SPONSORS & EXHIBITORS

Sponsors and Exhibitors provide you with access to business solutions and information exchange. They also provide critical funding necessary to host this conference. **Please show your appreciation and make time during networking breaks to visit the exhibit hall!** Exhibitors are available on Monday, March 25 from 8:00 AM – 3:30 PM and 5:00 PM – 6:30 PM and again on Tuesday, March 26 from 8:30 AM – 3:30 PM.

1. Tap Exhibitors and scroll to browse the companies by name.

2. Tap the checked box to the left of the exhibitor's name to add them to your list. Or tap the arrow to the right to read the exhibitors profile and tap the check box in the upper right side to add them to your list.

3. To view a sponsor's profile, tap the Sponsor button. Then, tap the arrow to the right of the sponsor's name.
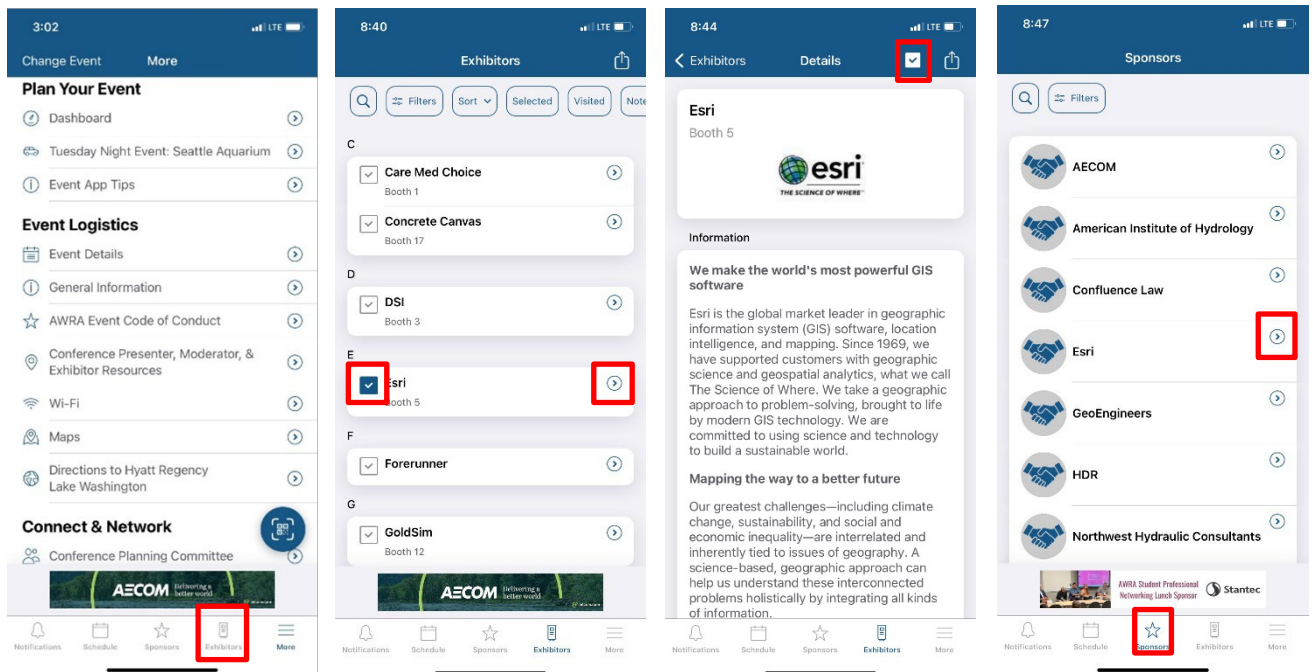
# CONNECT WITH ATTENDEES: DIGITAL BUSINESS CARDS & ATTENDEE CHAT

Attendees can quickly and safely exchange digital business cards with each other by scanning QR codes on their mobile app. The digital business card information, such as: name, email address, job title, organization, phone number, and website, pulls from your user Profile Information. To fully utilize this feature, you **MUST** first set up your social profile and be logged in (see page 4.) To locate your digital card and exchange with others:

1. Locate the circular QR Scanner icon displayed in the bottom right-corner of the main menu by tapping More (or the three bars).

2. Tap the QR Scanner icon to open the scanner tool and reveal your unique code.

3. To exchange a digital business card, point your scanner at the other attendee's QR code.

4. During a digital business card exchange, the attendee's code that is being scanned should receive a push notification confirming a successful swap and the exchanged card will appear in their Registrant Bag immediately.
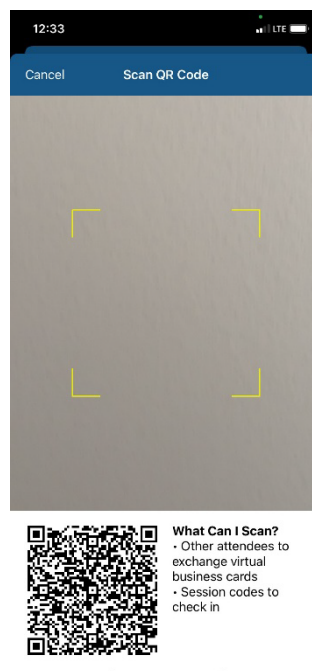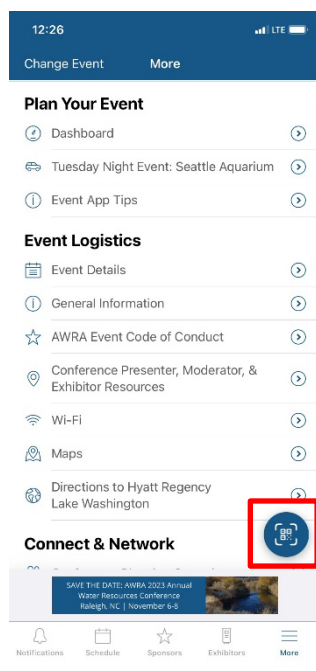
To chat with other attendees:

1. Create your profile (see page 4). Only attendees with completed profiles can use the Attendee Chat feature.

2. Tap the Attendee Chat menu item under Connect & Network on the left side tool bar.

3. Then tap the Edit icon in the top right corner and scroll to find the attendee with whom you want to chat. Tap the attendee's name and begin to chat.
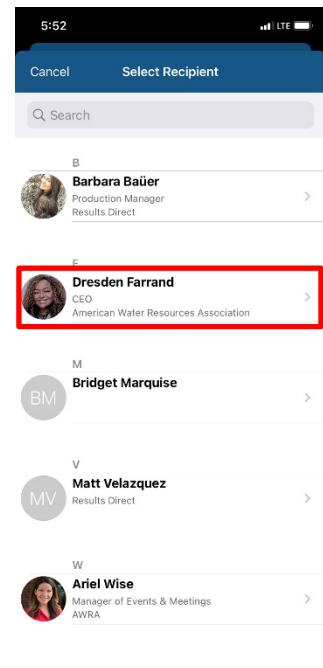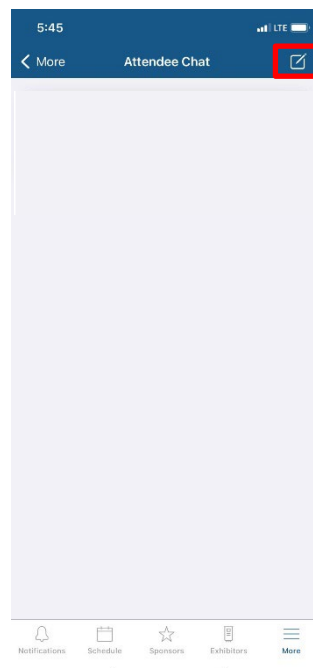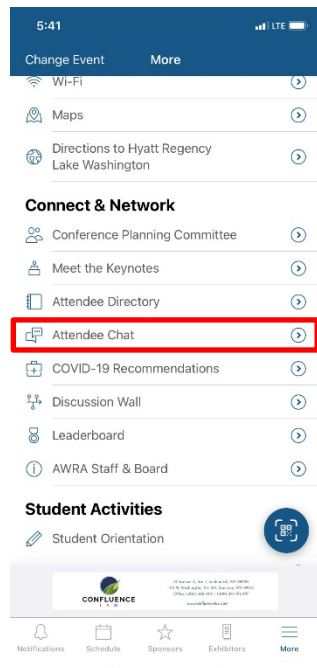
USING THE DISCUSSION WALL

The Discussion Wall menu item lets you tag a session that you are attending, add a photo, or post in the What's happening? note for other attendees to view, like, or comment.

1. Tap the Discussion Wall menu item under Connect & Network on the left side tool bar.

2. Tap the Edit icon in the upper right corner.

3. Post to your timeline by typing in the What's happening? section, tag a session, or add a photo. You can take a current photo and capture the action taking place or choose from existing photos in your library.