



# GIRP EVENT APP USER MANUAL

## 1. Getting installed

- 1) To download the GIRP Event App, open the invitation e-mail in your inbox and click on **Download the App**.
- 2) When you have successfully downloaded the app, come back to the invitation e-mail and click on **Verify Account**



Dear Candice Chantraine,

Thank you for registering to our 59th Annual Meeting and Event!  
We've built a mobile app for our conference - it has all the important information you'll need for the event, and features to enhance your event experience.

**Step 1: Download the App**

The first thing you'll need to do is download the GIRP Events app from the App Store (iOS) or the Play Store (Android).

**Event Password:** girpamc18

**Don't have iOS or Android?**

Skip Step 1 and go straight to Step 2 to verify your account and use the mobile web version of the app:  
<https://event.crowdcompass.com/girpamc18>

**Don't want to download the app?**

Find all the information about the AMC 2018 on our webpage:  
<http://events.girp.eu/>



Download the App

**Step 2: Verify Your Account**

Then, come back to this email using the same device from Step 1 and click **Verify Account** to unlock all of the app's advanced features.



Verify Account

Contact us if you have any questions:

[girp@girp.eu](mailto:girp@girp.eu)  
+32 2 777 99 77

Enjoy the event!

Copyright 2018 CrowdCompass. All Rights Reserved.

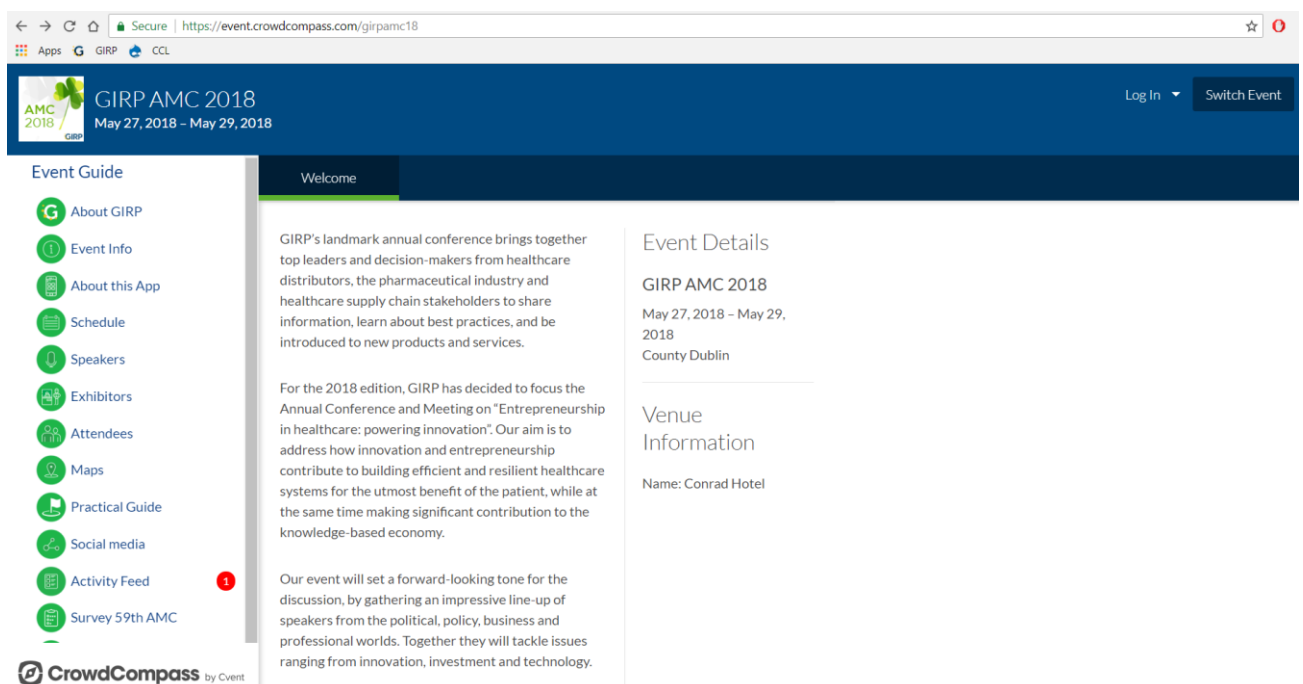
Congratulations! You are now logged in to the app.

# GIRP 59<sup>TH</sup> ANNUAL MEETING & CONFERENCE ENTREPRENEURSHIP IN HEALTHCARE: POWERING INNOVATION

27 - 29 MAY 2018  
DUBLIN IRELAND



- If you can't find your invitation e-mail, ask one of the organizers to resend your invitation  
OR
- Login straight from the app:
  - From the event homescreen, tap the hamburger icon at the top left of the screen.
  - Tap **Log in for more features!**
  - Enter your first and last name and tap **Next**.
  - We'll send you an email to verify your account. We just want to make sure it's you.
  - Open your email to find your verification code.
  - Return to the app and enter the four-digit code to finish logging in.
- If you have BlackBerry, Windows Phone or a laptop, please use the **web version**:  
<https://event.crowdcompass.com/girpamc18>





## Trouble with logging in?

Try these troubleshooting steps or ask for assistance at the GIRP Registration Desk:

- Ensure you have received an app invitation
- Ensure you have verified your account by going into the invitation e-mail and clicking **verify account**

If this is all okay, but there is still a problem:

- Check your internet connection
- Change from Wi-Fi to personal data-plan or vice versa
- Is your device fully updated?
- Delete cookies and cache
- Re-install the GIRP app
- Is Google chrome fully updated?
- Do you have a web viewer on your phone and is it updated?  
If not download a web viewer from Googly Play or App Store

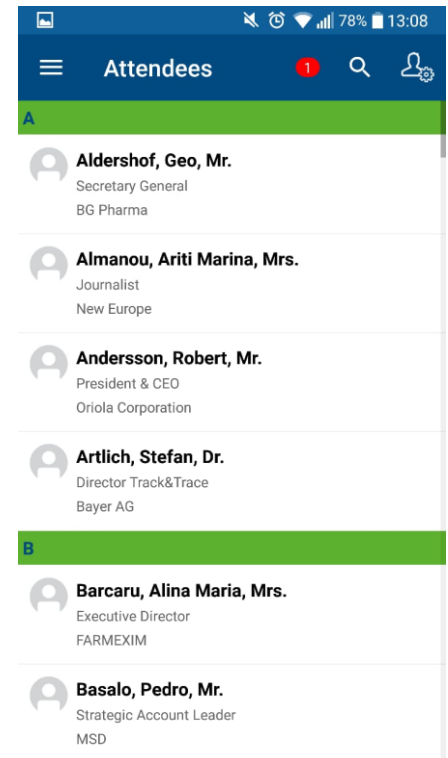
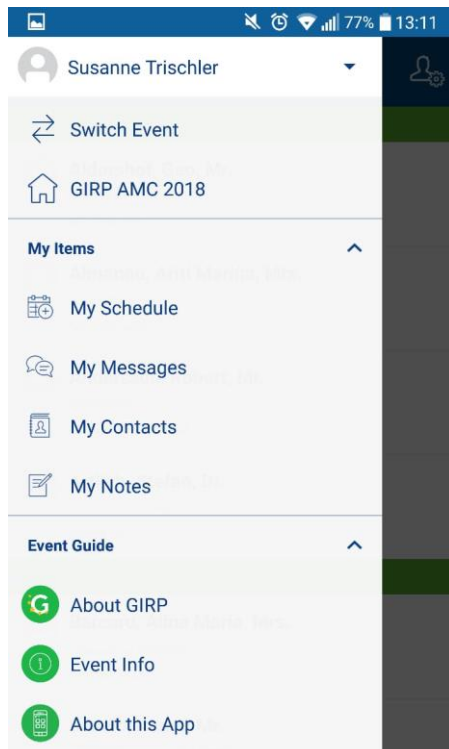


## 2. Networking

### Share Your Info

- **Access the Attendee List.**  
After logging in, tap the Attendees icon.
- **Send a request.**  
Find the person you want to share your contact information by either scrolling through the list or using the search bar at the top of the screen.

Tap their name, then Add Contact to send a contact request. If they accept, the two of you will exchange info.



### Continue the Conversation

- **Access My Contacts.**  
Tap the hamburger icon to open up the side navigation, then My Contacts. Here you'll find a list of all the attendees you've exchanged contact info with.



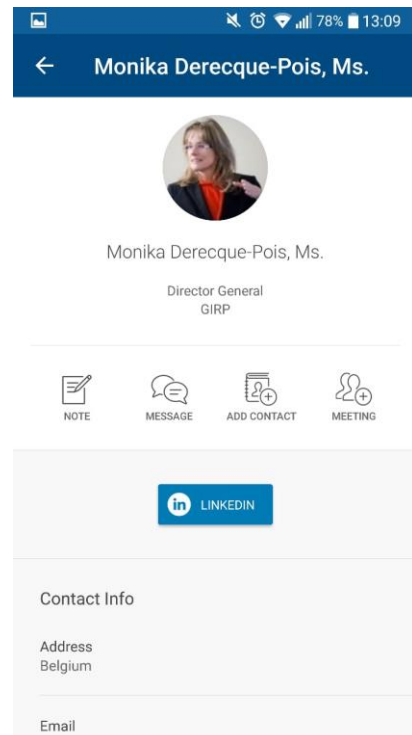
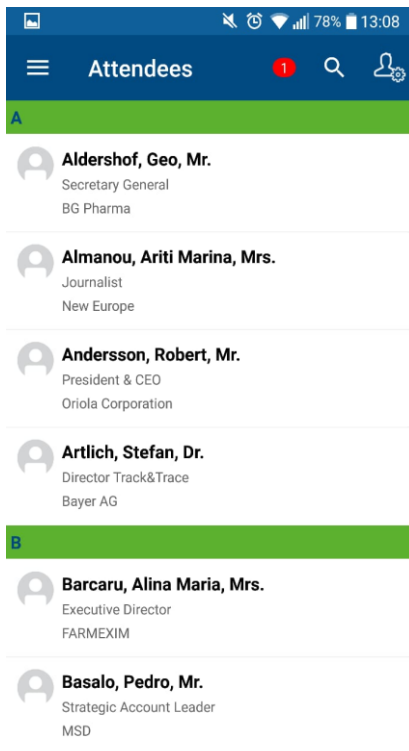
## 3. Messaging Attendees



- **Access the Attendee List.**  
After logging in, tap the **Attendees** icon

- **Send your message.**  
Find the person you want to message by either scrolling through the list or using the search bar at the top of the screen.

Tap their name, then the chat icon to start texting. If you want to pick up a chat you previously started, tap the hamburger icon in the top right, then **My Messages**.





## 4. Editing Your Profile

### Build Your Profile

- **Access your profile settings.**  
After logging in, tap the hamburger icon in the top left, then tap your name at the top of the screen.
- **Tell us about you.**  
Fill out the text fields to give other attendees a sense of who you are. You can write a short bio, provide your contact information, or direct people to your website or social media accounts.

### Adding your picture

#### On IOS

- **Access your profile settings.**  
After logging in, tap the hamburger icon in the top left, then tap your name at the top of the screen.
- **Choose your photo.**  
Click **Choose Files** and either select a photo from your gallery or take a new one with your camera.

#### On Android

- **Access your profile settings.**  
After logging in, tap the hamburger icon in the top left, then tap the arrow to the right of your name at the top of the screen.
- **Uncheck the box.**  
Tap **Edit Profile Photo**, then either select a photo from your gallery or take a new one with your camera.

← Profile Settings

**Set Profile to Private**

Setting your profile to private requires that you approve pending contact requests before someone can view your profile. Unchecking this box allows anyone on the attendee list to see your profile.

**First Name**  
Max

**Last Name**  
Zaenglein

**Suffix**  
Suffix

**Display Email**  
m.zaenglein@cvent.com

**Company Name**  
Cvent

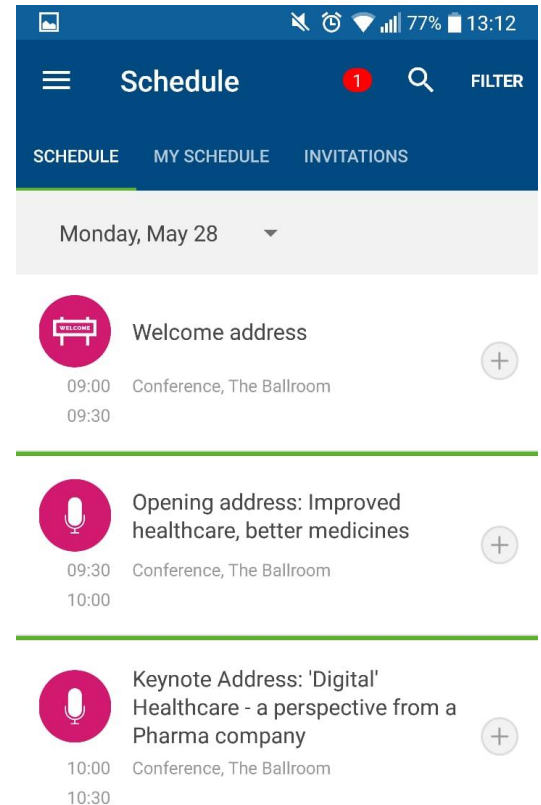
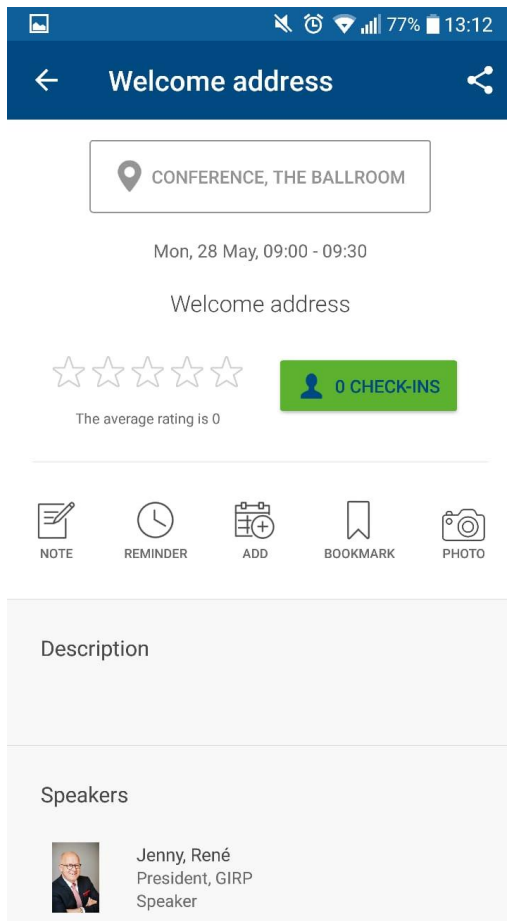


## 5. Navigating the Schedule

### Browse Around

- **Open the Schedule.**  
After logging in, tap the **Schedule** icon.
- **Browse the Calendar.**  
Switch days by using the date selector at the top of the screen. Scroll up and down to see all the sessions on a particular day.

See something interesting? Tap the plus sign to the right of its name to add it to your personal schedule.



### Using Live Q&A

- **Locate your Session.** Find your session by scrolling through the schedule.

Once you find it, tap its name to be taken to the Session Detail page.

- From the Session Detail page, scroll down to the Live Q&A header. Tap **Submit a question now**.
- **Ask away.** Type your question and tap **Submit** when you've finished. Questions can be up to 250 characters.
- You can ask your question any time between an hour before your session starts and a half hour after it finishes.