



How to Download the Conference App

Follow these instructions to download the conference app for Loveland 2018.

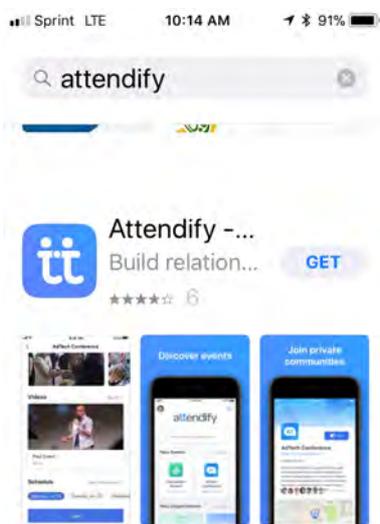
1 Download Attendify App from your App Store



Go the app store on your mobile device.

Type "Attendify App" into the search bar. You should see an option that looks something like this, with a blue icon.

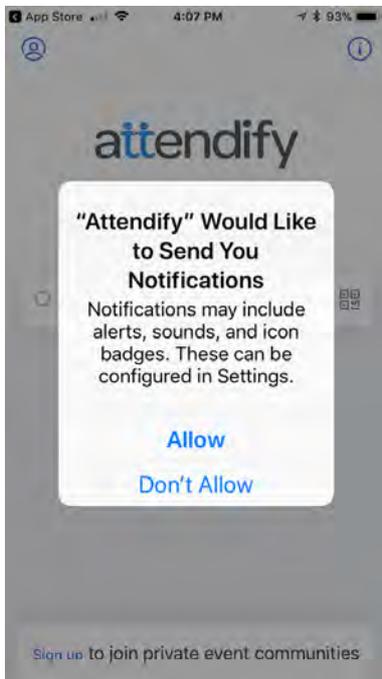
Tap "Get" to download the Attendify app onto your device.



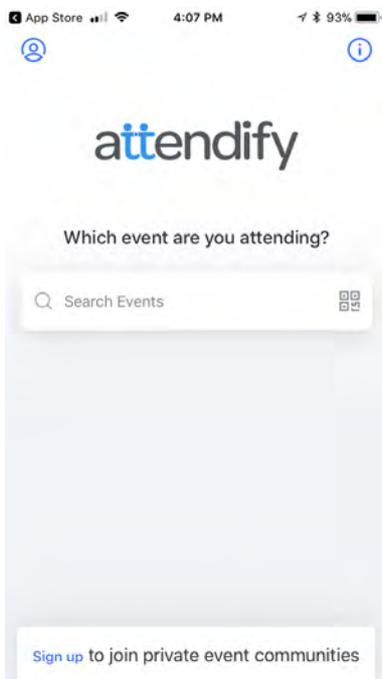
2 Join the iP Conference in Attendify



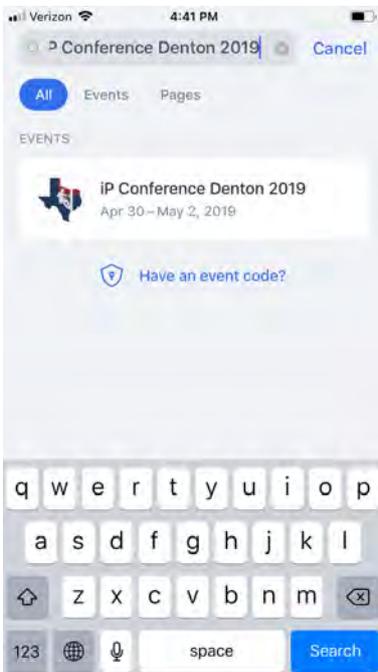
Once you've downloaded and opened the Attendify App, Attendify will ask about sending notification. Tap on "Allow" because we will be using this feature to alert you of announcements and agenda changes during the conference.



After tapping "Allow," search for our conference by typing **Orlando 2018** into the search bar.



You should see an event come up with our orange iP diamond logo and the dates of November 6-8, 2018. Tap on **iP Conference Orlando...**



Next you should see our event's landing screen. Click the blue **+Join** button at the bottom.



3 Create Your Profile

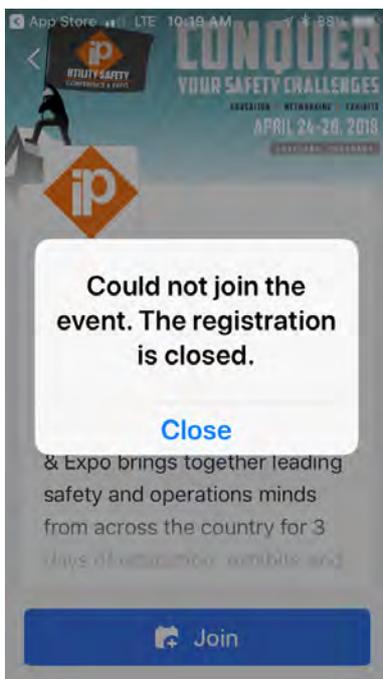


Once you tap **+Join**, a screen will appear where you can enter your personal information. Fill out the fields using the email address you used when registering for the conference.



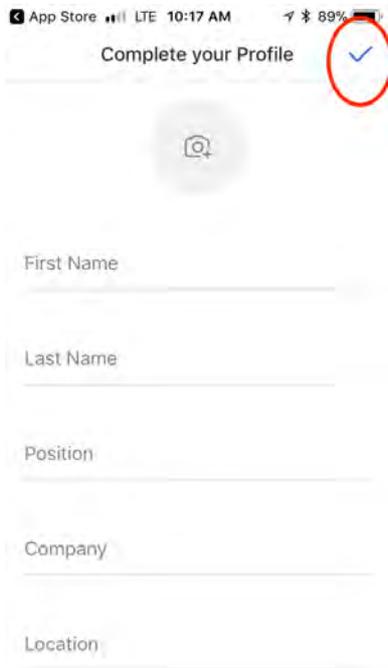
****NOTE: Please use the email address you used when registering for the conference.****

If you use an alternate email address, you will receive a message saying the event is closed. Tap on the word "Close" and try again using the correct email. If you cannot use that email address due to company-related email restrictions, or if you need additional assistance, contact Becky at the Registration Area during the conference, or send her an email at becky@utilitybusinessmedia.com.



Once you put in your email and create a password, tap **Sign Up**. Then you'll be taken to a screen where you can put in the rest of your information.

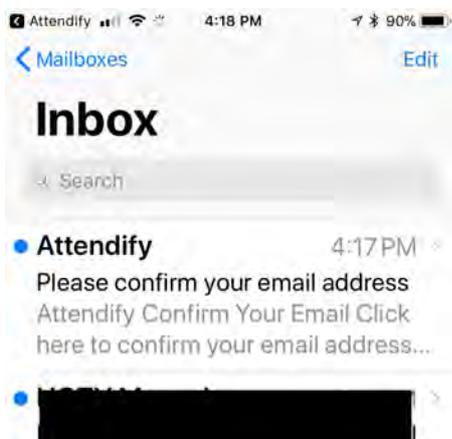
When you are finished, tap the check mark in the upper right corner of your screen.



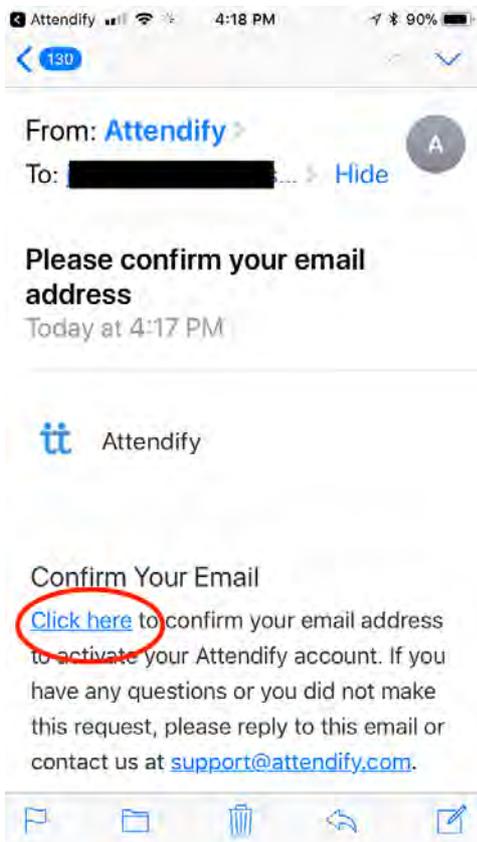
4 Confirm Your Profile (Email Confirmation)



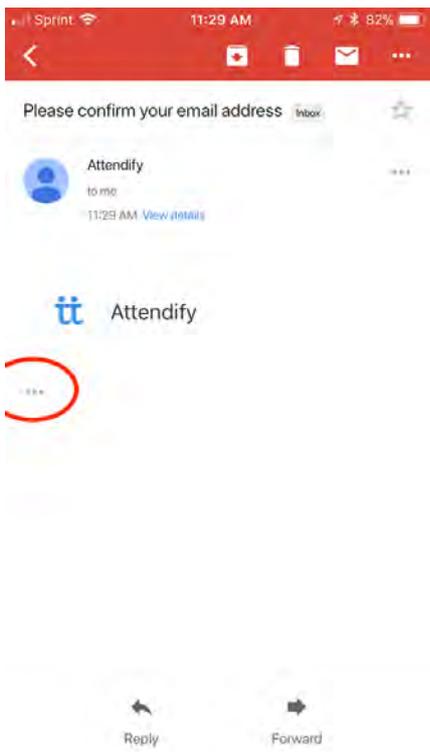
Exit the Attendify App, and open up your email. You should have an email in your inbox from Attendify.



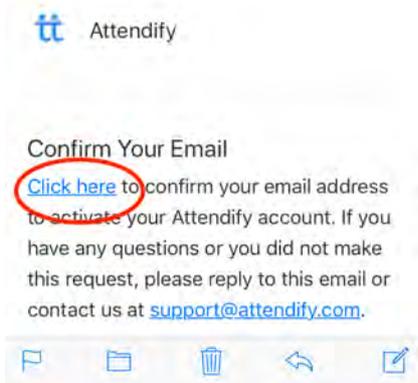
Open the email. Click the link to confirm your email address.



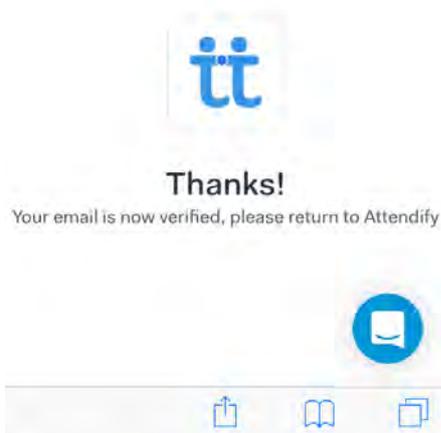
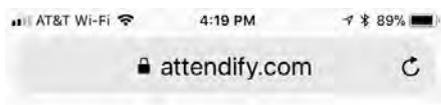
If you don't see a link, you may have to click the three gray dots to reveal the rest of the email.



After tapping the three dots, you should be able to see the link to click in order to confirm your email.



Once you've clicked the link in your email you will be taken to a screen thanking you for your confirmation.



5 Return to Attendify



Exit your email by pressing the Home button on your device.

Return to the Attendify App by tapping the blue Attendify icon on your screen.



Tap the blue +Join button one more time to enter our app.



You're in! Enjoy the conference app!