

attendify

Attendify App

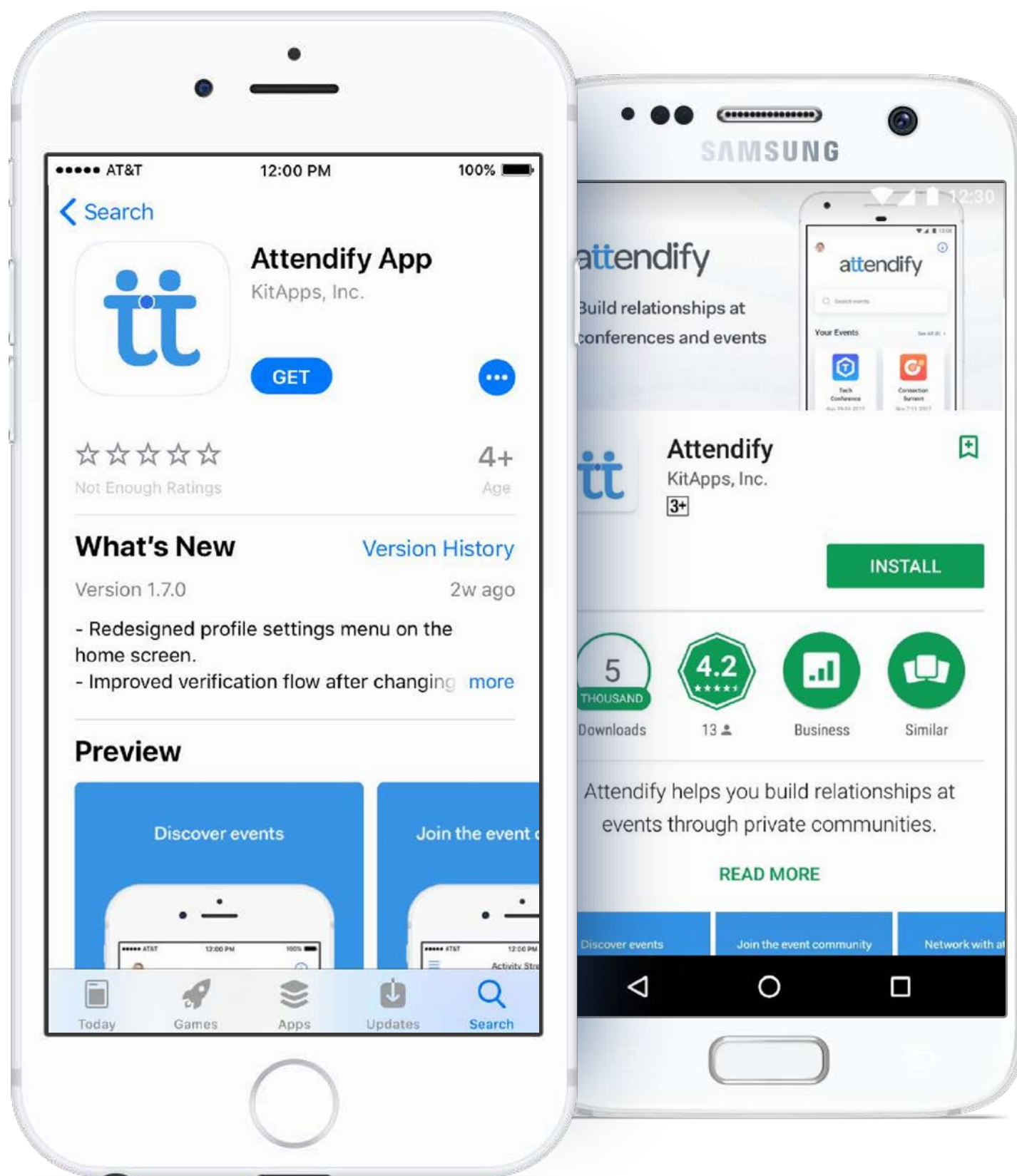
Optical Summit Attendee user guide



STAY IN THE KNOW
during Optical Summit

Download the Attendify app

Download the Attendify app from the [App Store](#), [Google Play](#) or simply scan the QR Code below.



Scan to download
the Attendify App

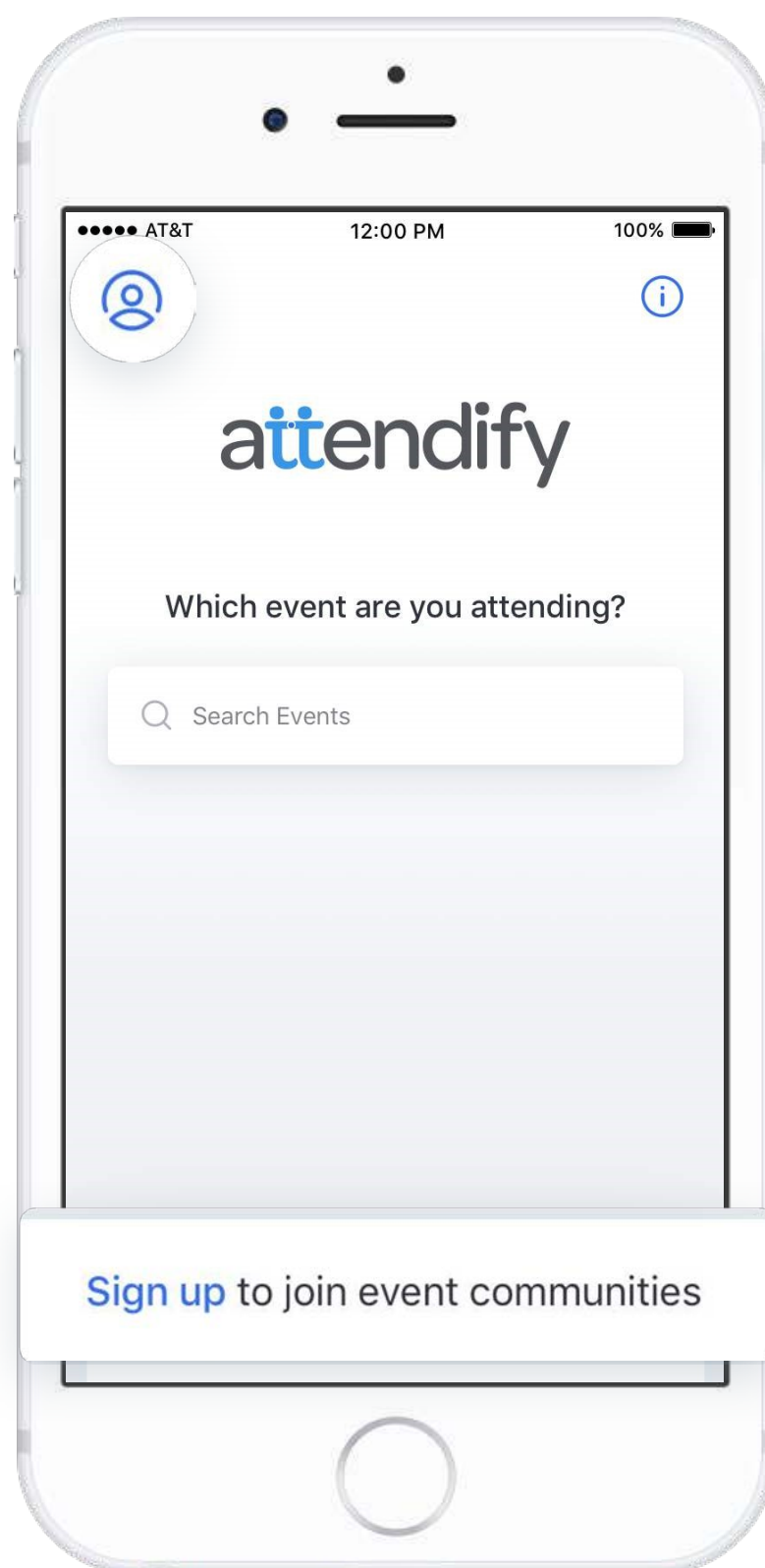


NOTE: If your device is running a different OS, please reach out to your event organizer and request access to the Web App.

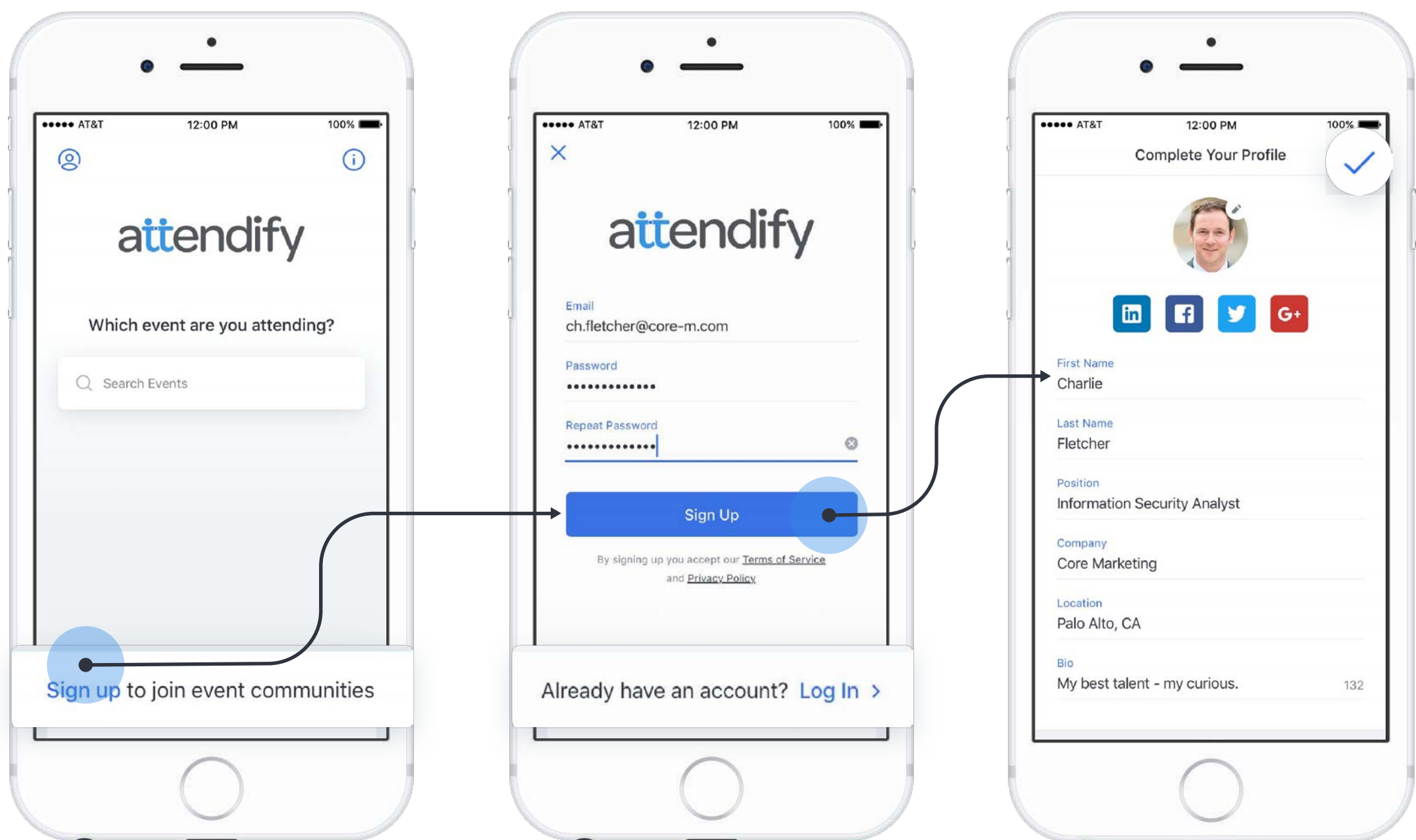
Create a Profile or Sign In

Upon opening the Attendify App, you'll see a screen with the Attendify logo and a search bar. Before searching for your event (*Sommet Optique/Optical Summit*), you'll need to either create a profile, or sign in.

If you're new to the Attendify App, you'll need to create a profile by clicking **the blue person icon on top left** of your screen. You can also click on **Sign up** at the bottom of your screen.



To create a profile, you'll need to input your email address and create a password. Click the blue **Sign Up** button. The next screen will prompt you to upload a profile photo and fill in your contact information. To complete your profile, click the **blue check icon**. Once your profile is complete, you're ready to access your event.

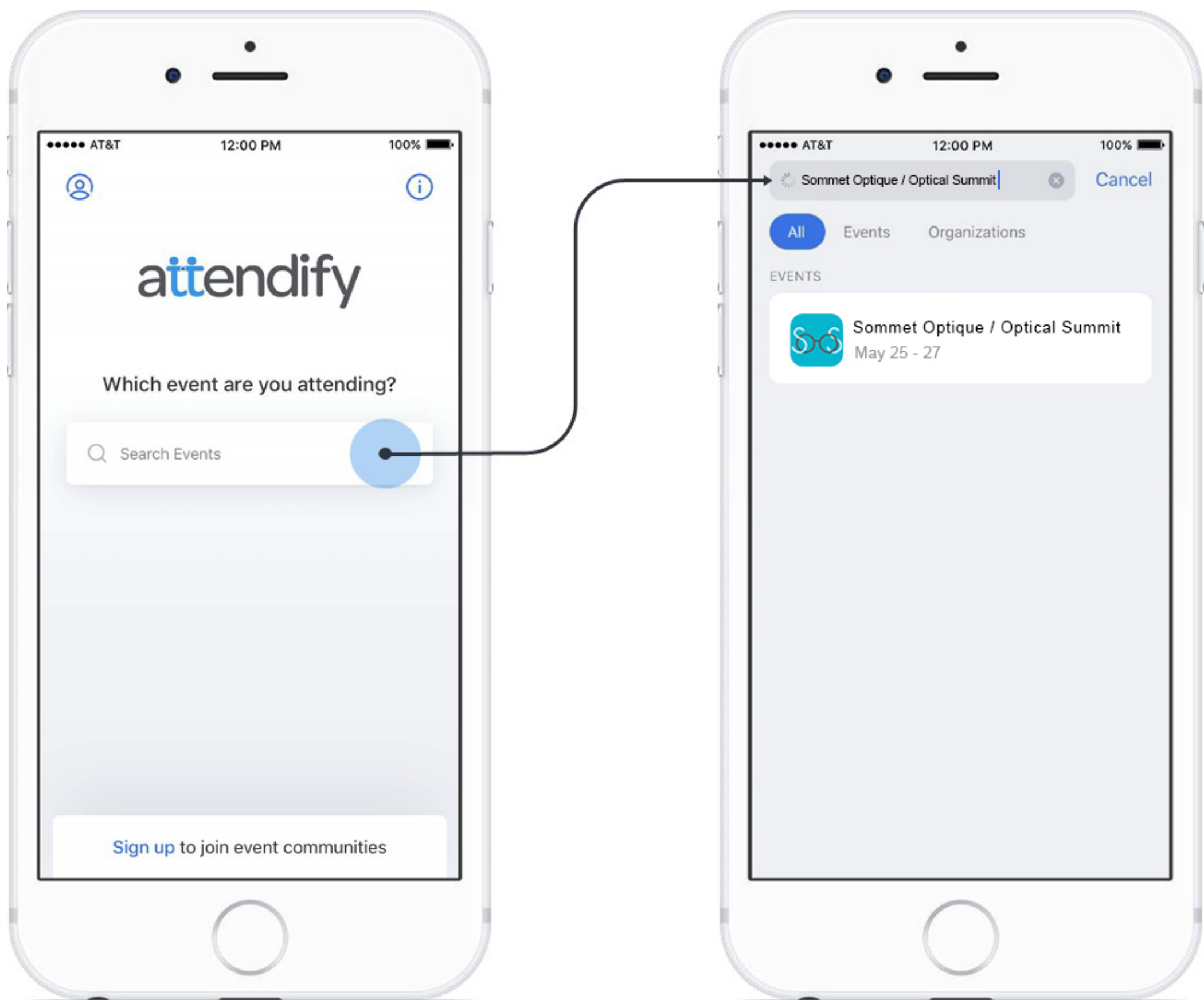


NOTE: We strongly recommend registering for the Attendify App with the same email used to register for Optical Summit.

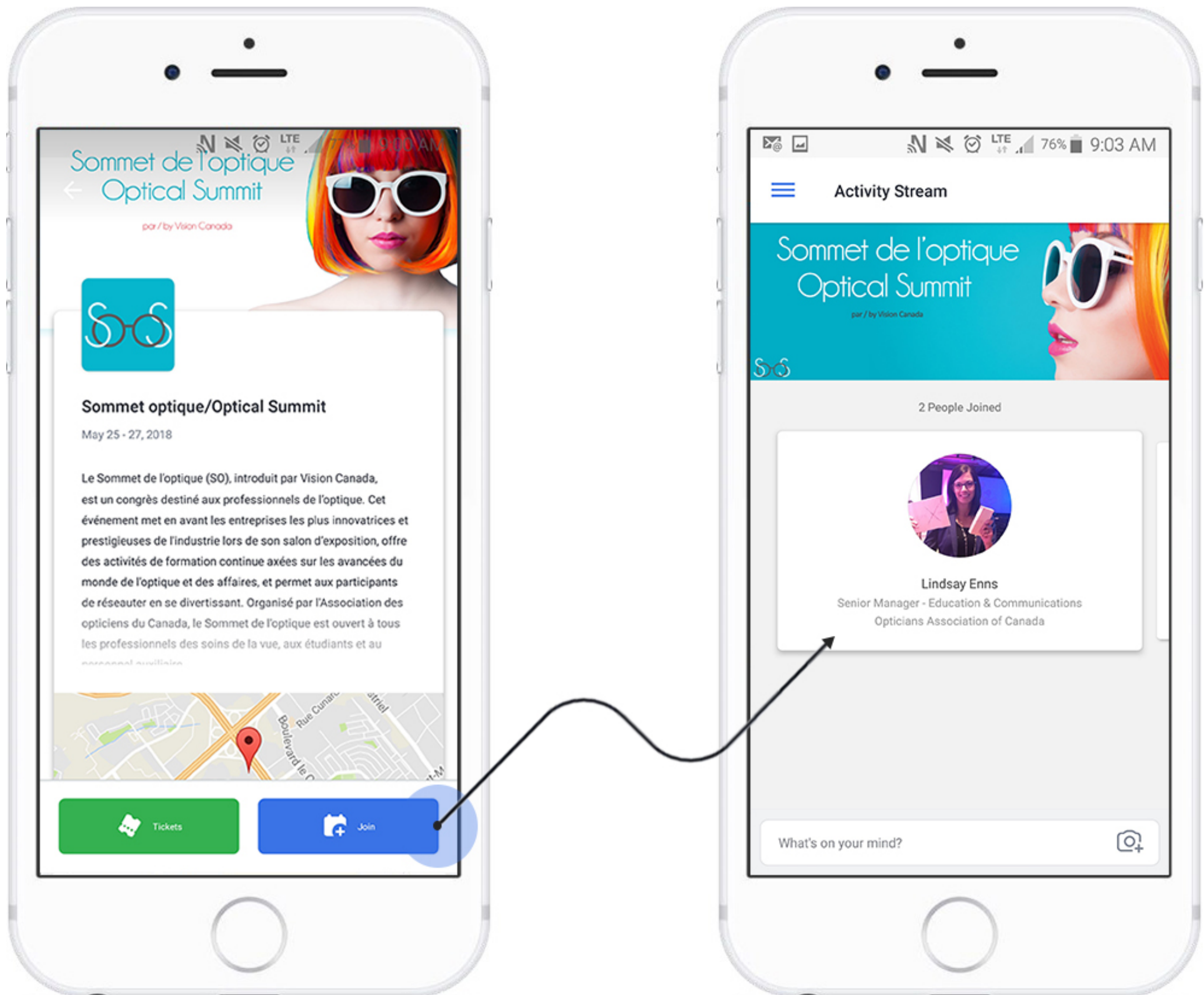
If you already have an Attendify App profile, simply sign in.

Join the Sommet Optique/Optical Summit event

1. After creating a profile or signing in, you'll be directed back to the Search Bar screen. Begin typing the full event name (Sommet Optique/Optical Summit) and a drop-down menu will list possible matches. Once “Sommet Optique/Optical Summit” appears in the drop-down menu, click on it to access the event card.



2. The event card contains important information such as the event date, location, and description. Click **Join** to access all Optical Summit event information and begin interacting with fellow attendees.



Enjoy the Attendify App



Take notes (you can #tag other attendees to document something about them)



@mention other attendees in your post and they will receive a notification about it



Cross-post to other social networks (Twitter, LinkedIn)



Connect & network with other attendees



Share photos, post messages, comment & like other users' posts



Save participants' profiles as VCards to your phone



Bookmark sessions, speakers, sponsors, exhibitors, and attendees



Set scheduled reminders for sessions & create a personal schedule



Access all event information (schedule, documents, maps, speaker bios)



Receive push notifications from the event organizer



Rate speakers and sessions, provide feedback & comments



Vote in polls & view voting statistics



Send private messages



Search attendees by "Interests"