2018 I²SL Annual Conference

User Guide for I²SL's Onsite Mobile Application (App)

The 2018 I²SL Annual Conference is once again going high tech. The onsite mobile app will help connect attendees, speakers, exhibitors, and sponsors, and will put all conference offerings in the palm of your hand. Install the app before the conference so you can take advantage of all the features it has to offer.
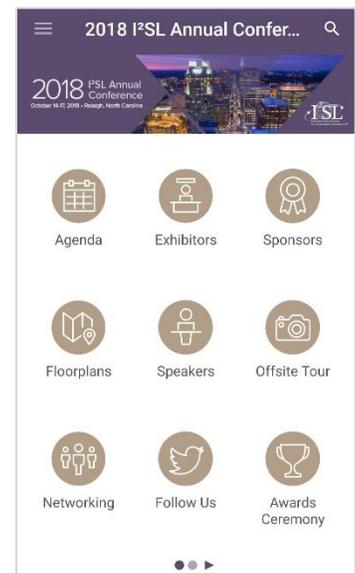
Install the App

To install the app for iOS and Android devices, search "I²SL" in the App Store, or visit www.i2sl.org/getapp. When you open the app for the first time, be sure to accept push notifications to receive important updates during the conference from I²SL.

If you downloaded the app last year, check for and install any updates, then open the app and select the 2018 I²SL Annual Conference icon.

Using the App

App features are displayed as icons on the event guide (pictured at right). These features include:
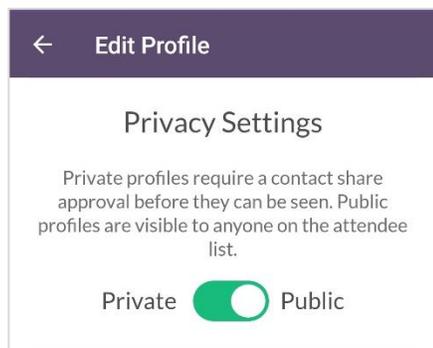
- **Agenda**: Search the conference schedule by day, topic, or speaker. Access event pages where you can rate sessions, take notes, and add sessions to your personal schedule.

- **Exhibitors**: Find out about the exhibitors in the Technology and Services Fair.

- **Sponsors**: Learn about the organizations that are sponsoring this year's conference.

- **Floor Plans**: Use the floor plans to help navigate the event.

- **Speakers**: Search the list of speakers to read their biographies and find out when they will present.

- **Offsite Tour**: Learn more about the Duke University tour taking place Wednesday.

- **Networking**: Connect with fellow attendees by exchanging your contact information through the app. Create a profile to share your contact information (see the next section for more information on how to create your profile). All new contacts will be saved in the "My Contacts" section of the app.

- **Follow Us**: Find us on Twitter, Facebook and LinkedIn. Use #2018I2SL to join the conversation with fellow conference attendees.

- **Awards Ceremony**: Honor the winners of the International Laboratory Freezer Challenge and celebrate as we announce the winners of the 2018 *Go Beyond* Awards.

- **Around the World:** Mark off each exhibitor you visit at the Technology and Services Fair. Attendees who visit the most booths will be entered into a raffle to win a free registration for the 2019 I²SL Annual Conference.

- **Search**: Search the app for keywords.

- **About**: Learn more about the event and how to use app features.

- **Get Involved**: Become an I²SL Member or join a local chapter.
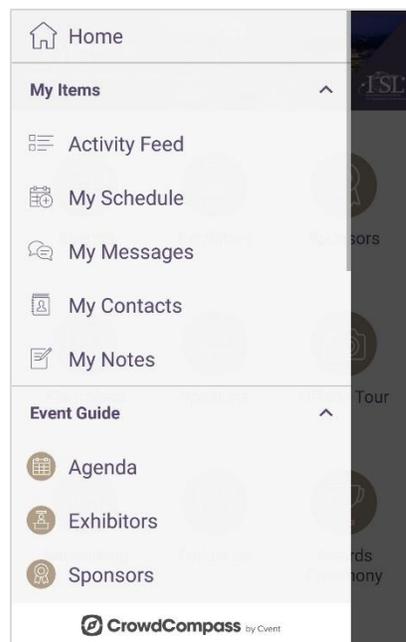
Create a Profile for Networking

- **Edit your profile:** After logging in, tap the menu icon in the top left, then tap your name at the top of the screen.

- **Tell us about you:** Fill out the text fields. You can write a short bio, provide your contact information, or connect your profile to your website or social media accounts.

- **Take it public:** If you want fellow attendees to see your profile, you can make it public. To do this, go to the Privacy Settings section of the Edit Profile page (pictured at left) and make sure the privacy setting is set to the "Public" option.

The Sidebar

View "My Items" in the app's sidebar (pictured at right) to access your personalized conference information.

- **Activity Feed**: Check your feed for items you bookmarked and sessions and reminders you added to your schedule.

- **My Schedule**: See events you bookmarked.

- **My Messages**: See messages exchanged with other attendees.

- **My Contacts**: View the contacts you made through the Networking feature.

- **My Notes**: Read notes you took during the event.

After the Conference

The app's usefulness doesn't end with the conference. When you are back in the office, the app becomes a powerful tool to recall the sessions you attended and the contacts you made. It is also a great way to share your experience with others.