

HOW TO USE THE CHANNELLIVE APP

ATTENDEES TAB



Click on this icon to view all your chats.



Show interest in attendees – Thumbs up who you're interested in, and if they do the same for you, you'll receive an email saying you've matched.



Arrange a meeting with attendees. Add a meeting note, select a date, choose a table and time in the Meetings Hub, and click "Create Meet". You will be notified under, 'Meetings' on the home screen when you receive a request.



Once you have clicked on an attendee, click this icon to chat with them.

MEETINGS TAB

Sent, received and booked meetings can be viewed here.

CONFERENCE TAB

Create your own personalized agenda: Next to each session, there is a '+' button. Click this button and the session will be added to your 'My Agenda' tab. Your meetings and bookmarked sessions will appear here.

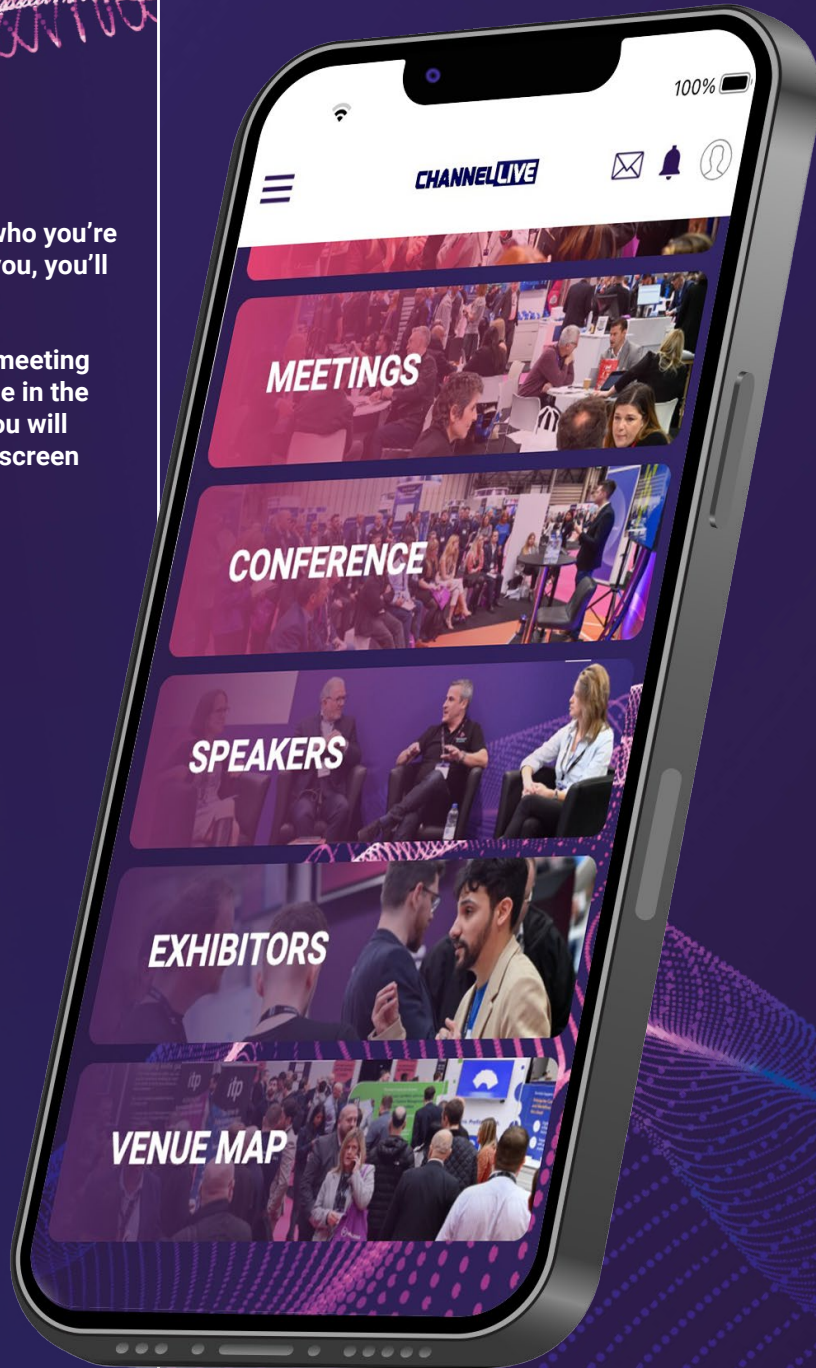
SPEAKERS TAB

Browse the speakers, see what sessions they will be taking part in

EXHIBITORS TAB

Browse the exhibitor list, by clicking request information, the exhibitor will be notified and contact you.

*The App will not function as a QR code badge scanner. Exhibitors will need to use their separate SmartScanner app to scan visitor badges.



PROBLEM SOLVING

- If you have a grey background, please check your connection to the internet.
- If you can't see all these functions, please hard close the app or try logging out and logging back in again.
- Only registered attendees to Channel Live can access the app.