2015 I^{2}SL Annual Conference

User Guide for I^{2}SL's Onsite Mobile Application (App)

The 2015 I^{2}SL 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 "I^{2}SL" in the App Store, visit www.i2sl.org/getapp, or scan the QR code at right. When you open the app for the first time, be sure to accept push notifications to receive important updates during the conference from I^{2}SL.
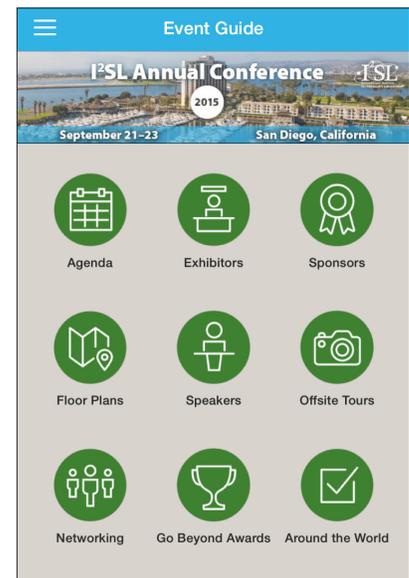
If you downloaded the app last year, check for and install any updates then open the app and select the 2015 I^{2}SL Annual Conference icon.

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. Click "Add to Schedule" to add events to your personal schedule.

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

- **Sponsors:** Learn more 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 are presenting.

- **Offsite Tours:** Learn more about the J. Craig Venter Institute tour on Tuesday evening and the Salk Institute tour on Wednesday afternoon.

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

- *Go Beyond* **Awards:** Learn more about this year's award winners after they are announced on September 21.

- **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 2016 I^{2}SL Annual Conference.
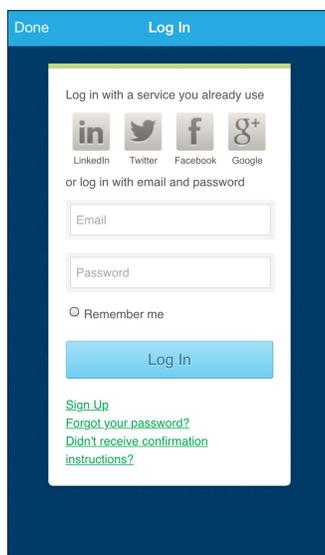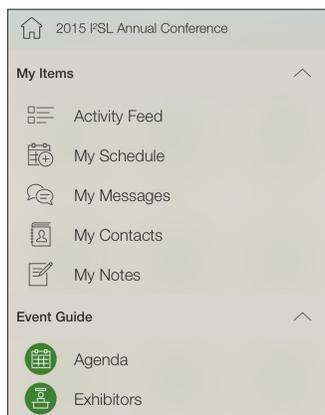
- **Search:** Search the app for keywords.
- **About:** Learn more about the event and how to use app features.
- **Get Involved:** Become an I²SL Member or join a local chapter.
- **Follow Us:** Read what others are saying and share your conference experience on LinkedIn or Twitter using #2015i2sl.

Create a Profile for Networking

Creating a profile is optional but necessary if you would like to network and exchange messages through the app. First, click on the Networking icon. It will prompt you to "Join the Attendee List," or you can select the "+" in the upper right hand corner. Select the option to join the attendee list then log in with an existing LinkedIn, Twitter, Facebook, or Google+ account or select "Sign Up" at the bottom of the screen to create a new account. To create a new account, simply input your preferred email address, create a password, and follow the instructions to confirm your account. By default, your profile will be private and only your name will display in the Attendee List. Fellow attendees must send a request to share contact information if your profile is private.

If you wish to publicly display your contact information in the Attendee List, you can make this change in your Profile Settings. Your newly created profile will function as a digital business card that can be shared with fellow conference attendees.

The Sidebar

View "My Items" in the app's sidebar (pictured at left) 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:** View messages you 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.