Getting Started

AAOP 40th Scientific Meeting App Installation Guide

The AAOP 40th Scientific Meeting app is a convenient way to review everything you need to know about this year's meeting! Powered by Lumi Show, the event app will enable you to create your own schedule, view Handouts, access venue and city information, and much more!

To download and start using the AAOP 40th Scientific Meeting app on your smart phone, tablet device or laptop:

*1.) Visit http://download.lumishow.com on your smart device's browser to be directed to the appropriate app store to download **Lumi Show 3.0**. If you are using a laptop, please navigate to the URL using Google Chrome or Safari and choose the Web App option. Internet explorer will also work.* Lumi Show 3.0 is an upgraded version of the app so even if you downloaded it last year you need to download it again.


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2.) Find the AAOP 40th Scientific Meeting app by clicking the [Event ID] *icon in the upper left-hand corner and entering the event ID "**aaop2016**".*
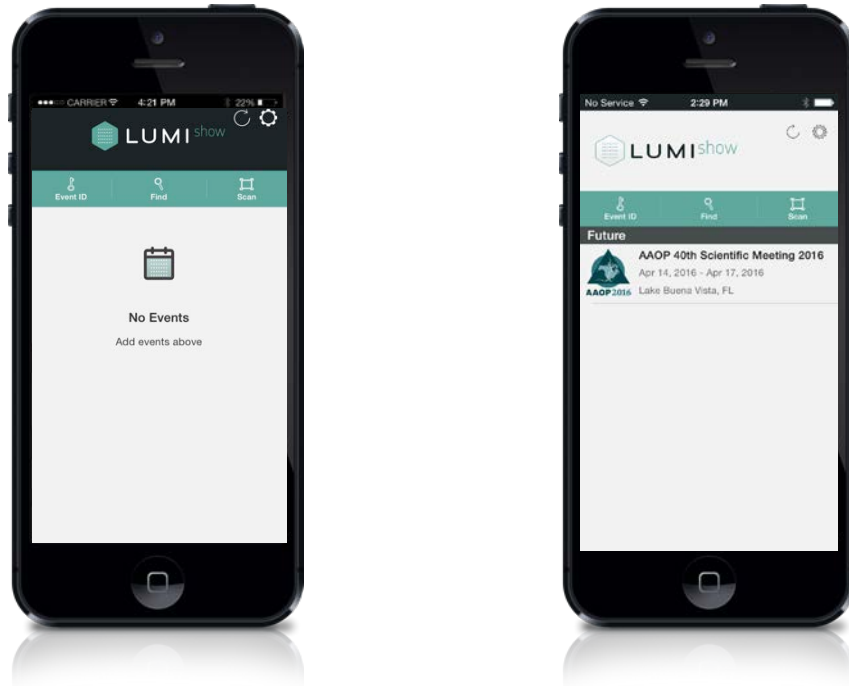
*3.) **Login** to the event app with **your email address** as provided in your AAOP member and/or registration profile **(aka the email address by which you received this email)** and the* <u>password</u>*: **aaop2016** (case sensitive). You are now all to set to enjoy the great features!*
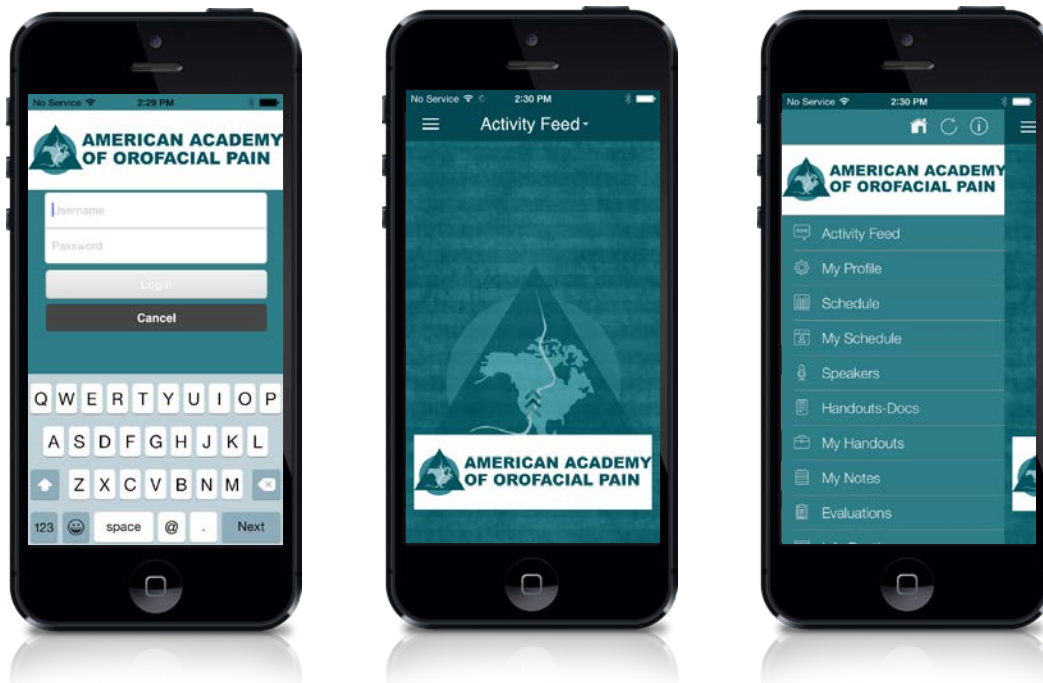
Highlighted App Features

AAOP 40th Scientific Meeting App

Now that you have successfully downloaded the AAOP 40TH Scientific Meeting app, below are tips on how to use some of the great features the conference app has to offer.

My Notes

You can take notes any time using the My Notes feature. Click on the My Notes feature from the slide out menu to view and edit notes you have taken or start a new note. To start writing a new note, click on the ☑ symbol in the top right corner, which takes you to the New Note to begin typing. When finished simply hit save. You can also add a note from a specific session by clicking on the note button ▢ in the top right corner of the session details page.
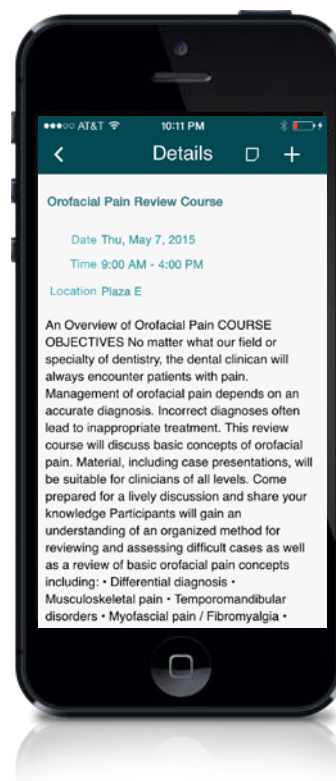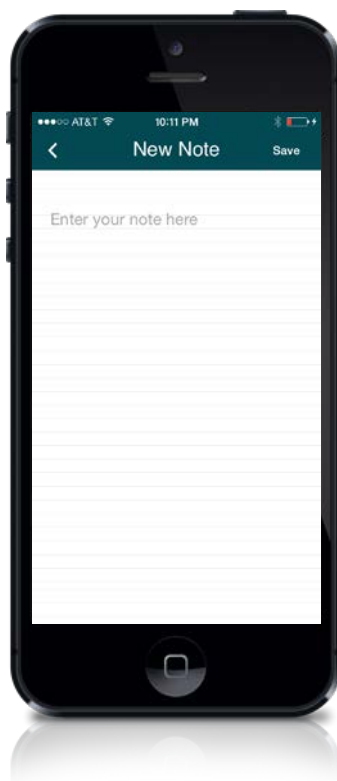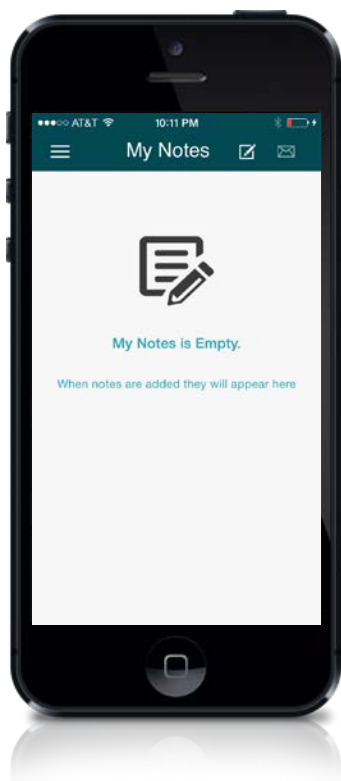
My Handouts

To create a personalized list of handouts that you can then email to yourself, navigate to the Handouts-Docs feature and select the handout you would like to add to your My Handouts. Once you view the handout, you can use the ➕ to add the handout to your My Handouts. To delete a handout from your My Handouts use the ➖ button to remove it.
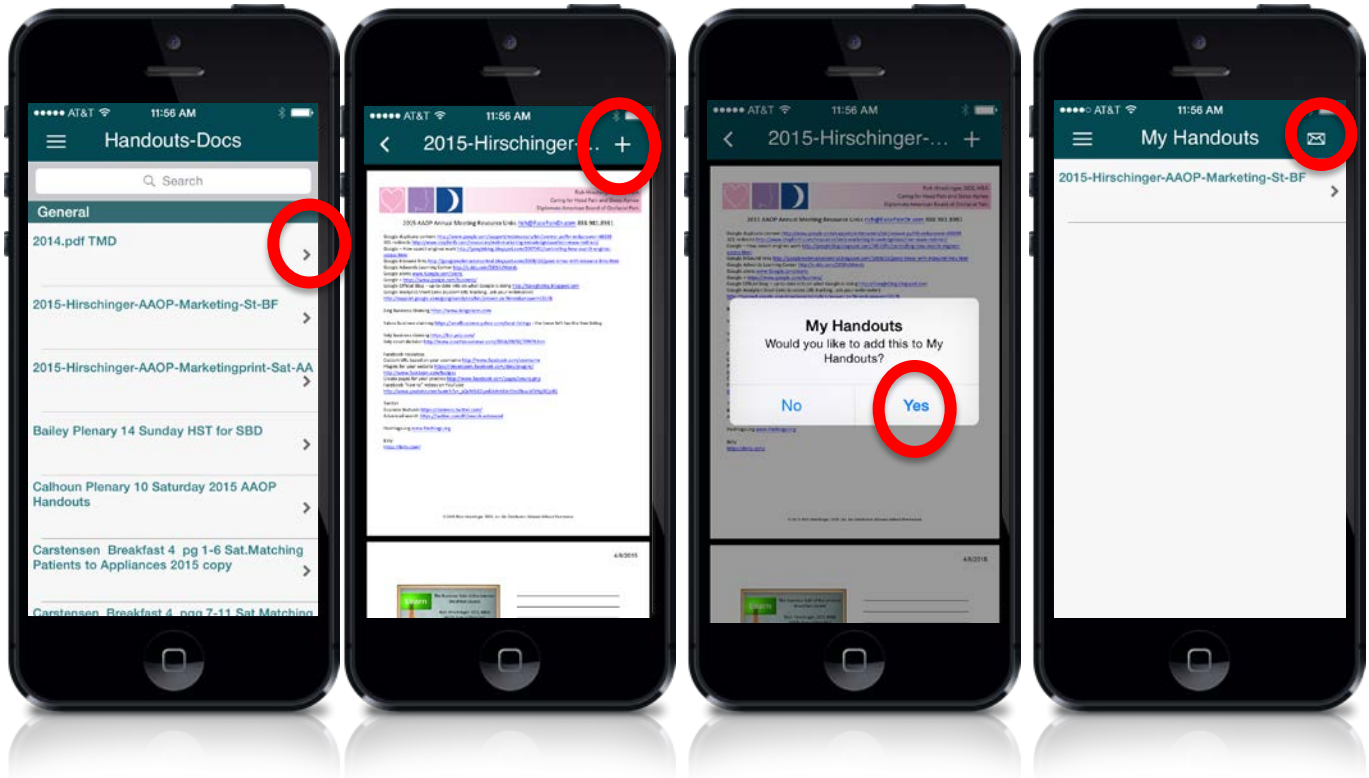
Once you have added all the documents you would like to your My Handouts, use the mail symbol in the top right corner of the My Handouts feature to email them to yourself.

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Messaging

To send a message to a fellow attendee, click on the Attendees feature and navigate to the attendee's name you would like to message. Click on the envelope symbol that appears next to their name to compose and send your message. To check your own messages click on the Messaging feature from the menu to view your inbox. You may also compose a message by using the compose button in the bottom right hand corner of the Messaging feature.
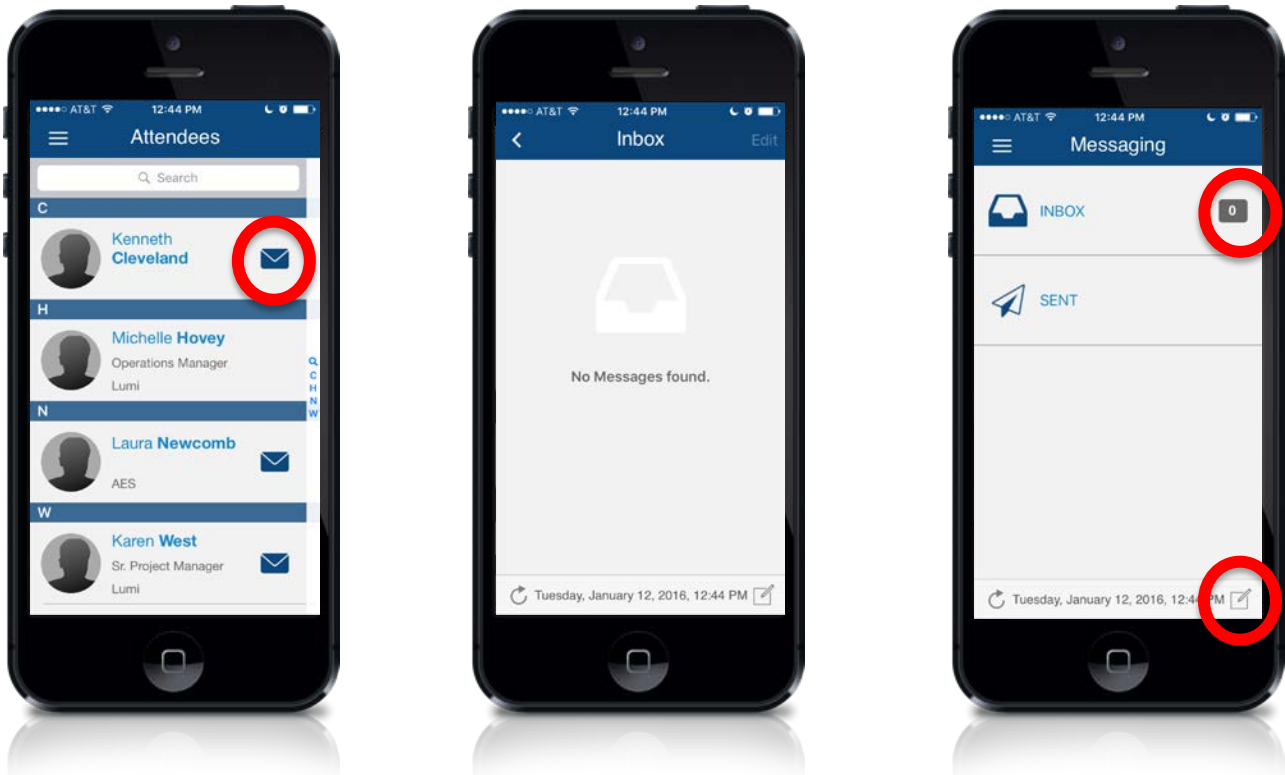
My Schedule

You can select certain sessions and add them to "My Agenda" module to create your own personalized schedule. When you are viewing the Agenda, click on the session you would like to add to your personal agenda. Then click on the plus sign in the upper right hand corner of the screen to add that session to your "My Agenda" feature in the app, or to add it to your native device calendar.
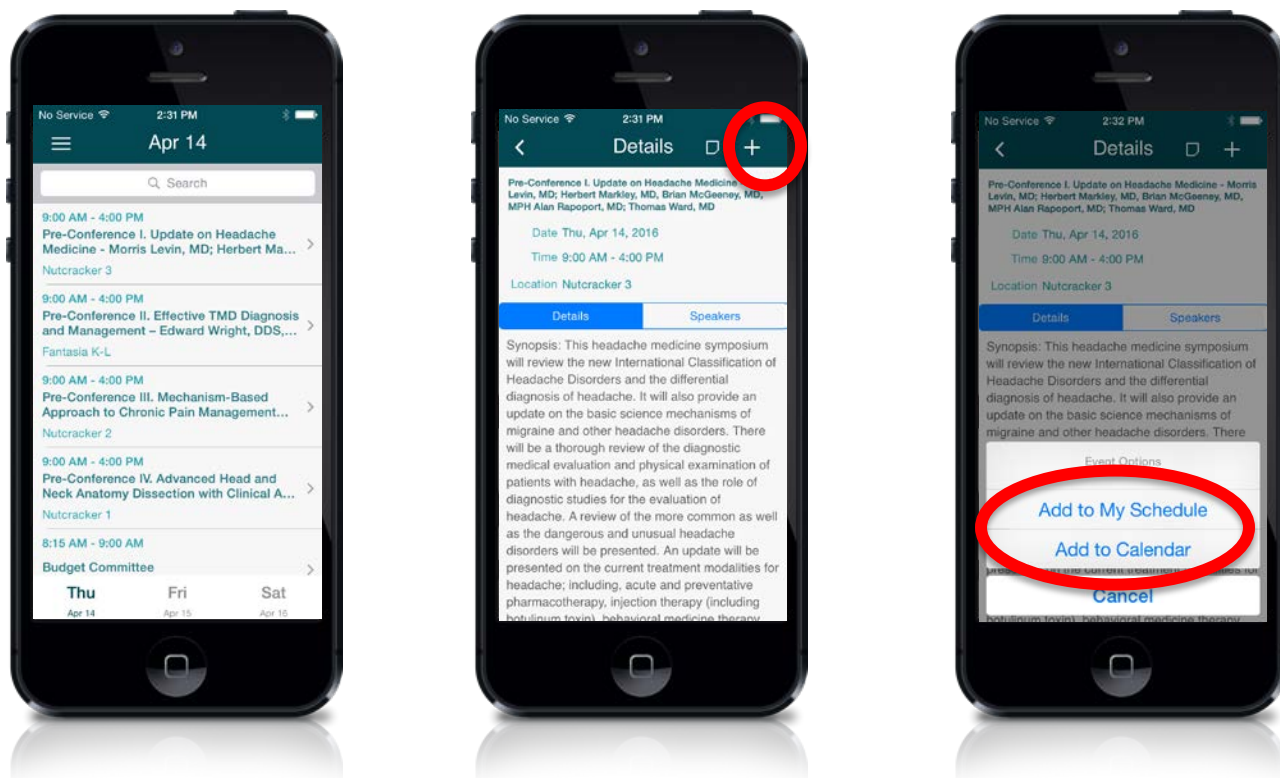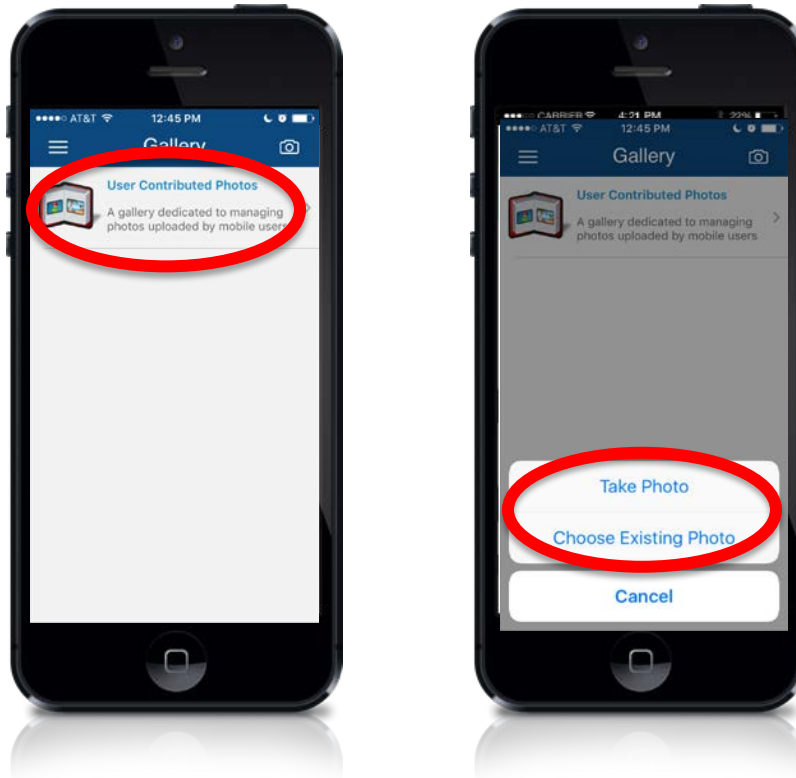
**Photo Gallery**

Please click on the "Gallery" module of the app and upload photos from this year's event. Click on "User Contributed Photos" and you can take a photo or chose an existing photo in your device and upload it to the app to share with all.

The Game Center

This year you can earn points just by using the app! From the main menu, scroll down and click on the "Game Center" module. You will see the "Instructions" listed on the first tab, the "QR Zone" listed on the second tab and the "Leaderboard" listed on the third tab. You can earn points for completing a session evaluation, checking into a session and visiting Exhibitor booths.
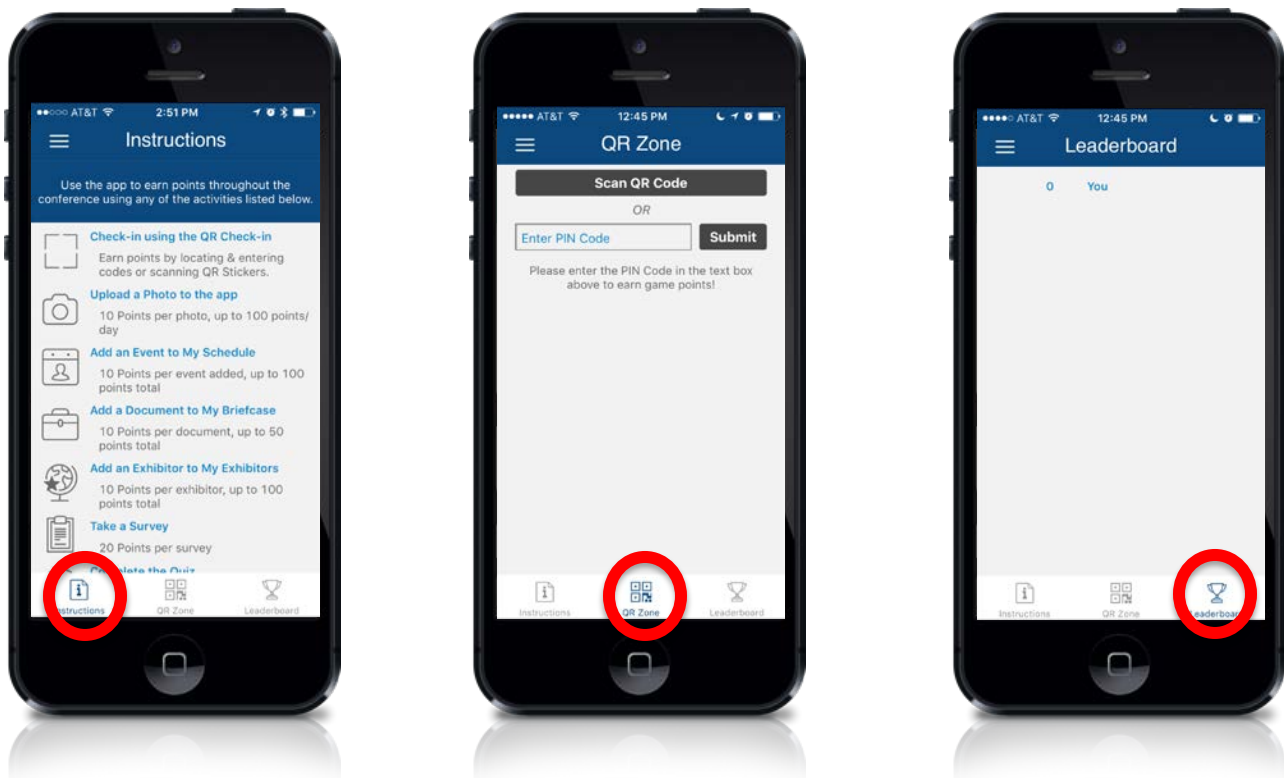
The Points

> ➢ 20 points awarded for each Plenary Session evaluation completed in the "Evaluation" module of the app.
>> o Simply Complete a Plenary session evaluation in the app and you will receive points.

> ➢ 10 points awarded per exhibit booth visited
>> o Visit each exhibitor booth and scan their QR code or enter their PIN into the "QR Zone" of the Game Center and receive points.

> ➢ 50 points awarded for voting on posters
>> o Visit the poster section and scan their QR code or enter their PIN into the "QR Zone" of the Game Center and receive points.