NIA's Free Mobile Meeting App

NIA National Insulation Association<sup>™</sup>

(Available for iOS and Android devices)



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# Instructions for Downloading NIA's Mobile Meeting App

### **Getting NIA's Mobile Meeting App**

- Visit the **Apple App Store** or **Google Play Store** on your smart phone. Search for the App using the key words "NIA Convention."
- Or, from your mobile or tablet device, visit: *https://event.crowdcompass.com/niaconvention2017* and download the appropriate Apple or Google Play version of the App.

# Updating the App for 2017 if You Have the 2016 Version

- Follow the directions in the email from NIA.
- Or, you can open up the App and select NIA's 62<sup>nd</sup> Annual Convention—the updated information will begin downloading.
- Or, go to Updates in the Apple App Store or the Google Play Store and select the NIA Mobile Meeting App update.

# Logging into the App: Personalizing Your Experience

Once you've downloaded the App, additional features, such as creating a personalized schedule, messaging attendees via the App, and sharing contacts or photos, can be accessed once you have created a login.



### To create a login:

- On your mobile device, open the App invitation email that you received and click on the "Verify Account" button. This will pull up prompts for the App and log you in.
- Or, within the App, click on the 3 lines in the upper left corner and then click Log In.
- Enter your first and last name.
- Enter the email address that is associated with your NIA login. If you are a spouse or guest and do not have your email address registered, please visit NIA's Registration Desk.
- Enter your registration code, which is your last name and first name with no spaces or characters (e.g., for John Smith, use smithjohn). The code is not case sensitive.
- Once the confirmation code is entered you will receive an email. Pull up this email on your device and click "Verify Account," which will log you into the App.

If you have any questions about the Mobile Meeting App, please visit NIA's Registration Desk and a staff member will be happy to assist you.