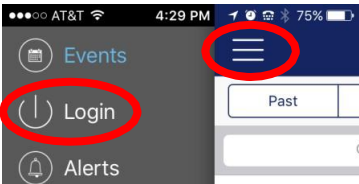# AARC Mobile App Guide

Did you know we have an event app? Follow this guide to help you download and best use the AARC Mobile App to enhance your conference experience.

STEP 1: DOWNLOAD THE APP

Search for "AARC Mobile" in the Google Play or Apple App Store. If you've previously downloaded the app, be sure to update to the latest version full access to conference materials.

STEP 2: LOG IN

To log into the app, access the Main Menu by pressing the menu icon found in the top left corner of your screen. Next, press the Login 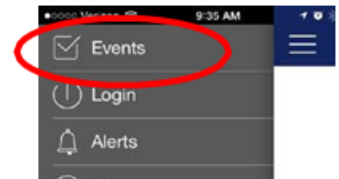option and enter your username and password. You'll know you're logged in when you see "Registered" appear at the top of the screen.
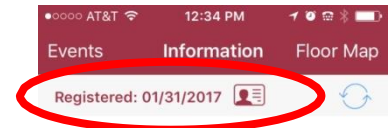
STEP 3: ACCESS THE EVENT PORTAL

Now that you are logged into the AARC Mobile app, select "Events" from the menu. From here, you will find a list of past, current and upcoming events. To view our conference information, select "Current."

Event pages include the following features, which can be accessed from the icons at the bottom of the screen:

INFORMATION: Read the event summary

SESSIONS: View the conference schedule / list of sessions

EXHIBITORS: View a list of exhibitors & information booths

SPEAKERS: View list of speakers, read their biographies, view their sessions

MORE: Access the Photo Gallery, CRCE information, Game, and more
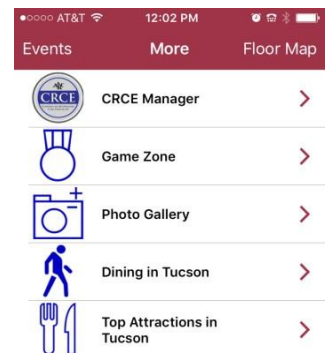
STEP 4: ABOUT THE SESSIONS FEATURE

Once you select "Sessions" under the selected event, you will be able to view a list of available sessions under "All Sessions" or a list of sessions you've subscribed to under "My Sessions."

All Sessions

Here you can search for sessions by date and add sessions to your personal schedule. To add a session to "My Sessions," toggle the checkbox on.

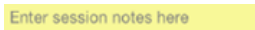View sessions from other days using the guide arrows.

Some sessions will also include a PDF icon next to their time. This indicates that a handout is available for access. *NOTE – not all sessions will have handouts.*

My Sessions

Select "My Sessions" to view a list of sessions added to your schedule. Here you will be able to email your notes, add your schedule to your calendar, view session details, and access handouts.

Click on the session menu icon to access the following options:

- Forward your notes via email option
- Add sessions to your device calendar
- Save sessions for offline use

Tap on a session title to open its details page. Here you will access session handouts (use the paperclip icon) and be able to add your own notes by using the "Enter session notes here" box. Enter session notes here

Session Evaluation

After adding sessions to your My Sessions list, you will be able to complete Session Evaluations by clicking on the individual session and then clicking on the "Session Evaluation" link in the lower right hand corner. *Note: Not all sessions have Session Evaluations. Session Evaluations can only be submitted once per user and MUST be completed to claim CRCE.*
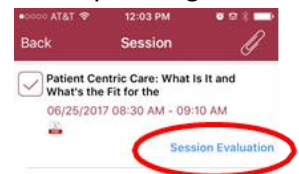
STEP 5: TWEETING

Open the main menu and select "Social," then choose Twitter. Click on the notepad icon to compose and post a tweet. *Note: You must be logged into the Twitter app on your device in order to post.*