



# FMI Midwinter Executive Conference 2018 Mobile App Setup Guide

FMI has prepared a mobile app, **FMI Events**, for you to get the most out of your experience at the 2018 Midwinter Conference using your personal mobile device! The app, sponsored by LabelInsight, is available in the App Store on Apple iOS devices or the Google Play store on Android devices.



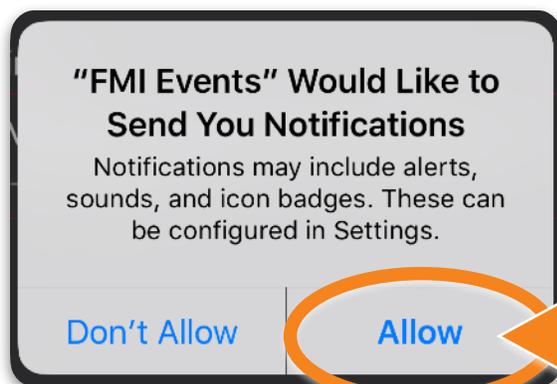
[Click here for FMI Events on the Apple App Store](#)

[Click here for FMI Events on the Google Play store](#)

Once you've downloaded the FMI Events app onto your mobile device, this guide will help you to log in and prepare for success.

## Opening the App for the First Time

Tap the **FMI Events logo** (shown at right) on your device to open the app. You'll see the logo across your entire screen, and then the FMI Events event selection screen.



The app may pop up a dialog asking you to allow notifications—please **allow** these, so you don't miss out on any of the great events planned for the conference!

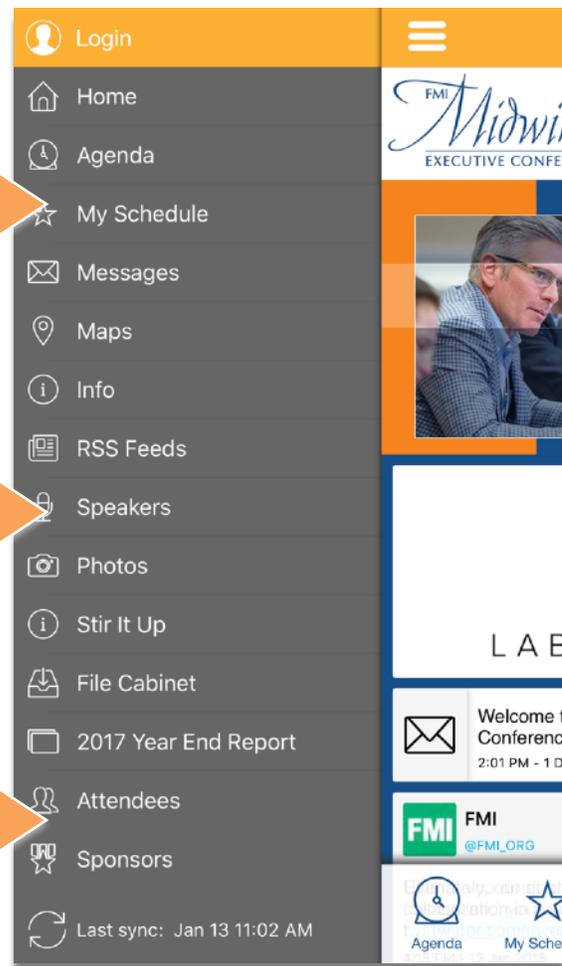


## Accessing the Nav Menu

After you've enabled Push notifications, tap **2018 Midwinter Executive Conference** on the FMI Events event selection screen.

Doing so will bring you to the Midwinter event main screen, where the action happens!

Tapping the **Menu icon** (☰) will bring you to the side menu, or **Nav Menu** (navigation menu), where the app's advanced features live.

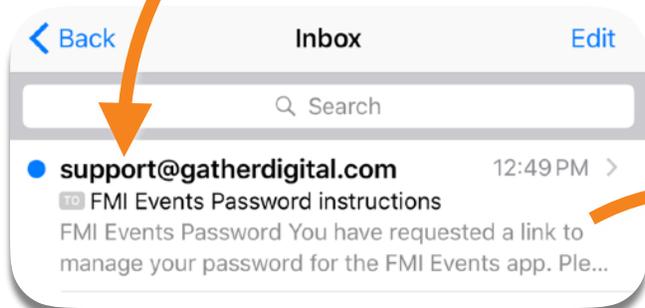
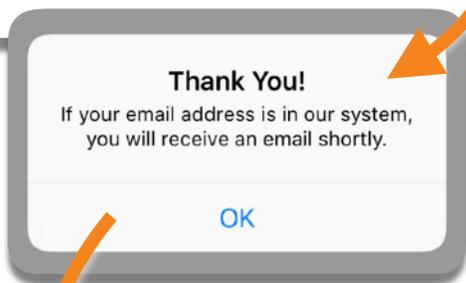
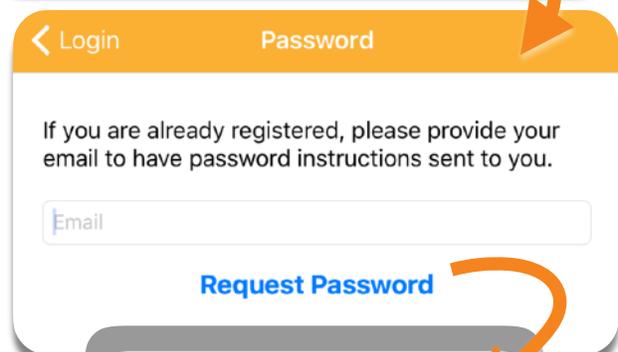
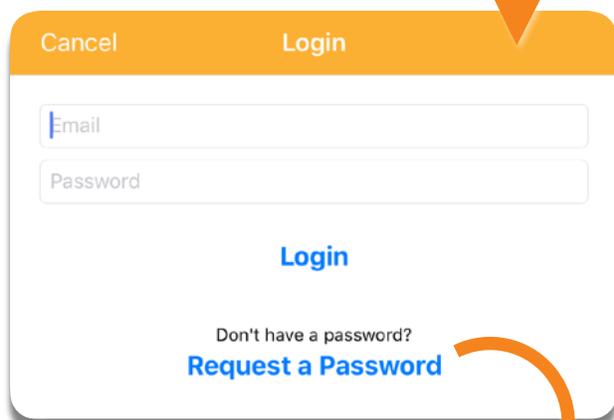
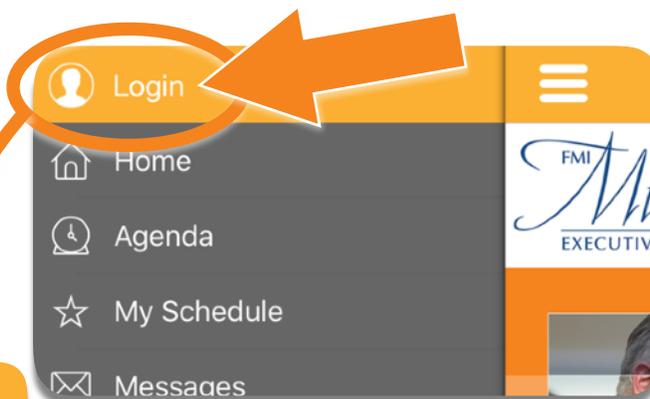




## Logging In to the App

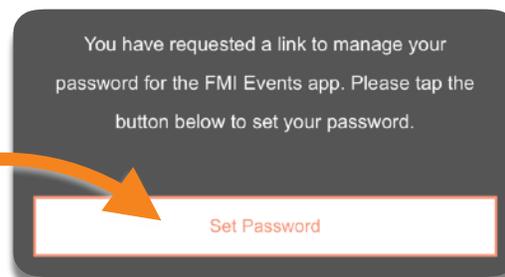
Since you're not logged in yet, you'll see a **Login** option at the top of the Nav Menu. Tap this to get to the app login screen!

First, you'll need a password.



- This is *not the same email address/password as you may use to log in to FMI.org* or other FMI systems!
- Be sure to **use the email address you used to register for the conference!**
- After registering for the conference, please allow time for your email address to be entered into the app's database.

After you've entered your email address in the app, check that email inbox for a message from [support@gatherdigital.com](mailto:support@gatherdigital.com). Tap that email's **Set Password** link.

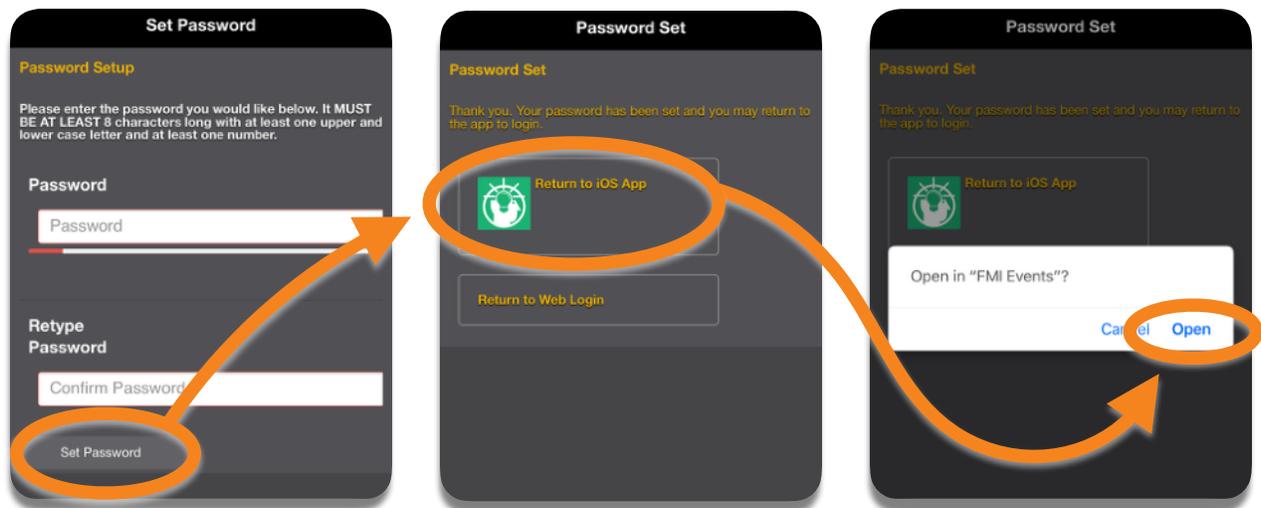




## Setting Your Password

When you click the **Set Password** link in the email you received, you'll be taken to a web page where you can create your password. Follow the instructions to enter a password (don't forget it!). Then tap Set Password and you'll get a button to return to the app. Tap **Open** if prompted.

Return to the **Login** screen of the app, and **use your new password (along with the email address to which your password instructions were sent) to log in**. You'll know it worked when your email address is shown at the top of the Nav Menu, where the Login option used to be!



## What Next?

Now that you're logged in to the app, tap your email at the top of the Nav Menu to customize your **Public Profile** for other attendees to see under **Attendees**. Use this function to take your connections beyond the show!

You can also browse the **Agenda** to save sessions into **My Schedule**, and use the Plus (+) button in the **Photos** section of the app to upload your own pictures of the event for others to see and reply to. Make sure to smile!

And of course, if you have any questions, please do ask any FMI staff member on site. We're happy to help, and hope you have a great event!