



14<sup>th</sup> Annual  
**WORLD**  
**CB&CDX** 2024

## App User Guide & FAQ's



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# 01

# Accessing the Event App

So you can plan your experience with the Event App, please see the timeline for launch below.

## W/C August 19

Official Launch - Build your profile and get acquainted with the app to enhance your onsite networking

## W/C August 26

Digital agenda goes live

## Friday August 30

Launch of Business Card Swap



Download the App - Android Devices



View the App via Desktop Devices



Download the App - Apple Devices

01

# Downloading the Event App FAQ's

## When can I download the Event App?

You will be able to log-in and access the app on Monday August 19.

The main launch will take place on Monday August 26, from this point you will be able to view the Agenda.

The Business Card Swap function will be activated right before the event.

## What is the Event App used for?

The event app is a great way for you to connect with your fellow attendees, swap virtual business cards, view speaker profiles, access the most up to date agenda and create your own personalised schedule.

## How do I download/access the app?

- Download the Hanson Wade App from the app store.
- Enter the email address which you used to register for the meeting.
- Create a password & Click into the 14th World Clinical Biomarkers & CDx Summit App.

## How do I update my profile?

Click the icon in the top right then select 'Edit Profile'. Add as much detail as you like and don't forget to 'Save'.

## Who do I contact if I have issues with the app?

Please contact the [Hanson Wade Group Customer Support Team](#)

## Why do I get an error saying my email address does not have access to the application?

This error will occur if you use a different email address to the one used to register.

Please also ensure you are using the most up to date version of the app.



# 02

# The Agenda

## Why is the Agenda on the App showing as a different time zone to the website?

The app syncs to the time zone of your device. When you arrive to the location of the event your timings will be correct.

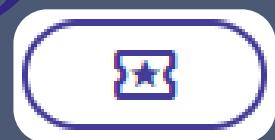
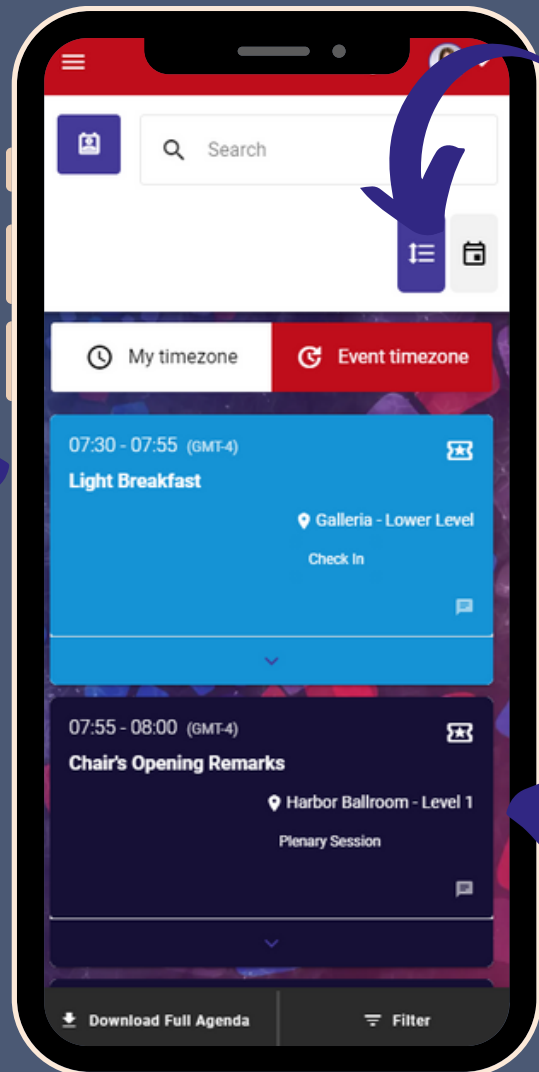
## How do I view the Agenda?

Select the agenda tab, in the top right there are 2 icons for you to decide the agenda view. Either list view or calendar view.

We would advise using list view. Calendar view splits session by location.

At the top of the agenda you can navigate by day and search for a talk title.

Click into an agenda item to see the location, speaker details and synopsis.



## How can I create a personalised Agenda?

Click into the agenda item you would like to attend and click 'Schedule', or the ticket icon shown above to add this to your schedule. This way you can personalise your own agenda and receive notifications for your upcoming sessions.

Your personalised agenda will sit within the 'My Schedule' tab. Alternatively, click the profile menu (top right) and select 'My Schedule'.

03

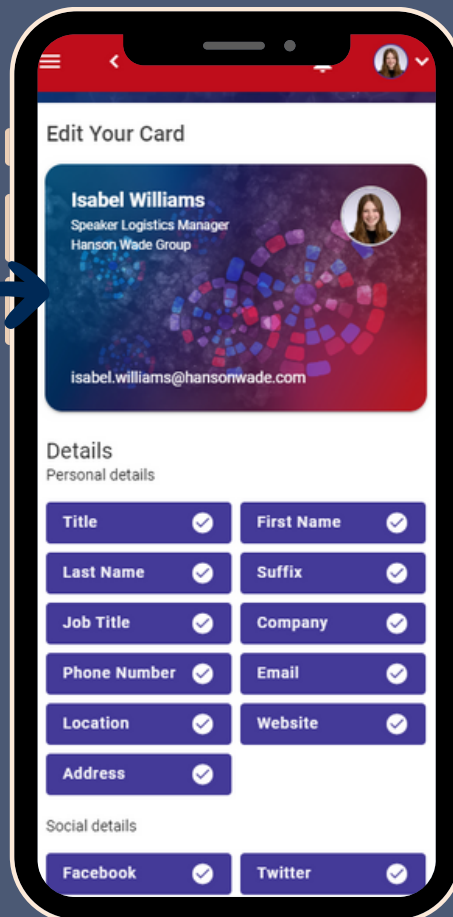
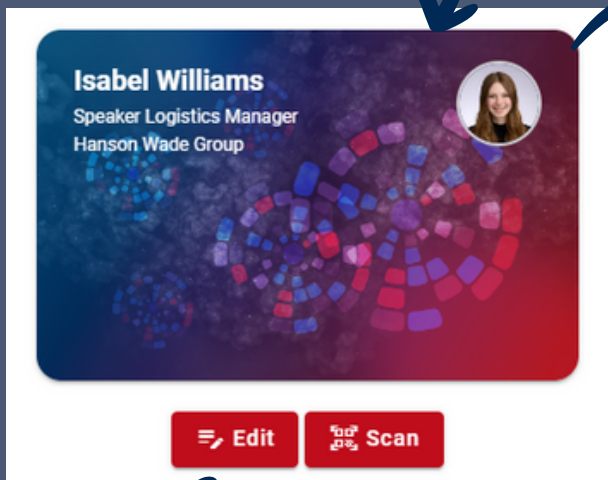
# Business Card Swap & Badge Scanning

## Set-Up your Business Card!

The business card swap allows you to quickly share details with your fellow attendees, providing contact information to continue networking post-event. You can set up your own business card to contain as many details as you like such as your social media, email address and phone number.

The details on your business card will automatically pull from your profile. Ensure that this is up-to-date first!

Choose which details you would like to include on your business card and make sure this is accurate.



To edit your card, enter the 'Business Card Swap' feature and then select 'Edit' here

Customise the colour of your business card, and you can even add your company logo!

\*Tip\* Don't forget to enable Business Card Exchanges when you log in. If you are unsure if you have done this, click the profile section (top right) then 'Account Settings', then 'Privacy Settings' and ensure Business Card Exchanges is ticked!

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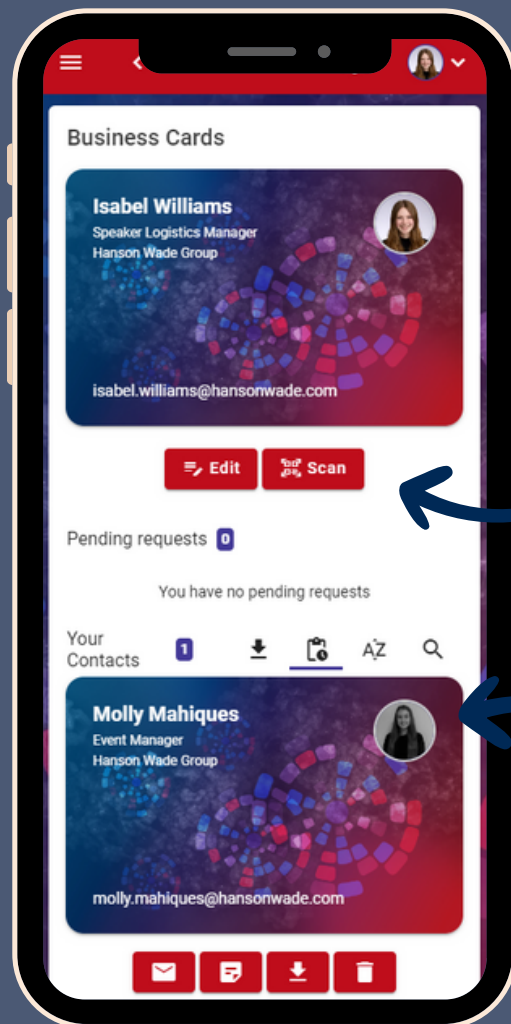
# Business Card Swap & Badge Scanning

Swapping with your peers via Badge Scanning

You can share your business card by physically scanning the card of the person you are networking with.

1

Open the 'Business Card Swap' feature from the menu.



2

Press the 'Scan' button under your business card, and your QR code will appear. To scan someone else's, click the 'Open Scanner' button and your camera will open so you can capture their QR code.

3

Scan the QR code on your peers badge to mutually exchange Business Cards.

View & Manage your Business Card Exchanges Here!

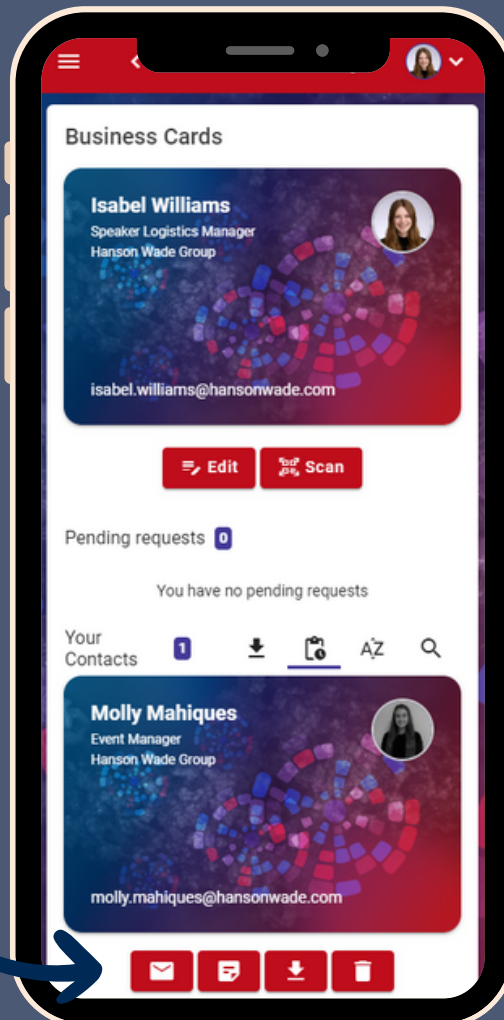
\*See the next page for Managing Business Card Exchanges\*

03

# Managing Business Card Exchanges

Manage Exchanges within the 'Business Card Swap' section

\*Tip\* if a card is blank, click it to reveal their details



Sort cards by most recently exchanged, alphabetical order or search within your exchanges.

Add notes to your exchanged cards to help remind you of the conversation before following up post event.

You can also email yourself individual cards.

Access the desktop version of the app to download the information from your exchanges either individually or in bulk.

**\*The app will be available 6 months post event for you to export Business Card Exchange Data\***