

**2018 Annual Conference Mobile App: Getting Started**  
**Access will be available starting the morning of Thursday, June 13.**

1. Download the free app UMCmeet onto your mobile device. Find the app in the Google Play store, or IOS app store (not available in Windows app store, or Amazon Kindle app store).
2. At the top there is a search bar. Enter **epaumc19**
3. Click the blue “+” button
4. Our event will open, showing you the login screen:
  - a. Username: your email address (used to register for conference)
  - b. Password: epaumc19**
5. You will be prompted to change this default password to one of your choice.
6. You will be asked to define your privacy settings:
  - a. Whether or not you want people to see your profile in the app (you will not show up on the “attendees” list if profile visibility is turned off.)
  - b. Whether or not you want to receive direct messages from other users within the app.
  - c. Do you want your email address or phone number to be visible to other users within the app?
7. Click ‘Continue’ to enter the app!
8. Now you’re in! Here are some tips for getting started:
  - a. On the home page, or Activity screen, click the “+” icon in the top right to add a picture or a text comment. These message or image posts will be visible to everyone using the app.
  - b. Click on “Activity Feed” in the top of your screen to set your settings for this page. Check or uncheck each item to set their visibility.
    - i. When “Gallery” is checked, all user-uploaded pictures will show in your Activity Feed.
    - ii. When “Schedule” is checked, you will see certain schedule items appear in your Activity feed as they occur.
    - iii. When “SpeakOut” is checked, you will see all user-posted text comments.
    - iv. When all 3 items are unchecked, you will only see Announcement posted by conference staff on this page. These announcements cannot be hidden.
9. To explore other areas of the app, click the three lines icon in the top left to see the navigation menu.
  - a. Note that “Gallery” and “SpeakOuts” each have their own section here, if you do not want to see those items in your main Activity Feed.
  - b. “Schedule” and “Speakers” will let you browse the upcoming agenda items and learn more about our featured speakers.
  - c. Visit “Exhibitors” to learn more about our vendors.
  - d. “Documents” is where you’ll find all conference files including digital PDFs of our worship booklets, resolutions, and some presentation materials. When viewing a document, you can click the flag icon in the top right to add it to “My Briefcase” and curate your own list.
  - e. “Info booth” is where we will add short, text-only bits of information such as text codes for mobile giving.
10. Be sure to update “My Profile” with your photo and any information you’d like others to see about you. Use “Attendees” and “Messages” to find and keep in touch with other conference attendees using the app.