AMERICAN ACADEMY OF
FAMILY PHYSICIANS

2015 AAFP LEADERSHIP CONFERENCE APP USER GUIDE

Congratulations! You've unlocked the 2015 AAFP Leadership Conference app. Highlighted below are features of the app and some tips to get the most out of each.

TOP ICON BAR: These icons take you back to frequently used content areas. Use the magnifying glass to search within the app.

MESSAGE CENTER: Access alerts, your Friends list and messages from friends, and manage your profile. Swipe to the right on any page in the app to access the Message Center.

SETTINGS: Set up your profile, sync multiple devices, email notes to yourself or others.

- **Build your profile:**

  – Publish your profile to connect with other app users. If using multiple devices, only publish your profile from one device. Select "ON" when prompted on the My Profile screen.

  – If using multiple devices, and a laptop/desktop or non-native mobile device is one of them, set up your profile using the web app with that device. You will need to create an account with your email address and a password. Save these credentials to use with Multi-device sync. (Further instructions to follow.)

- **Connect multiple devices:** If you have **not** previously created an account on your laptop/desktop, choose "First Device" on the device you plan to use as your primary device to set up your sync account. If you **have** created a laptop/desktop web app account, or simply want to sync more devices, choose "Additional Device" and use the same account credentials to sync more devices.

- **Email All Notes**: Use this feature to email yourself or others your notes from all sessions.

- **Push Notifications:** Allow push notifications to be notified when new alert messages are sent to the app.

ALERTS: View important messages at the top of the dashboard. To view all alerts, swipe right on any page to access the Message Center.

ACLF AND NCCL ICONS: View conference event descriptions, locations, times, and speakers. Download handouts, take notes, and email them to yourself or others. (Handouts will appear in "Downloads" once you have saved them.)

MY SCHEDULE: View events added to your schedule, and add your own meetings. Any ACLF or NCCL event can be added from the "ACLF" or "NCCL" icons. In "My Schedule," click the "+" in the top right corner to add your own personal events.

SPEAKERS: Browse speakers and see their associated breakout sessions or programs.

MAPS: View the exhibitor booth map and hotel map by floor.

EXHIBITORS: View descriptions and booth numbers for the exhibitors.

CONFERENCE INFO: Find important meeting information and other general resources.

SOCIAL NETWORKING: Check out a live feed of Twitter chatter and Facebook posts about the conference. Connect your own Twitter account to tweet without leaving the app.

ATTENDEES: Browse a list of conference attendees who have published profiles.

FRIENDS: Add other conference attendees to your Friends list to share schedules, send messages to each other, and exchange contact information. Access your Friends list in the Message Center. (Swipe to the right on any page.)

DOWNLOADS: Access handouts and materials you have already downloaded. Download handouts by selecting an event under "ACLF" or "NCCL".

LOCAL PLACES: Browse restaurants and entertainment around Kansas City.