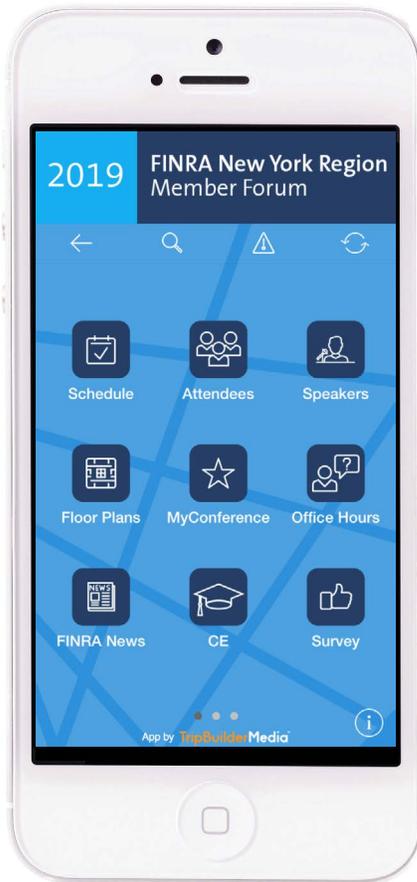# App Tip Sheet | New York Region Member Forum

Registered attendees are granted access to the Forum app. All materials—including session presentations, handouts and the forum schedule—are available through it. Within the app, you can navigate the forum venue, complete the survey and network with other forum attendees.

Schedule: See the full schedule and browse sessions. Select a specific session to access the session description, speaker information and associated materials; ask session-specific questions; participate in polling; andtake notes.

▶ **Polling:** To participate in polling, under the "Schedule" icon, select the session name, and then tap the "Polling" button.

▶ **Session Materials:** To view/emails yourself handouts for a session tap the "handout" icon on the session details screen (icon only appears if a session has a handout). To export the handouts, tap the "Export" button and enter your email address.

▶ **Session Questions:** To ask a question through the app, select the session name under the "Schedule" icon and tap on the "Ask" button. This will then prompt you to submit your question via email.

MyConference: Mark sessions, attendees, exhibitors, etc., as favorites by tapping the "○" (iPhone) or "□" (Android) icon next to each name. From MyConference, you can view your personalized schedule, contacts and your notes.

▶ **Emailing Options:** You can email information to yourself—like notes and contact info—through the app from MyConference. Tap the "Export" button in the upper right corner, then select the items to export, next tap "Send," and then enter your email address.

HELP: For assistance with the app, visit the App/CE desk at the conference.

App | Log in:

1. Go to the App store on your mobile device (Google Play Store/iTunes App Store).
2. Search for "FINRA's Events" and then download the app.
3. When the download is complete, open the app.
4. Enter your user ID (the email address you used to register for the conference) and password (finra1939). If you have previously logged into the app and changed your password, the same password will apply.
5. Click on the "Events" icon and then select "New York Region Member Forum."

Attendees: Search for a specific person or sort the entire attendee list by name or company. Email other attendees using the "Let's Meet" or "Email" icons on the attendee's details page.

Speakers: See a list of the conference speakers. Search for a speaker or tap the speaker's name to see his or her bio, photo and all of the sessions where the speaker is presenting.

MyProfile: Enter your contact information through the "MyProfile" icon by tapping on the edit button in the upper right corner. You can choose the information you wish to make public to attendees or keep private and save.

Floor Plans: The "Floor Plans" section provides a hotel floor plan for the space—use this to easily find the locations of sessions and the exhibitors you want to visit.

Survey: Submit feedback on the overall experience via the "Survey" icon on the app home page. Please note: Once you start the survey, if you navigate away from the page, your answers will not be saved.

**CE:** Learn about continuing education credits offered at the New York Region Member Forum.

FAQs: Review answers to the most frequently asked questions.

FINRA News: Easily find FINRA news, reports and updates by tapping the FINRA News icon.

Welcome to the 2019 FINRA New York Region Member Forum App

We hope you enjoy using our FINRA New York Region Member Forum app to help you get the most out of our event. Take a quick look at these helpful app tips.
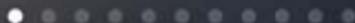
SKIP   NEXT

Personalize It

Mark sessions, attendees, exhibitors, etc., as a favorite by tapping the "O" icon (iPhone) or "☐" (Android) next to their name. From MyConference, you can view your personalized schedule, contacts, exhibitors and your notes.

Note It

Take notes on sessions, speakers, exhibitors, etc. Export your notes and lists by selecting "MyConference," tapping "Export" in the upper right, selecting the items to export, tapping "Send," and entering your email.

Map It

Easily find sessions and exhibitors by tapping the "Map It" icon located next to their names.

PREV   SKIP   NEXT

Read It

To view handouts for a session, tap the "Handout" icon on the session detail screen (icon only appears if there is a handout). To export handouts, tap the "Export" icon on the handouts listing page.
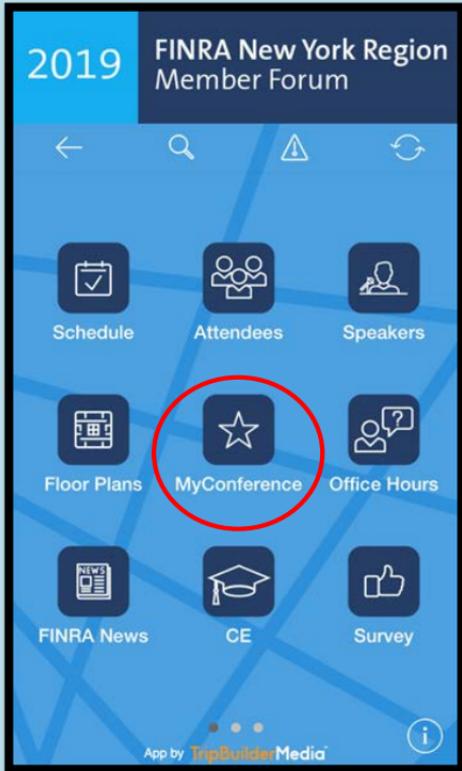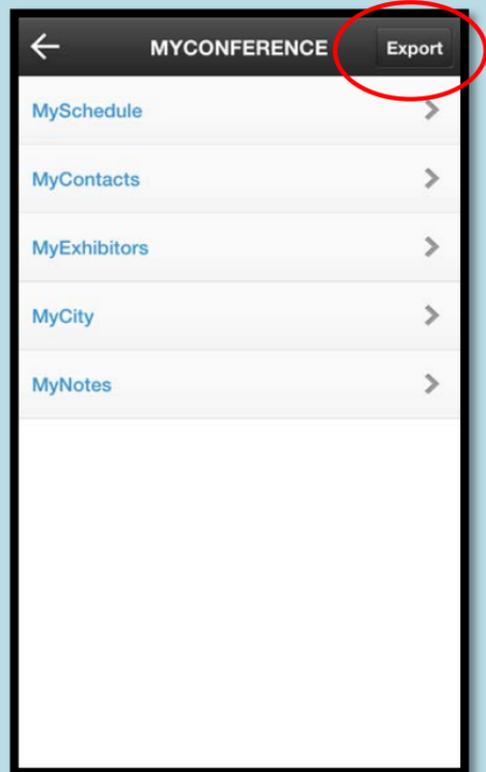
Example

**1. Select
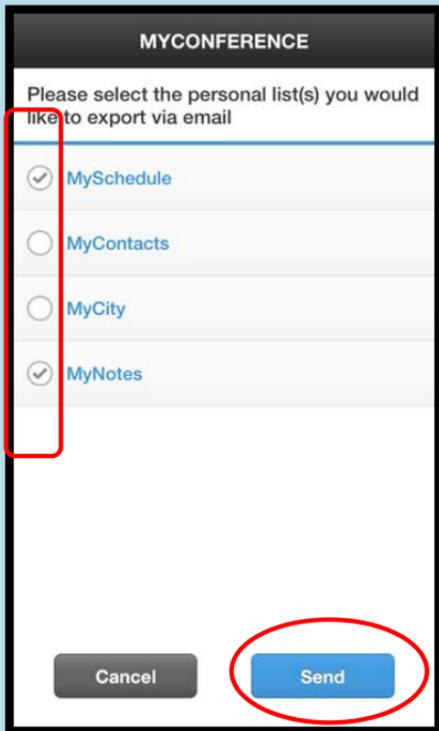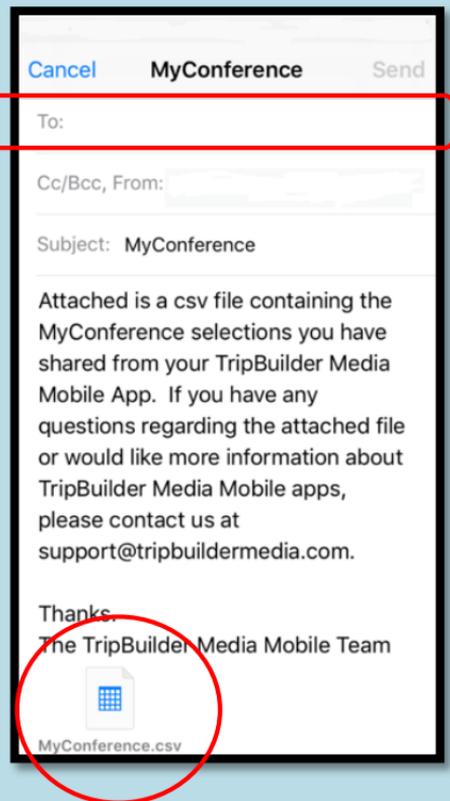MyConference**

2. Tap Export

Example Continued

3. Select items
& Tap send

4. Enter email

Rate It

Share your feedback with us by completing our in-app survey. To access, tap the "Survey" icon on the home screen. Please note: Once you start the survey, if you navigate away from the page, your answers will not be saved.

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PREV   SKIP   NEXT

Ask It

Ask session-specific questions by going to "Schedule" > Session name and tapping the "Ask" icon at the top of the session details page.

PREV   SKIP   NEXT

Get Continuing Education Credits for It

This conference is eligible for CFP, CLE and CRCP CE credits. Tap the CE Icon for more details.

Poll It

Some sessions will have polling. To participate, go to Schedule > Session title and tap on the "Polling" icon (icon only appears if there is polling) at the top of the session details page.

Sync It

When there's new info, you'll know.
Simply tap the "Sync" icon located
on the upper right of your home
screen when you see the red "Sync"
badge appear.

PREV   SKIP   NEXT

Example

FINRA News
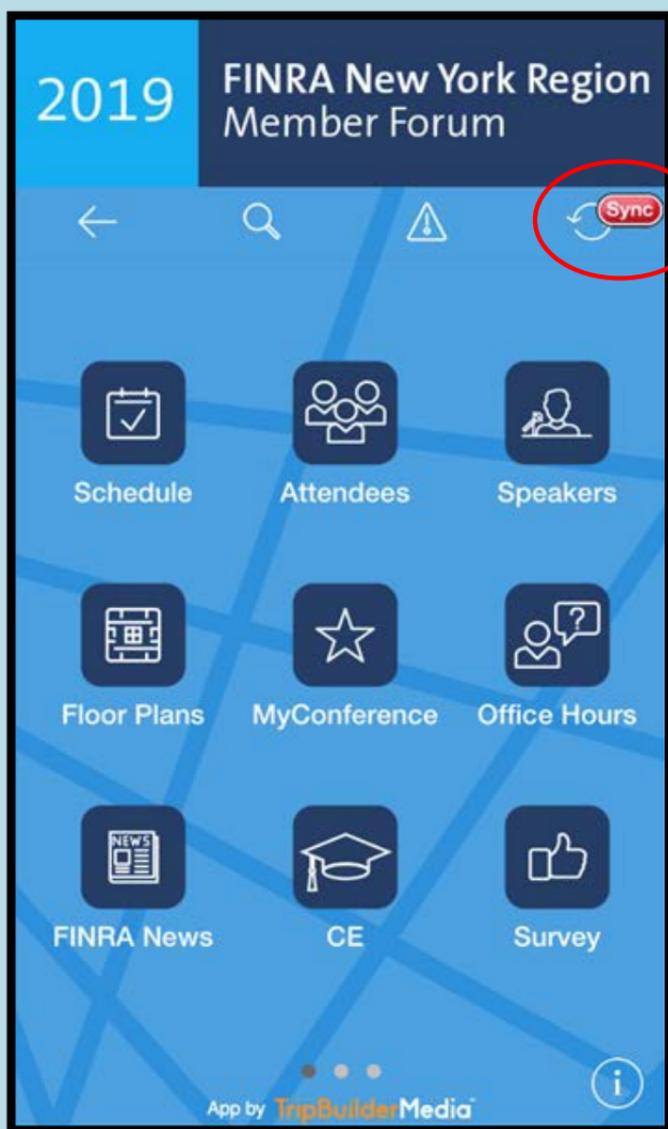
Easily find FINRA news, reports and updates by tapping the "FINRA News" icon.

PREV   SKIP   DONE