







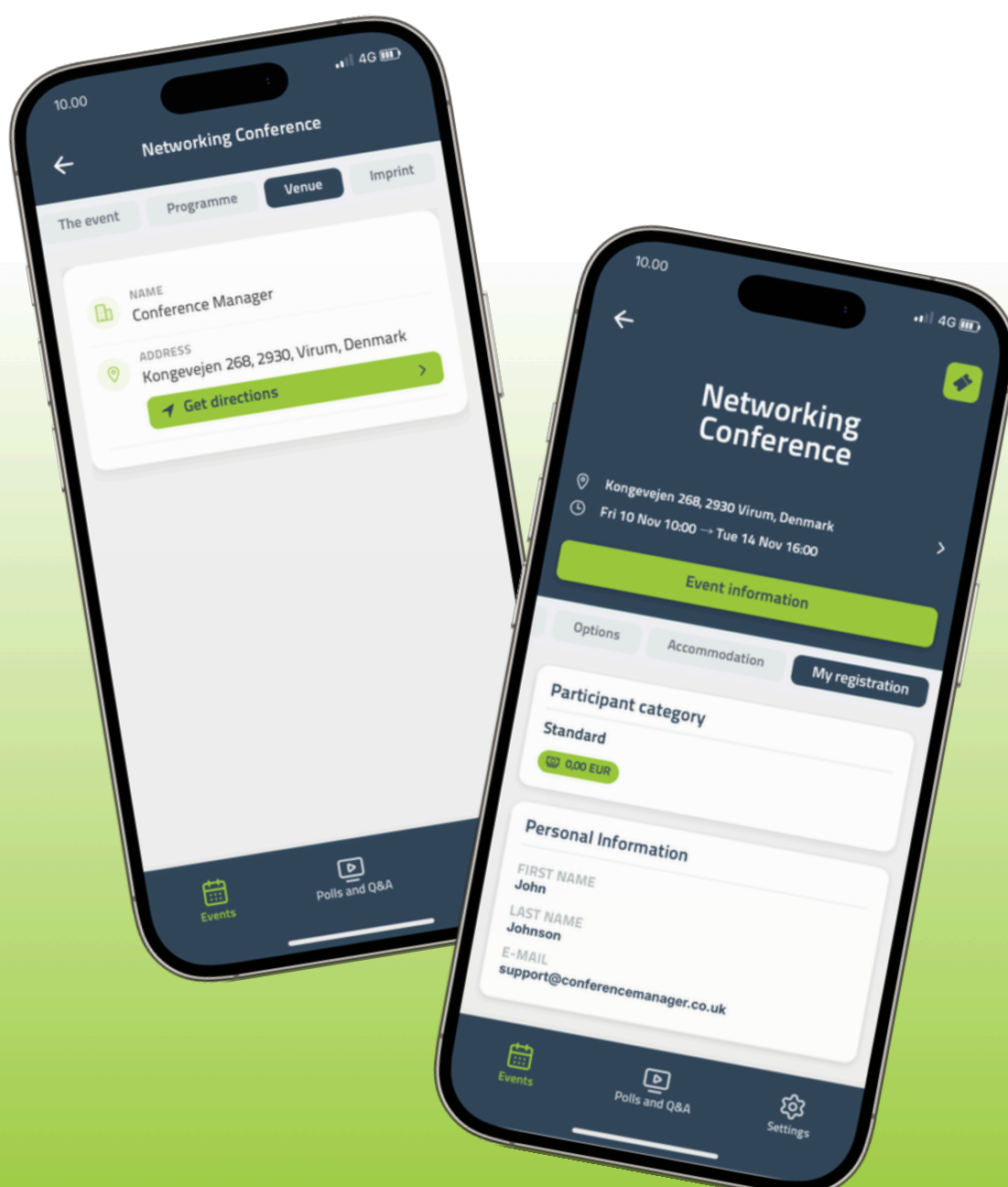
CM Events app

Take your event with you on the go

Access and stay updated on your registered events managed in Conference Manager — directly on your mobile device.

Get started with CM Events

-  **Download the app and log in**
-  **Learn how to navigate the menus**
-  **Get an overview of information and content**
-  **Access your ticket**
-  **Participate in polls, quizzes, and live Q&A's**
-  **Collect all your sign-ups in one place — even across multiple email addresses**



Start by
downloading the
CM Events App



Download on the
App Store

GET IT ON
Google Play



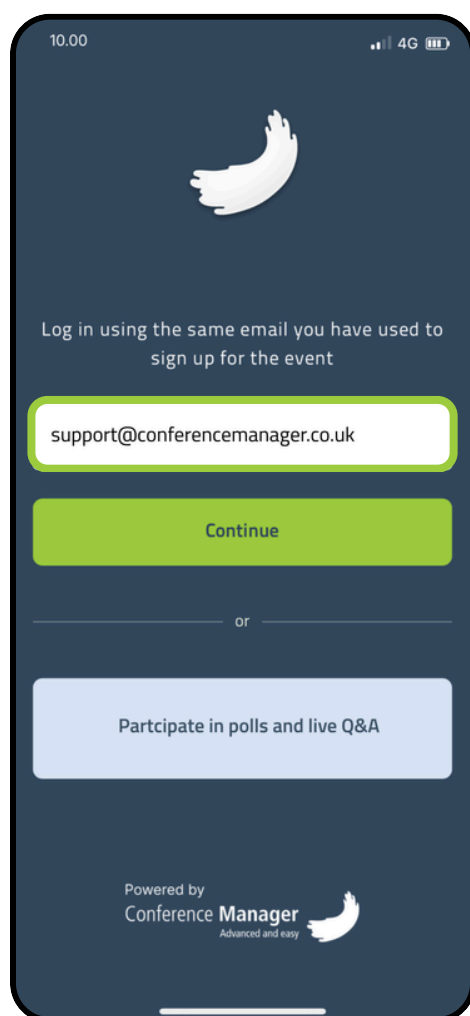
 iPhone

 Android

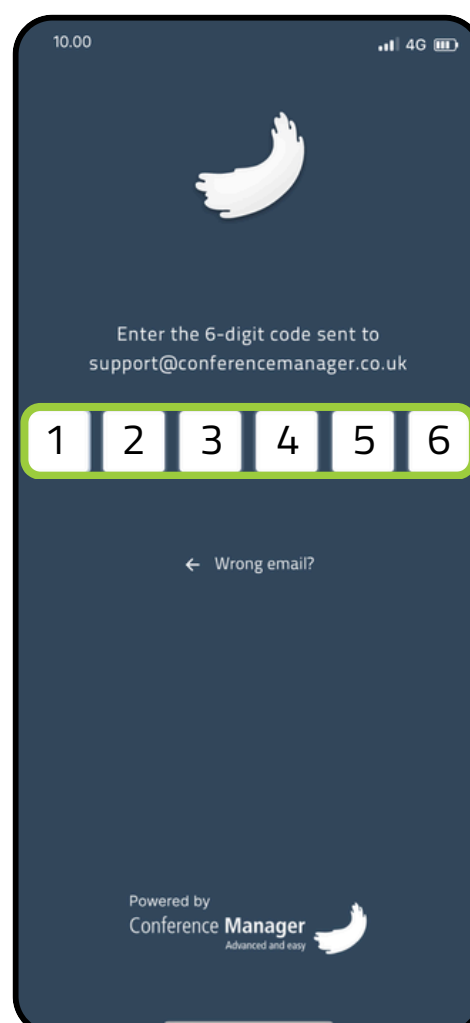
Log in to the app

 **Activate access with verification code and create PIN code**

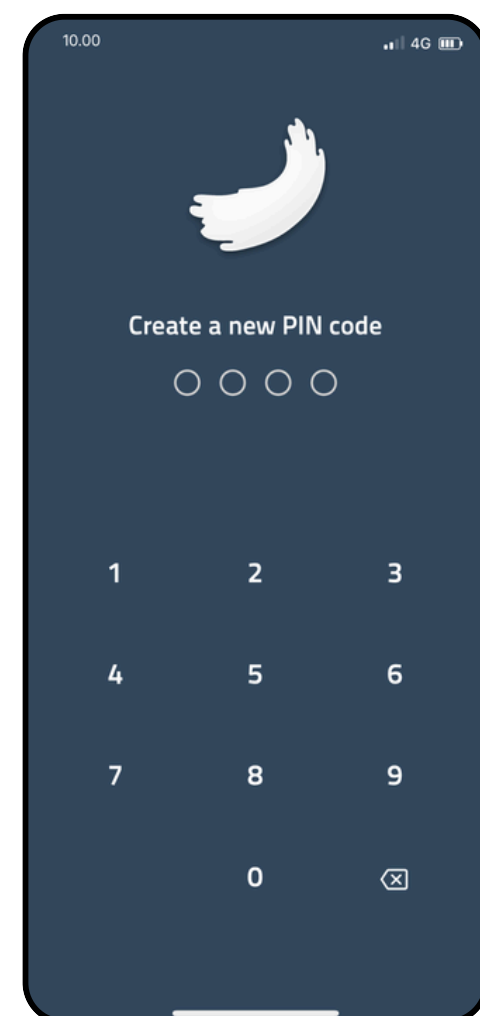
- 1:** Log in using the email address you used to sign up for the event.
- 2:** Enter the verification code you receive via email.
- 3:** Create and confirm a PIN code.



You can participate in polls or live Q&A's without logging in.



The verification code is sent to the email address you have entered.

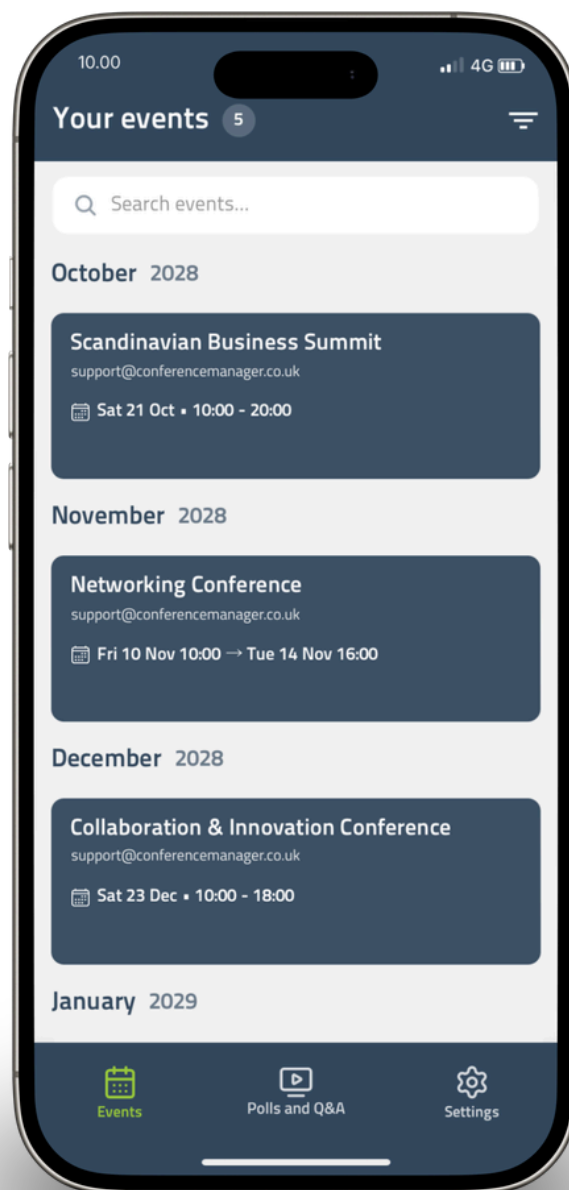


The PIN code is used to quickly access the app in the future.

Your events right at hand

The event overview gives you a complete list of all the events you're registered for. Events are sorted by date and can be opened with a single tap.

Click on **Events** in the navigation bar to view your event overview.



Tap on a specific event to open its details.

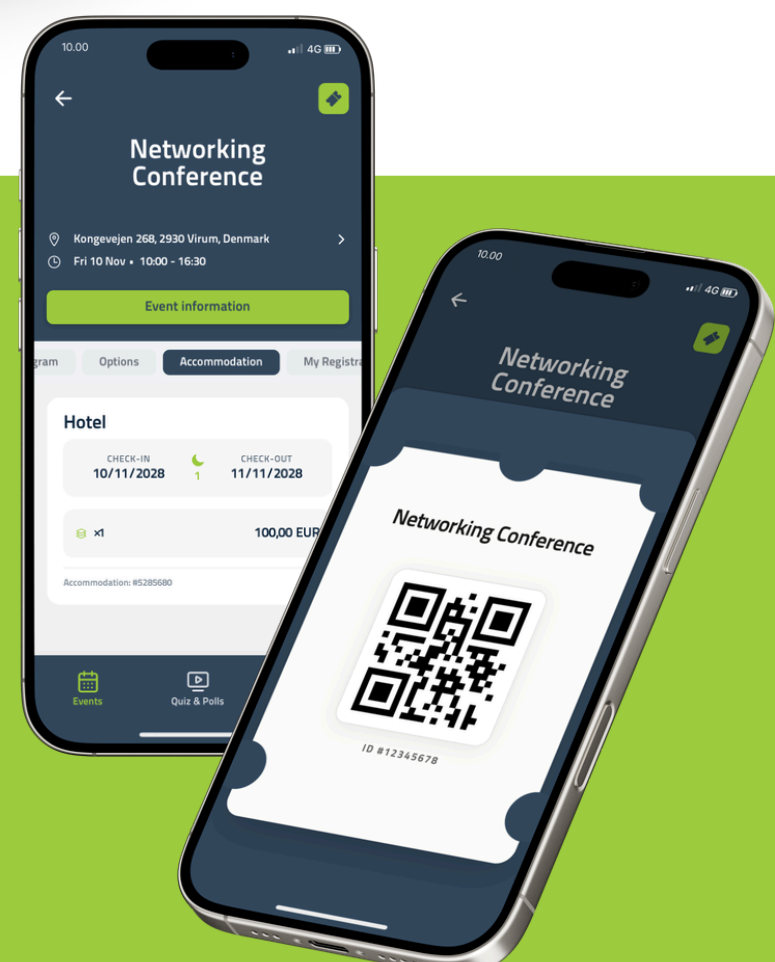


Registration details

When you open an event, you can view your personal registration details, including the programme, options, accommodation, and seat choices.

Ticket

If the event requires a ticket, you can access it by tapping the green ticket icon in the top right corner.



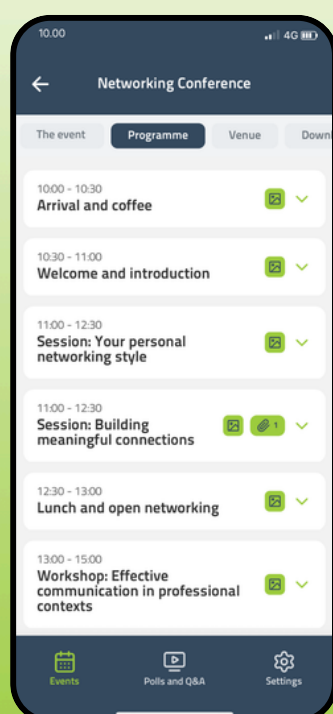
Event information

When you open a specific event from the overview, you can access **Event information**, where you'll find the pages available on the event website, such as the programme, participant list, location, and downloads.

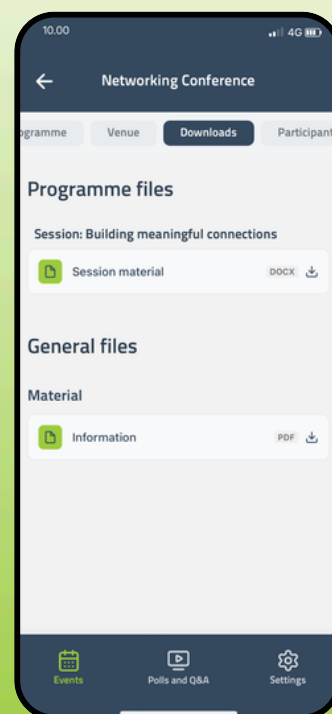


Click on **Event information** to access the website pages.

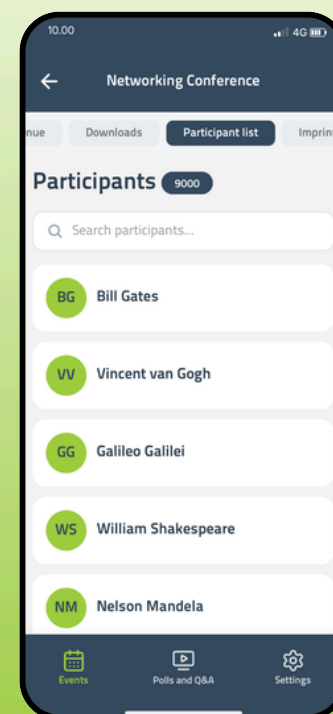
Examples of how selected website pages are displayed in the app:



Programme



Download page



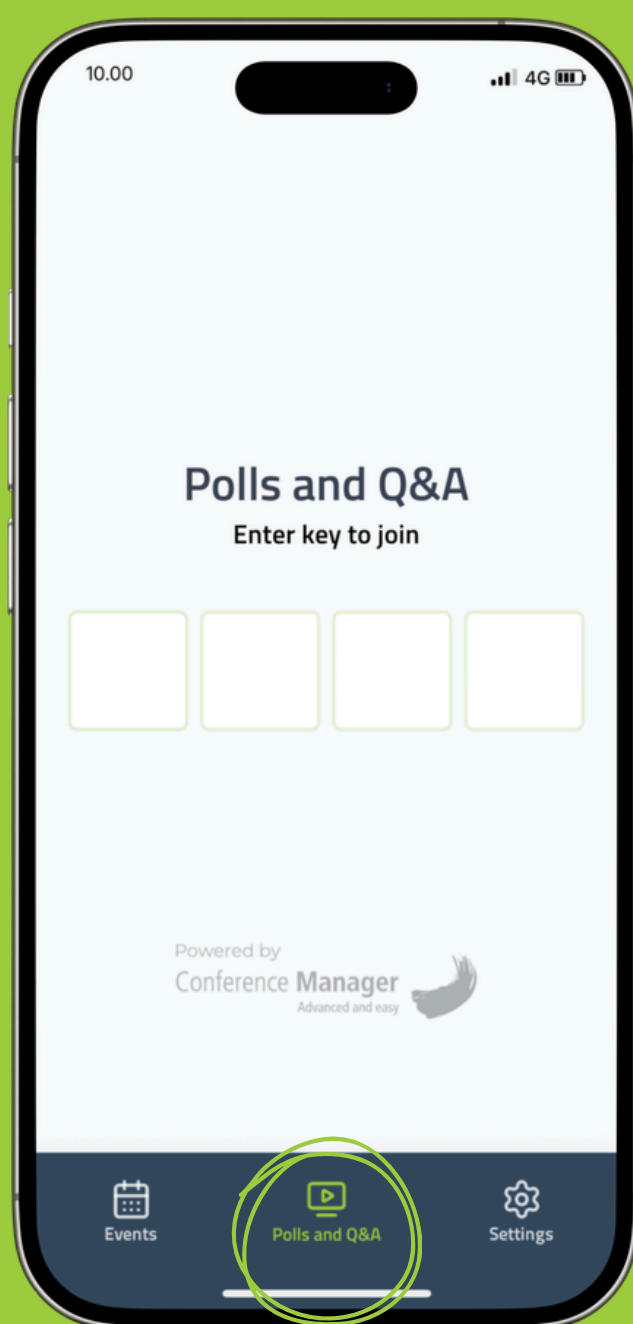
Participant list

Live interactions

Participate in polls, quizzes, and live Q&As directly from your mobile device during the event. Enter the access key to join, and follow along on the shared screen.

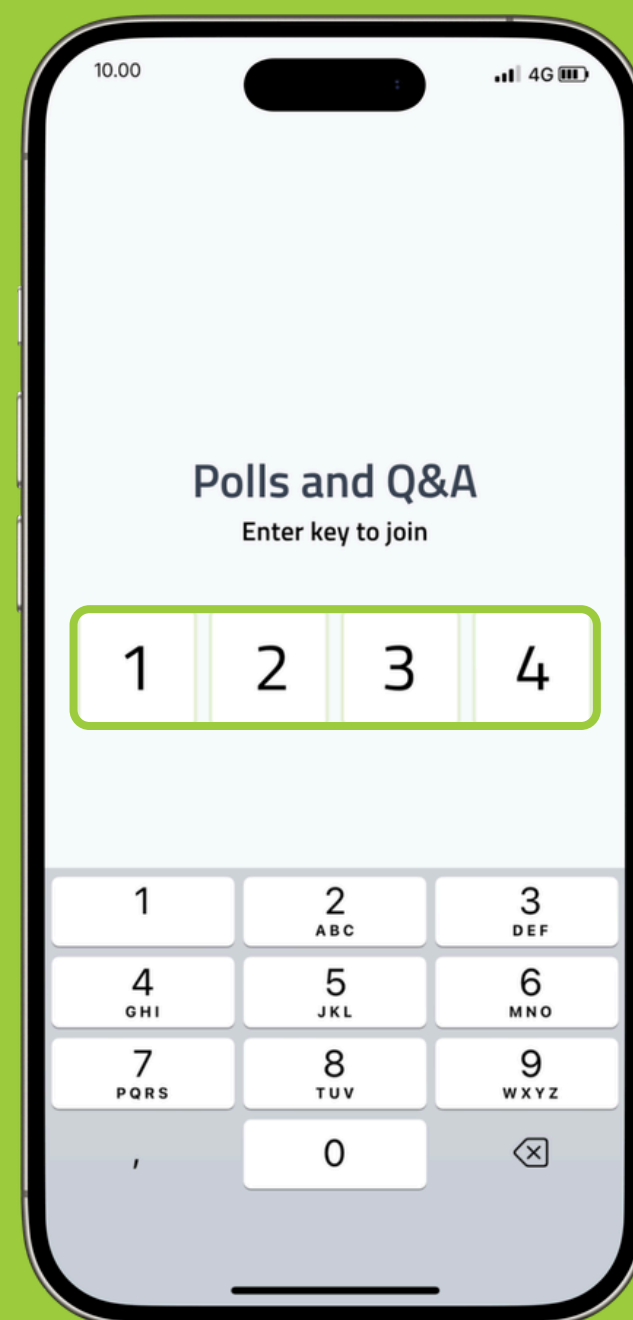
Polls and Q&A

Click on the **Polls and Q&A** tab to enter a poll, quiz or live Q&A.



Access key

Enter the key shown on the big screen.

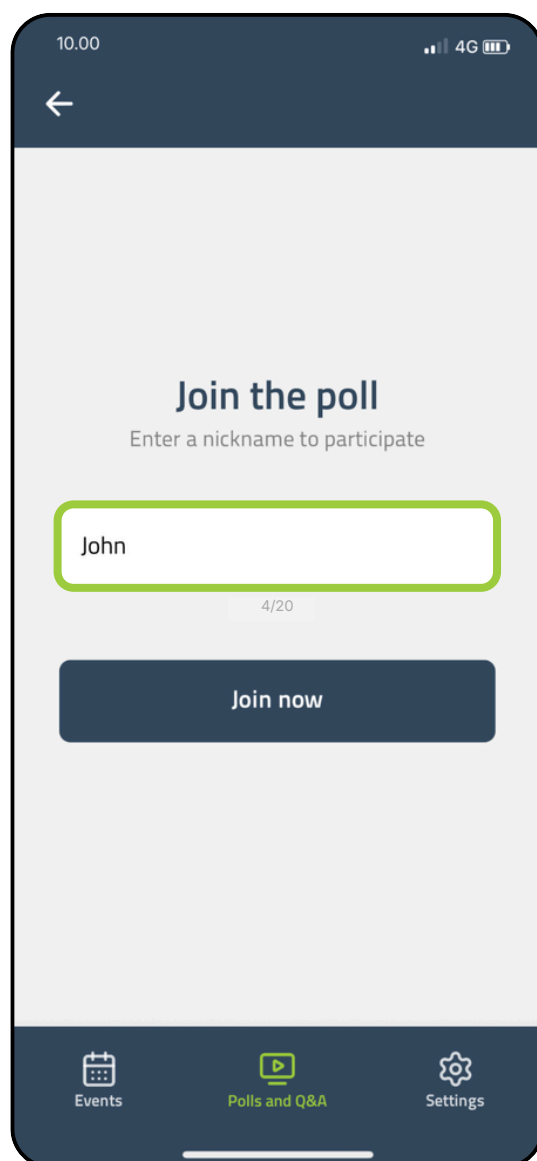


Participate via web browser

You can also participate via cmevents.dk.

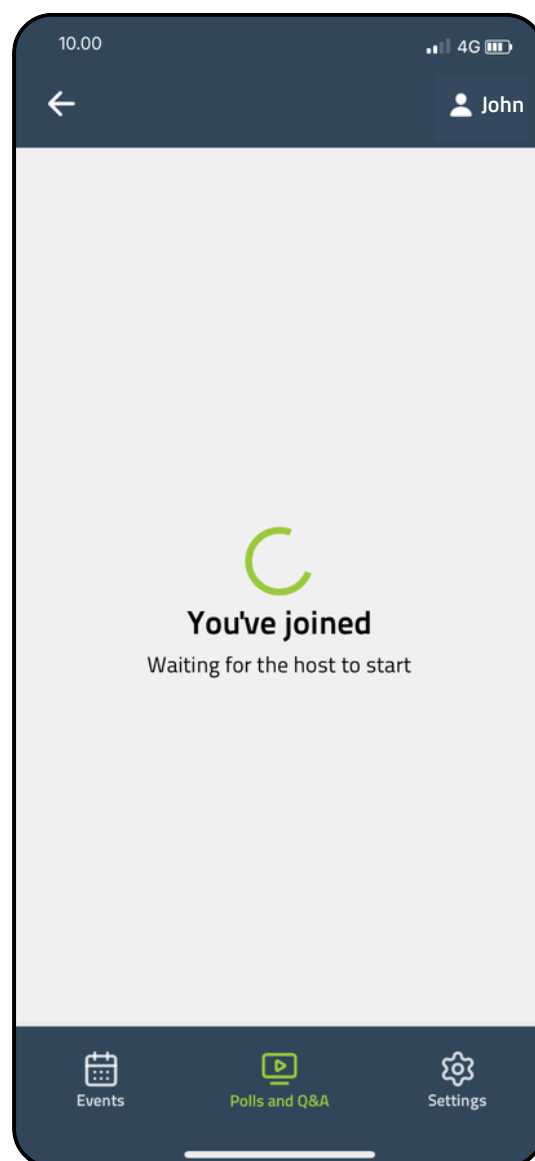
Polls and quizzes

When participating in a poll or quiz, you'll first be asked to enter a nickname. You'll then be connected automatically and can start responding as soon as the session begins.



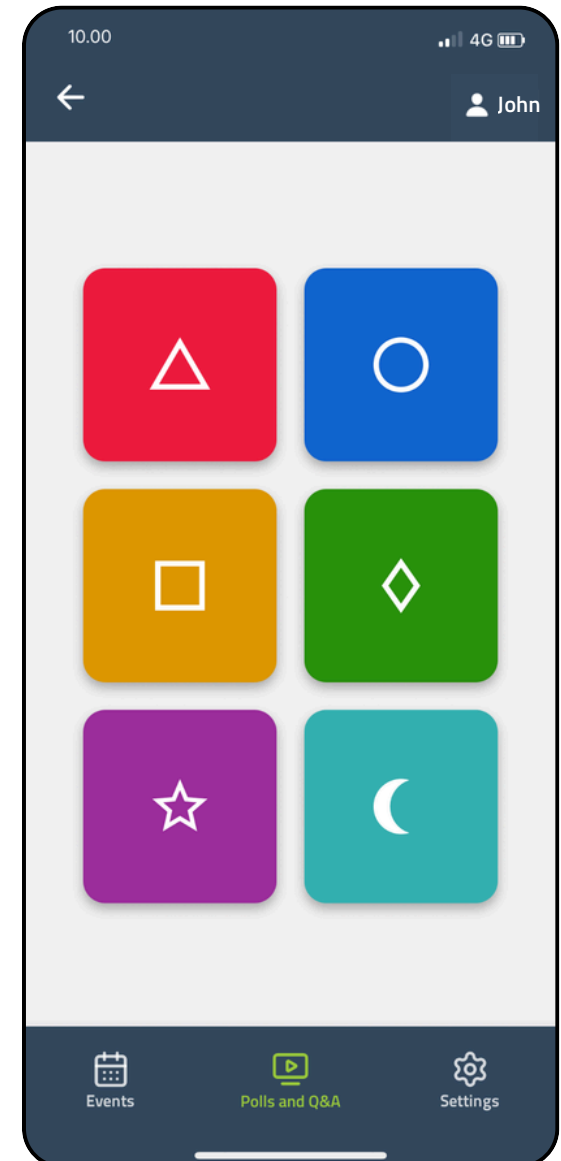
1. Nickname

Enter a nickname to participate.



2. Start

You'll see a waiting screen until the organiser starts the session.

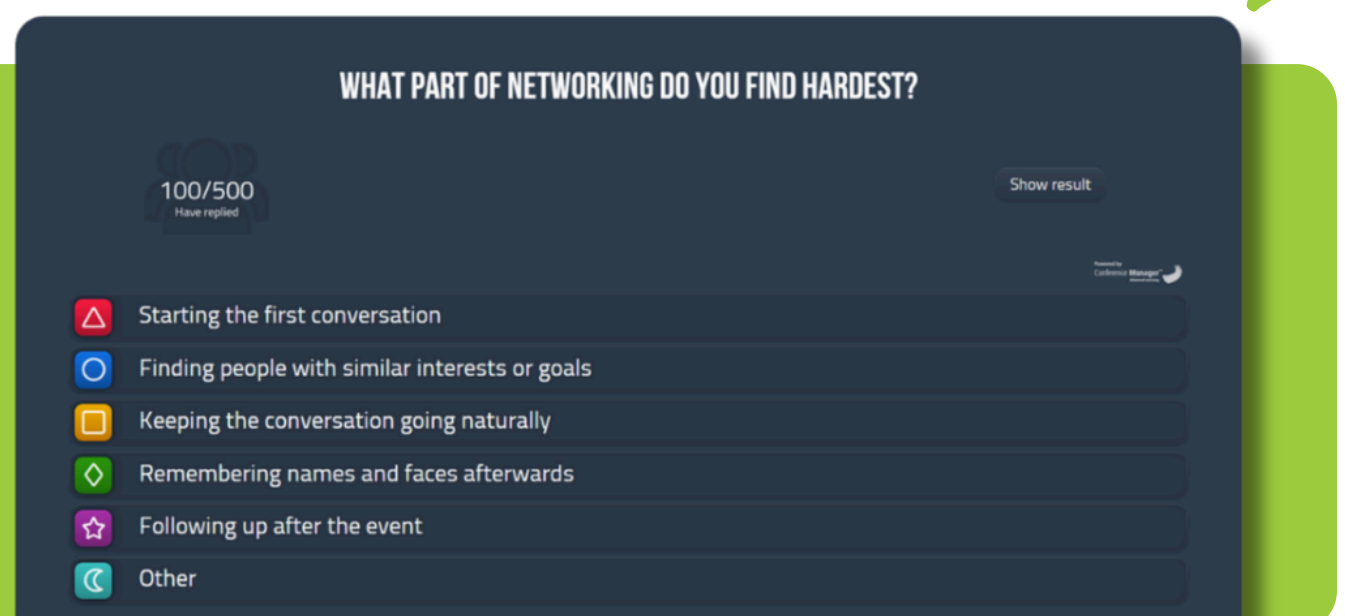


3. Answer

Submit your answer by tapping the symbol that matches the relevant answer option on the big screen.

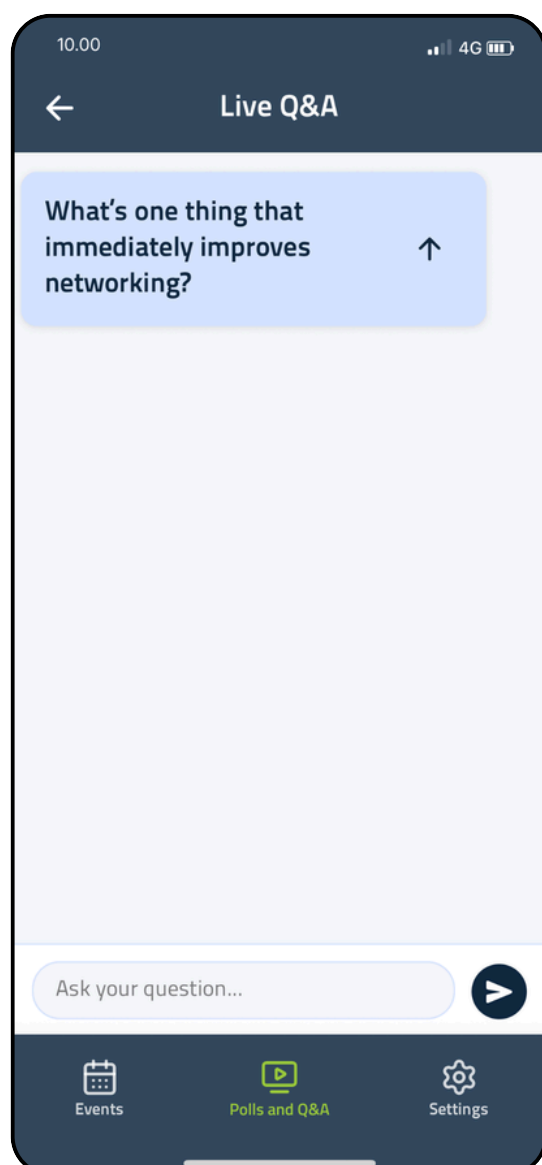
Follow the shared screen

Questions and results are displayed on the big screen.



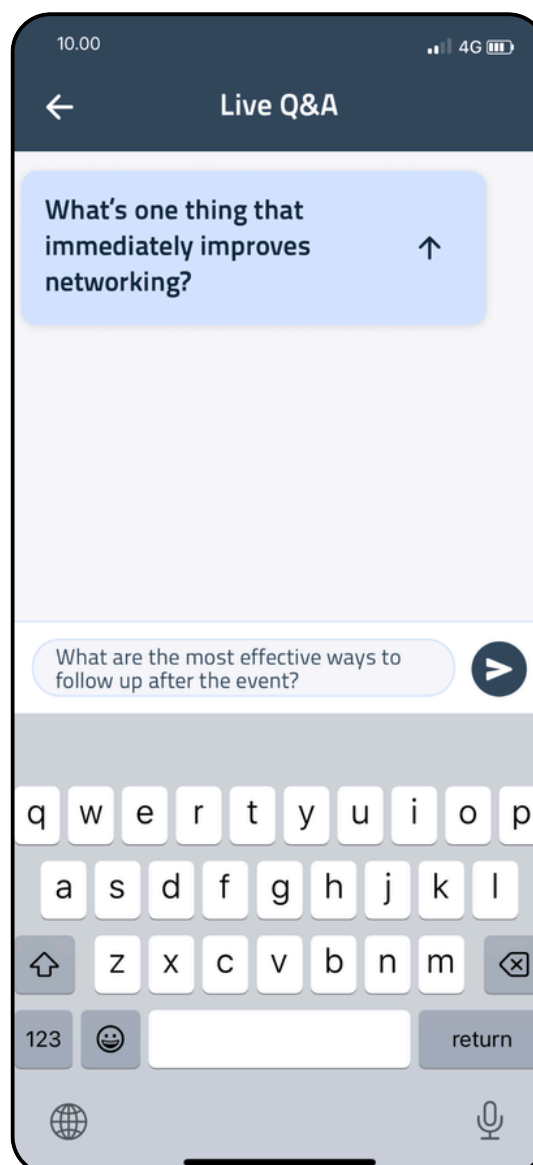
Live Q&A

When participating in a live Q&A session, you can ask questions anonymously directly from your mobile device and follow the questions submitted by other participants.



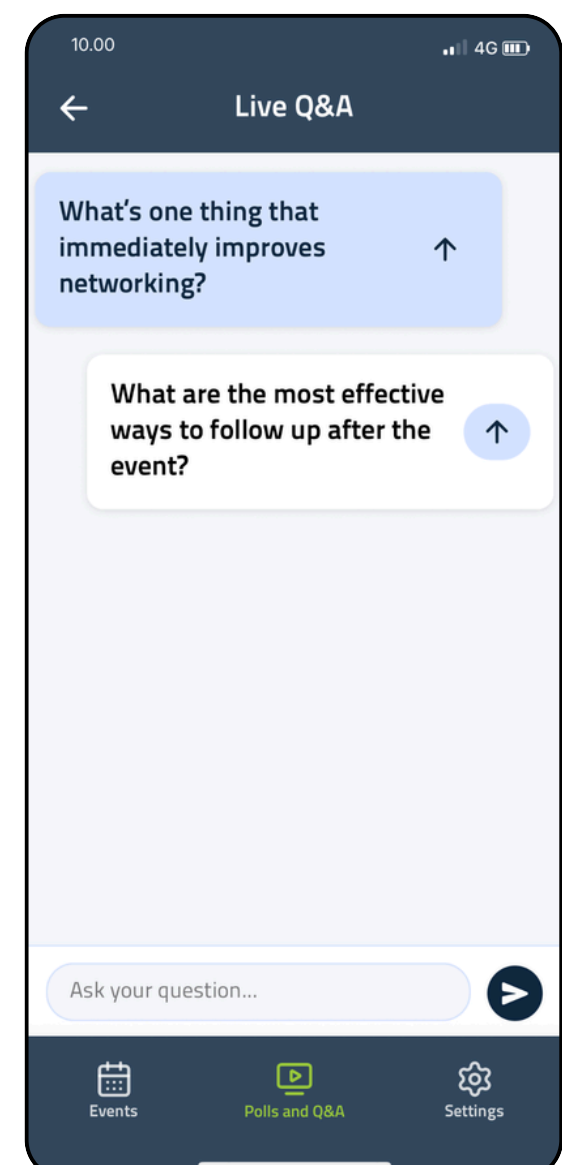
1. Message feed

All submitted messages are displayed in the app and on the shared screen.



2. Write and send

You can write and submit your questions in the text field.



3. Overview

Your own messages are shown in white, while messages from others are shown in blue.

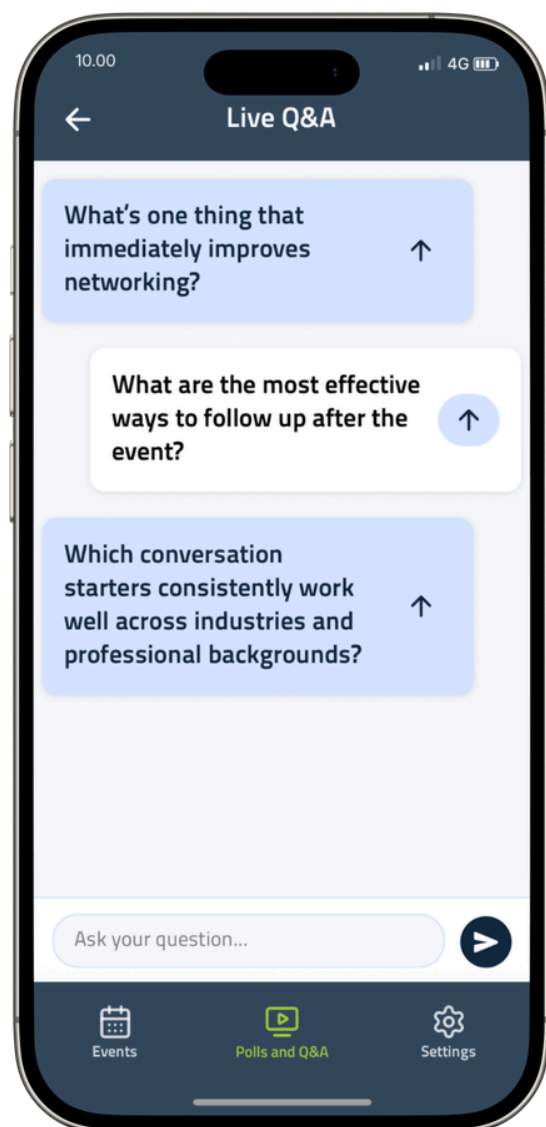
Follow the shared screen

All submitted messages and questions are displayed on the big screen.

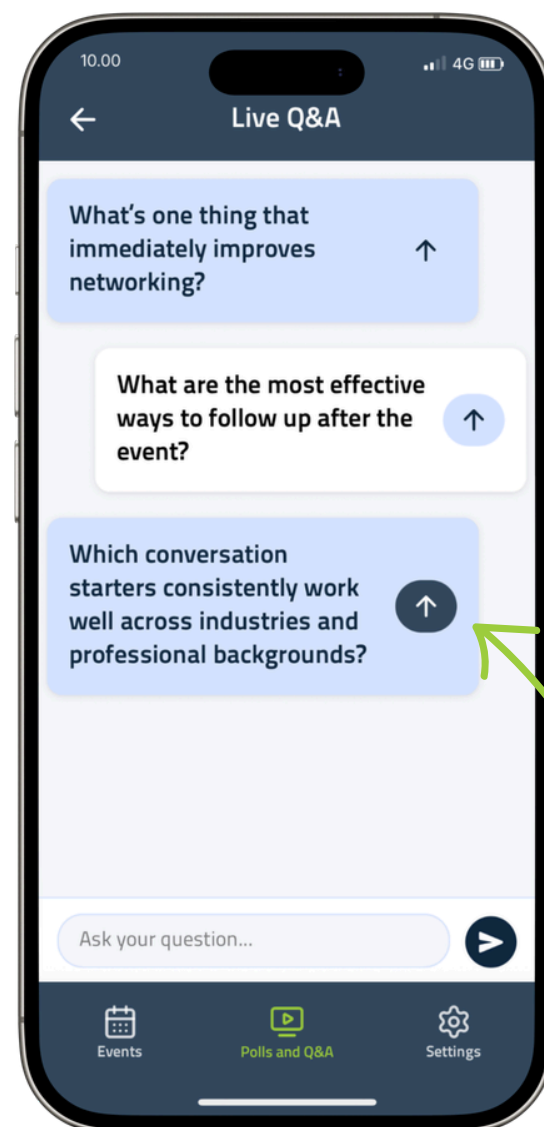


Upvote relevant messages


If the organiser has enabled it, you can upvote messages during the Q&A session to highlight the ones you find most relevant.



1. Find messages
Browse the messages in the feed and find the ones you consider most relevant.



2. Vote with a tap
Upvote by tapping the arrow on the specific message.

 **Follow the shared screen**
All votes are displayed with a thumbs-up icon and the number of votes on the shared screen.



Settings

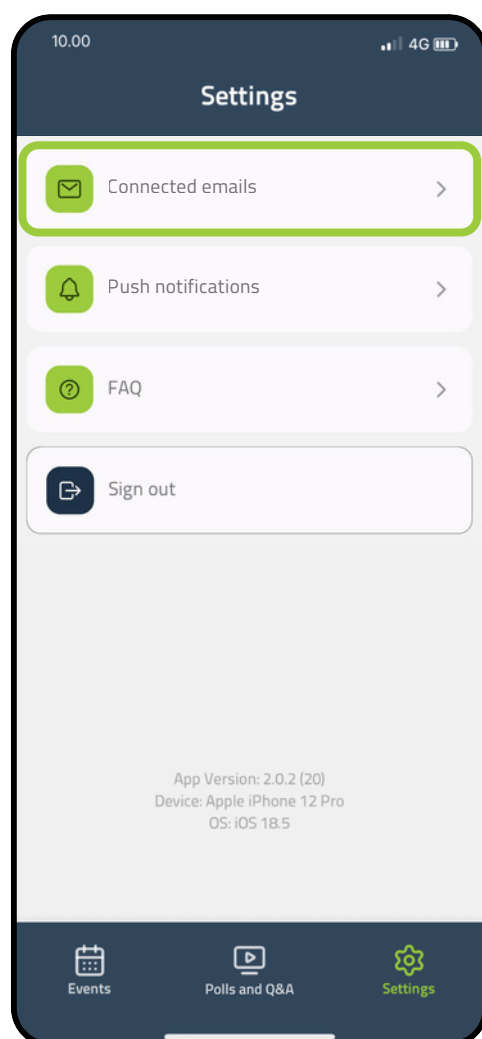
Under the **Settings** tab, you can log out, manage your push notification preferences and access an FAQ about the app.

You can also add multiple email addresses. This allows you to collect all the events you're registered for, even if you've used different email addresses.

To add multiple email addresses:

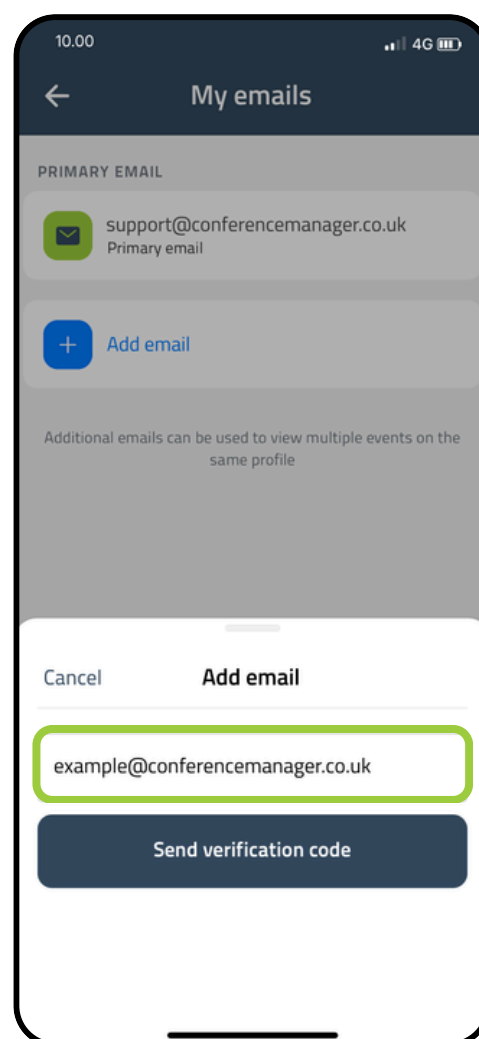
1. Settings

Click on the **Settings** tab and then click **Connected emails**.



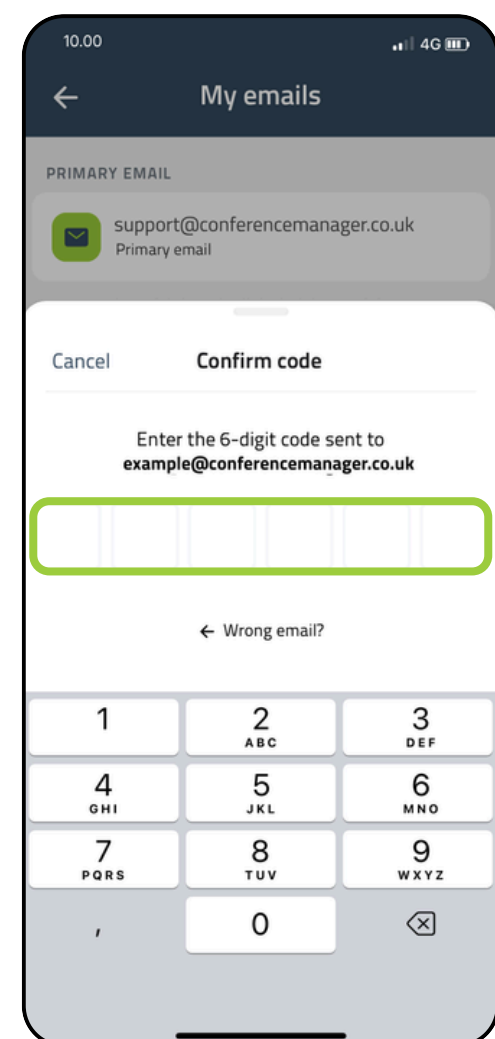
2. Enter email

Click **Add email** and type in the email address that should be added.



3. Verification code

A code will be sent to the email provided. Type in the code to verify.



Updated overview

After the verification has been entered, the overview will be updated with the events linked to the added email.

