

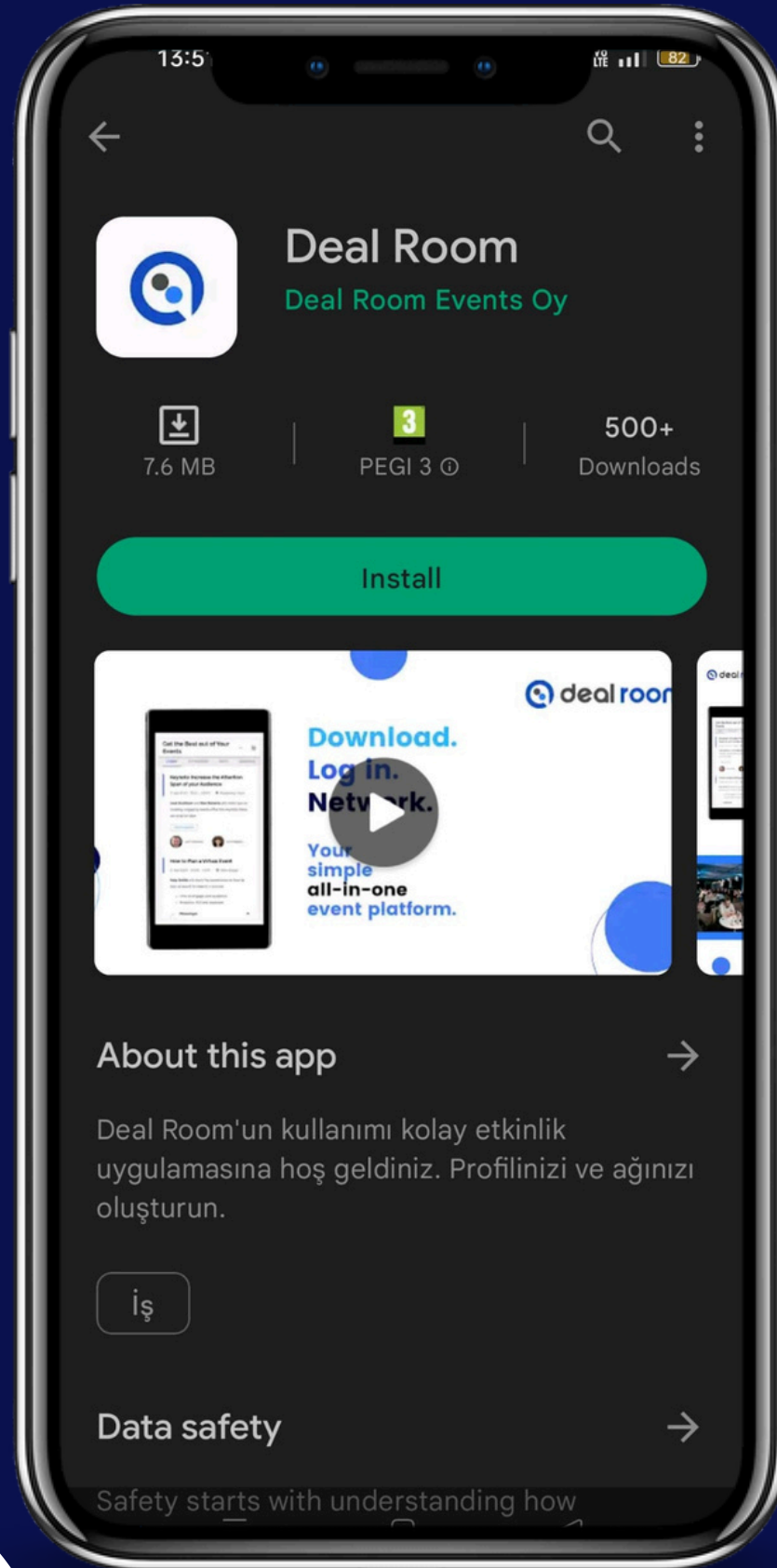


 deal room 

**COMPLEX EVENTS
MADE SIMPLE.**

MOBILE APP





You can download the Deal Room app from Google Play Store and App Store by searching.

Also, here are the links of the Deal Room app:

Android:

<https://play.google.com/store/apps/details?id=com.dealroomevents.letsgo>

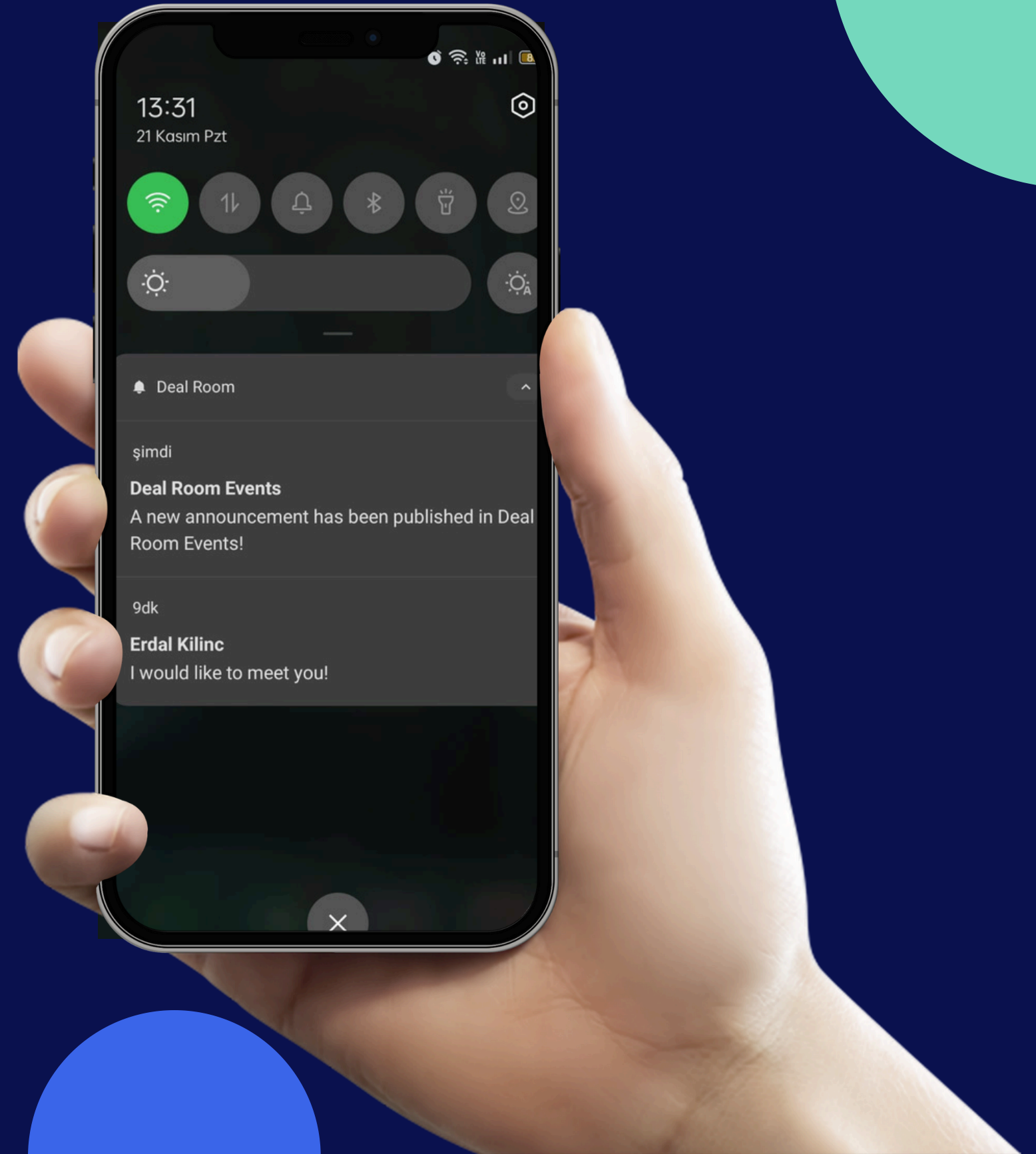
IOS:

<https://apps.apple.com/us/app/deal-room/id1624891088>

WORLDDEF

@ deal room

Please note that: If you download the Deal Room app, you can get **instant notifications** for **chat messages**, **meeting invitations** and **event announcements**.



ACCESS THE PLATFORM

deal room Register

Log in to Deal Room

Login

E-mail address

Password

Forgot password

Login

First time to Deal Room? [Register](#)

Privacy • Terms

Register
button

If this is the first time on Deal Room, you need to register.

- Click on "register" button
- Fill the informations that system needs
- Check the terms and conditions box
- Press "create account" button

If you used Deal Room before, you can login.

deal room Login

Create account

First Name

John

Surname

Doe

E-mail

user@email.com

Password

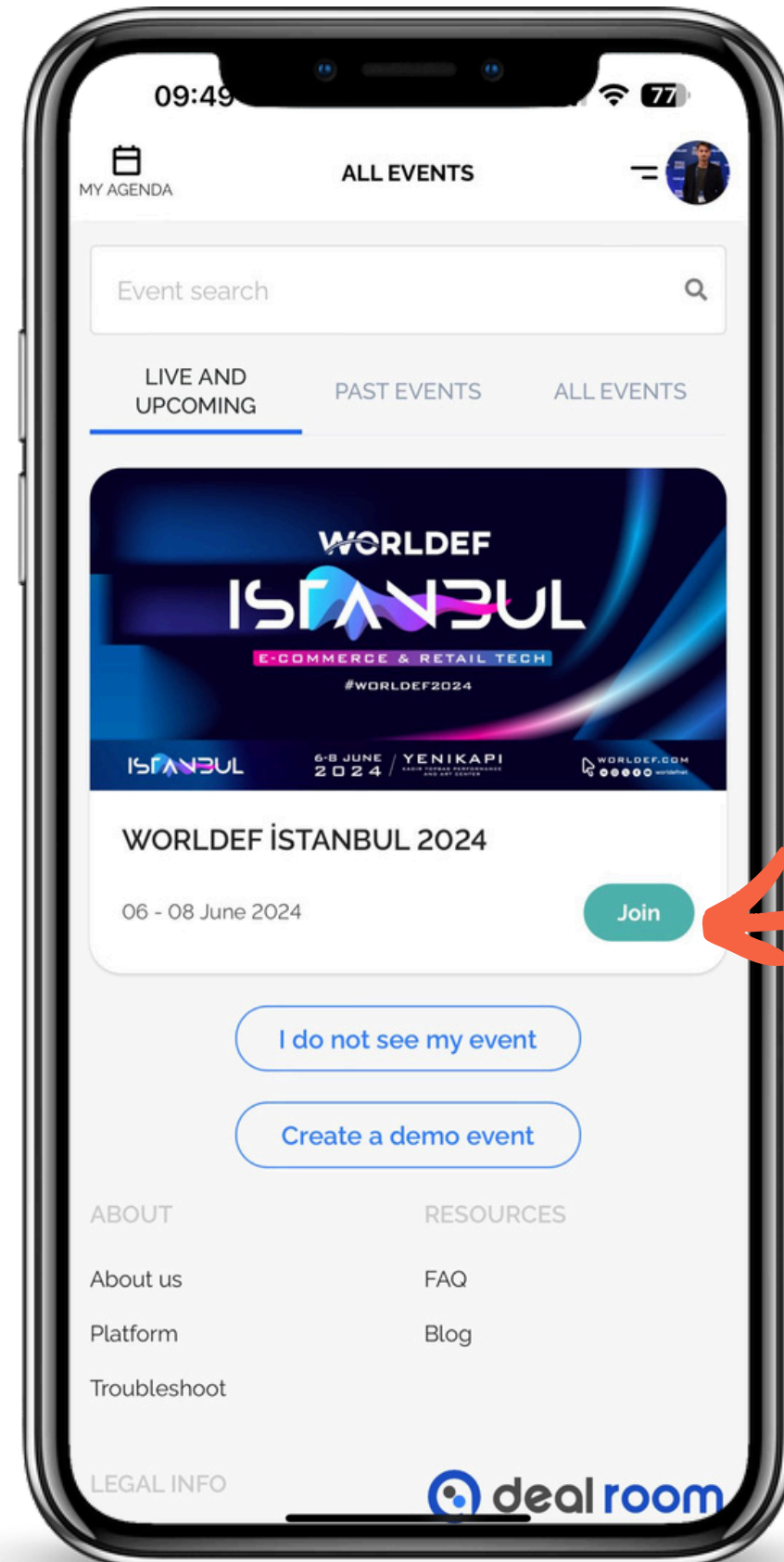
8+ characters

I accept the [Terms and Conditions](#) and [Privacy policy](#).

Create Account

Privacy • Terms

JOIN EVENT

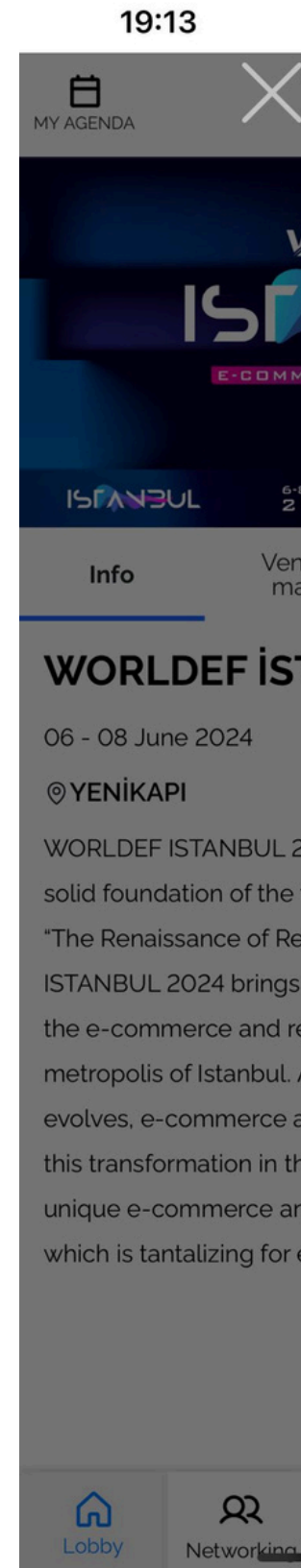


When you get into the system you will see the "all events" page.

- If you used Deal Room before, all events that you attend will listed on this page.
- If it is the first time on Deal Room you wil seel only one event.

Find your event and press "join" button

OVERVIEW

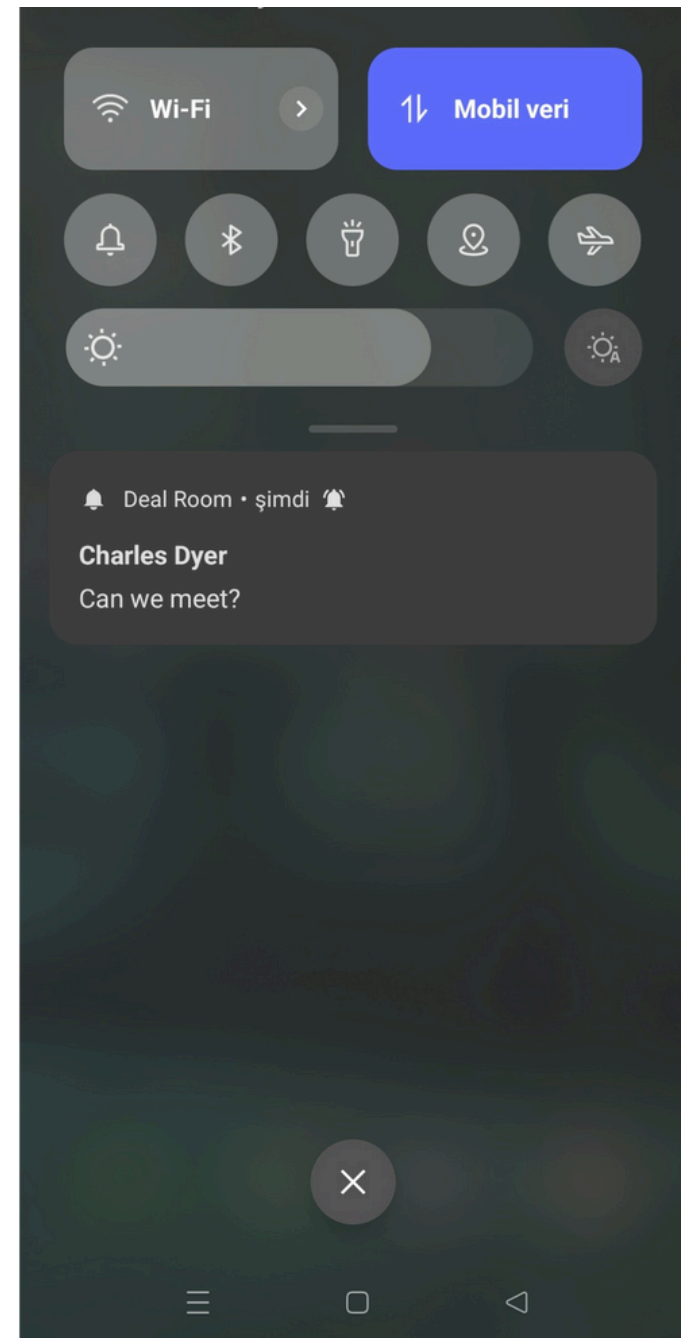


19:13
LTE 27%

Taha Tunç
taha.tunc@worlddef.com
GMT+3 Europe/Istanbul

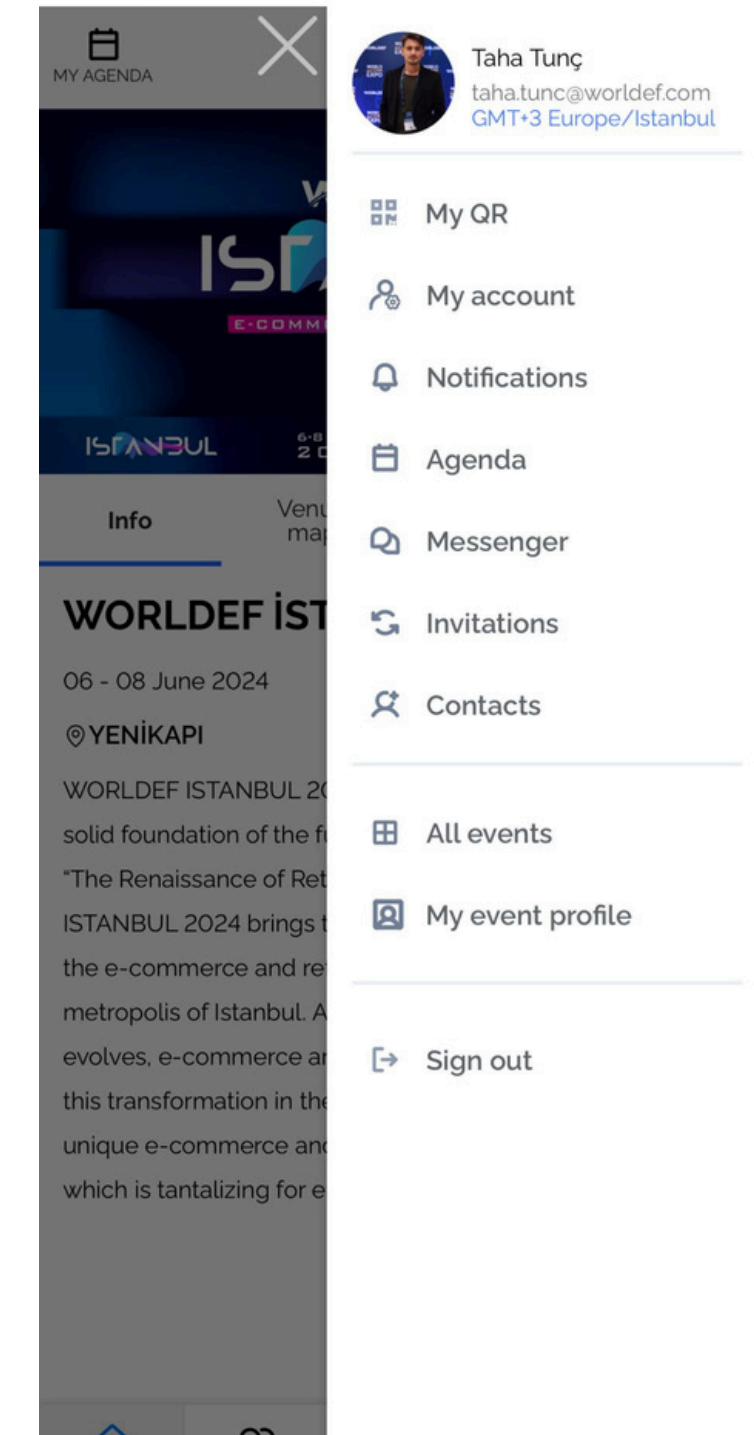
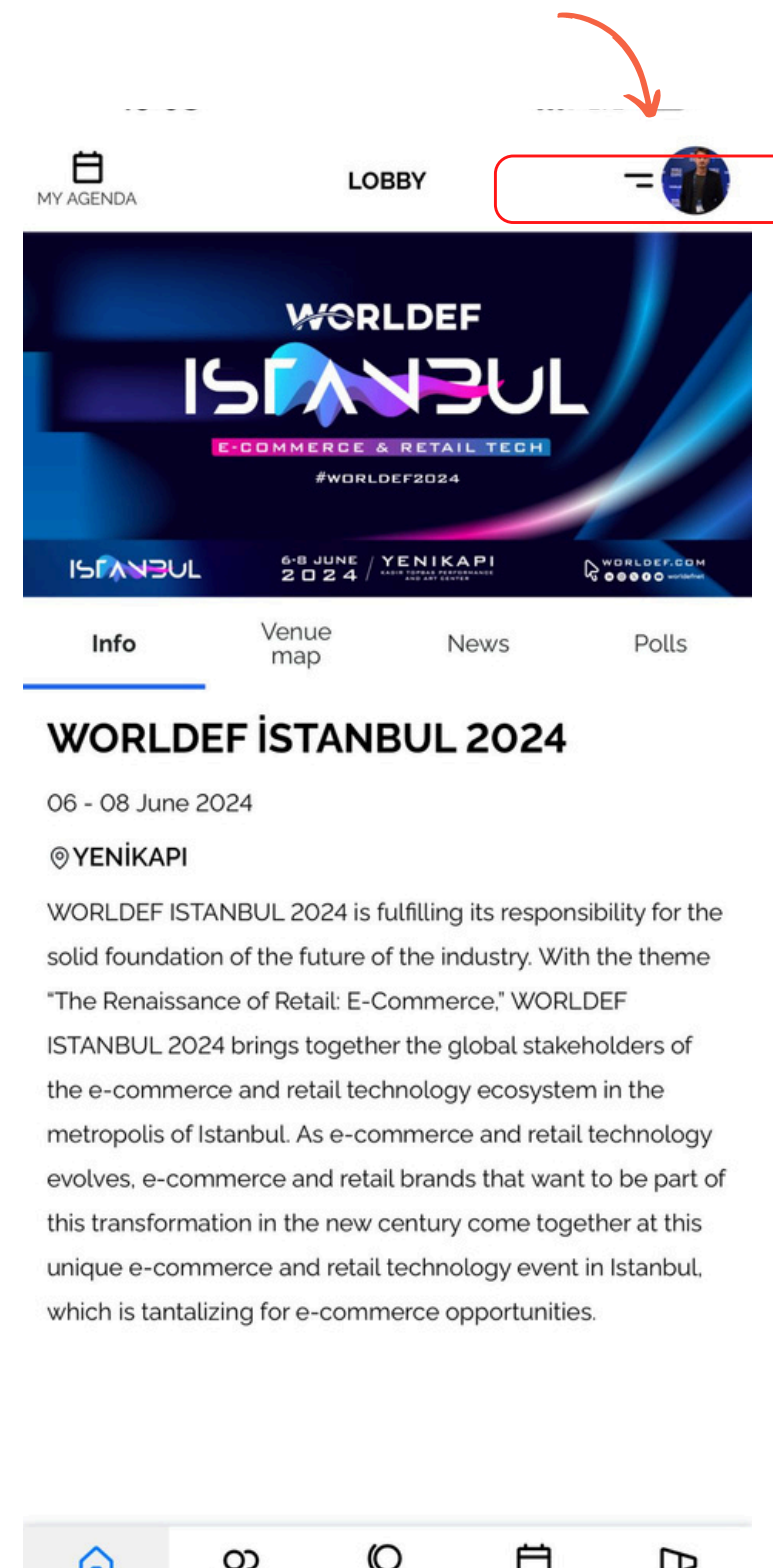
- My QR → You can find your event QR and scan others' QR here
- My account → You can edit your profile here
- Notifications → You can find event announcements here
- Agenda → You can see your event agenda here
- Messenger → You can find messages that you sent here
- Invitations → You can see invitations that you sent or received here
- Contacts → You can find your scanned contacts here
- All events → You can find all events you added here
- My event profile → You can edit your event profile here
- Sign out → You can sign out here

NOTIFICATIONS



When you get an invitation, chat message or announcement app will show you a push notification

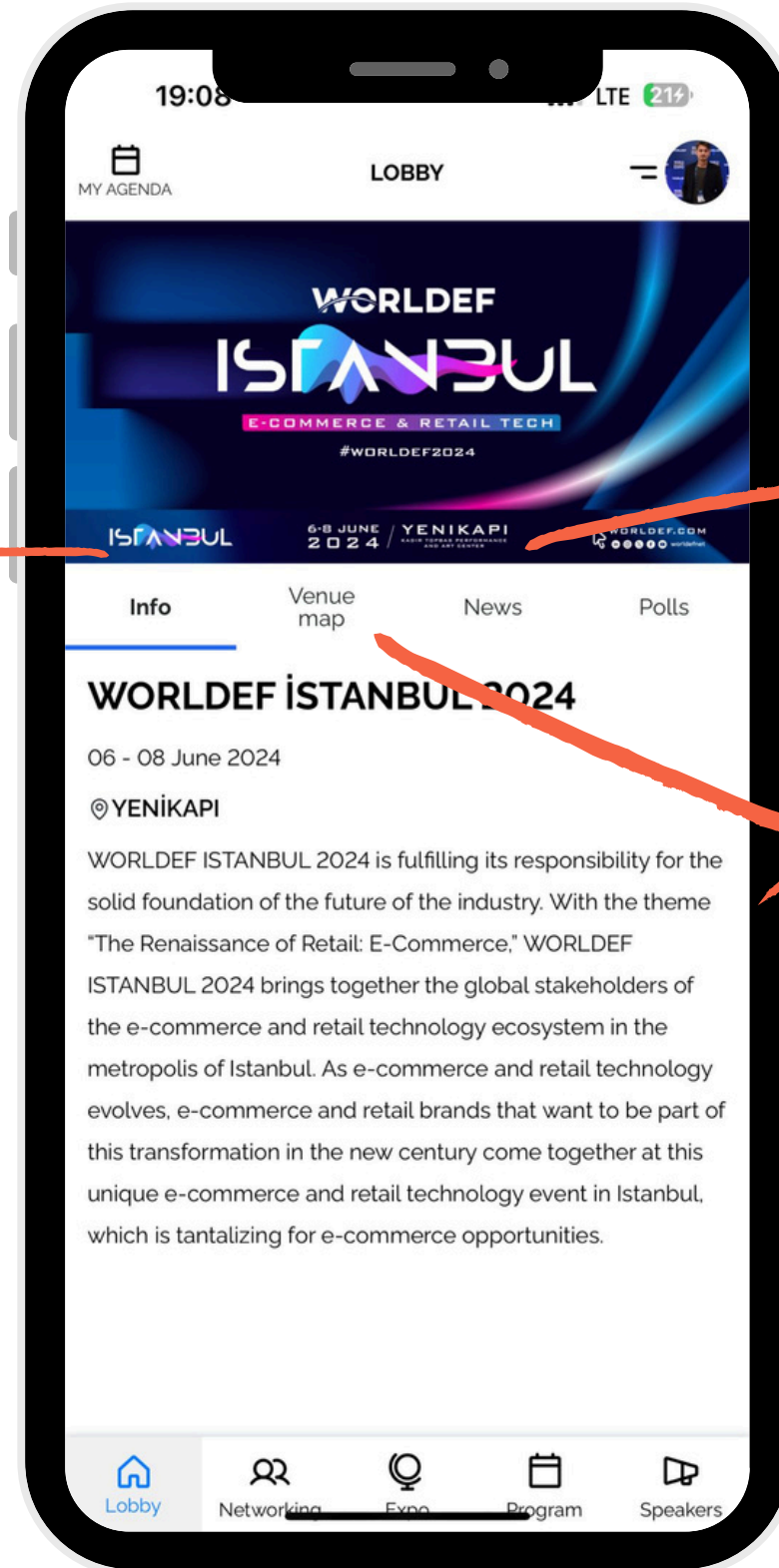
When you get into the app you will see a red dot on your profile picture



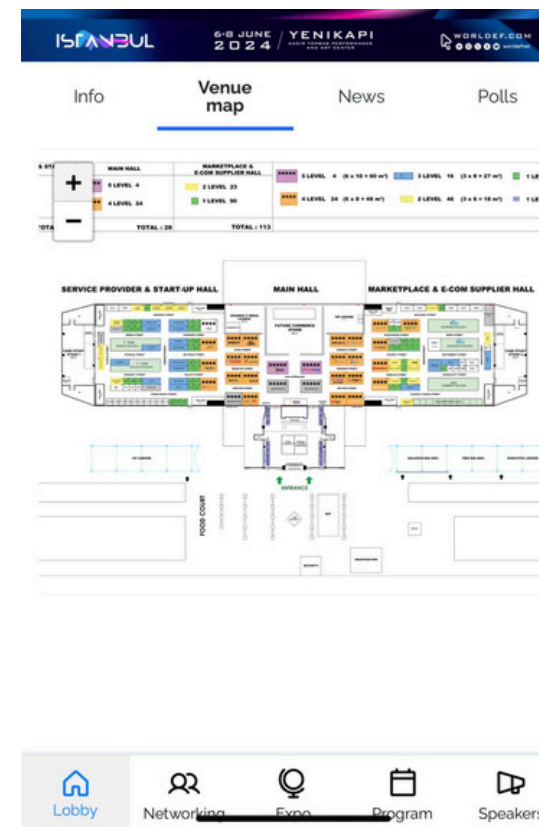
If you press your profile picture you will see your all notifications on tabs

LOBBY

You can see the event description here

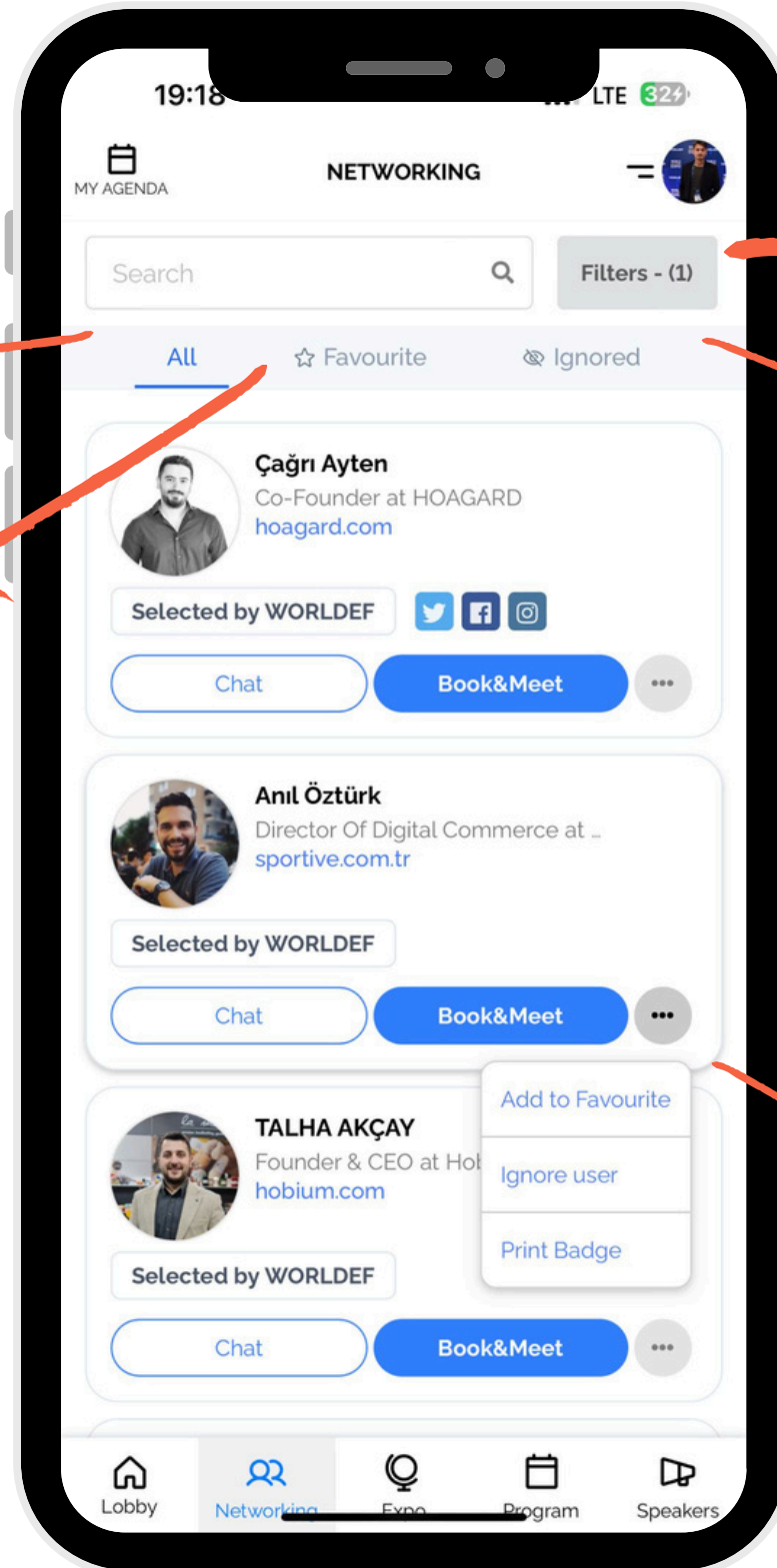


You can see the announcements here



If the organizer uploads a venue map you can see it here and search the venue

NETWORKING

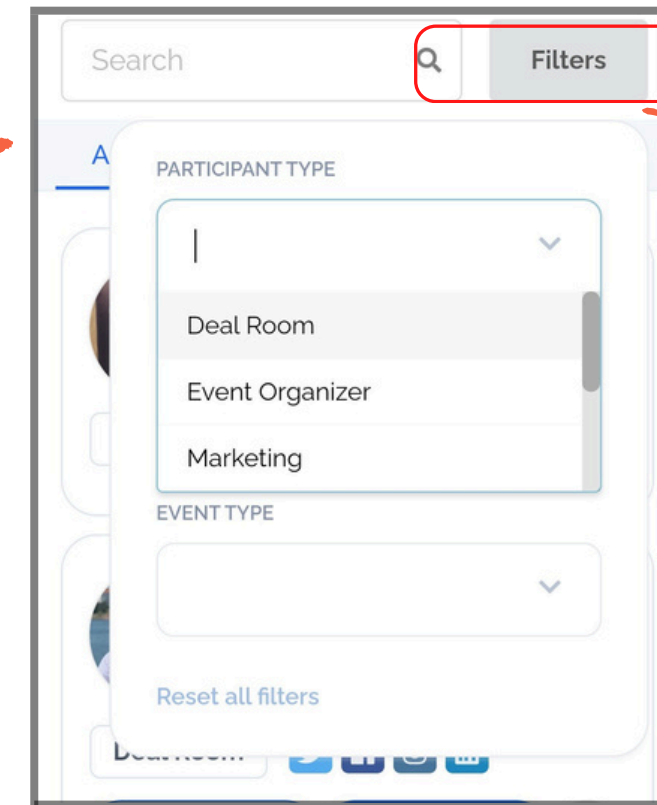


You can see all attendees here

You can see attendees that you added to favourites

You can see attendees that you added to ignores

You can press on 3 dots on the profile and add the participants to favourites and ignores

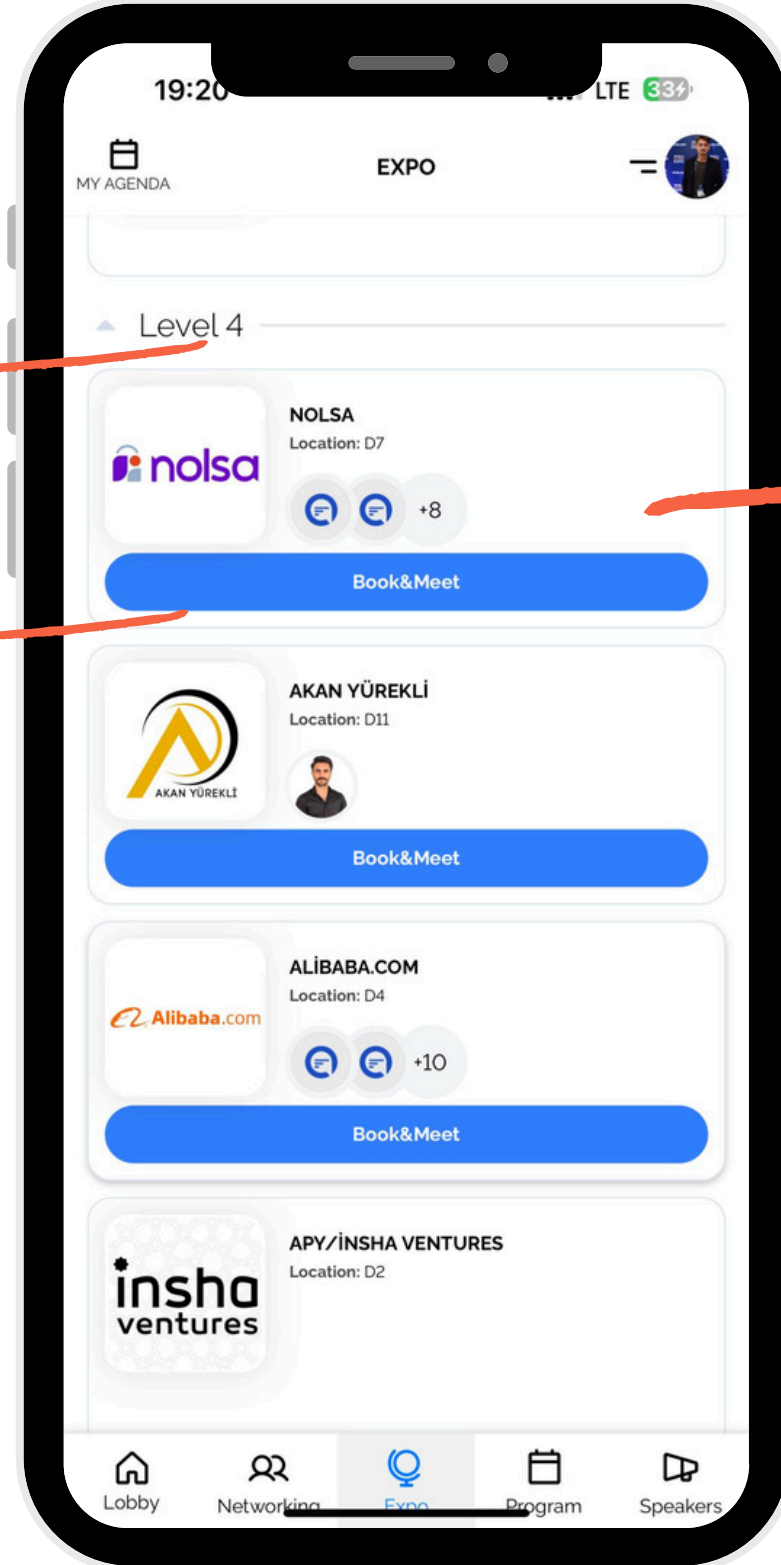


You can press on filters and filter the attendees via added filters by organizer

EXPO

You can find the all companies under the expo tabs

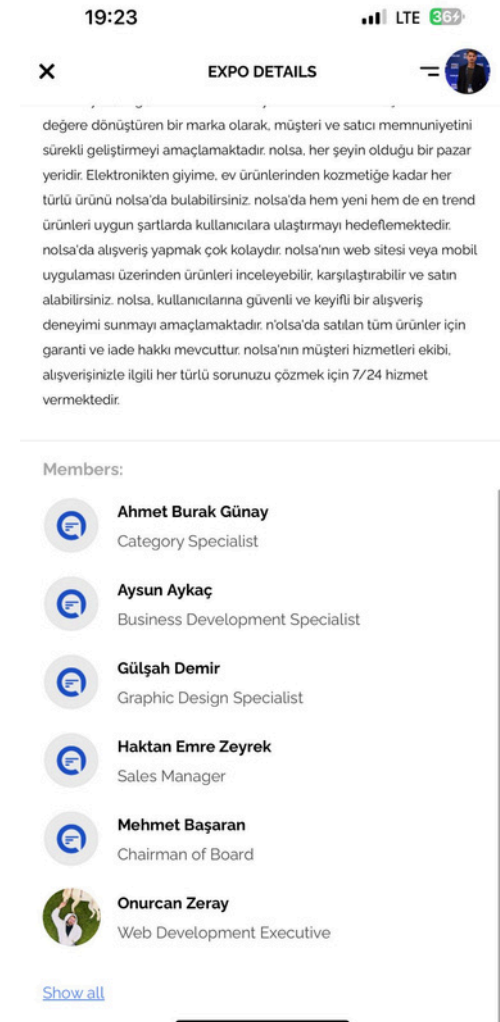
You can press on "book and meet" button to send invitation to a company



You can press on a company and see details.

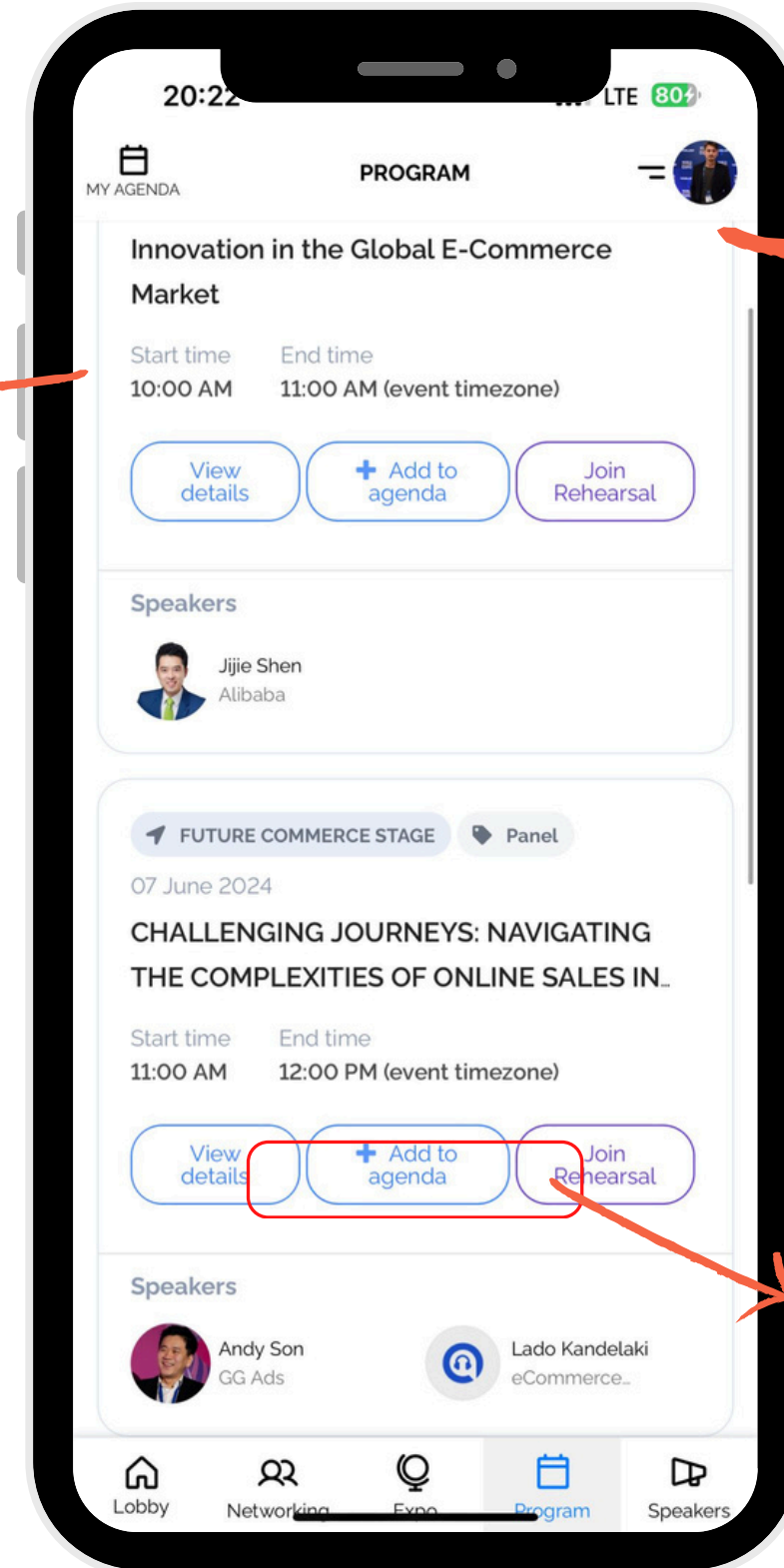
You can also send invitation via press "book and meet" button in the details page.

Or, you can scroll down in the details page and find the company members to send invitation.

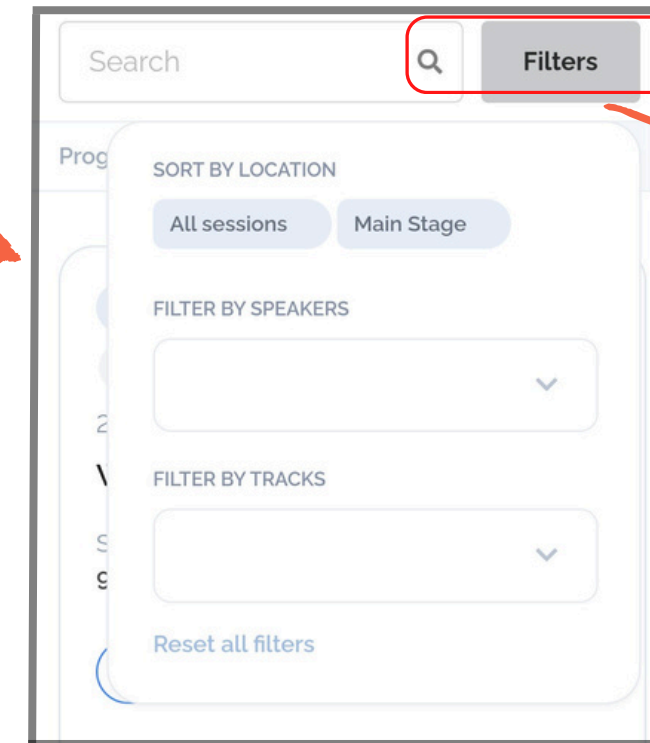


PROGRAM

You can list the program by the date in program page



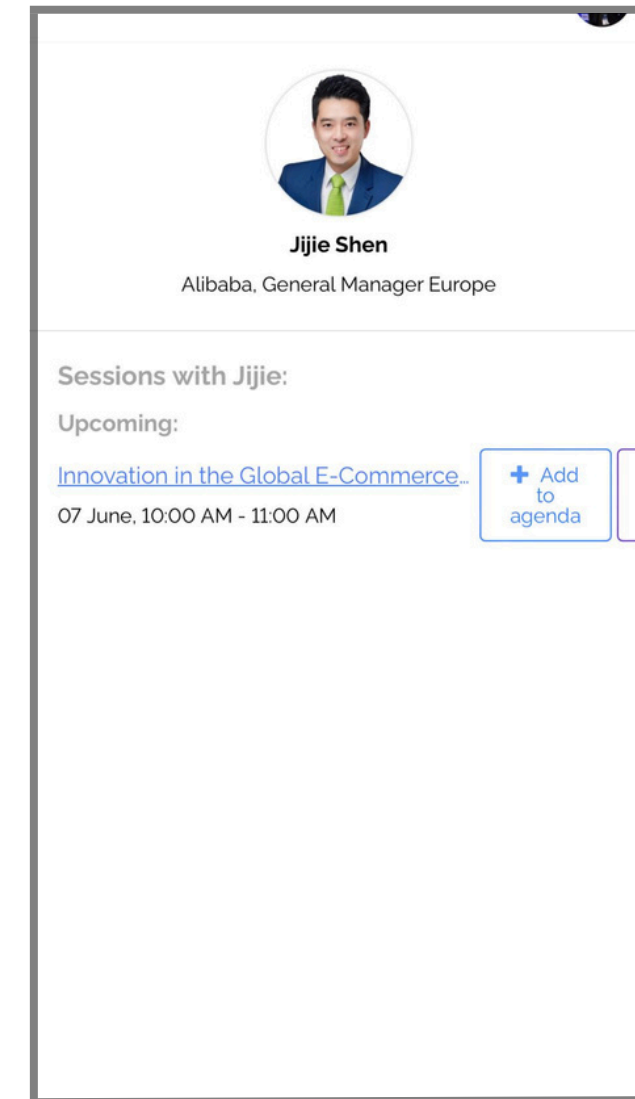
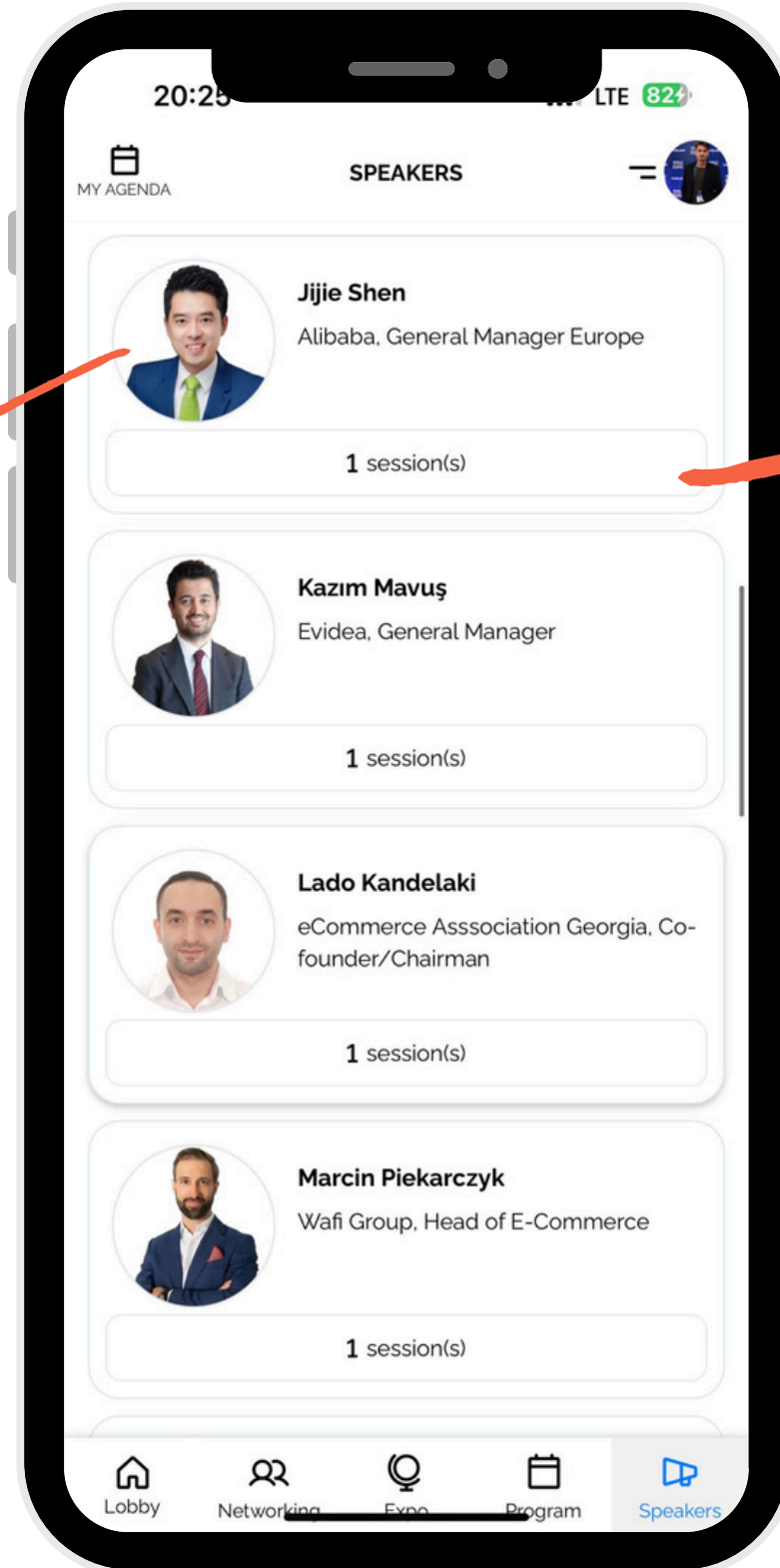
You can add a session to your agenda by pressing "add to agenda" button



You can press on filters and filter the sessions via location, speaker or track

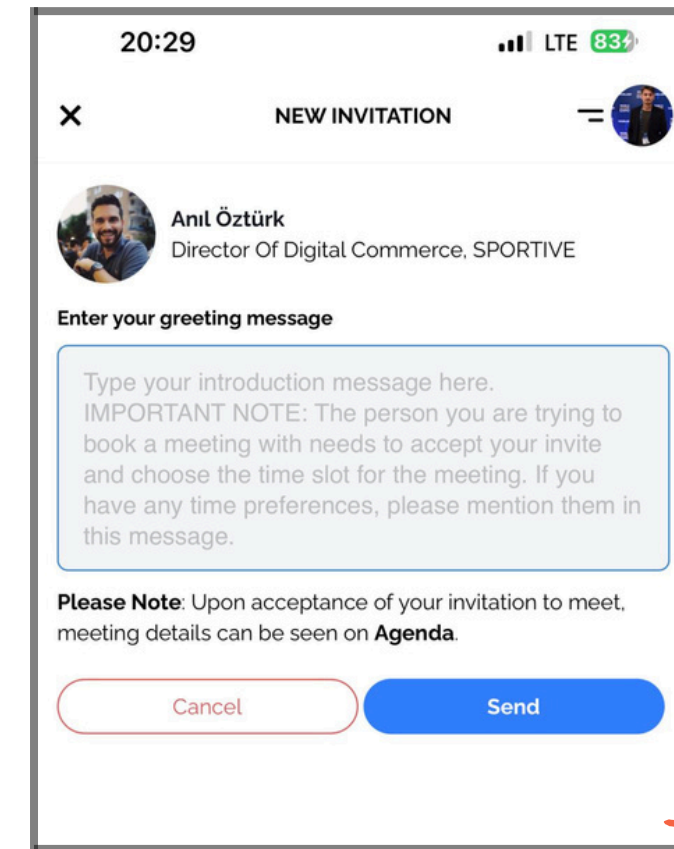
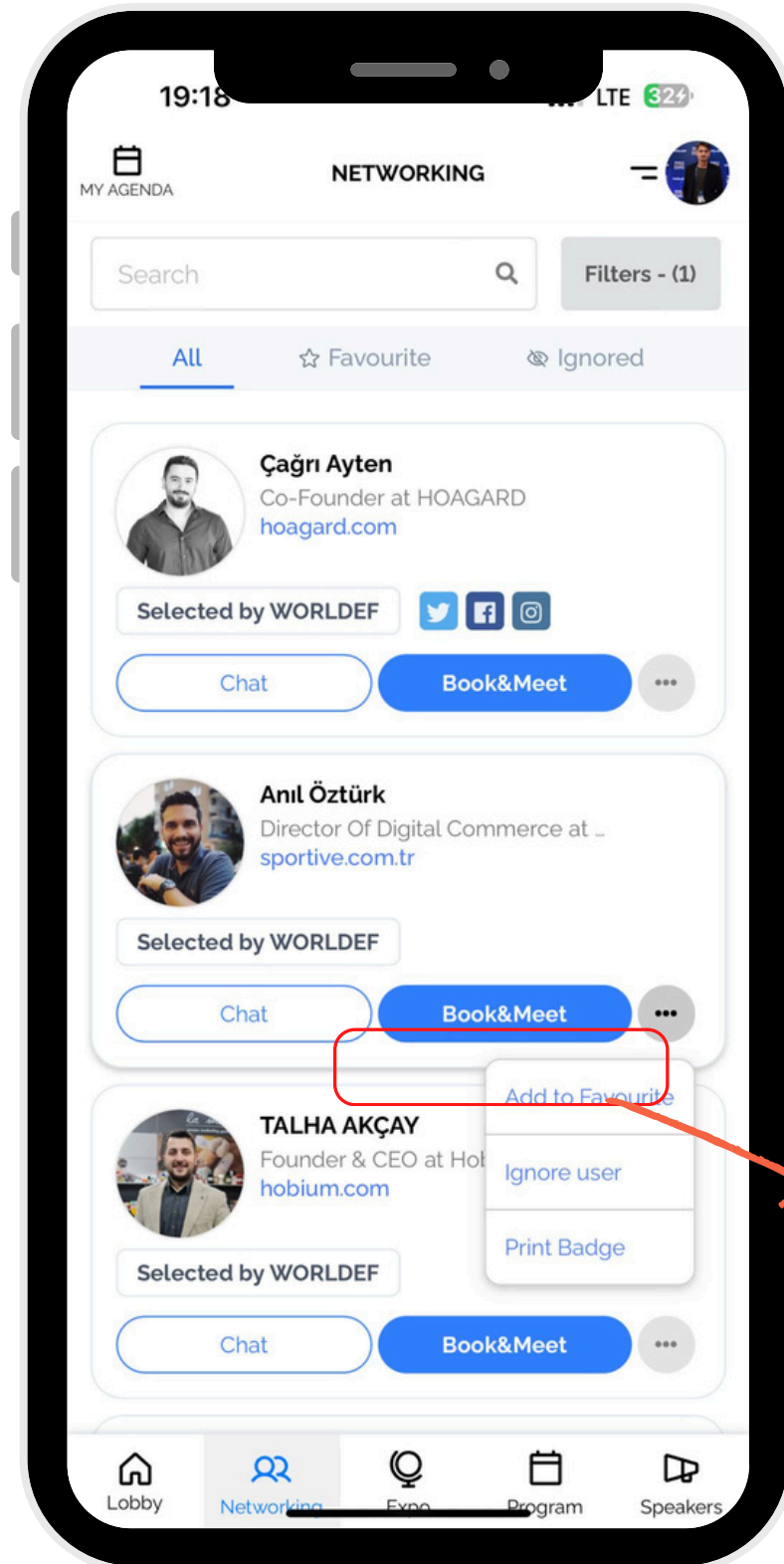
SPEAKERS

All speakers listed on the speakers page



You can add the speaker's session to your agenda by press the "add to agenda" button

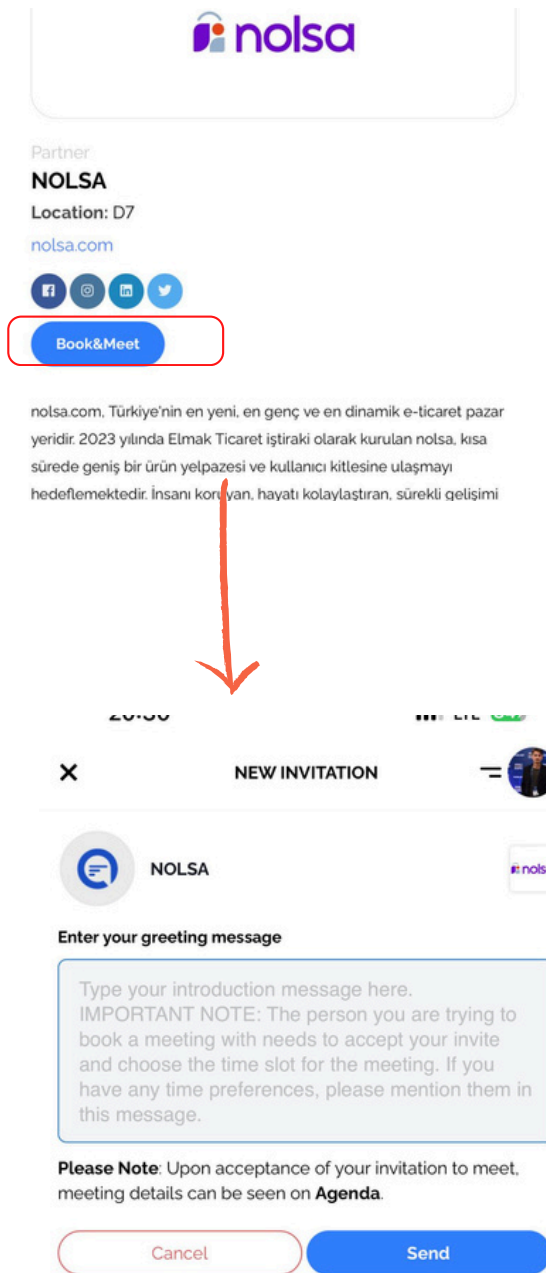
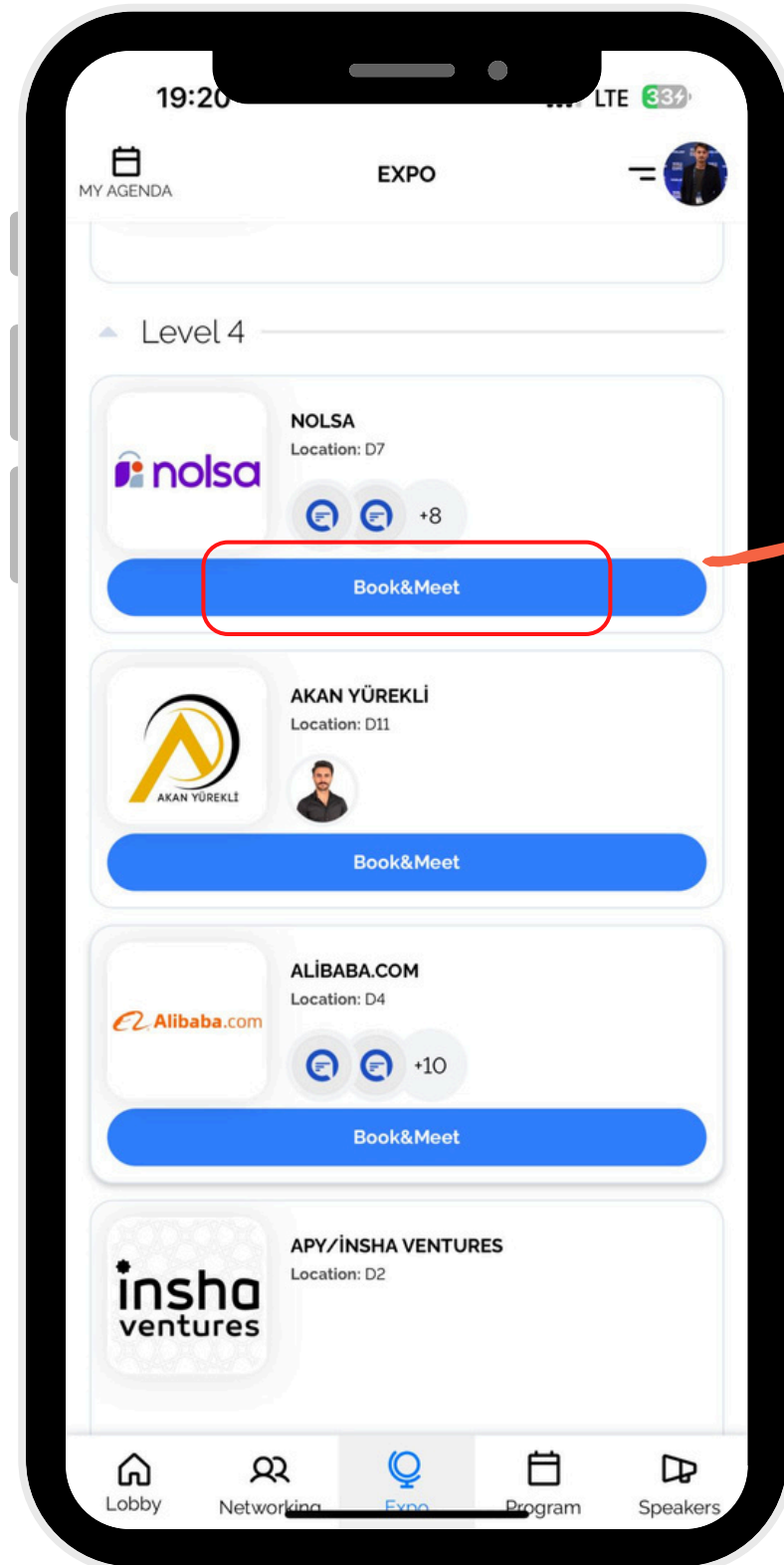
SEND INVITATION TO AN ATTENDEE



You can find attendees that you want to meet on the networking tab, press on "book and meet" button to send invitation

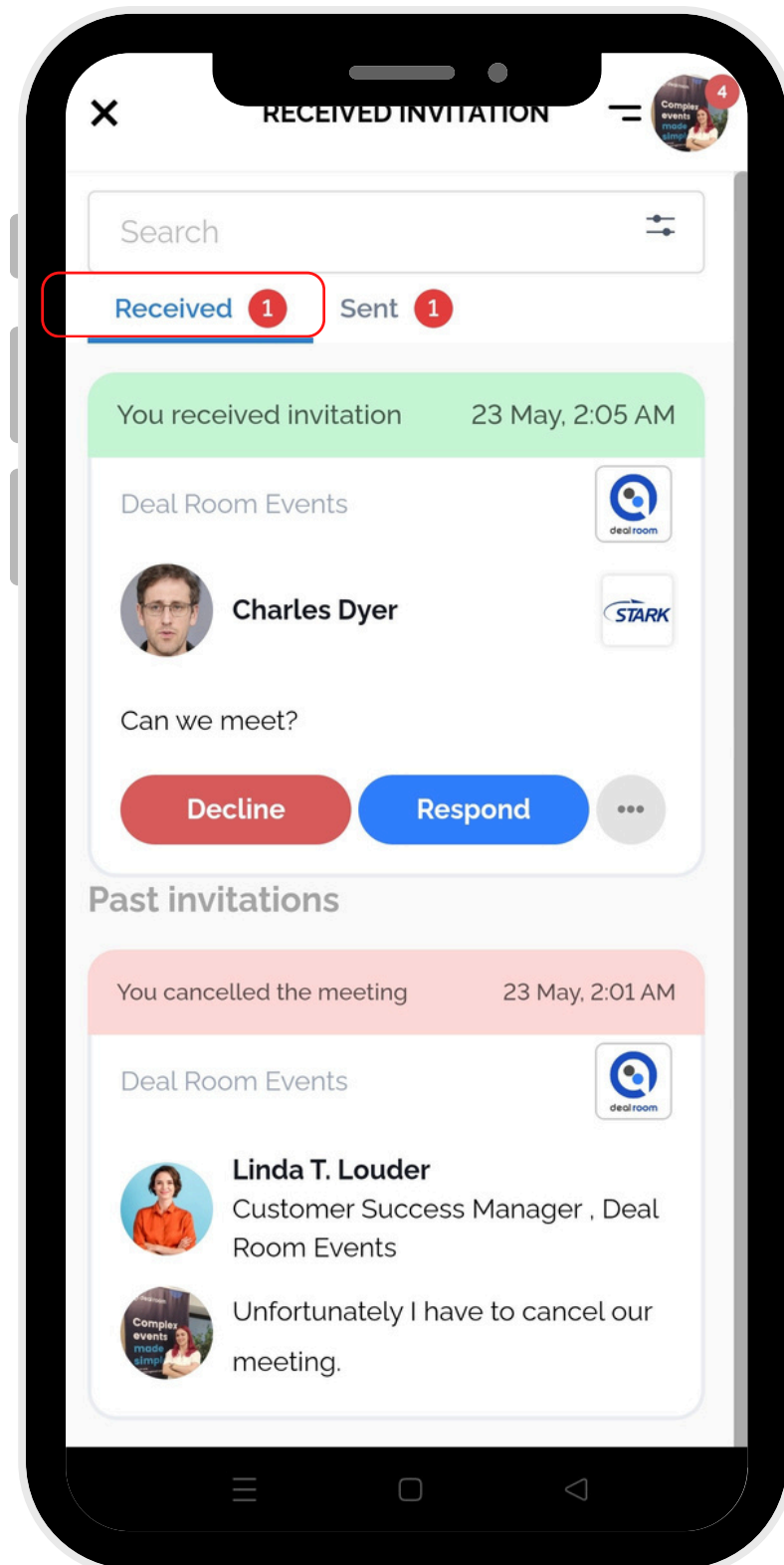
You can write your message and press "send" button

SEND INVITATION TO A COMPANY



You can press on "book and meet" button on the company of in the company details and send an invitation to company

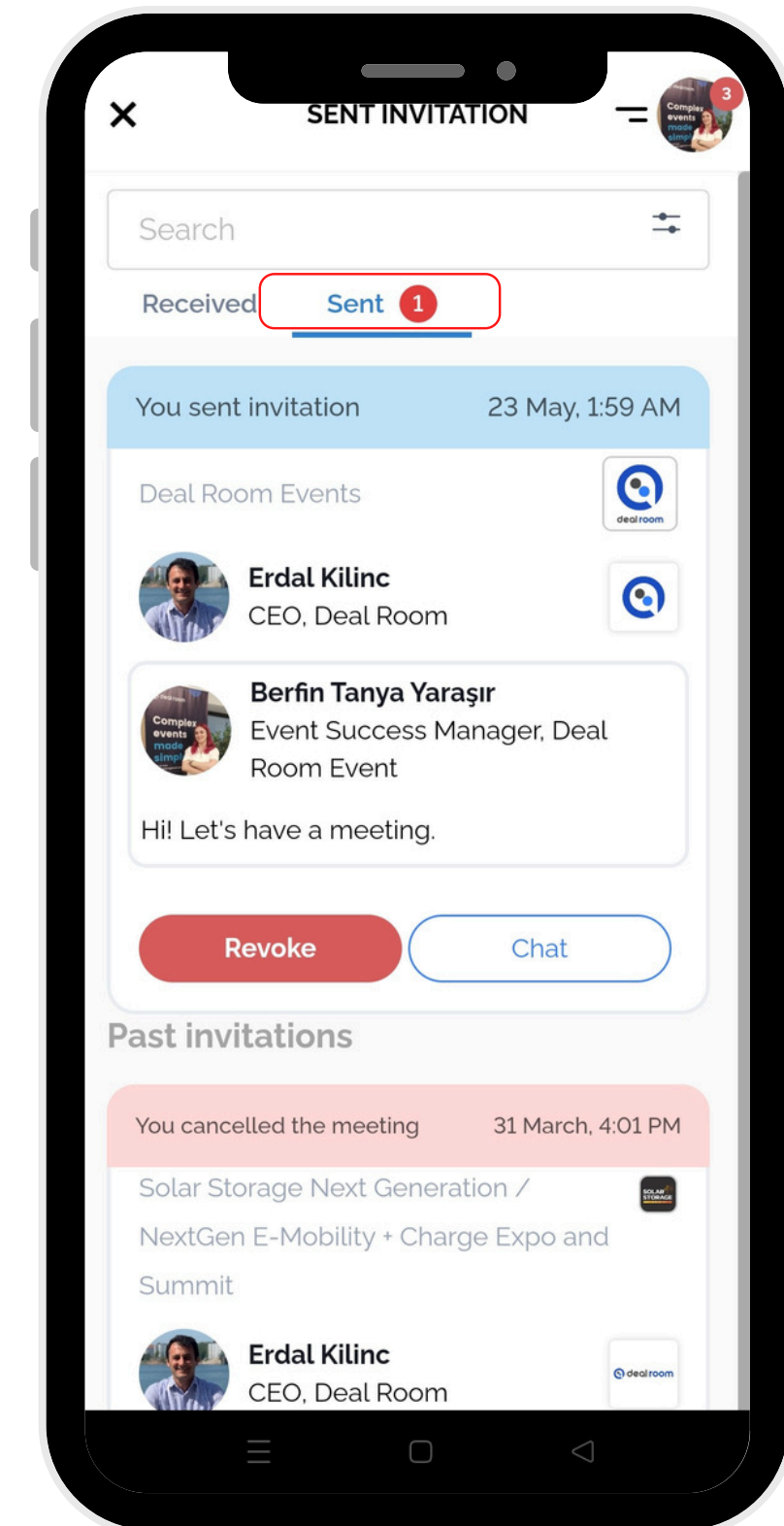
INVITATIONS TAB



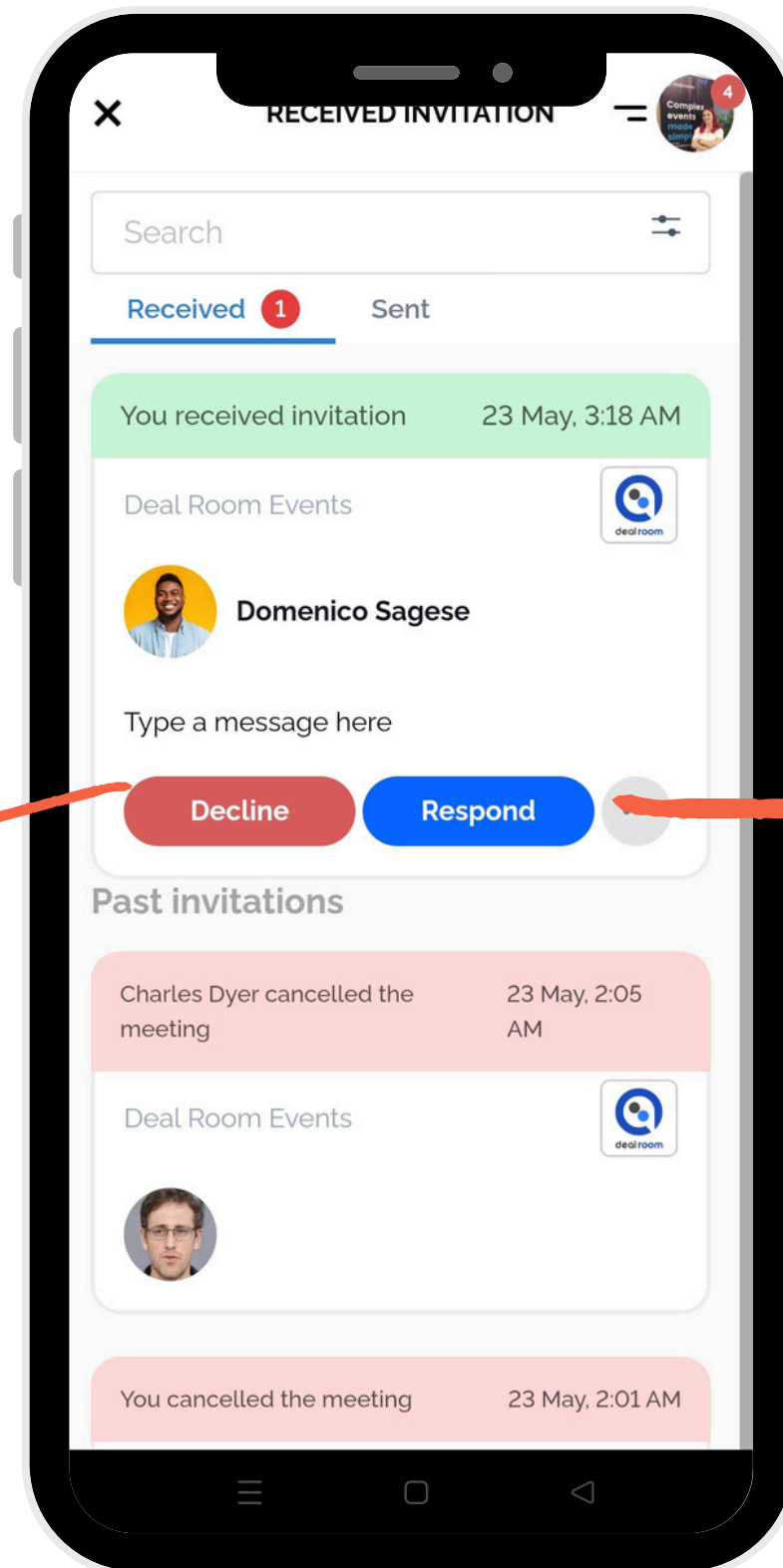
If you go to the "invitations" tab from the right sidebar you can see your "received" and "sent" invitations.

Under the "received" tab you can see the invitations that you get and accept or decline them.

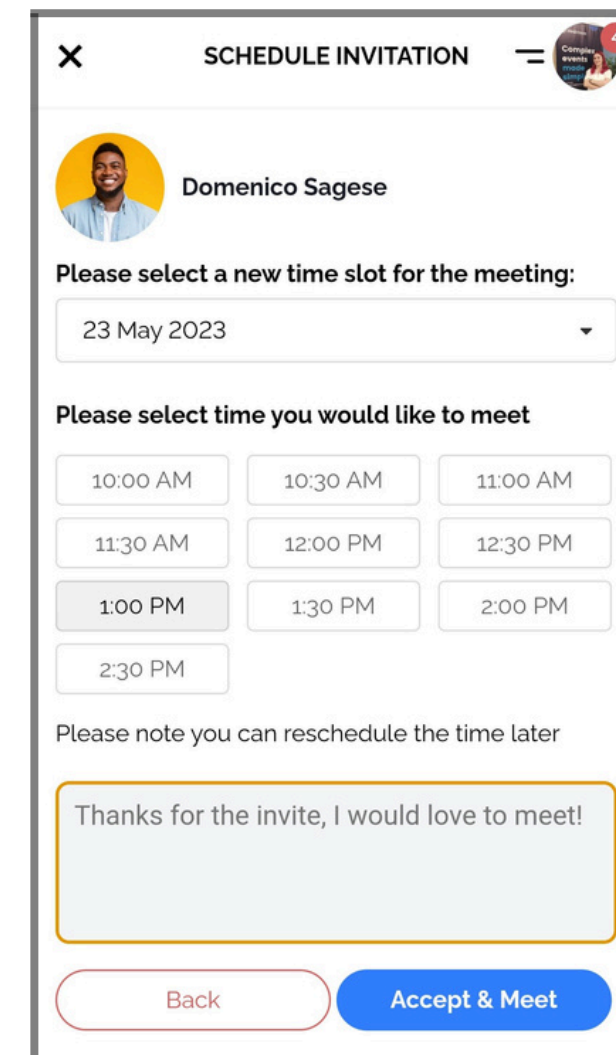
Under the "sent" tab you can see the invitations that you sent and you can revoke them if you want.



ACCEPT OR DECLINE MEETING



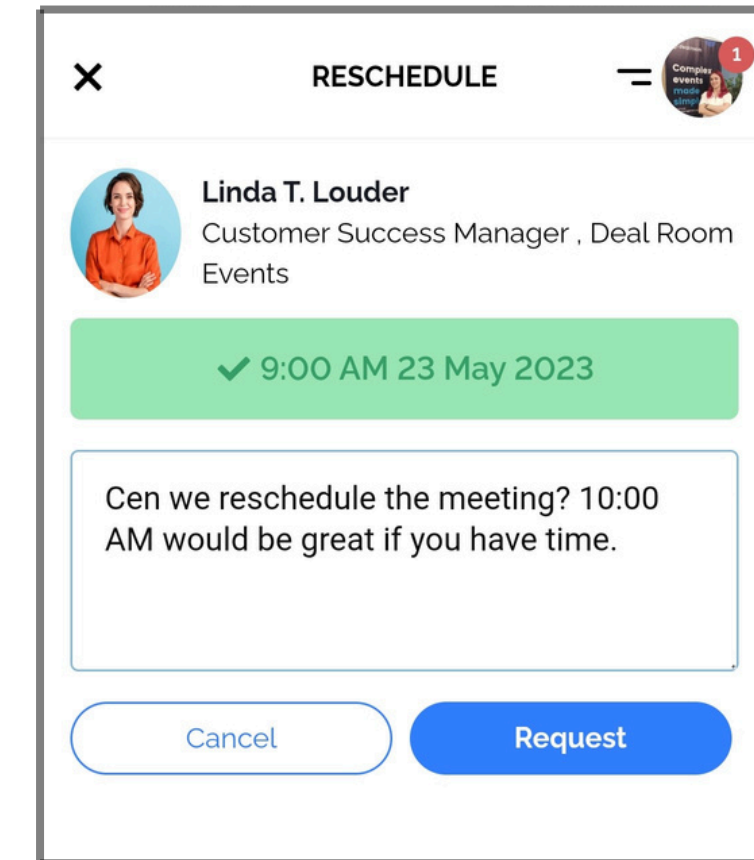
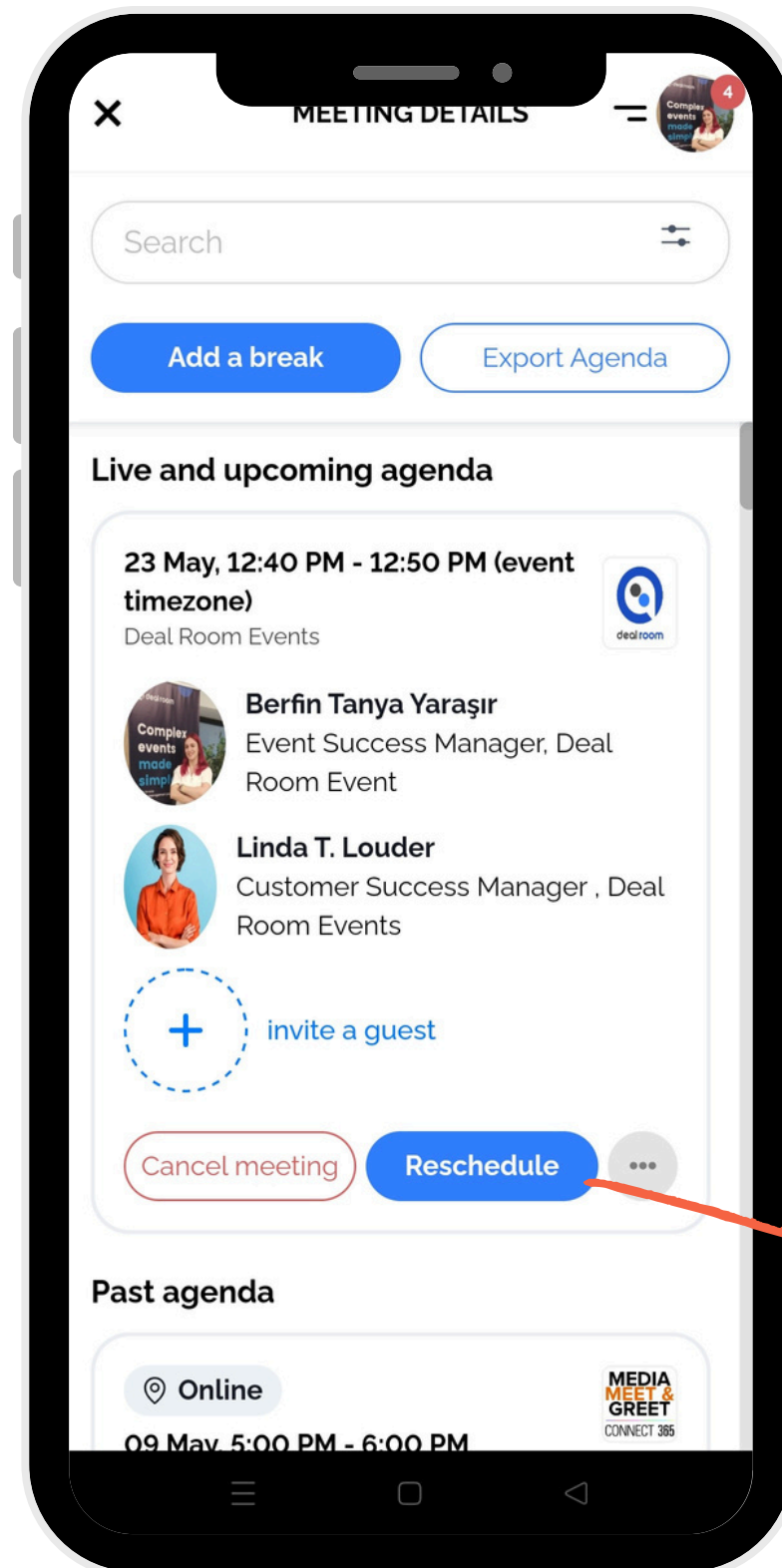
If you want to decline the meeting you can press on "decline" button



If you press on "respond" button, meeting acceptance page will pop-up. Select a time slot and press "accept and meet" button

RESCHEDULE MEETING

If you go to the "agenda" tab from the right sidebar you can see the sessions that you add and your meetings.



You can write your message and press "request" button

If you want to reschedule a meeting you can press on "reschedule" button under the meeting

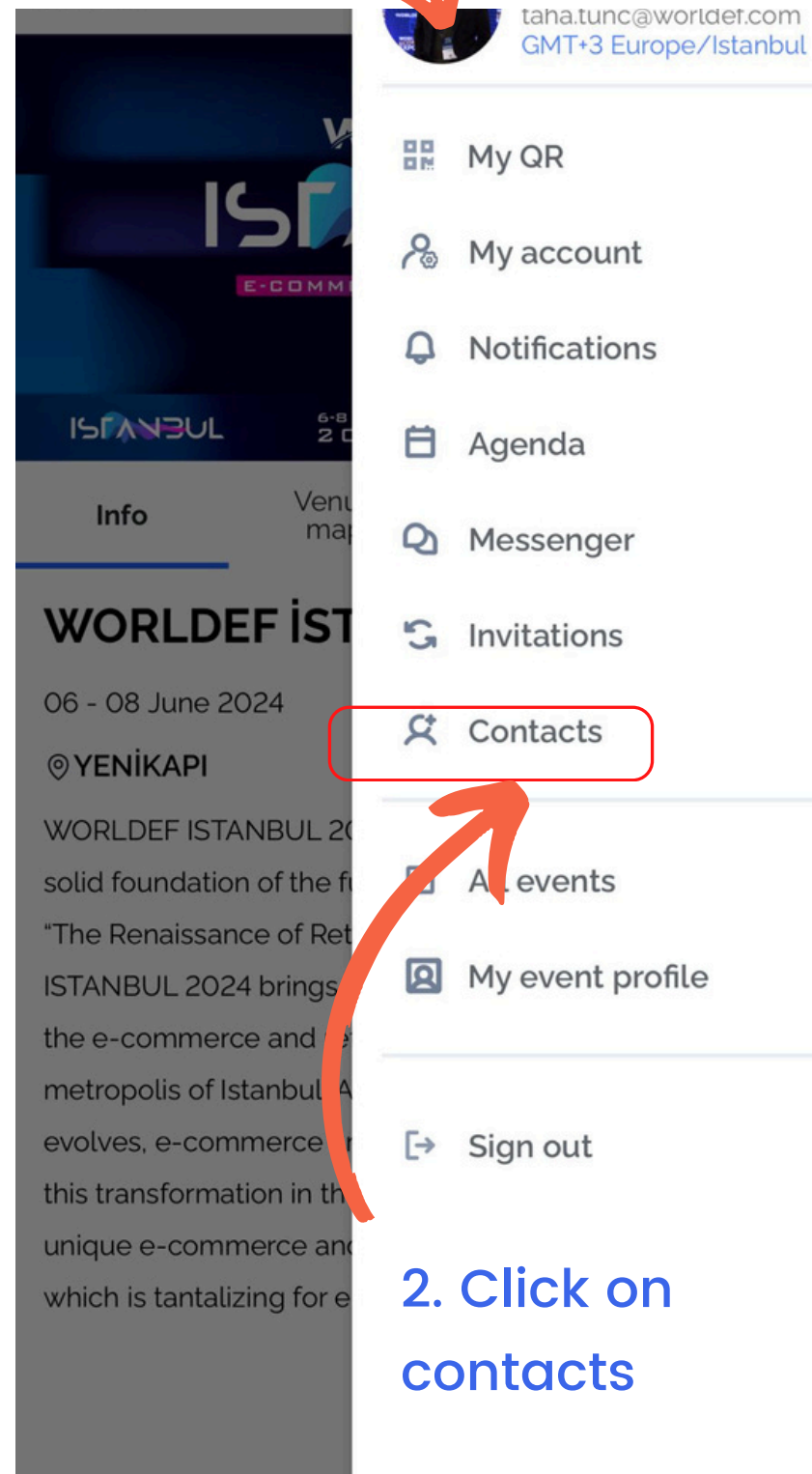
BADGE SCANNING

Works Best with your mobile phone.

Add event attendees to your contact list via badge scanner in easy steps:

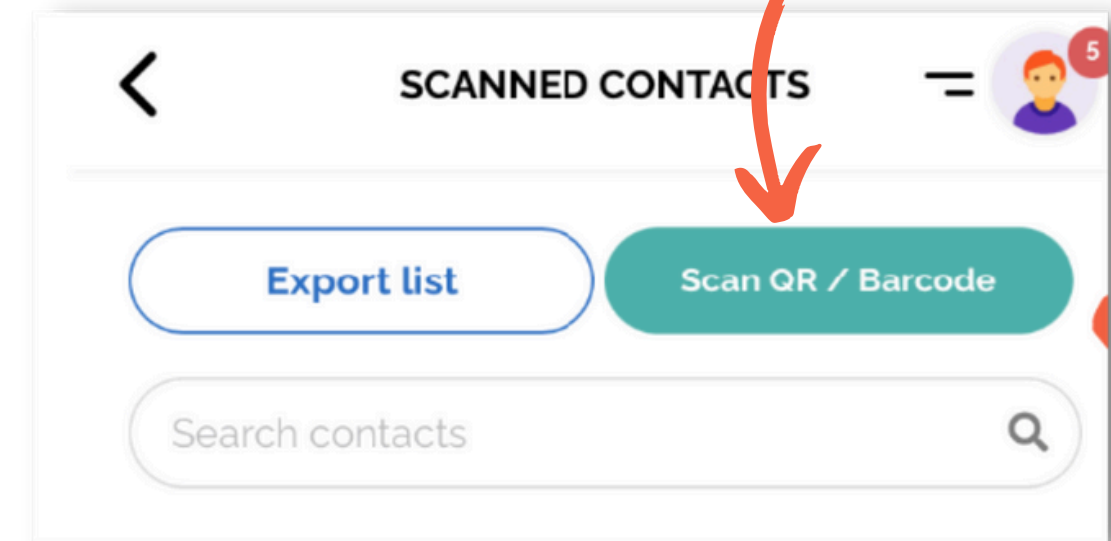
1. Click on your avatar picture on mobile app or browser
2. Select "Contact" from your profile menu
3. Click on Scan Barcode
4. Allow the app to use your camera

1. Click on your avatar picture

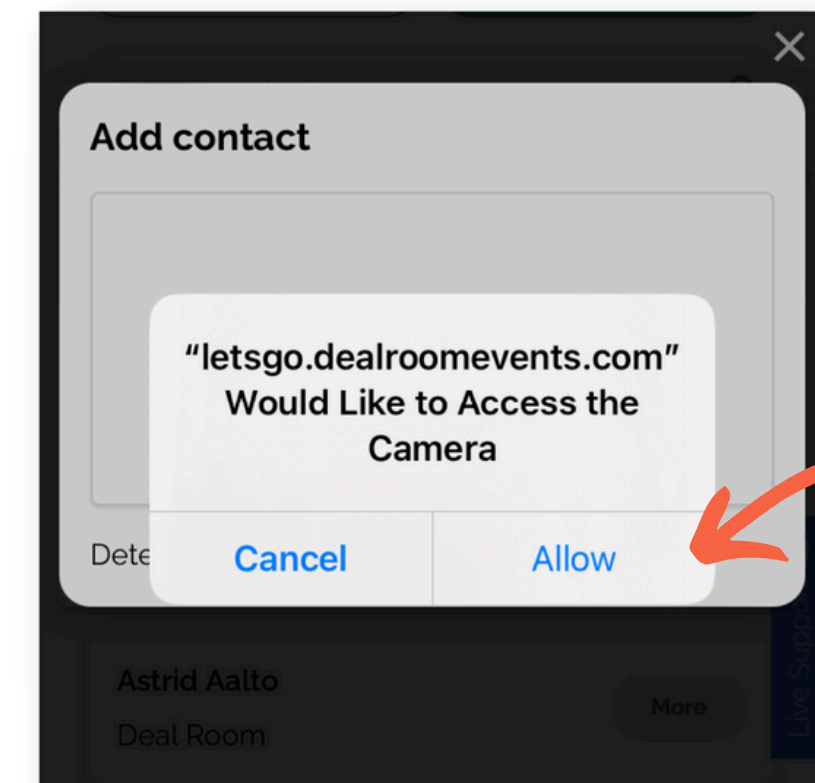


2. Click on contacts

3. Click to Scan QR/Barcode

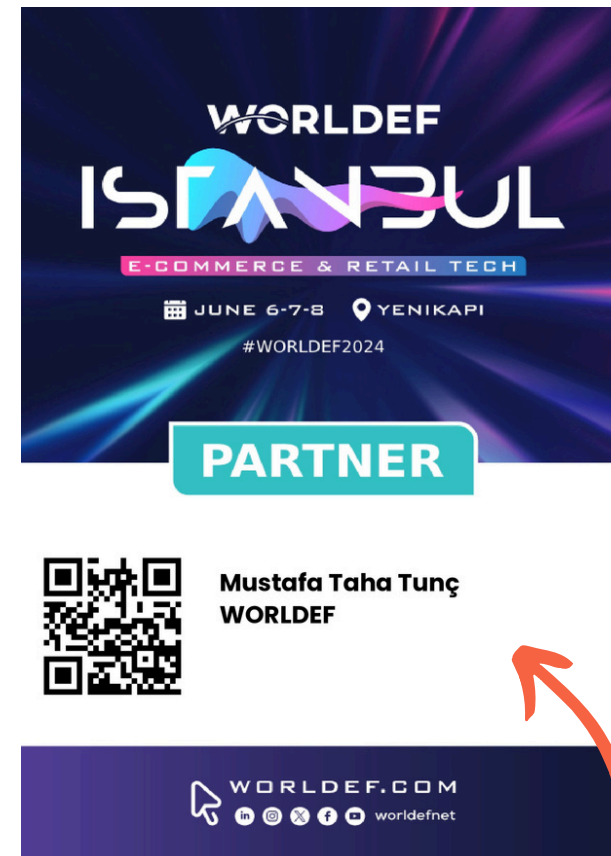


4. Click on Allow



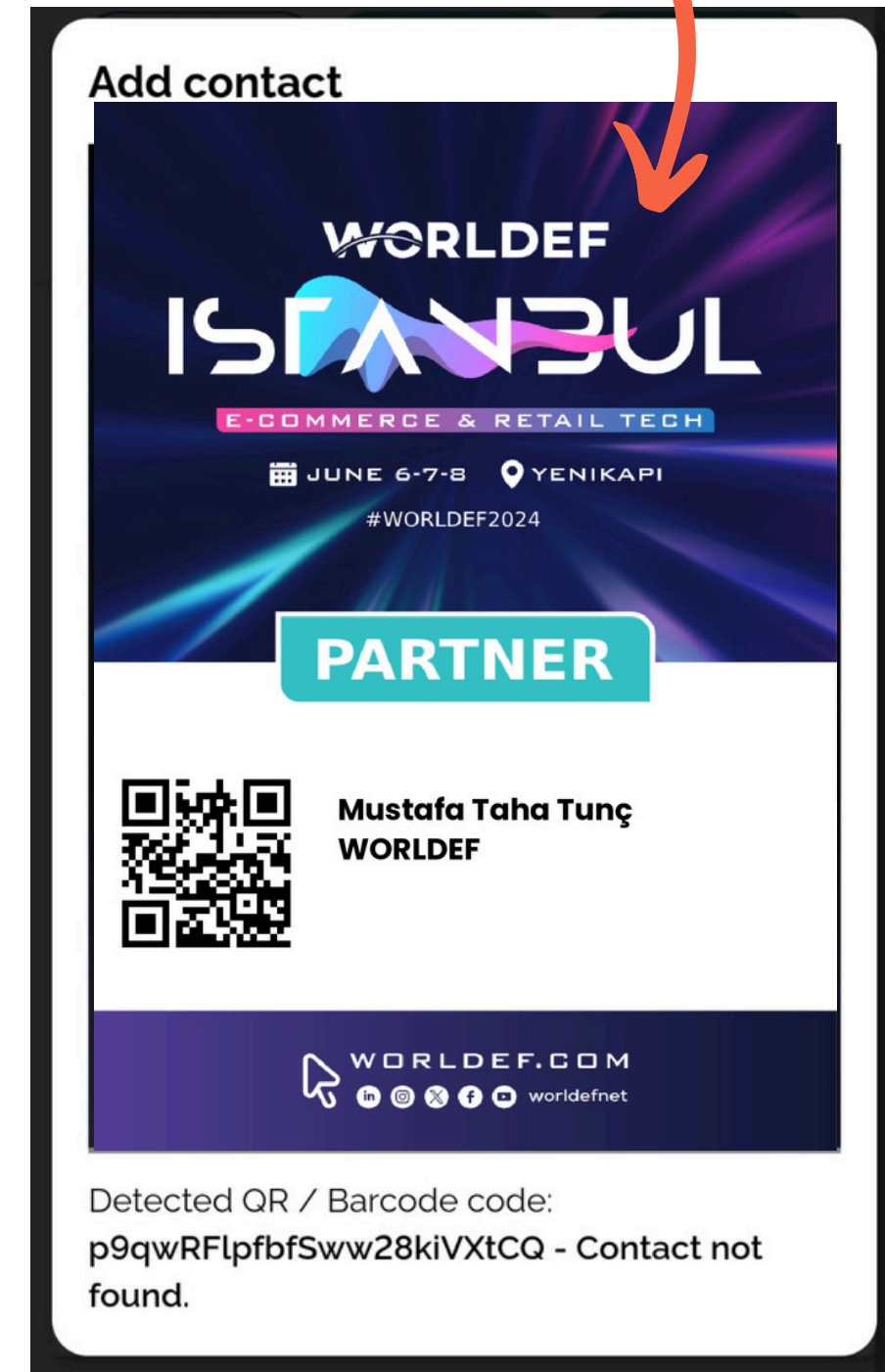
BADGE SCANNING

5. Prepare the badge
6. Direct your phone camera towards the **QR code** on the attendee badge



5. Prepare the badge that you going to scan

6. Scan the **QR code**



BADGE SCANNING

7. Check attendee contact details and add a note to the Contact Card
8. Click on Add as a New Contact

SCANNED CONTACTS

Add contact

First Name
Erdal

app.field.lastName (optional)
Kilinc

Emails
erdal.kilinc@dealroomevents.com

Phone (optional)
1 (702) 123-4567

Company (optional)
Deal Room Events

Job title (optional)
CEO

6. Scroll down

Phone (optional)
1 (702) 123-4567

Company (optional)
Deal Room Events

Job title (optional)
CEO

Website (optional)
Website

Note (optional)

Add as a New Contact

7. click "Add Contact"

SCANNED CONTACTS

Search contacts

Astrid Aalto
Deal Room
More

You will then find the contact under '[Scanned Contacts](#)' list

MY QR

If you want to open your QR code:

1. Select "My QR" from your profile menu on mobile app or browser
2. Select the event you will attend
3. Show your QR to organizer team

Click on My QR

