# 2018 ANCC Pathway to Excellence Conference Lead Retrieval

What to Expect:

- When you purchase Lead Retrieval we give you the best experience all in the same app, directly on your smartphone.
- Become an exhibitor and purchase Lead Retrieval (exclusively available on our App)
- Download the 2018 PTE App from App Store or Google Play (developed by Double Dutch)
- After purchase, the designated App Admin will be noted in the App
- Booth Staff will automatically be entered into the App once Registration is complete
- All booth staff including the Admin, who have been paid for and registered, will be able to login to the App to scan attendee badges.

Setting up your device:

- Download the App at: http://bit.ly/ptecon18app
- Enter the email address from your welcome email
- Enter the default password: 123456
- Select Event
- Click ≡ on the bottom right corner
- Click on "Lead Retrieval"
- Allow the App access to your camera
- Start scanning, you are all set!
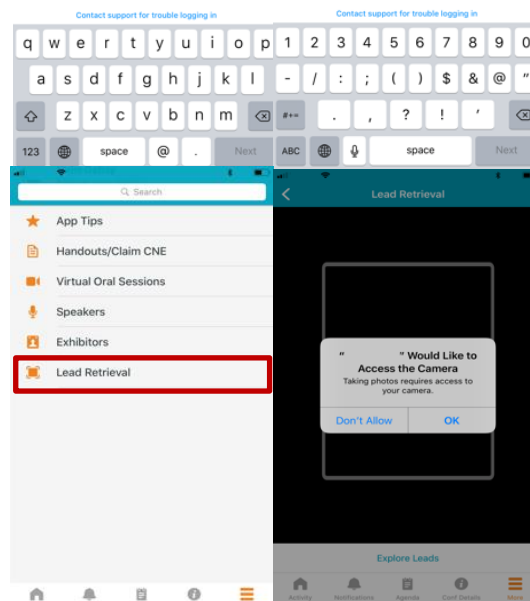
Exhibitor Resources:

- Understanding the different Exhibitor Roles
- How to Scan Attendees

ADDITIONAL INFORMATION:

It is recommended to turn your phone's WiFi and Data connection off while scanning attendees. The scanned leads will be saved locally on your phone. When you connect to WiFi or a Data connection your leads will by synced to your company's database. See page 2 for further details on how to retrieve your lead report.

Please make sure all participating booth staff is registered as an exhibitor.

Exhibitor Registration

Thank you for Purchasing Lead Retrieval

What's Next

Make sure you are logged in to the App. Instructions are on the previous page of this FAQ.

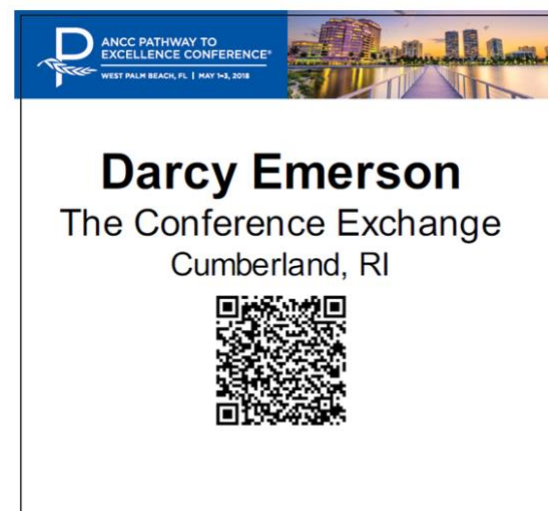## *Didn't get a welcome email from DoubleDutch?*

If you have already registered through Confex, you should be in the App system. To login please use the email address you used during registration. Your default password is: 123456

Sample Badge

Use the sample badge to the right to test and make sure your phone can scan the badge. Follow the instructions on the previous page of this FAQ to learn how to navigate to the LR portion of our App.

How do I get my lead report?

This year instead of needing to gain access to the Exhibitor Portal, we have setup a dedicated email through DoubleDutch to retrieve your lead report. Please email Exhibitorsupport@doubledutch.me

Darcy Emerson
The Conference Exchange
Cumberland, RI

Have a great show!