



LEAD RETRIEVAL ORDER FORM

ANCC National Magnet Conference®
 October 24-26, 2018 | Denver, CO

SUBMIT ▶



Contact Information

Booth Number: _____ Company: _____

Name: _____

Address: _____

City: _____ State: _____ Zip: _____ Country: _____

Tel: _____ Email: _____

Onsite Contact: _____ Mobile Phone: _____

	BEFORE October 23, 2018	AFTER October 22, 2018		
Lead Retrieval:	<input type="checkbox"/> Pre-Show \$500	<input type="checkbox"/> Onsite \$750	Qty _____	Total \$ _____

Lead Retrieval Application License for up to 8 exhibit booth staff.
 Please make sure all participating booth staff is registered as an exhibitor.

Exhibitor Registration

Make checks payable to: ANCC

Mail Payments to:
 ANCC Exposition Management
 c/o SPARGO, Inc.
 11208 Waples Mill Road, Suite 112 ♦ Fairfax, VA 22030

Credit Card Payment:
 An invoice will be sent with instructions to submit credit card payment online.

- Terms:**
- Cancellation of order is subject to a \$50.00 administrative fee.
 - No refunds after September 17, 2018.
 - Exhibitor must provide their own smartphone, tablet, or mobile device.
 - No credit issued for unused licenses.
 - Please allow 1-3 business days to receive confirmation of your order.

Your signature authorizes your credit card to be charged for the total payment due. SPARGO, Inc. reserves the right to charge the correct amount if different from the total listed above. Your order must be submitted on or prior to the discount deadline to receive the discounted rate.

Please check the box and sign below that you have read and understood the terms of this agreement

Signature: _____

For Questions and Support Related Inquiries:
 Haim Gabay, Project Manager
 Nursing Knowledge Center
 301-628-5147 | haim.gabay@ana.org

ANCC Magnet Conference[®] 2018 Lead Retrieval FAQs



Lead Retrieval will give you the best experience all on the 2018 Magnet app, directly on your mobile device.

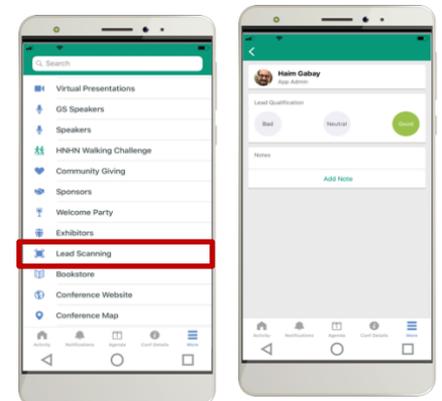
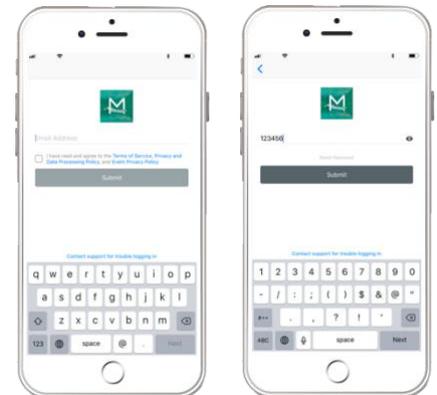
GET STARTED:

- Register yourself and all your booth staff with Confex. Questions? Contact Confex: ancc@confex.com
- 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.
- **NOTE:** Only the admin, designated during Confex registration will be able to retrieve lead reports. See second LR FAQ Page for further instructions on lead reports. If this person is different, please email: haim.gabay@ana.org to make changes.



DEVICE SETUP:

- Download the App at: <http://www.magnetcon.org/app> OR Download the “2018 Magnet” app from App Store or Google Play Store
- Enter the email address from your welcome email
*usually the email address you registered with
- Enter the default password: 123456
- Select Event
- Click  on the bottom right corner
- Click on “Lead Scanning”
- Allow the App access to your camera
- Start scanning, you are all set!
- **IMPORTANT:** If you leave your scanner open when not scanning, you might get an error scan that could look like a long number or “Scanned Lead” with no data. This is called a “phantom scan”. It can happen when the app thinks it is capturing a barcode. Please be sure when scanning that you are scanning a barcode when the camera view is open.



EXHIBITOR RESOURCES:

- Understanding the different [Exhibitor Roles](#)
- How to [Scan Attendees](#)

WiFi/DATA Connection:

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 be synced to your company's database. See page 2 for further details on how to retrieve your lead report.



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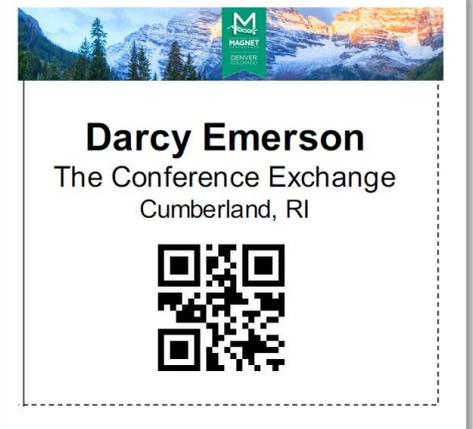
Lead Retrieval will give you the best experience all on the 2018 Magnet app, directly on your mobile device.

WHAT'S NEXT:

- You should receive a welcome email from DoubleDutch two (2) weeks prior to the conference with login instructions.
- Didn't receive the email? As long as you are registered in Confex you will have access to the app using the email address from registration and the default password: 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.



LEAD REPORT:

This year we have two ways to retrieve your lead report.

1) Exhibitor Portal from DoubleDutch. [Login Here](#)

You will receive an automated email as the Exhibitor Admin, two (2) weeks prior to the conference with login credentials for this site. Once you are logged in you can click on Leads at the top navigation bar. From this screen you will be able to export your leads. See example below.

2) We have setup a dedicated email through DoubleDutch to retrieve your lead report. Please email Exhibitorsupport@doubledutch.me.

NOTE: This method may take 24-48 hours to retrieve your lead report

