NCRA EVENT MOBILE APP ACCESS

The *Engagefully* **app** is the official app for the 2024 NCRA Conference & Expo.

> ➤ Registered attendees will receive an app invitation email from NCRA **to the email address used for registration**.
> ➤ **From your mobile device**, follow the "**Get started now**" link in your NCRA app invitation email to access the app via the iOS Apple or Android Google Play stores.

NOTE: Remember to access the app download link from the mobile device you wish to download the app to.

Troubleshooting tips

- Be sure to **use the email used to register for the Conference** to access your app invitation email (from NCRA) and your app login link (from Engagefully).
- *Check to see if emails by "Engagefully" are being sent to your email junk folder.*
- **This event is open to registered attendees only**. Email meetings@ncra.org with any questions regarding your event registration.
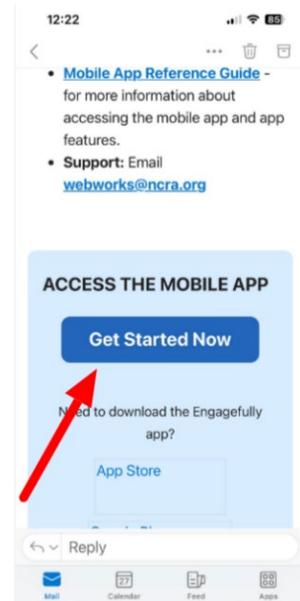
Mobile App Support/Resources

➤ NCRA Event Mobile App website

➤ **Mobile app email support**: Email webworks@ncra.org

App support is available via email Monday to Friday, 7 a.m. to 6 pm (Eastern) during the Conference. For assistance while on-site in Louisville, please visit the NCRA Registration Desk.

➤ **General event inquiries:** Email meetings@ncra.org

App download and access instructions

1. **Link access to download *Engagefully* app**

Follow these steps from the device you wish to download the app to.

  i.   Check your inbox for your NCRA app email invite (<u>the email used to register for the Conference</u>). Follow the "**Get started now**" link in the email to proceed with downloading the *Engagefully* app. **OR;**

  ii.   Follow this link <u>https://appdownload.rdmobile.com/ef/national-court-reporters-association/553</u> and select the appropriate IOS or Android app store link to install the Engagefully app to your device.

2. **Download the <u>Engagefully</u> mobile app**

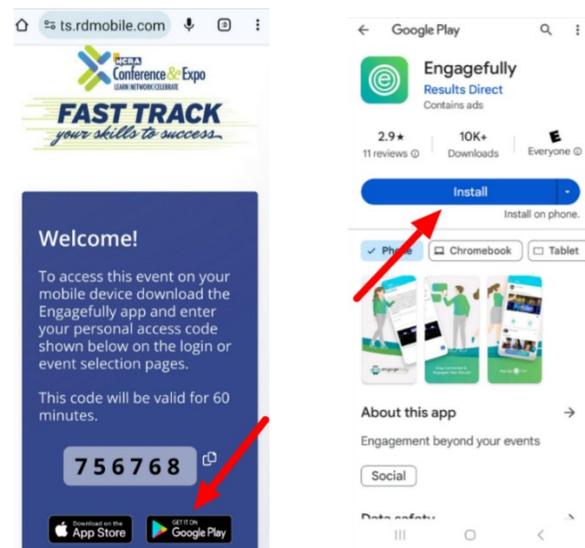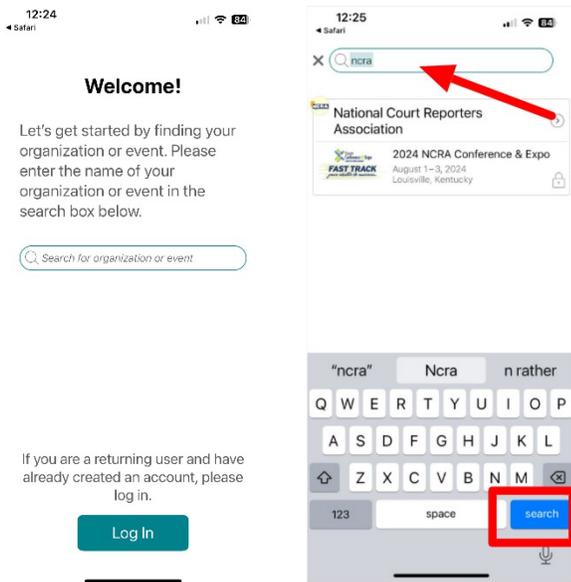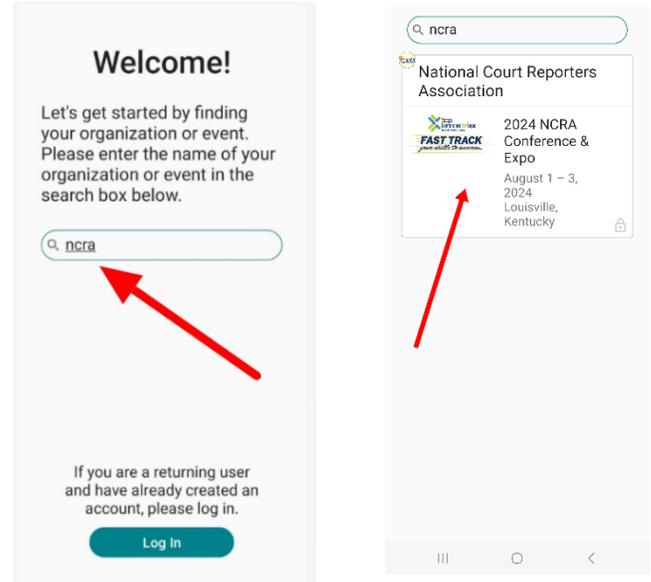| **iOS**	**ANDROID**
Select the cloud arrow to download the app. (Returning Apple users will be prompted to update the app version.)	Select the Google Play icon. "Install" and open the app. (*If prompted, select "Allow" to receive notifications from Engagefully.*)

3. **Search for NCRA. Type "ncra"** to search and tap to select the 2024 NCRA event.
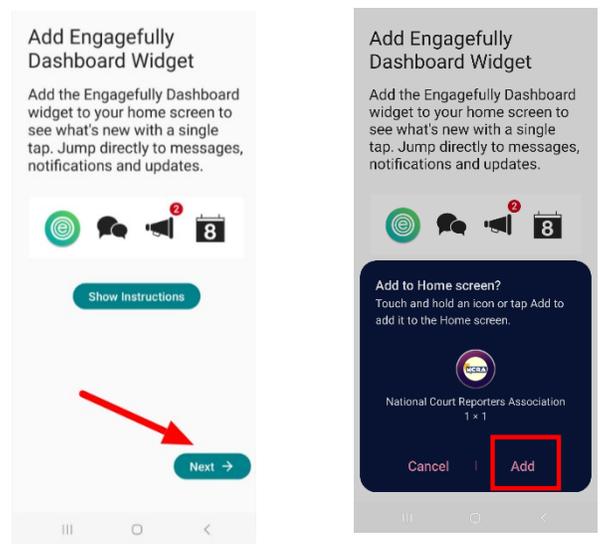
iOS | **ANDROID**

4. **Customize to NCRA event app logo for device dashboard.**

Optional: You will be prompted to switch to custom NCRA event app logo (used as the dashboard widget) on your device home screen.
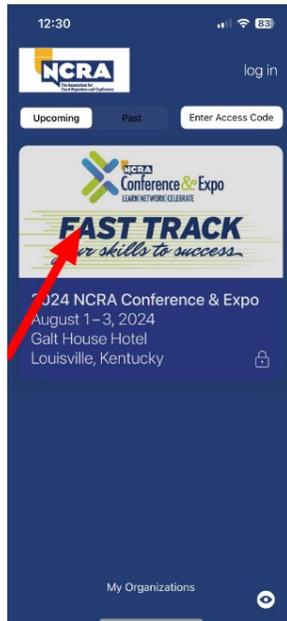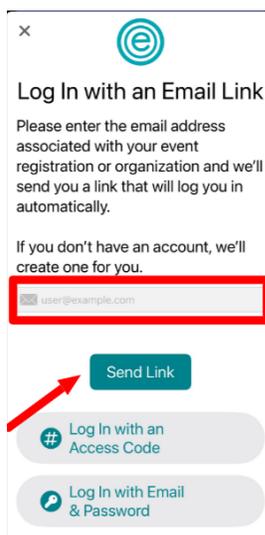
iOS | **ANDROID**

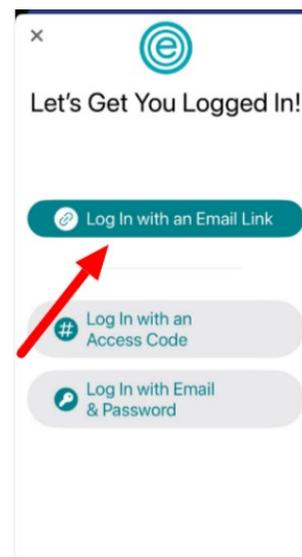## 5. Tap "Select This Event" to enter the event.

6. Get your custom Login link.

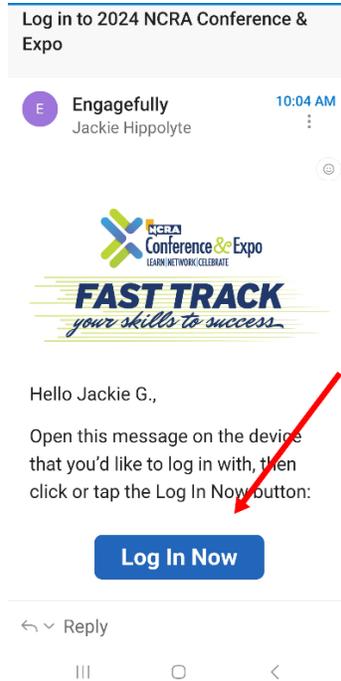**6.1** Select the default **"Log In with an Email Link".**

6.2 Type in the email used for event registration and tap "**Send Link**"
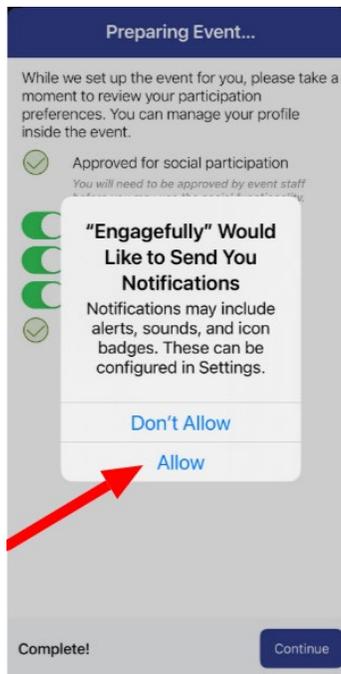
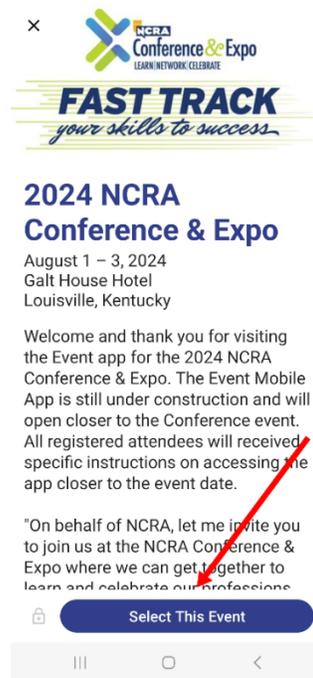## 7. Check your email inbox for an email from Engagefully.

1. Select the "**log in now**" link in the email. *(NOTE: This link can only be used once.)*
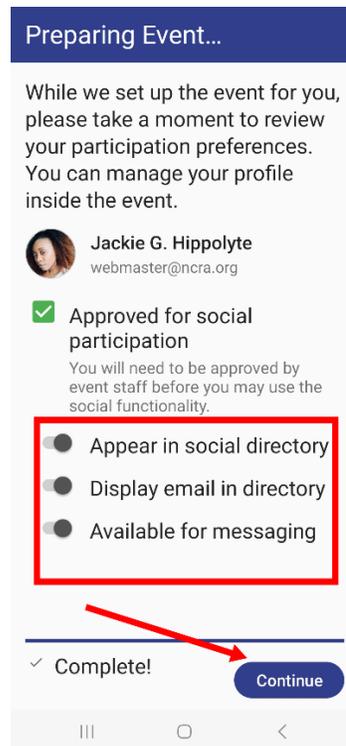

Apple users: *We recommend you select "Allow" for app notifications by Engagefully. Review your social participation options and select "Continue".*

8. Enter the event. Tap "**Select This Event**".

Android users: Will be prompted to review settings for social participation. Select "Continue" to proceed.

You are now logged in!

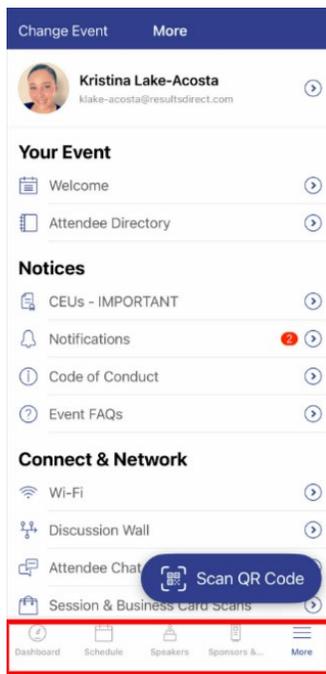## 9. Event navigation

<table>
<tr><td align="center">**iOS**</td><td align="center">**ANDROID**</td></tr>
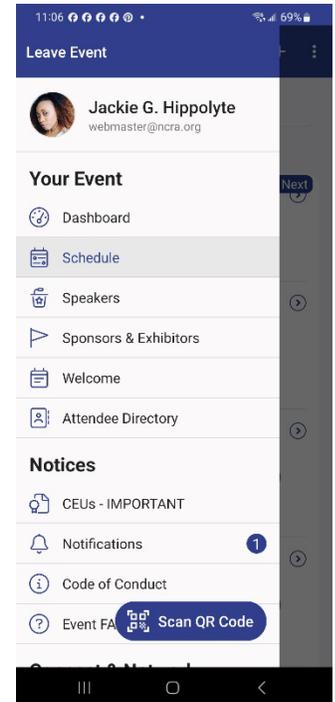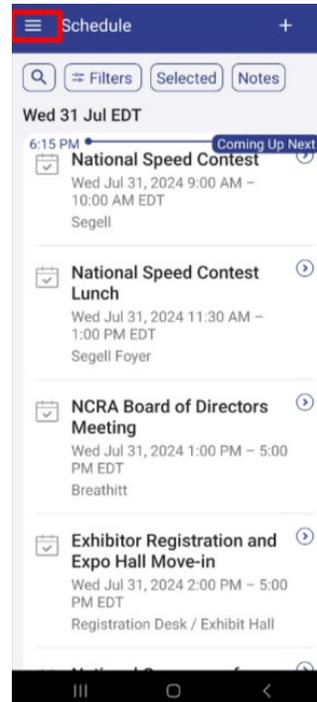<tr><td>Main event menu items are located in the horizontal navigation bar at the bottom of your screen. *(See "more" tab for additional items).*</td><td>Event navigation is accessible from the 3 horizontal lines to the top left of your screen</td></tr>
</table>

NOTE: *The Log in link in your email can only be used once. Once logged in, users remain logged in to the app. A password is optional and not required for the event app. If you exit the app, you may use the "Login In with an Email Link" feature for reentry.*

Desktop/web access

Use the following link for desktop/web access to the event app:
https://events.rdmobile.com/Home/Details/553

NOTE: *the desktop web version of the app renders a slightly different experience and* limits the accessibility of certain features such as the QR Code scan required for CEU check-in.