

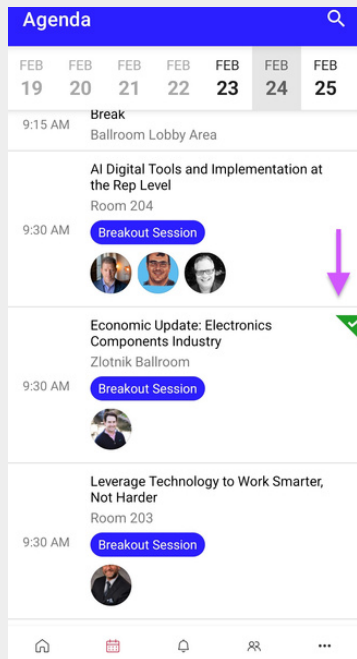
Your Guide to the 2025 ERA Conference Mobile App



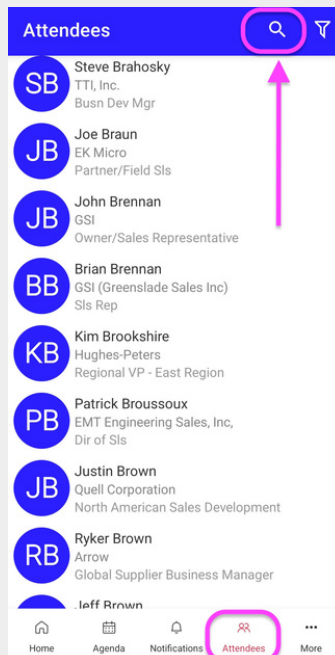
Download the app by scanning the correct QR code to the right using your mobile device. OR, search “ERA Conference” in your app playstore.



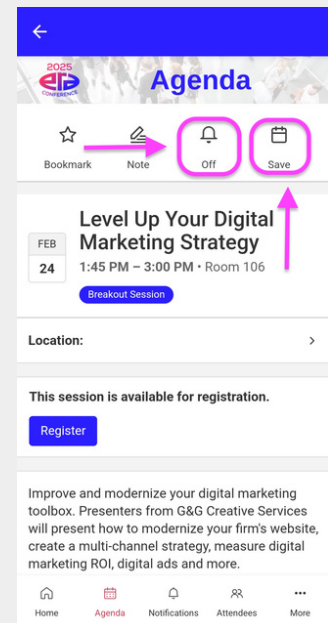
Your registered sessions will appear in the Agenda tab with a green check mark in the top righthand corner!



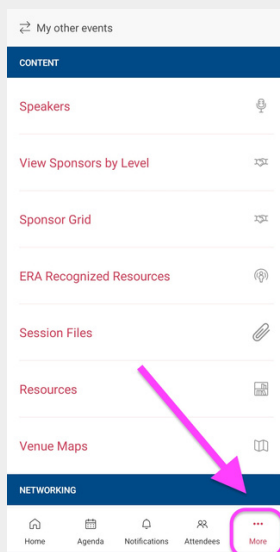
View the attendee list A->Z. Search for names using the search finder. To direct-message a person, click their name and then Message!



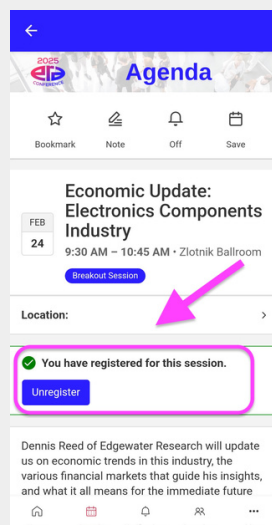
In each session page, you can turn on a reminder notification for it or save it to your personal calendar!



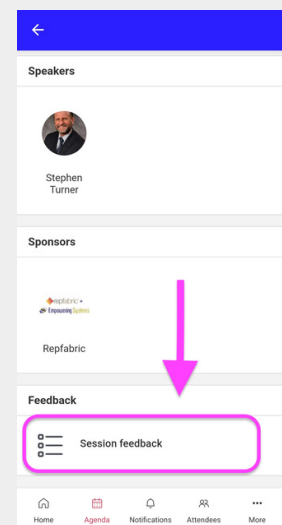
Tap “More” in the lower righthand corner to view more pages: Speakers, Sponsor Grid, Session Files & more!



To unregister from a session, simply click Unregister on the session page.



Session surveys can be found under each Session page at the bottom. We welcome your feedback!



FAQs

Q. Can I find my table number in the app?

A. Yes, your table number will be added under your personal profile about a week before the Conference. Note: We will have assigned seating on Monday of the Conference and on Tuesday, it will be open seating.

Q. I'd like to view the app on my desktop browser rather than my mobile phone. Can I do this?

A. Yes! Visit the app on your browser at: <https://webapp.spotme.com/login/era>.

Q. I opened the app and my breakout sessions are not correct. What do I do?

A. That's ok. Just simply "unregister" yourself for the incorrect session, then "register" yourself for the correct one. (These buttons can be found in each session page.) Remember to unregister first, because you can only be registered for one session per time slot.

Q. I opened the app and my chosen breakout sessions are not there. What do I do?

A. That's ok. Just simply "register" yourself for your sessions using the Register button in each session page. You may only be registered for one session per time slot.

Q. I want to send another attendee a direct message. How do I do this?

A. At the bottom of the home page, click Attendees. Find the individual by scrolling or by using the search finder. Click on their name, and then the Message icon at the top. Type your message in the "Type Message" bubble and click the arrow to send! To view all your Chats in one place, tap More and then Chats.

Q. How can I edit my personal profile?

A. Tap "More" in bottom right corner. Then click the gear wheel by your name. You can hide yourself from the Attendee directory, if you so choose. You can edit your name, company or position by just tapping that field and typing. To upload a photo, tap the circle with your initials on it. You can also import a profile photo from LinkedIn! Be sure to click Save at the bottom when finished.

Q. Will session presentation files be available to view or download after the Conference?

A. Yes. Approximately 24 hours after each session concludes, presentation files will be available at the bottom of each Session page. A list of the files will also be on the Resources page. Audio recordings of the Ballroom sessions will be available 1-2 weeks after the Conference concludes, on a password-protected ERA webpage.

**Questions? Contact Clare Kluck,
ERA Communications Director, at ckluck@era.org.**