



# **SHUTTERFEST 2018** MOBILE APP

**HOW-TO GUIDE**



## Download the ShutterFest2018 app

We're excited to announce our brand new app for ShutterFest 2018! We will NOT have an online platform for the schedule/class registration, so be sure to download the app for the most up-to-date schedule, register for classes, get information on Speakers and Exhibitors, and connect with fellow attendees.

To download the app, please follow the steps below.

1. Click the blue "Open the app" button in the invite email sent to you from ShutterFest2018. This email will be sent to the email address you used to sign up for ShutterFest 2018.
2. Enter your phone number to have the link to the app in the App Store / Google Play sent directly to your phone to download and install (or you can simply search ShutterFest2017 in the App Store/ Google Play and download the app directly).
3. Enter your email address and the temporary password provided in the invite email.  
*Please note: your temporary password is CASE SENSITIVE. Make sure you enter it as it is displayed in your invite email.*
4. If you want to stay up to date on all updates going out through the app throughout the event, make sure to select "Allow" when asked if you want to allow the app to send you notifications.

We will create a pinned post to the ShutterFest Facebook group dedicated to questions around the app.

**VERY IMPORTANT:** Make sure to add [invitations@guidebook.com](mailto:invitations@guidebook.com) to your contacts so the invite email does not go to your Junk Mail.

If you did not receive the invite email and do not remember what email address you used to sign up for ShutterFest 2018...

**Step One:** Check Junk Mail

**Step Two:** Check every possible email address you use and/or could have used to sign up for this year's event.

**Step Three:** ONLY AFTER attempting Step One & Step Two, send an email to [support@guidebook.com](mailto:support@guidebook.com)

**Registration will open at 1:00pm CST on March 19<sup>th</sup>. We suggest you download the app ASAP and write down a list of your first choice classes and backup options if the classes fill up.**

If you haven't already, make sure you request access to the private ShutterFest Facebook group and turn on notifications leading up to the event. This is where we will post all updates and details.





<https://www.facebook.com/groups/shutterfest>



## Log in for exclusive access

The first time you open the app, you will be asked to log in. Please use the email address at which you received your app invitation. Then enter the temporary password provided in the app invitation email (please note: your temporary password is CASE SENSITIVE).

*If you want to stay up to date on all updates going out through the app throughout the event, make sure to select "Allow" when asked if you want to allow the app to send you notifications.*

	
	
ShutterFest	ShutterFest
Please enter the email address you were invited with.	
<input type="text" value="Invite email address"/>	<input type="text" value="alicia@behindtheshutter.com"/> ✓
<input type="password" value="Password"/>	
<input type="button" value="CONTINUE"/>	<input type="button" value="CONTINUE"/>
	<a href="#">Forgot your password?</a>

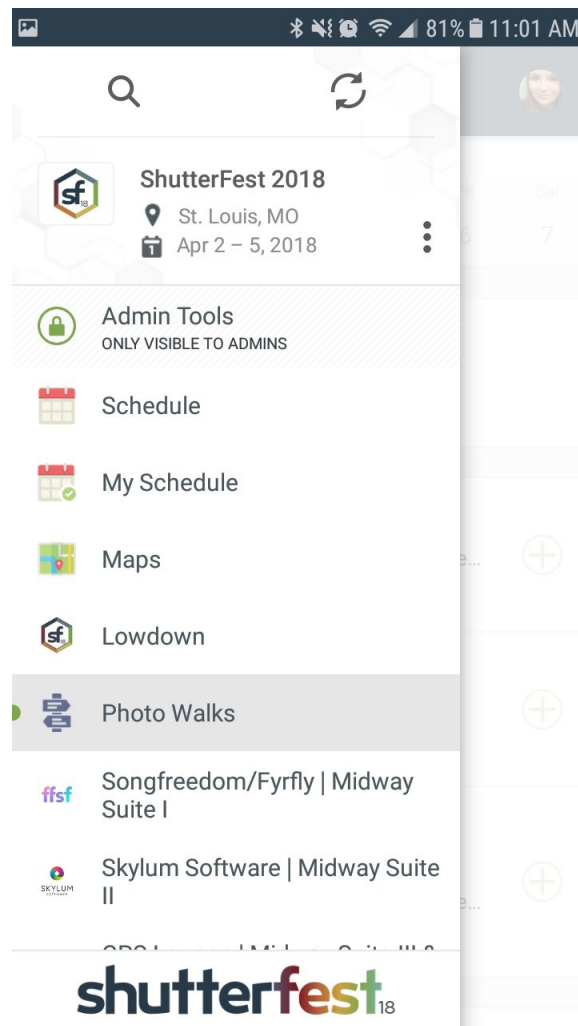
If you have any other trouble directly related to functionality within the app, please reach out to Support at (650) 31-7233 or via email at [support@guidebook.com](mailto:support@guidebook.com).

*Note: This is the contact information for the support staff for the company who hosts our app. They are in no way associated with ShutterFest and will not be able to answer any questions about the event or provide information about the event and/or your ticket/login email.*



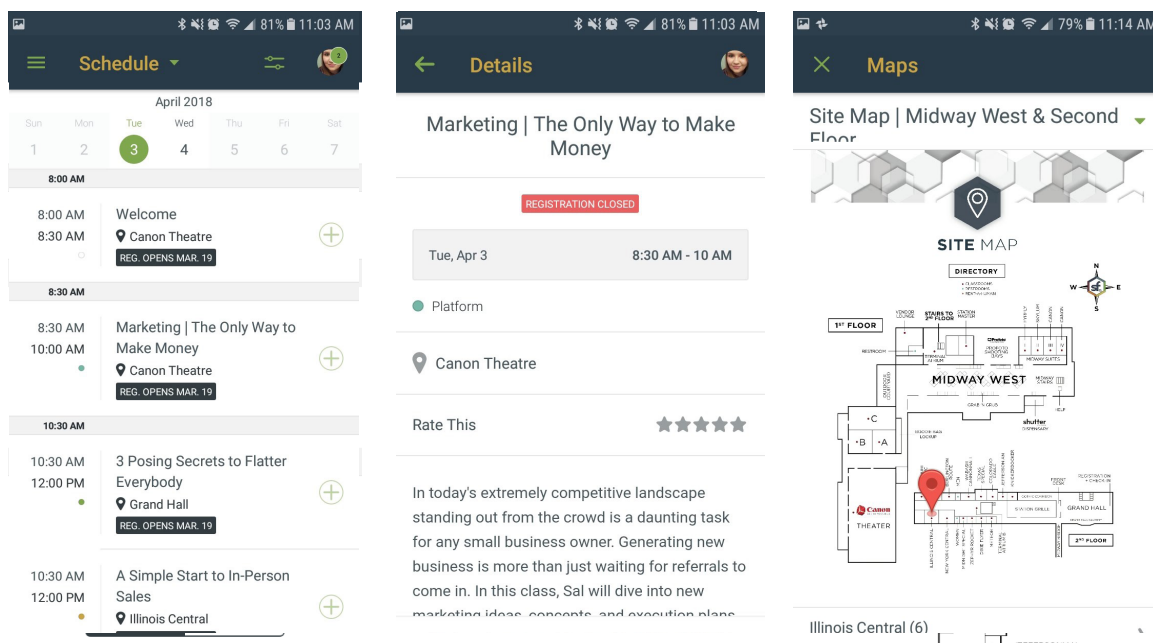
## Navigating the App

In the top-left corner of the screen, you will see a menu icon. Tap this icon to explore the app! You'll find your schedule, exhibitor information, inbox, and more here in this menu.

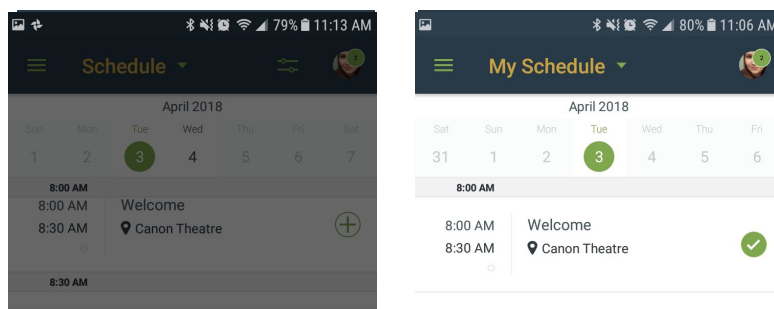


## Register for Classes

In the Schedule, you can tap on the dates at the top of the screen to explore sessions. Tap on the name of a session to view details. If you need help finding the location, tap the map image to visit the floor plan.



Most sessions have a plus sign icon to the right:  When available, tap the plus sign or tap “Add to My Schedule” from the session details. You can even set a reminder in the app.



Would you like a reminder?

10 minutes before

15 minutes before

30 minutes before

45 minutes before

1 hour before

No, thanks

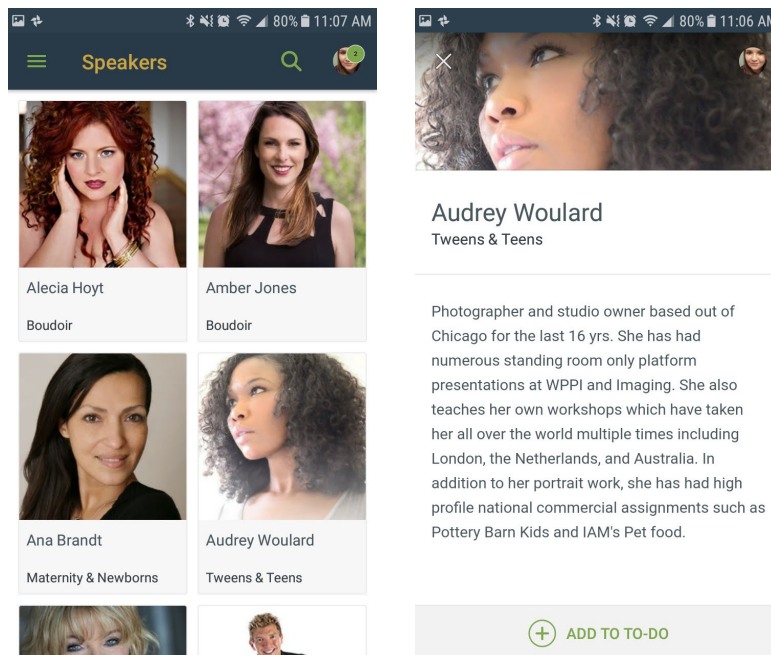




## Find a Speaker

You can use the Speakers list to find a speaker and even find the session(s) where they will be speaking.

Scroll through the list of Speakers, or  search.



**Speakers**

Alecia Hoyt  
Boudoir

Amber Jones  
Boudoir

Ana Brandt  
Maternity & Newborns

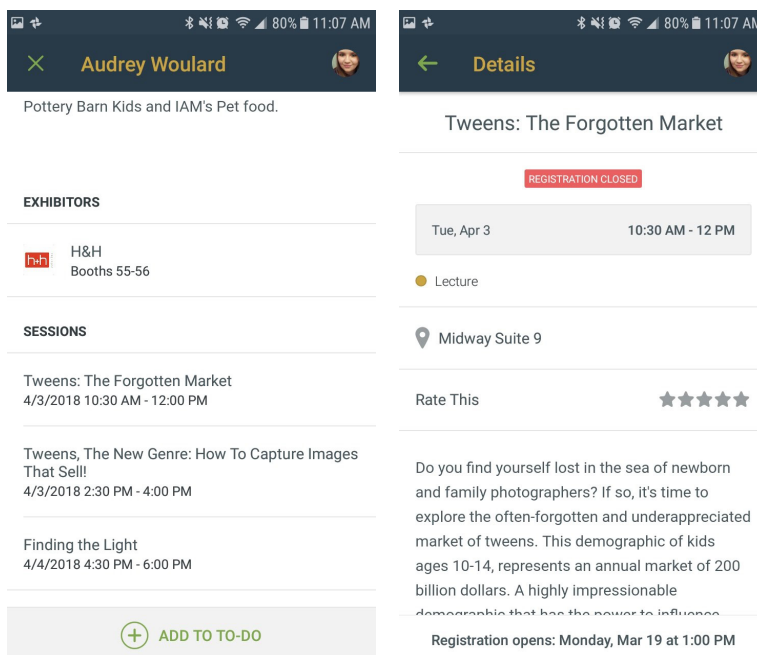
Audrey Woulard  
Tweens & Teens

**Audrey Woulard**  
Tweens & Teens

Photographer and studio owner based out of Chicago for the last 16 yrs. She has had numerous standing room only platform presentations at WPPI and Imaging. She also teaches her own workshops which have taken her all over the world multiple times including London, the Netherlands, and Australia. In addition to her portrait work, she has had high profile national commercial assignments such as Pottery Barn Kids and IAM's Pet food.

[+ ADD TO TO-DO](#)

Tap on a Speaker to view details. Below the Speaker's information, you'll see links to the session(s) where they will be speaking. Tap on the session to view session details.



**Audrey Woulard**  
Pottery Barn Kids and IAM's Pet food.

**EXHIBITORS**

H&H  
Booths 55-56

**SESSIONS**

Tweens: The Forgotten Market  
4/3/2018 10:30 AM - 12:00 PM

Tween's, The New Genre: How To Capture Images That Sell!  
4/3/2018 2:30 PM - 4:00 PM

Finding the Light  
4/4/2018 4:30 PM - 6:00 PM

[+ ADD TO TO-DO](#)

**Details**

**Tweens: The Forgotten Market**

REGISTRATION CLOSED

Tue, Apr 3 10:30 AM - 12 PM

Lecture

Midway Suite 9

Rate This ★★★★★

Do you find yourself lost in the sea of newborn and family photographers? If so, it's time to explore the often-forgotten and underappreciated market of tweens. This demographic of kids ages 10-14, represents an annual market of 200 billion dollars. A highly impressionable demographic that has the power to influence

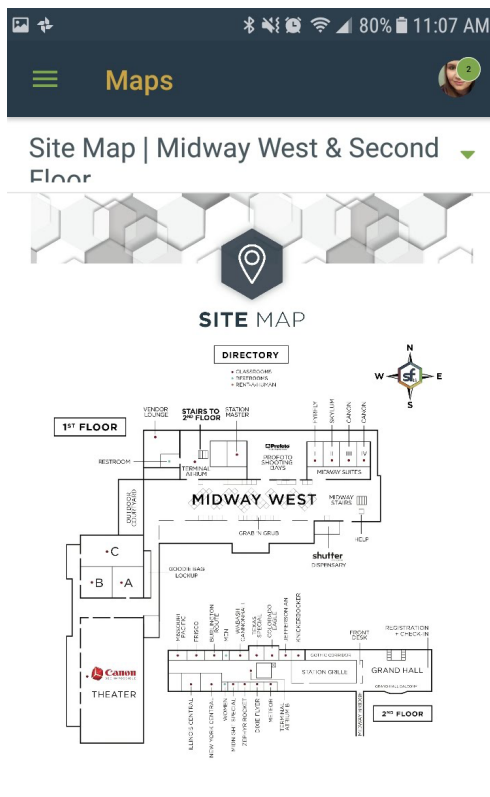
Registration opens: Monday, Mar 19 at 1:00 PM



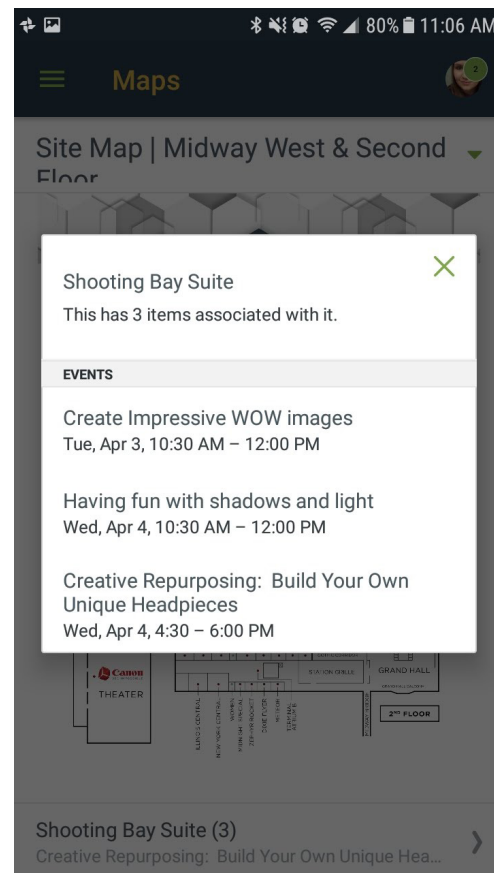
## Explore ShutterFest 2017

You can find the floorplan from any schedule sessions or list items with a location assigned. You can also explore the floorplan from the “Maps” menu item.

Tap on various rooms to see what’s happening there! Then tap an item for details.



35 tappable map regions



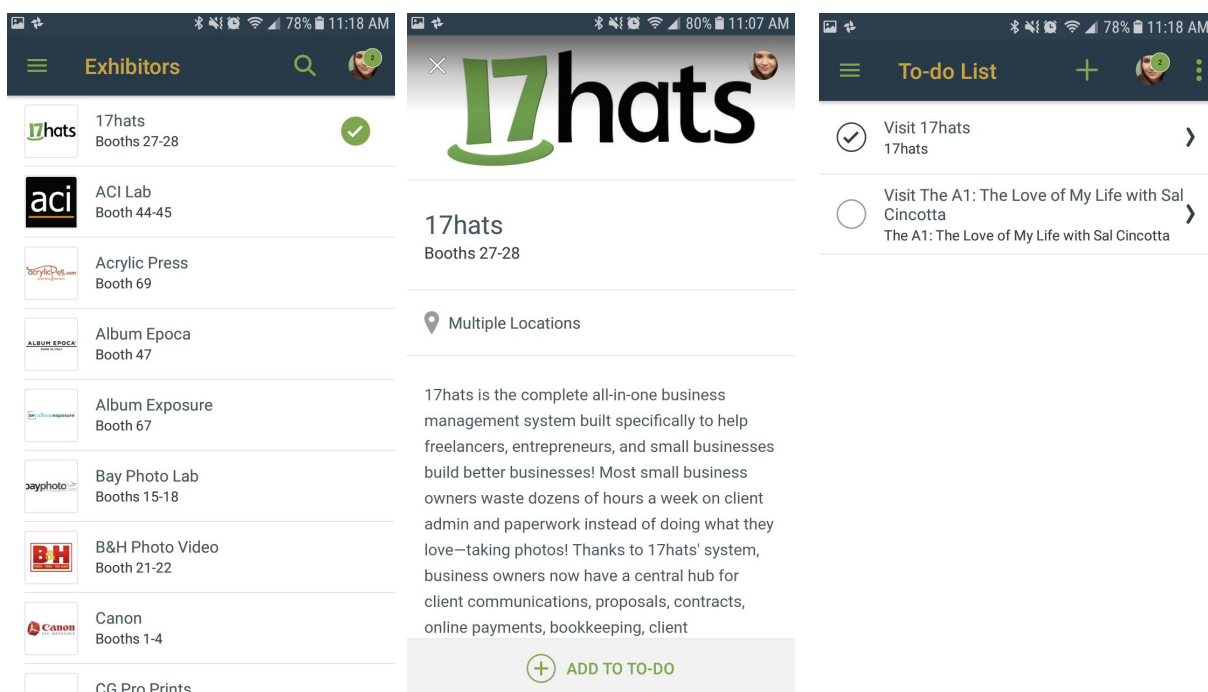




## Using the To-Do List

Any of the list items (Canon Photo Walks, Speakers, Exhibitors) can be added to your To-Do list. This is a great tool to complement your My Schedule with more customizable reminders and make the most of your time at ShutterFest 2017!

For example, in the Exhibitors list, you can tap the  icon or tap on “Add to To-do” from the list item details.



From the main menu, you can tap on “To-do List” to review all of your marked items.

Tap the circle to mark an item as complete. You can clear completed items to remove them from your to-do list and keep it clean. You can also tap “edit” to rename your reminder.

*Note: Adding items to your To-do List will NOT block you from the ability to register for classes on your schedule.*

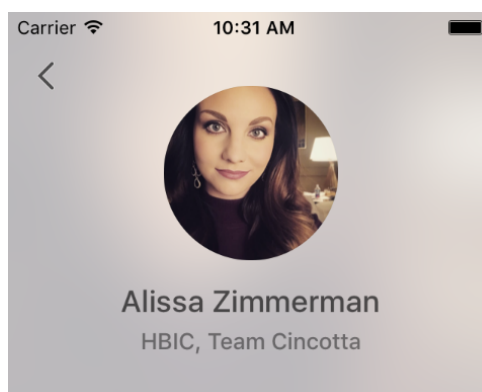
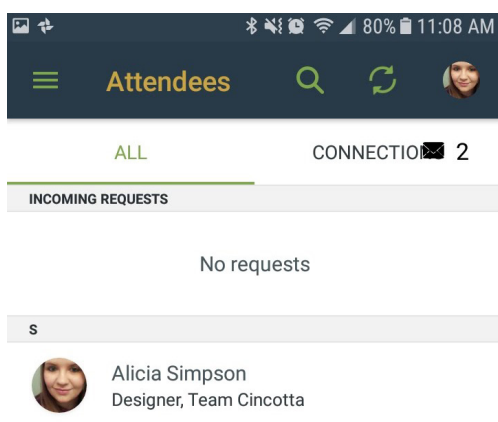




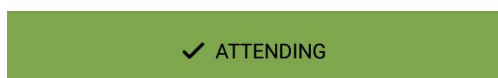
## Connect with fellow Attendees

You have logged in to the app to access the Schedule and other content. Your next step is to check in as an attendee!

When you check in, you can tap the  icon or tap “Connect with...” fellow attendees. This will allow you to see other attendee’s profiles and share yours.



Connect with Alissa to see more contact information, network, and more!



To set up or modify your profile at any time, tap the circle in the top-right corner.

If you have set a picture, your picture will appear there. Otherwise, you will see a colorful circle with your first initial.

From there, tap the gear icon  to change your profile.