

Setup Instructions for: SCANNING with the cell phone APP (Check In)

1. Download and Install the APP on your device:

Google Play store - Android App

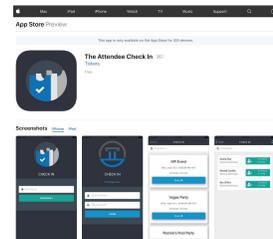
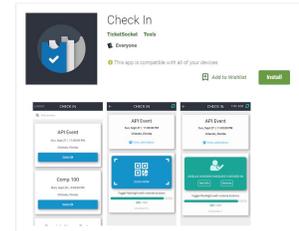
You must be on Android 4.1 or higher

<https://play.google.com/store/apps/details?id=com.ticketsocket&hl=en>

Apple iTunes store - Apple App

You must be on IOS 11.3 or higher. (iPhone 8 or higher.)

<https://itunes.apple.com/us/app/the-attendee-check-in/id1122839397?mt=8>



2. In the **URL** field, enter: secure.ticketpal.com
3. In the **LOGIN** fields, enter your usual User/Password used to scan tickets, provided by your Ticketpal rep.
4. Follow on-screen instructions and proceed as usual when scanning tickets (the App has the same features as with our regular USB Motorola scanners/laptops).

Special Features:

Save for Offline Mode - This button will store all of the ticket data on your phone and is meant to be used before entering an area with bad or no Wi-Fi signal.

Remove Stored Data - This button will remove all of the data stored on the device through the app. (This is only meant to be used once the event has elapsed and all tickets have been scanned and synced up online.)

Name search feature - will now search for Purchaser Name as well as Attendee Name. (Please note that if a ticket is not coming up from the Name Search, you will want to try searching for their Billing Name if the purchaser name is not pulling up any results.)

*****ALWAYS REMEMBER TO **LOGOUT** WHEN YOU ARE FINISHED*****