



# MEETING REQUEST INSTRUCTIONS

## STEP ONE

### Download the Official Mobile App



Visit your device's app store and search on Conference of Automotive Remarketing

## STEP TWO

### Create and Publish Your Profile



Swipe Left on the Dashboard (Home) Screen and Complete your Information  
Select the Publish My Profile Checkbox

## STEP THREE

### Find an Attendee



Select the Meeting Request Icon on the Main Dashboard (or Home Screen)  
Search for and Select an Attendee

## STEP FOUR

### Request a Meeting



Press the Handshake Icon in the Upper Left of the Attendee's Info Screen  
Complete and Send the New Meeting Request Invitation  
Once Accepted You Will Received a Notification and it Will Appear in the  
My Calendar Section on the Dashboard (Home) Screen

**If you need help navigating the app,  
stop by the registration desk.**