2022 Annual Conference:
App User Guide

How to Download the App:

Step 1: Proceed to www.sais.org/acapp to download the app.

Step 1

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Step 2: You'll be directed to Yapp's website. Press *Download* **and download Yapp via the App Store or Google Play. If you already have Yapp, it will open automatically.**
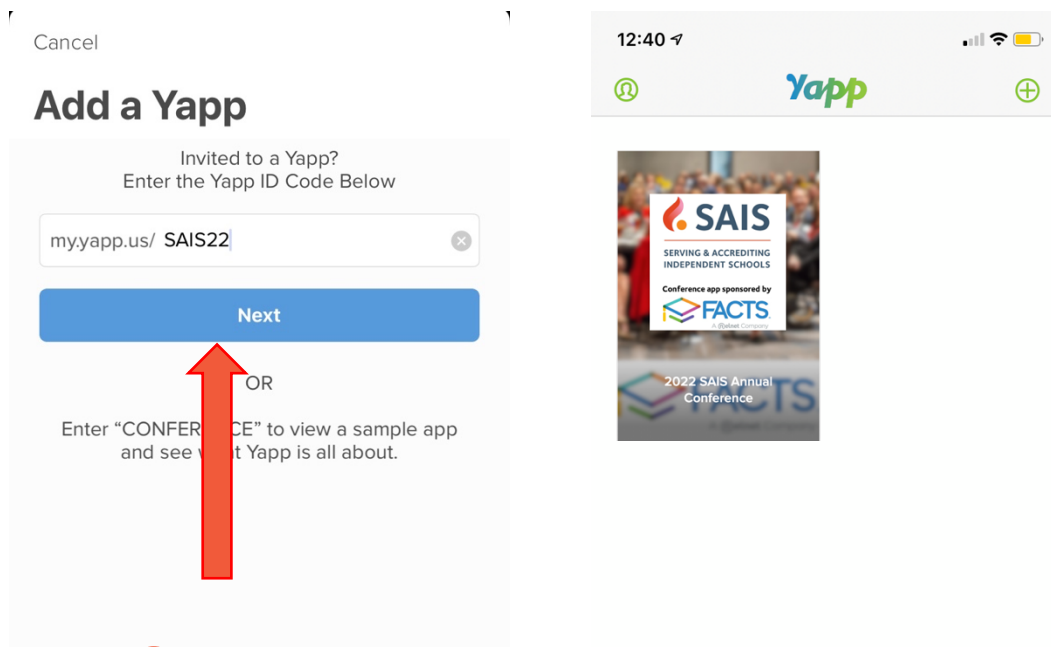

Tap the button below
to continue

Step 2 ➡️ Download

Step 3: Open the Yapp app. Yapp **Select** *Allow* **notifications to receive updates from SAIS. Then, follow the prompts to log in to Yapp.**

Step 3 ⬅️

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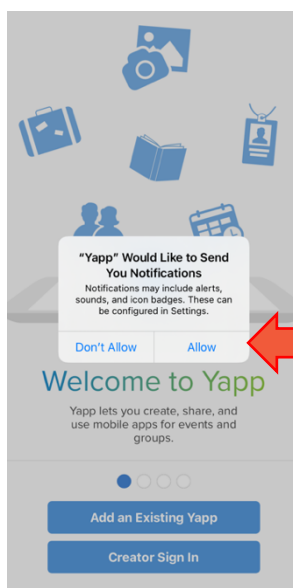
Step 4: If the 2022 SAIS Annual Conference App does not automatically appear on the Yapp homepage, enter the Yapp ID Code: *SAIS22.* **Click to open.**

Cancel

Add a Yapp

Invited to a Yapp?
Enter the Yapp ID Code Below

my.yapp.us/ SAIS22

Next

OR

Enter "CONFERENCE" to view a sample app and see what Yapp is all about.

Step 4

12:40

Yapp

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Conference app sponsored by

FACTS

2022 SAIS Annual
Conference

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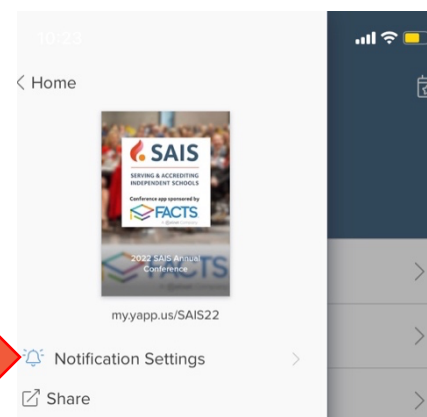
Enable Notifications

Step 1: Notifications can be configured in your phone's settings by opening Settings, going to the Notification Center, and selecting Yapp. Your Yapp notification page should look like this.
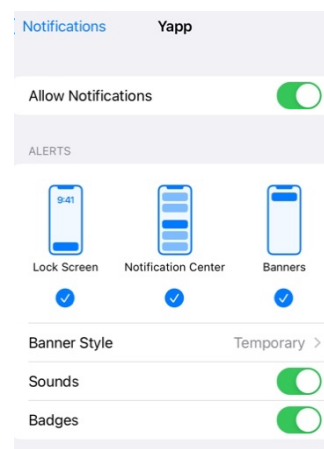
Step 2: Open the app and tap the icon in the top left corner (three horizontal lines) to open the sidebar. Then select Notification Settings.
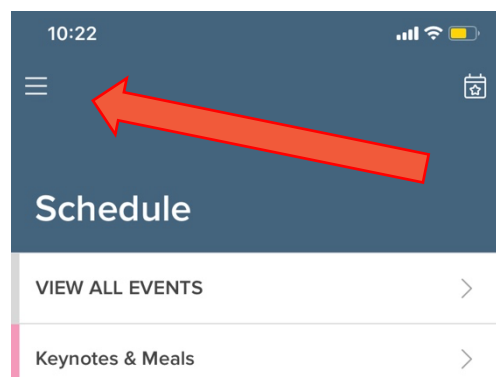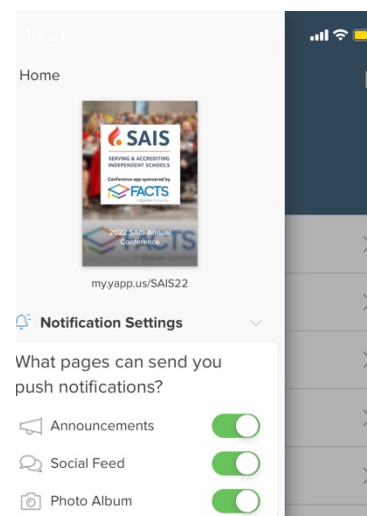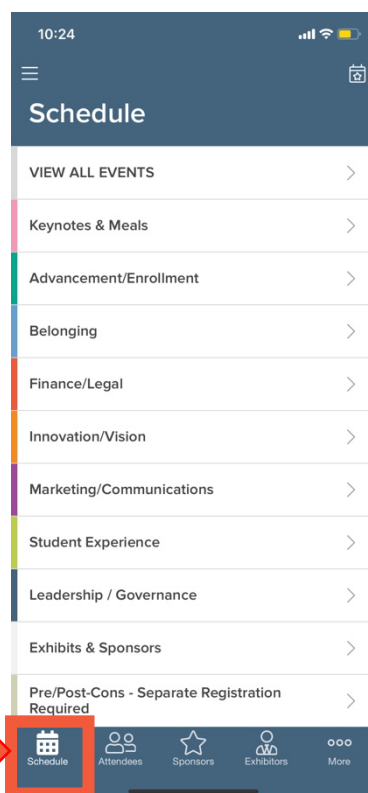
Step 2

Step 3: Toggle the buttons to enable push notifications for the following updates:

- **Announcements: receive notifications from SAIS**
- **Social Feed: receive updates from fellow attendees**
- **Photo Album: receive notifications when photos are posted to the photo album**

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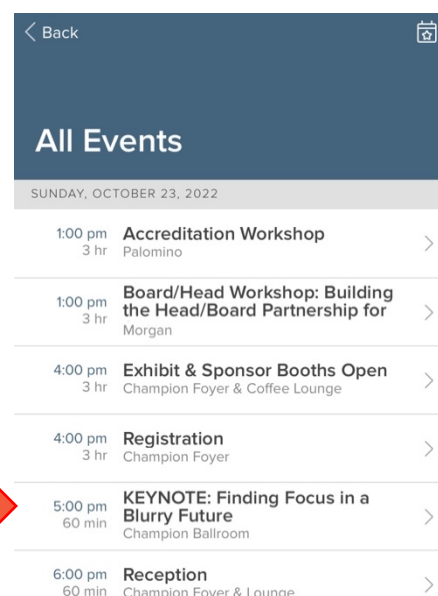# Saving Your Schedule

Step 1: Click on the *Schedule* **menu option and select** *VIEW ALL EVENTS* **or one of the track options.**

Step 1 ➡️

Step 2: Click on the session you'd like to add to your personal schedule.
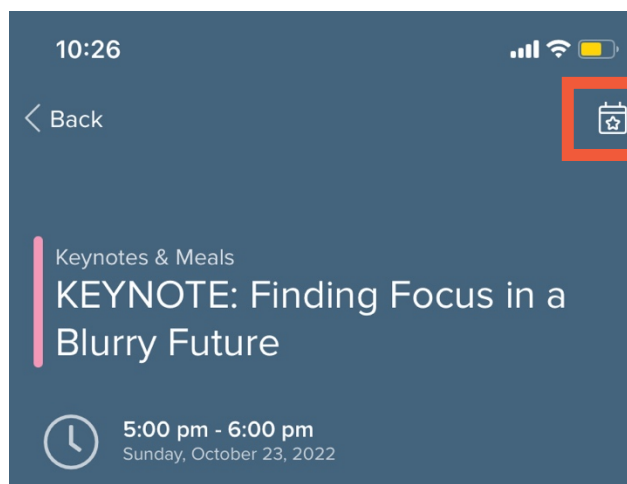
Step 2 ➡️

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Step 3: Select *ADD TO MY SCHEDULE.*
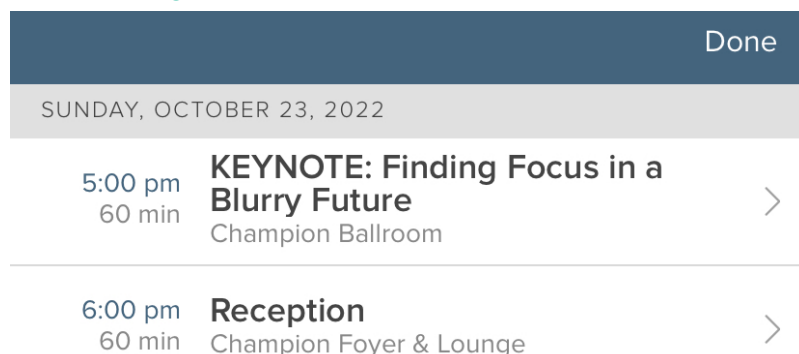

Step 3
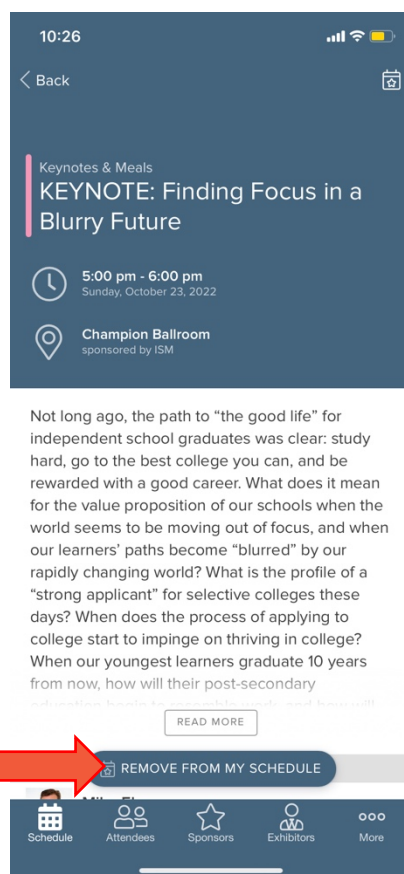
Step 4: To view your personal schedule, select the starred calendar icon on the top right of your screen. Note: This icon is only visible on the Schedule page.
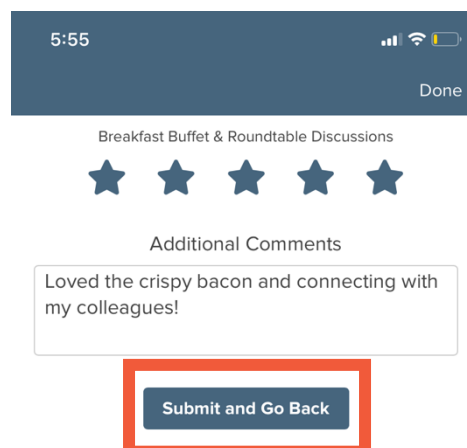
Step 4

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Step 5: After clicking the starred calendar icon, your saved sessions and meals will be displayed.

	Done

SUNDAY, OCTOBER 23, 2022

5:00 pm 60 min	**KEYNOTE: Finding Focus in a Blurry Future** Champion Ballroom	>
6:00 pm 60 min	**Reception** Champion Foyer & Lounge	>

Step 6: To remove a session from *My Schedule***, select the session you would like to delete. Then select** *Remove from My Schedule***.**

⌂ REMOVE FROM MY SCHEDULE   **Step 6**
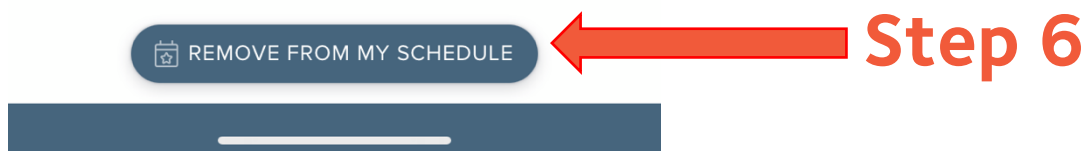
BONUS: After you attend a session or meal, let us know what you think! Look for the *Rate* **section on the bottom of each individual session or meal. Give us your anonymous rating and any comments/feedback. Only Team SAIS will be able to see your comments.**

Keynotes & Meals
Breakfast Buffet & Roundtable Discussions

🕐 **8:00 am - 9:00 am**
Monday, October 24, 2022

📍 **Champion Ballroom**
sponsored by CCS Fundraising

RATE
☆ ☆ ☆ ☆ ☆

5:55   ▂▎ 🔋
                                      Done

Breakfast Buffet & Roundtable Discussions

★ ★ ★ ★ ★

Additional Comments

Loved the crispy bacon and connecting with my colleagues!

Submit and Go Back

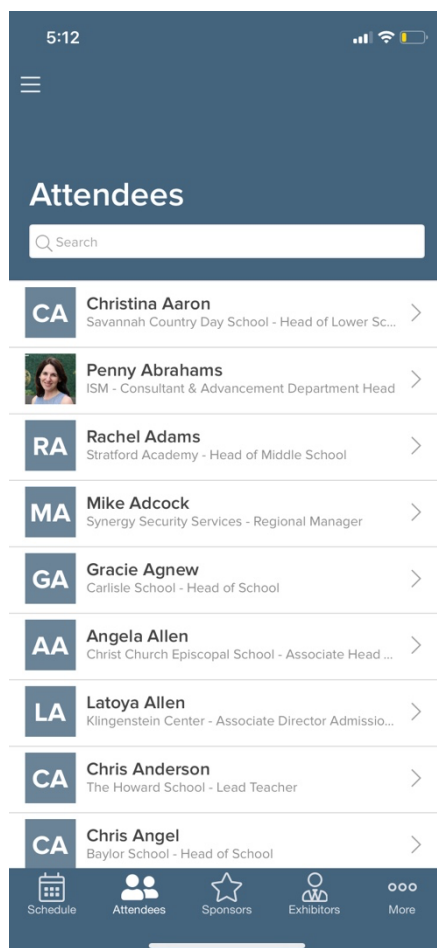**SAIS** | SERVING & ACCREDITING INDEPENDENT SCHOOLS

Searching the Attendee Roster

Step 1: Select the *Attendees* **menu option at the bottom of the screen.**

Step 1
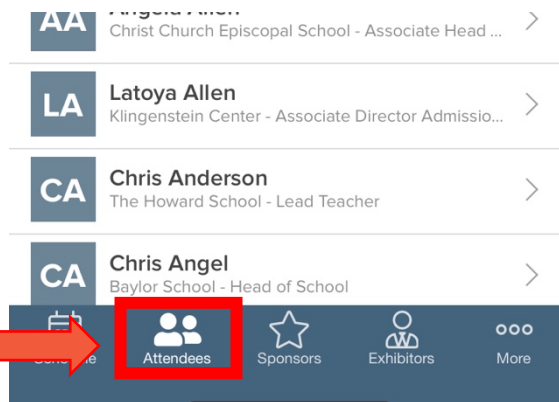
Step 2: Use the search bar and enter the name of the attendee you'd like to find.

Step 2

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App Menu Items:

SCHEDULE:	Listing of breakout sessions, meals, and exhibitor hours. Make your personal schedule and give session ratings using the steps above.
ATTENDEES:	Searchable roster of all conference attendees, sponsors, and exhibitors.
SPONSORS:	Sponsor list with booth number, contact information, and website.
EXHIBITORS:	Exhibitor list with booth number, contact information, and website.
SPEAKERS:	Learn more about our stellar lineup of speakers.
EXHIBITOR/ SPONSOR MAP:	Floorplan of the foyer and coffee lounge with the booth numbers of all exhibitors and sponsors.
VENUE MAP:	Not sure where to go for a meal or session? Take a look at the venue map to help guide you.
DOCUMENTS:	Menus, Conference Program, and App User Guide
ANNOUNCEMENTS:	Notifications from SAIS. We'll send reminders so you don't miss a session or meal!
SOCIAL FEED:	Post a message and comment or like posts from other attendees.
PHOTO ALBUM:	Have a great photo from a session or a selfie with a colleague? Post it here!
FAQs:	SAIS information and resources can all be found in this section, including trustee roster, award info, list of new heads and schools, SAIS calendar of events, social media info, and nearby shopping/emergency services.
COVID SAFETY GUIDELINES:	Safety guidelines to help us achieve a safe learning environment and minimize risk during this event.

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