



What is the Eventee app for and how to make the most of it?

The Eventee app provides its users with up-to-date event information such as program or notifications. Users can use it to network or to ask questions during panels.

We recommend that you download the app before coming to the event, because you can also use it to have your tickets validated at the check-in.

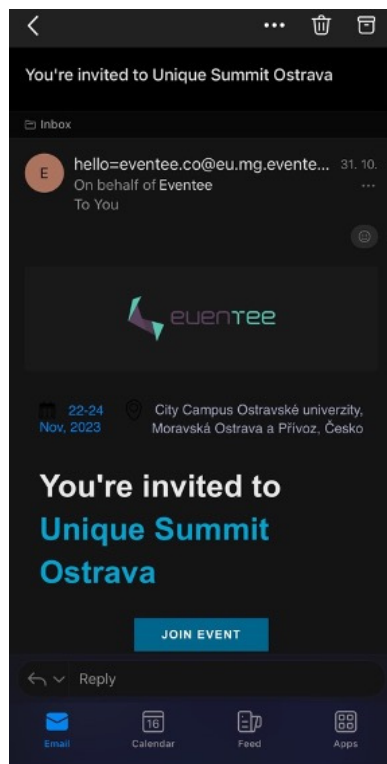
You can find the app manual here: <https://help.eventee.co/collection/154-attendee-guide>

The basics are described below.

How to get into the Unique Summit Ostrava 2023 event in the Eventee app?

If you ordered your tickets from the uniquesummit.com website, you should have received an invitation to Eventee. Look through your inbox for an e-mail titled "You're invited to Unique Summit Ostrava" from the sender "hello@eventee.co.". When you find the e-mail, click the JOIN EVENT button, and you will be redirected to the download page. You should also be automatically logged in and redirected to the event.

If you encounter any problems, check the **FAQ**.

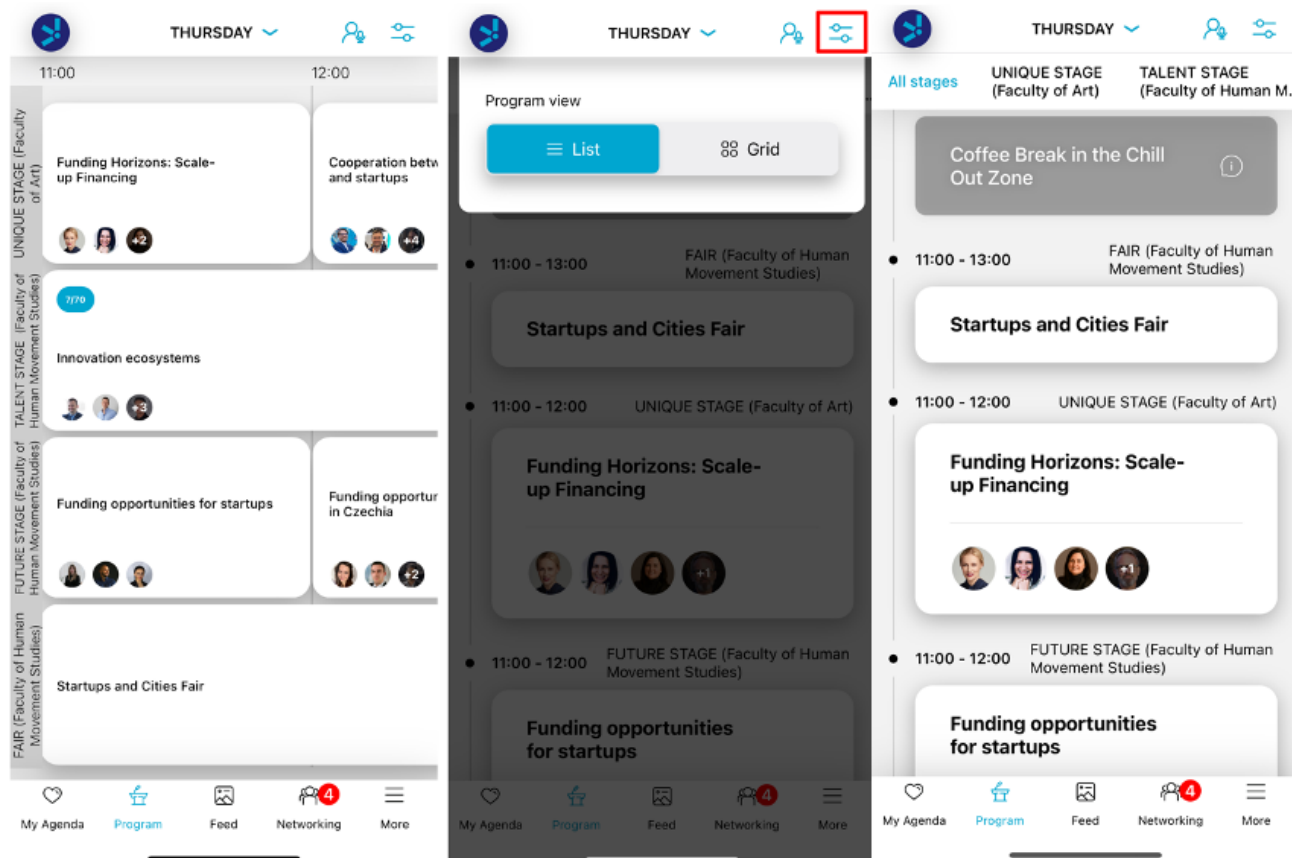


How to navigate the program?

You have two options to view the program.

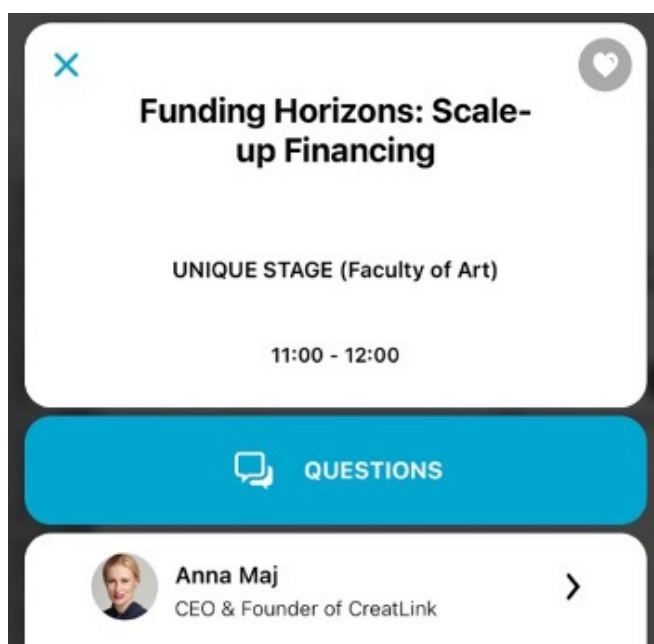
The default viewing option is grid. This option displays the stages on a vertical axis while the timeline is on a horizontal axis.

You can switch the viewing mode to list in the upper right corner. This option displays the program in a chronological order.



How can I ask questions?

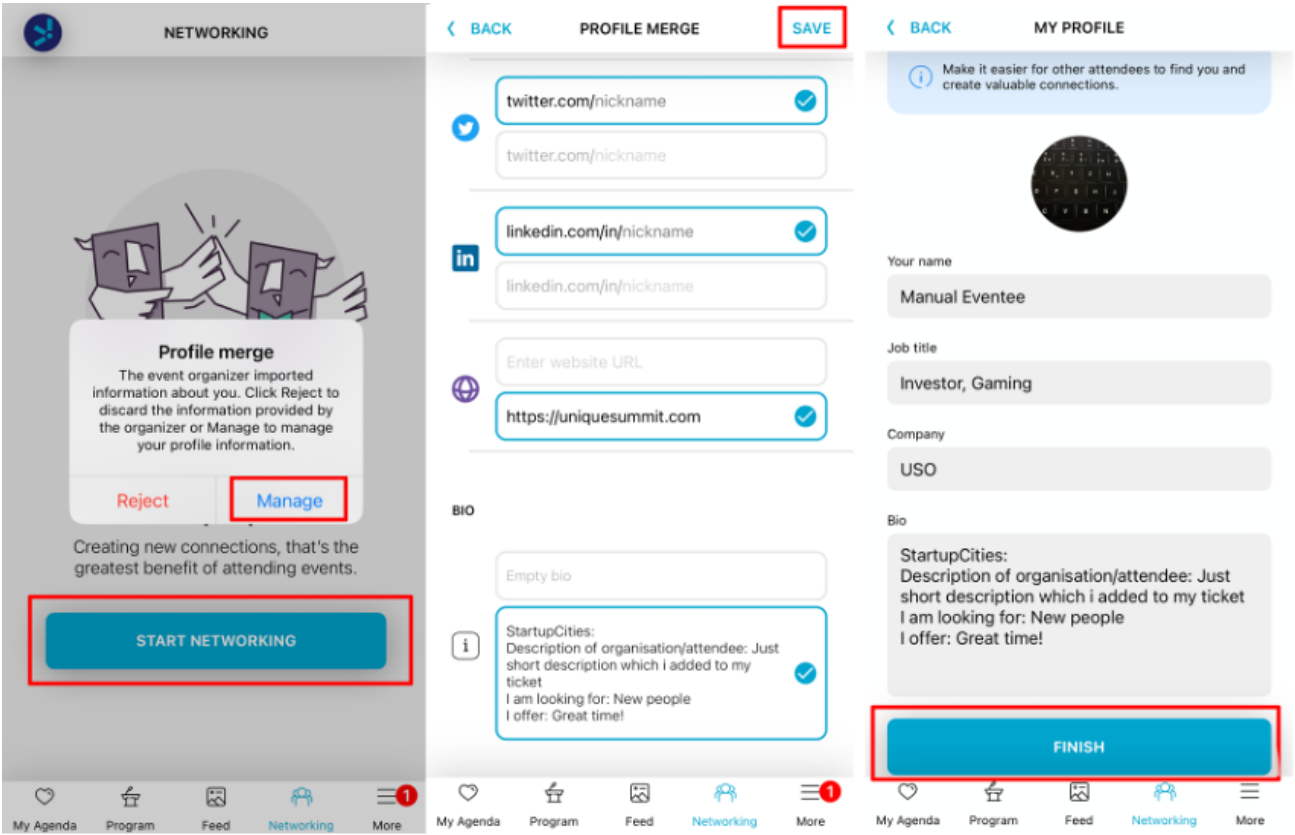
If there is room for questions in the panel, all you need to do is click your panel, and click the questions button. The moderator will ask questions based on their rating.



Where can I find the attendees and how can I contact them?

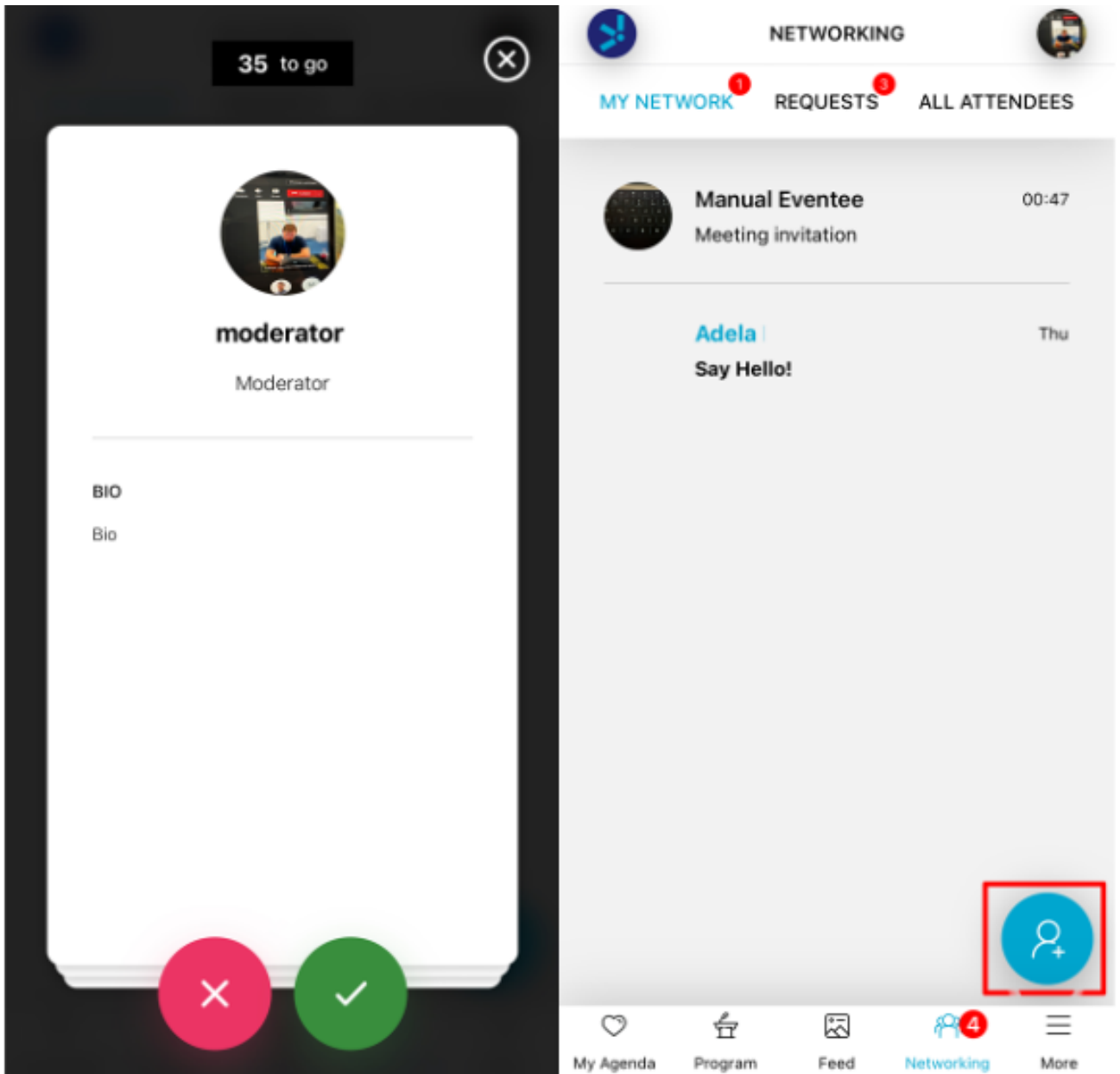
Open networking tab on the bottom app bar and fill in your details. If you've answered all the questions during the ticket registration, you'll have the option to merge the information into your profile.

You can edit your profile at any time.



You can only contact the eventgoers that you matched with.

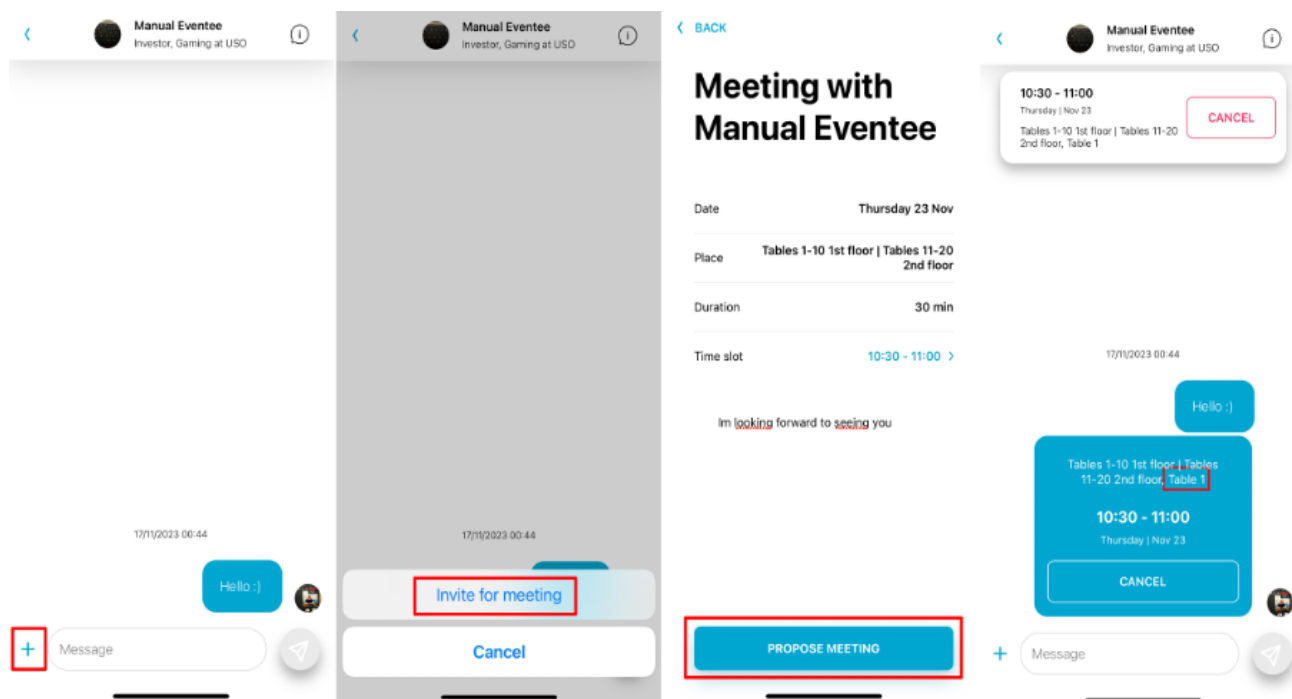
For that reason, you should go through the cards with attendees and confirm or deny match. You can also swipe right and left – swiping right confirms the match, and swiping left denies it.



How can I schedule a meeting?

If you matched with other eventgoers, not only can you send them a message, you can also invite them to a meeting. In my network tab, click on the user and then click on the + symbol in lower left corner and propose meeting.

Find a suitable time, write a short message and as soon as you send the invitation, you will be assigned available meeting point.



FAQ

Where can I download the Eventee app?

You can find the Eventee app in the [Appstore](#) and [Google play](#).

If you want to access the event directly, use this link:

<https://eventee.co/event/18492>

I forgot my login details.

Don't worry. All you need to do is find the e-mail titled "You're invited to Unique Summit Ostrava" sent from hello@eventee.co and click the Join event button. If you have the app downloaded, the event will open.

I can't find the e-mail.

If you have the entry ticket, you also have Eventee access. If you can't find your Eventee invitation, download the app and login using the e-mail used during the ticket reservation.

If you don't know the password, click the "forgot password" button and fill in your e-mail. When you do that, you'll get an e-mail with the option to reset your password. Set a new password and login. Using the search bar, you will need to find the Unique Summit Ostrava and join it.

I can't join the event in the app, because its private.

It's possible that you're trying to login using an e-mail that wasn't used for ticket reservation. Please, make sure you're filling in the right e-mail. In case you're using the e-mail that you used for ticket reservation, and you still can't login into the app, please reach out to us at eventee@ms-ic.cz.