

APP How To's and FAQs

How to create MySchedule?

Go to the first icon labeled "Schedule" and find the events you are most interested in/plan to attend. By moving the side arrows on the top, you will switch to the different days of the meeting and see all the events taking place on each individual day. Every event has a small bullet point to the side, by checking off this bullet point you add the event to your personal schedule. To remove the event, simply uncheck it and it will disappear from your schedule.

Once you are done checking off events to attend, go back to the home page and tap on "MyEvent" where you will find your schedule. Under your schedule you will see the list of all the events you checked off.

How to refresh the APP?

When there is new information, you will see the red "Sync" badge appear on the home page of the app, in the upper right-hand corner. Simply tap the sync icon and it will refresh the APP to include any new information that has been added.

How to find a specific event?

Tap the Global Search icon on the home page to find any information you are looking for. E.g. Search for "Sessions."

You can also find events by clicking on "Schedule" and clicking the filter icon in the top right. This will pull up a list of tags and keywords you may be searching for. This is also where you can filter by Section, subject code and session type.

How to find out about upcoming, current, and schedule changing events?

Attendees can find all of the information they are looking for right on the app. Whether it is the, Schedule, Attendees, Floor Plans, Sponsors, Exhibitors, Posters, Speakers, or things to do around Kansas City, attendees can see every event taking place in the AAEA Annual Meeting on the app.

Throughout the duration of the meeting, attendees will also receive alerts on the app reminding them of key events, and when/where they are taking place. If there are any changes to the schedule or locations, attendees will be notified with an alert.

How to take notes?

Take notes on anything you wish to remember all on the app. Under every event on the schedule you have a notes tab, by going to this you are then able to add as many notes as you wish under that particular event.

To find your notes, go to the icon labeled "MyEvent" and tap on the "MyNotes" tab. MyNotes will break into these four categories: schedule, speakers, exhibitors and attendees. In these categories of notes you will find all of the notes you take throughout the duration of the 2020 AAEA Annual Meeting in Kansas City, MO.

What's around the hotel?

There's so much to do in Kansas City so, we've made it easy for you to find places to eat and visit right on the app. Go to the icon labeled "Kansas City" from there you can switch between the tabs labeled, Eat, Visit, and Weather.

Transportation in Kansas City

In Kansas City there are a number of ways to get around. Here are some transportation options; [KCATA](#), [Streetcar](#), [Uber](#), and [Lyft](#).

Travel options to Kansas City

AAEA has discounted rates with American Airlines, Kansas City Airport Shuttle. Visit the [Travel Options Page](#) for more details.