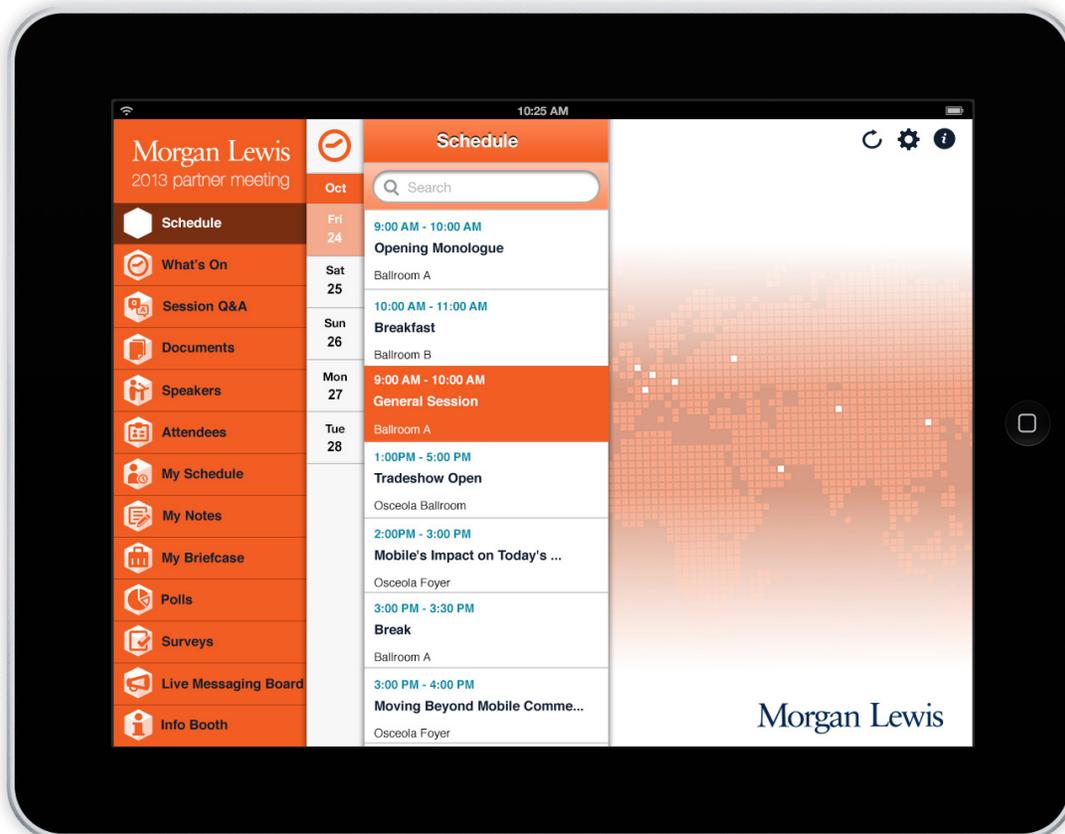


mobile event app
reference guide



* Important: Anything posted to the Live Message board is viewable by all meeting participants and should be reserved for announcements. It is intended to be used by Firm Management or designated personnel only.

Connecting to Wi-Fi

1. Tap **Settings**.
2. Tap **Wi-Fi**.
3. On the right, tap **MorganLewis**.
4. When prompted, enter password: **partner2013**
5. When the checkmark appears, you are connected to the wi-fi network.
6. Press the **Home** button to return to the main screen.

Logging into the ML Partner Meeting App

1. Tap the ML 2013 App 
2. Tap **Continue** when prompted:

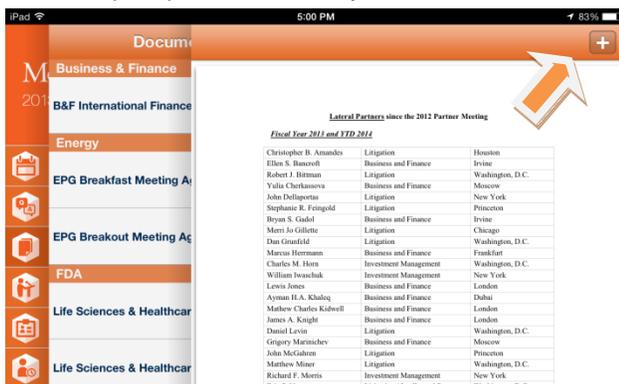


3. Tap **OK** when prompted to allow Push notifications.
4. Tap **Login**
 - a. Enter your MP # (e.g., MP012345)
 - b. Password: **morganlewis**

Add Documents to My Briefcase

You can save documents from the app that will be sent to you after the meeting.

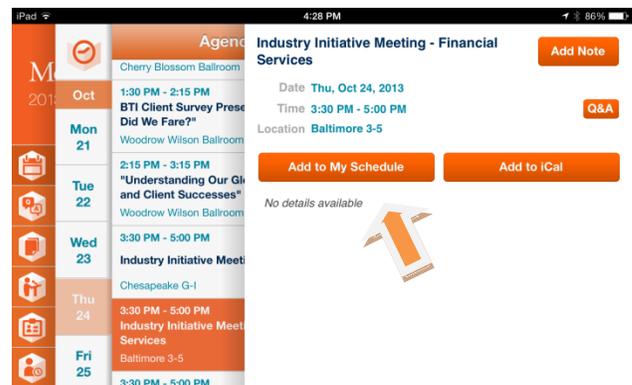
1. Tap **Documents**.
2. Locate the document you wish to save and open it by tapping the title.
3. Tap the **+** button in the top right corner. Tap **Yes** when prompted to save to My Briefcase.



Create Your Personal Agenda

All sessions that collectively make up the New Partner Orientation and Partner Meeting are listed in the main Agenda. In order to create a more personalized agenda, you can add sessions from the main Agenda to My Agenda.

1. Tap **Agenda**.
2. Tap the Session you wish to add to your personal agenda.
3. Tap **Add to My Schedule**.



Session Q&A

Certain sessions will hold a live Q&A. Questions can be submitted via the app and will be transmitted to the speaker. If Q&A is available for a session, there will a Q&A button in the session description.

1. Locate and tap the session in the Agenda.
2. Tap the **Q&A** button.
3. Type your question and tap the **Submit** button.

