



MELTON

# Lifelong Learning Festival



5-7  
OCTOBER  
2018



## DOWNLOAD THE MELTON LEARNING APP

### Step 1: Download the ShowGizmo App

- Go to the App store and download the **ShowGizmo** App:
  - > Play Store for Android
  - > App Store for iPhone
  - > Mobile web App



### Step 2: Enter your Login information

- Accept privacy terms & conditions
- Register using your email address.

### Step 3: Add your Details

- Log into the App, select “Your Profile” from the left-hand menu, and edit your personal information.

# USING THE APP FOR THE MELTON LEARNING FESTIVAL

## Step 1: Complete your Profile

- You can edit your profile for others to see during the Festival. This is a great way to network and connect with family, friends and other participants. You can edit your profile in two ways:
  - > When you register and open the Melton Lifelong Learning Festival event for the first time, you will be prompted to edit your profile

OR

- > You can edit your profile at any time by clicking “Your Profile” in the menu and clicking edit
- You can specify if you’d like to make your email address and mobile number visible on your profile for others to see (this is turned off to start with).
- You can also choose if you’d like to receive meeting requests, direct messages and notifications for direct messages.

## Step 2: Check the Festival Schedule

- Launch the App and open the Menu
- Click on schedule;
  - > filter the schedule by day or by category of the event
- You can click on any event/activity to see more information;
  - > To set up your own Festival schedule, just click the ‘Attending’ button and the App will add the event to your personal schedule (this does NOT book your place at the event)
- For events that require bookings, you must click on the link in the event page and register via Melton Learning.

Registering on the App will enable your Digital Learning Passport to be used during the Festival. This Digital Learning Passport allows you to scan the QR poster at each event and will be your automatic entry into the competition for Festival prizes.