

APP USER GUIDE



Download on the
App Store

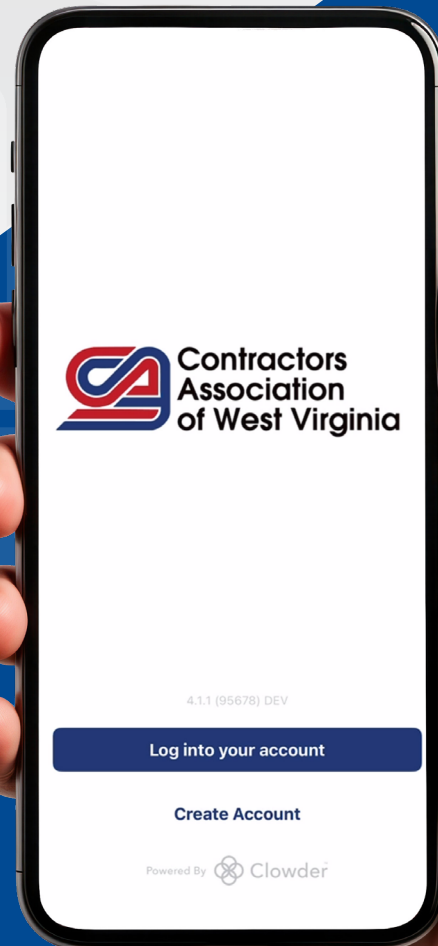


GET IT ON
Google Play

CAWV CONNECT

Your industry. Your network. Your app.

- ▶ Industry News + Updates
- ▶ Event Registration
- ▶ Member Directory
- ▶ Messaging + Forums
- ▶ Planroom Access
- ▶ ... and More!



Stay connected with CAWV anywhere, anytime. CAWV Connect puts member resources, event tools, and networking features right at your fingertips.

DOWNLOAD THE APP

CAWV Connect is available for FREE on both the Google Play Store and Apple App Store.

- ▶ Search **CAWV Connect** or scan the QR codes below
- ▶ Tap **Install** to begin download

LOOK FOR THE
CAWV CONNECT
APP ICON

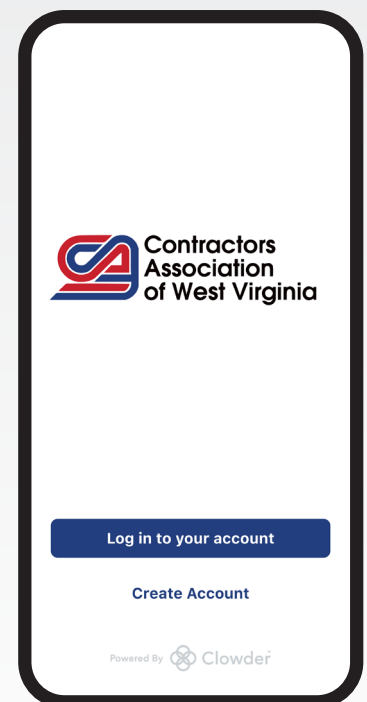


LOGGING IN

CAWV Connect is exclusively available to CAWV members and authorized users. To access features like the member directory, event registration, and messaging/forums, you'll need to log in using your **work email associated with CAWV**.

CAWV members already have an account set up.
To log in for the first time:

- 1 Tap **"Log in to your account"**
- 2 Click **"Create New Password"** on the login screen
- 3 Check your email for a link to set your password
- 4 Create your password and log in



Not a registered member? Contact support@cawv.org to get signed up.

NAVIGATING THE APP

ACCESSING THE MENU

- **iPhone Users** will see a bottom navigation bar with four main tabs and a “More” option to access additional features.
- **Android Users** will use the three-line menu icon at the top left corner of the screen to access all features. You can also swipe left to access the menu.

NEWSFEED

Stay informed with the latest announcements and updates.

- ▶ View updates posted by CAWV staff
- ▶ Like, comment on, or bookmark posts for later reference

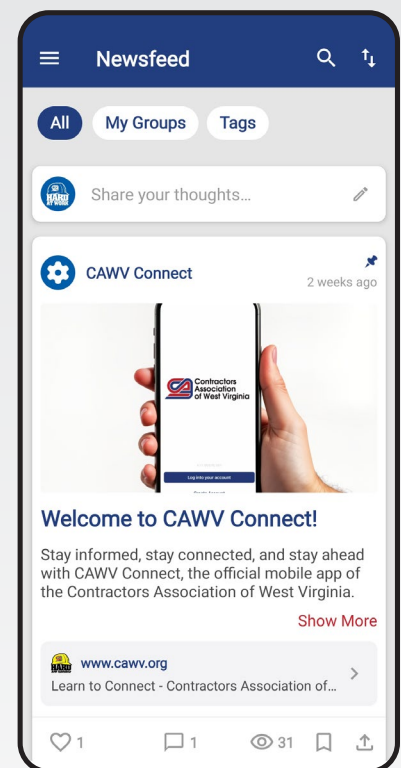
FORUMS

Forums give members a space to share ideas, ask questions, and discuss key topics.

- ▶ Participate in group discussions organized by topic or committee
- ▶ Collaborate with peers and stay informed on shared interests

DIRECTORY

The directory is a valuable resource for learning more about CAWV member companies. Use it to explore your network and discover potential connections within the industry. Tap **Company Directory** to search member companies by name, location or category.



NAVIGATING THE APP

APP USERS

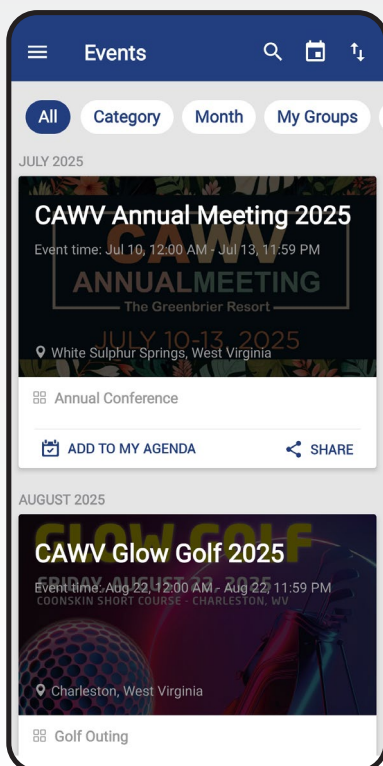
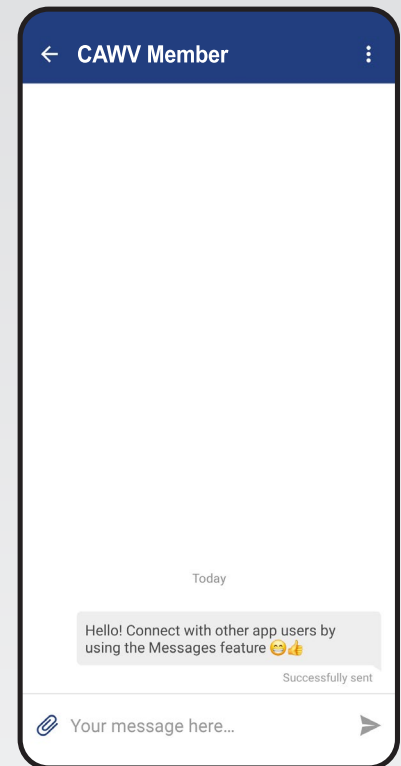
Search app users to explore your network and discover potential connections within the industry.

- ▶ Tap App Users to search by name, company, or view nearby users on the map
- ▶ Tap a profile to view details or start a direct message
- ▶ Add users to Favorites or Notes (visible only to you)

MESSAGING

Stay in touch with members through real-time direct and group messaging.

- ▶ Tap Messages or use the “+” icon to start a conversation
- ▶ Select a contact or create a group chat
- ▶ Share files or photos using the paperclip icon
- ▶ Access past messages under the Direct or Group tabs



EVENTS

Easily explore upcoming meetings and build your personalized schedule.

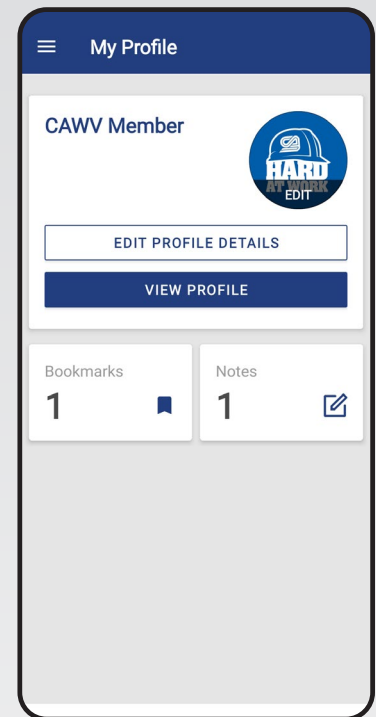
- ▶ View all upcoming CAWV meetings and activities in a list or calendar view
- ▶ Add events to your app schedule & external calendar
- ▶ View agendas, add sessions to your schedule, and access related files
- ▶ Receive real-time updates and reminders for your selected sessions
- ▶ See who's attending each event and connect before, during, or after
- ▶ Navigate event venues with room and location info
- ▶ Survey speakers and give feedback

NAVIGATING THE APP

MY PROFILE

Your profile lets you manage your contact information and saved content.

- ▶ Tap My Profile in the menu to view and edit your info
- ▶ Add a profile picture, update contact details, and manage saved content
- ▶ Access your Bookmarks and Notes anytime



ADDITIONAL FEATURES

The “More” section houses tools and resources to enhance your app experience.

- ▶ **Resources** – Access shared documents and helpful links
- ▶ **Online Planroom** – Quick link to CAWV’s digital planroom
- ▶ **Committee Info** – View CAWV committee lists and involvement details
- ▶ **App Users** – See a list of app users and their information
- ▶ **My Schedule** – View your event agenda and saved sessions
- ▶ **Notifications** – Manage in-app alerts and communications
- ▶ ...and more features to help you stay connected!

IMPORTANT INFORMATION

- ▶ **Enable Notifications** – Be sure to allow push notifications so you don’t miss important announcements or schedule updates
- ▶ **Privacy Settings** – Manage your profile visibility and contact details in the Profile tab
- ▶ **Stay Updated** – Keep the app up to date to ensure the best performance and access to the latest features
- ▶ **Need Help?** – Please contact support@cawv.org with any questions or technical issues

