INSTRUCTIONS FOR ABC MOBILE APP

Download App from Store

For Android: https://play.google.com/store/apps/details?id=com.kopis.abc For IOS: https://apps.apple.com/app/id1524506385 It can also be found by searching "Arts in Basic Curriculum" in respective stores

Registering a new account

Upon opening the app for the first time, you will be presented with the Login screen. From here, click the 'Create Account' link to get started creating a new account in the system. After filling out and submitting the registration form, you will receive an email to complete the registration process (be sure check your spam/junk folder if you do not receive an email). Clicking the link in the 'Confirm Registration' email, will take the you to a web page confirming the account has been created and is ready to use. You may now log in with your newly created account credentials.

Notifications

When creating your account please choose allow notifications, when prompted. If not prompted, go to your settings and choose allow notifications for ABC app. *Note: Notifications will only appear on home screen. There is currently no individual badge notification on the app itself.*

Managing groups

After logging in to the app, you will need to join some groups. Groups allow posts to be targeted to select audiences. You can join existing groups, leave groups you have previously joined, and suggest new groups for the community. New group suggestions must be proved by the Administrator team. Once you have joined at least one group, you will start receiving posts to the group and notifications about upcoming events. You can manage your groups at any time by visiting the 'Groups' item on the navigation bar.

Newsfeed

In the newsfeed, you will receive posts made to groups that you have joined. The newsfeed also contains notifications about upcoming events that the ABC team would like to share with you. You can begin adding new posts to groups you belong to, by clicking the New Post button located at the bottom right of the Newsfeed screen. You can also reply to existing posts and event notifications by clicking the item in the newsfeed. Clicking the newsfeed item, takes you to the Post/Event detail screen. From here, you can reply to the item by clicking the 'Reply' button at the bottom right of the screen. You can return to their newsfeed at any time by visiting the 'News' item on the navigation bar.

Customizing profiles

You can change your profile information at any time by clicking the 'Profile' icon in the navigation bar. On the 'Edit Profile' screen, you can modify your listed Organization and Position, as well as add a brief Description about yourself.

<u>FAQ</u>

1. Can you filter by Groups?

Yes, click on group and then tap "View Posts." To exit group filtering, tap search bar at top and tap "x" on right hand side. A second option is to tap "Groups" at bottom which will take you back to the previous screen. You may then tap the "Back" button at the top left-hand side of the screen.

2. Will I receive notifications?

Yes. When creating your account choose to allow notifications, when prompted. If not prompted, go to your settings and choose allow notifications for ABC app. Please note: Notifications will only appear on home screen. At this time there is no badge notification on the app itself.

3. Can you filter Events by date? Events are automatically filtered by date.

4. Will I see all events for all Groups in my newsfeed? No, you will only see events that are posted to Groups you have joined.

5. Who do I contact if I need assistance with the app? If you need assistance, please contact the ABC Project Office.