

# Ribbon Helper - Registration Operation Manuals

- Connect the Phone to the WiFi (SSID: int-congress), check if the IP address is 192.168.88.x
- Plug in the USB charging cable to the phone and USB Charger to start charging the tablet.
- Open the Congress Helper app and login with the “congress code”. (ask the organizer)
- Click [Settings] and login with helper user account password.
  - Click [Bluetooth] to display a list of bluetooth devices.
  - Check the yellow label on the bluetooth scanner and click the corresponding [on/off] switch to pair it.
- Go back to the home screen of the app.
- Click [Registration] button.
- Try scan a delegate badge QR Code for testing.
  - It will display a list of that delegate items.
  - Review the various Ribbon listed with “grey” background.
  - Click all the checkbox next to the corresponding ribbons and then click [Collection] button.
  - All Ribbon items should now be changed to “yellow” background.

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