



# Scan Tickets App

Simple ticket scanning on any mobile device

## Summary

Eventfinda's Scan Tickets app makes validating tickets simple for you and your venue staff. The app works on any iPhone or Android device and there's no complicated set up. Just download via the Apple App Store or Google Play to your mobile device, login, select an event and you're away.

## What does it do?

- ▶ Validates tickets by scanning the QR code on a ticket at your event, you'll see a green tick for a valid ticket and a red cross for an invalid ticket
- ▶ Tracks attendees in real-time on multiple mobile devices
- ▶ The app automatically syncs with our servers to download the latest ticketing data
- ▶ Set up individual door staff with secure access to each of your events to validate tickets on their device
- ▶ If you lose connectivity the app will continue to scan, then will sync when connection is restored
- ▶ Activate the camera torchlight in scanning mode if you need more light

## How do I use it?

As an Eventfinda Ticketing client, you will automatically have access to download the Scan Tickets App onto your mobile device.



### STEP 1

Search for Eventfinda Scan Tickets in the Apple App Store or Google Play and install



### STEP 2

Login with your usual Eventfinda Promoter Portal account email and password



### STEP 3

The app will automatically sync with our servers to download your latest ticketing data



### STEP 4

Select your event and session (if relevant) and start scanning tickets



### STEP 5

Select your event to instantly view the number of tickets scanned vs issued