

New Orleans

LEADING TOGETHER FOR THE PUBLIC GOOD

THE COMPLETE CONFERENCE EXPERIENCE IN YOUR POCKET. INTRODUCING THE BLF APP: TOPI

How do I download Topi?

On your mobile device, type topi.com/app into your web browser and you'll be redirected to the appropriate App Store.

Will there be wifi at the hotel's conference space?

Unfortunately, no. To use the app, you will have to use cellular data. All of the major carriers have excellent coverage in our meeting space.

I'm at the event, but I still can't see it on Topi.

Why?

It's probably because the GPS or location services on your phone are disabled. Go to your settings and turn on GPS or enable location services. If you're on an iPhone, and your location services are "on," scroll down and you'll see a list of apps that use location services. Make sure that next to Topi, the location services are enabled.

I've downloaded the app, but I can't see the "event."

Why?

Topi is geo-located. That means the event organizer has created a physical area, or geo-fence, where the event occurs. Within that area, you can see the event. Otherwise, Topi will just show you other people who are physically nearby. You can also enter the unique event code that BoardSource shared with you ahead of time.

I'm registered for the event, so why can't I log on to Topi with the "I have a login" button?

That's an option reserved for people who don't have a LinkedIn or Facebook account. If you don't have either one, visit the registration desk or BoardSource Bookstore. They'll give you the proper username and password you need to use the "I have a login" option.

Why do I have to log in with Facebook or LinkedIn? Why can't I use Twitter?

We want to help you identify people with whom you have things in common and to use the app as a networking tool. In order to do that, we have to give you profiles of real people. On Twitter, you could be anyone. Facebook and LinkedIn require you to be a real person. Also, both those networks include richer information about your

work history, likes and interests. Those things allow us to present you with a personalized list of people nearby who have similar contacts, history and interests.

Can I log in using Facebook or LinkedIn and then disconnect it from my Topi profile?

Yes. When Topi is open, select your profile. From there you can add or delete social networks and fill in other information. If you disconnect all your social networks from Topi, however, be sure to fill out the interests section. Otherwise, you'll present a very spartan profile to other attendees. Topi uses profile info to show you who's in the room in order of relevance to you. If you disconnect all your profiles, it will be harder to find people you might like to meet, and they won't be able to see if you have friends or interests in common.

What are you doing with my personal data?

Are you selling it? Are you posting on my networks without my consent?

Nope. Topi uses the information from your linked social networks to help fill out your profile and identify synergies between you and other attendees. Everything else is discarded. So don't worry. We're not interested in being Big Brother. We just want to help you to meet awesome people and have fun conversations.

I'm on an older iPhone, and I'm having trouble. What gives?

Apple requires every company on its App Store to only work with its most recent versions. If your device is more than a few years old or if you haven't been updating your software, you may have trouble operating Topi and many other apps. Please refer to the BLF website for conference information.

I'm not a native English speaker, can I adjust the default language I see?

Yes. Go to "Settings" and select "Translations." Scroll to your preferred language and turn it on. When you return to the chat rooms, you'll see a button with an A and an arrow. Click that and it will translate all the chat room text into your language. Feel free to share your thoughts in your native language in the chat rooms. Other users will be able to translate them into their mother tongue.

What can I share in the chat rooms?

You can share text messages, pictures, drawings, vocal notes and map points. If you see a picture you like, you can save it or share it on your own social networks. These pictures will also be saved in the app “Gallery.”

How do I adjust my profile?

Click on the “more” menu (marked by three horizontal lines), select “Profile” if you’re on an iPhone or the menu button (upper left hand corner) on your Android device. From there you can add or delete social networks, and personalize your profile with images, updates and interests. The more you add, the easier it will be for you to find people with similar interests and the more vibrant your profile will appear to others.

Can I add sessions to my calendar?

Yes. If you select a session on the agenda, you’ll not only be able to add it to an external calendar, you’ll also be able to find the speaker bio and session documents, including a session evaluation. You will also be able to bookmark sessions and speakers or to provide feedback. Your bookmarks are located under the “Favorites” tab on your Topi menu.

How do I find people I should meet?

Under the “Networking” menu on your home screen, you’ll see all participants at the event who have opted-in to Topi. Those are pre-populated based on your interests, work history and other things you have in common with other attendees. You can request connections and start conversations with those people, click on their icon to add them to your contacts, or connect with them via LinkedIn. They will be listed in descending order, showing you the most relevant connections first.

Will I be able to communicate with people who have been added to my Topi contacts list after the event?

Yep. Long after the event disappears, you’ll still have your connections and be able to message them through Topi or communicate with them through LinkedIn.

I met someone who I think another friend should meet. Can I add them to our chat?

Yes. In the upper right-hand corner, there’s a plus sign. That allows you to add another person from your Topi contacts into the conversation.

Will I lose the private conversations I’ve had at the event after it’s over?

No. When Topi is open, you’ll see all your previous private conversations. Your conversations and Topi contacts will always be accessible.

Are my “private” conversations really private?

Yes. No one else at the event can see them.

Do I need to be at an event to use Topi?

Nope. Topi will let you see any other Topi users who are nearby. Just like at an event, it will display a list of people in descending order of how much you have in common. You can connect with them or interact in the public or private chat rooms just like when you’re at an event.

My app is frozen! What can I do?

Apps are like that — sometimes they freeze. Make sure you have proper connectivity, force quit the app, and relaunch it.

Still have a burning app question or problem?

Have no fear, BoardSource is here! Visit the bookstore or registration area and we’ll help clear things up.

Please note: If you are trying to use LinkedIn to log-in to the app on an iPad, you may experience technical difficulties due to a bug in the LinkedIn app. If so, please see a BoardSource staff member at registration or the Bookstore to provide you with an alternate log-in option.