HOW TO SCAN
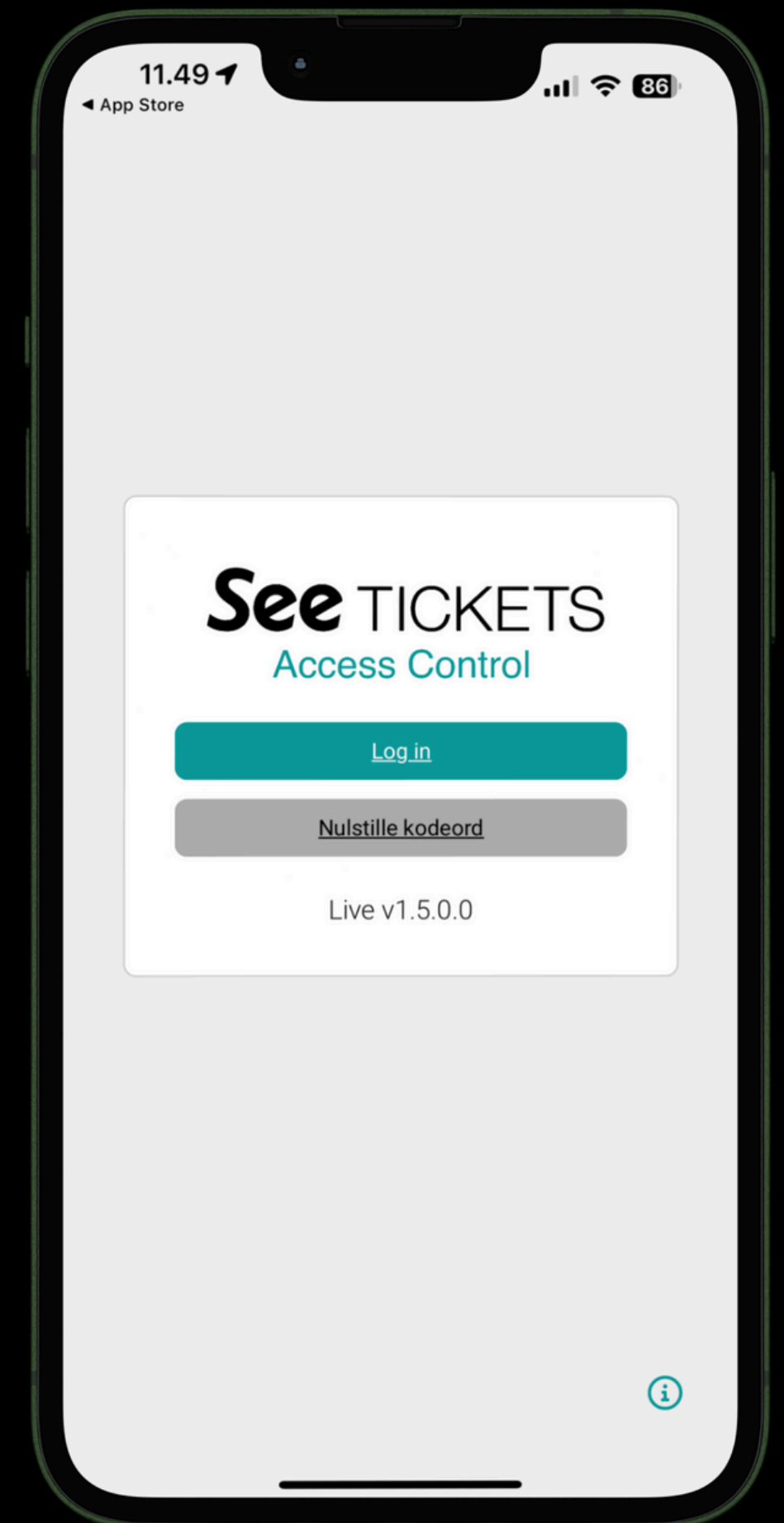
1. Download the app "See Tickets Access Control" in App Store or Google Play. Log in with your Client Console login.

HOW TO SCAN

2. The top of the screen now says "Download items". Click "Add items" at the bottom of the screen. Click on "+ Events" that appears now. Choose your event on the list.

Click the blue button "Add to selection (1 event) og then "Download all". The tickets will now be downloaded to your device.
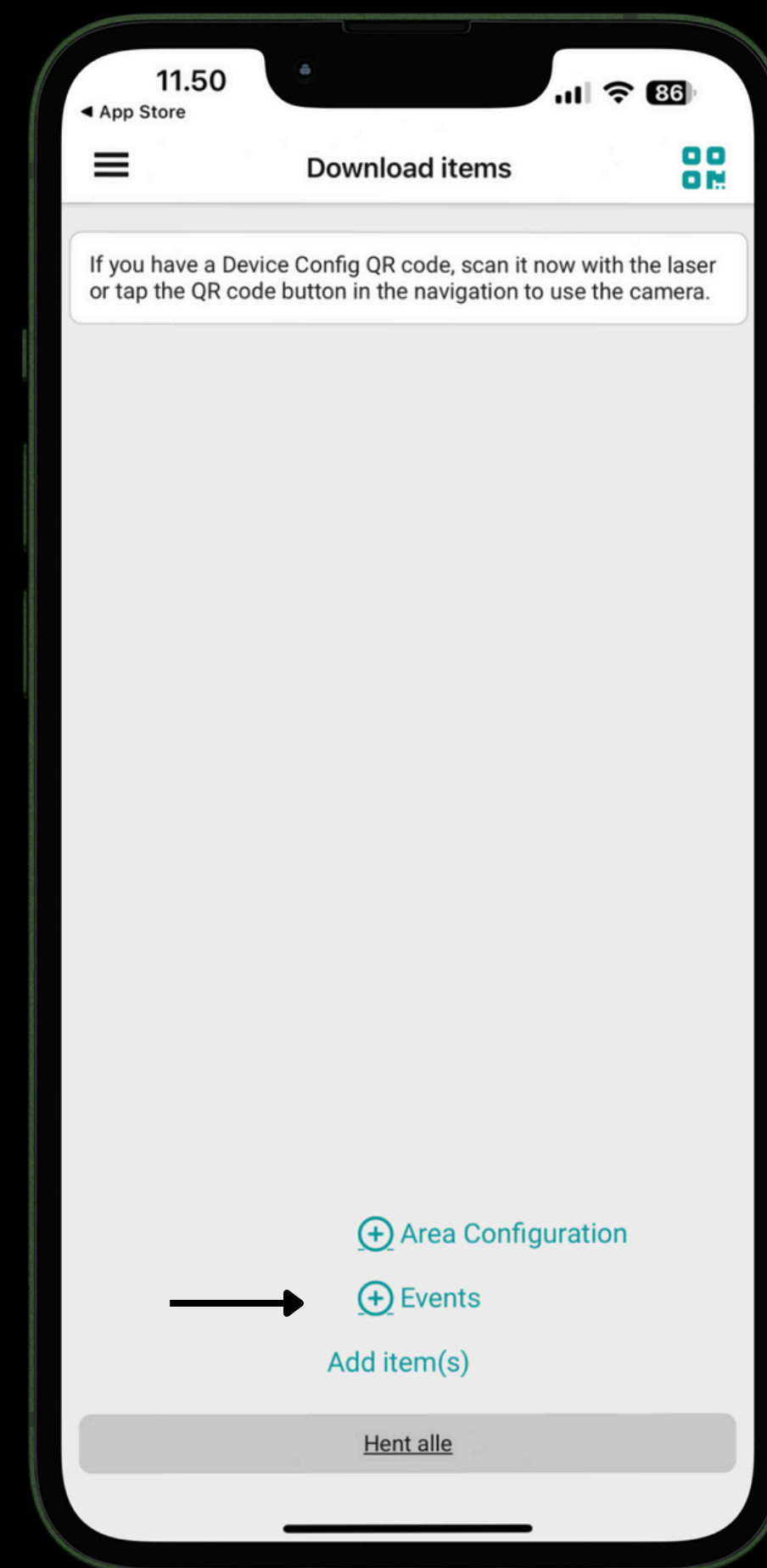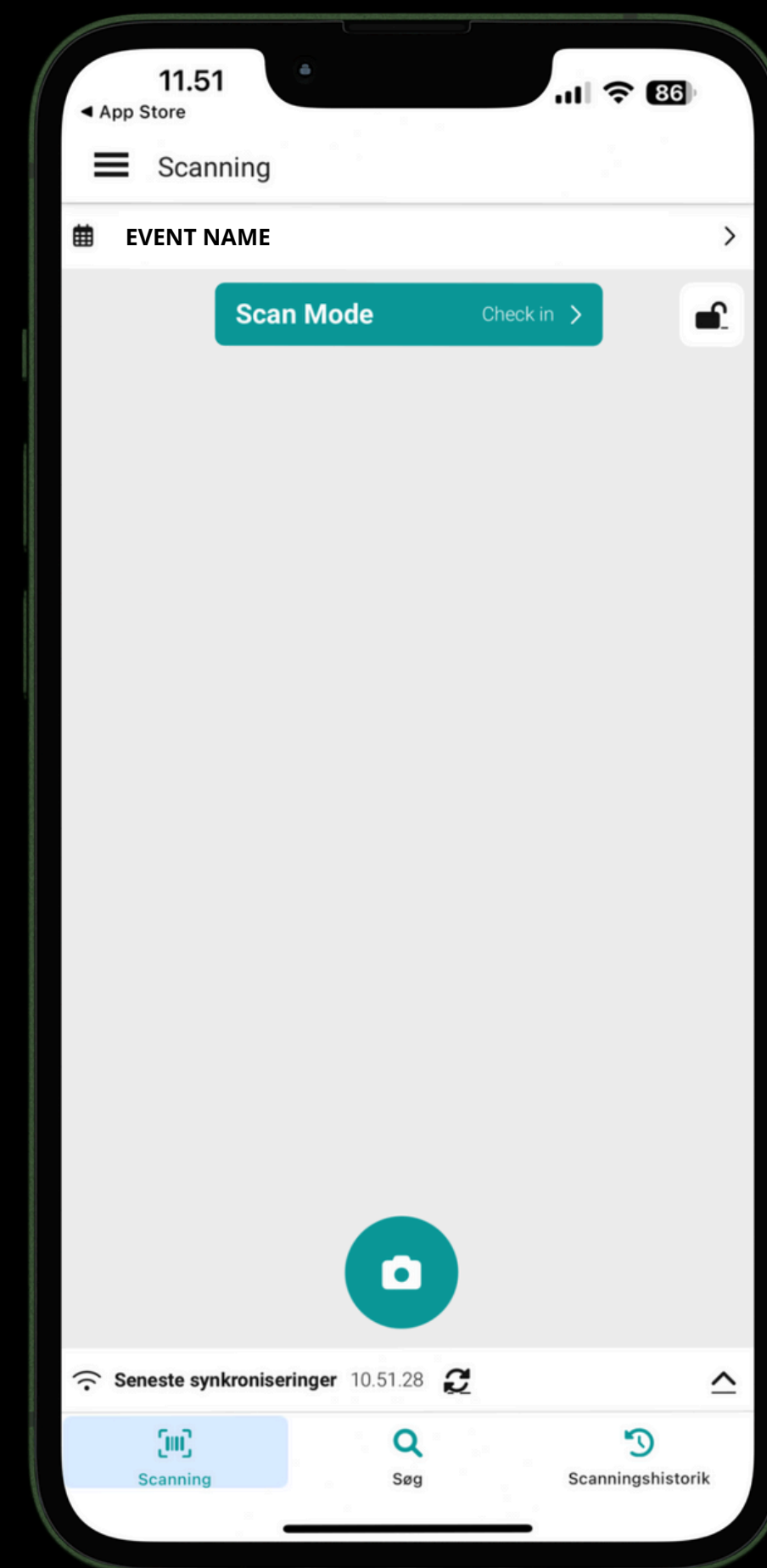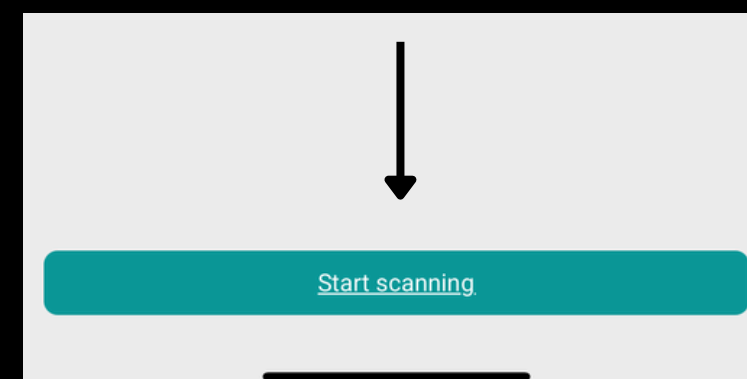
HOW TO SCAN

3. Click the blue button "Start scanning". You're now ready to scan.

Click the camera-icon at the bottom of the screen and use the phone's camera to scan.

If the screen becomes green when you've scanned a ticket, the ticket is approved. If the screen becomes red when you've scanned a ticket, the ticket is not approved.

11.51
◀ App Store

Scanning

📅 EVENT NAME

Scan Mode   Check in ›

📷

🛜 Seneste synkroniseringer 10.51.28

Scanning   Søg   Scanningshistorik
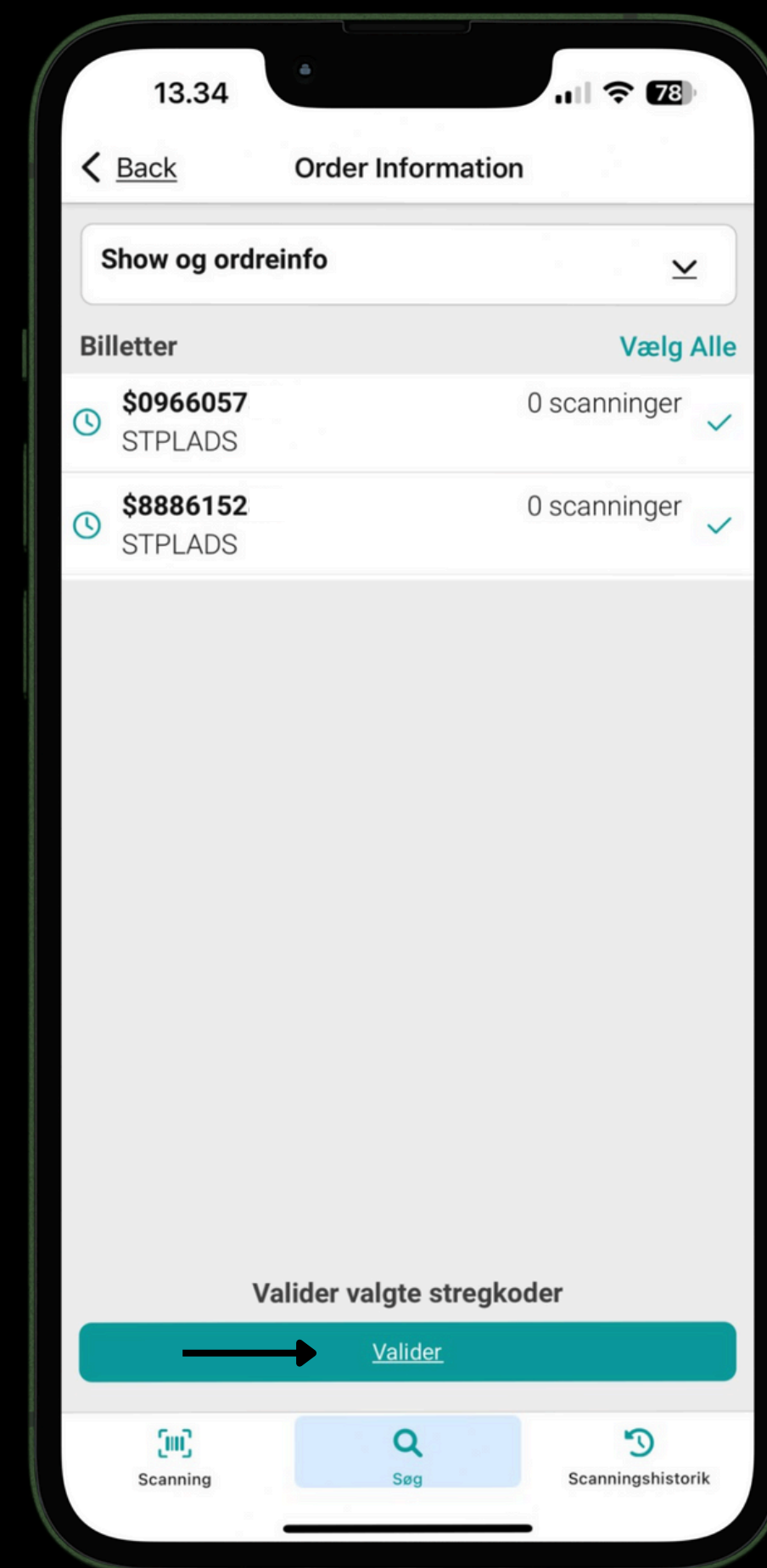
Start scanning

HOW TO SCAN

You have several possibilities in the app.

If someone has trouble finding their tickets, you can use the search function to find ticket holders by name.

Find the ticket holder, mark the tickets you want to scan and click "validate". When the screen becomes green, the tickets are approved.

HOW TO SCAN

In the menu in the upper left corner, you will find "Reports".

Here you can see how many tickets have been scanned during your event.