



SMTA Expo Lead Retrieval Instructions

SMTA is proud to offer a free lead retrieval option that can be used at designated SMTA expos and tech forums.

Note: this app WILL NOT WORK to scan badges at SMTA International Conference and Exposition – you must order lead retrieval for that event from the authorized vendor.

You can follow these instructions to download the free app to your phone and test it out.

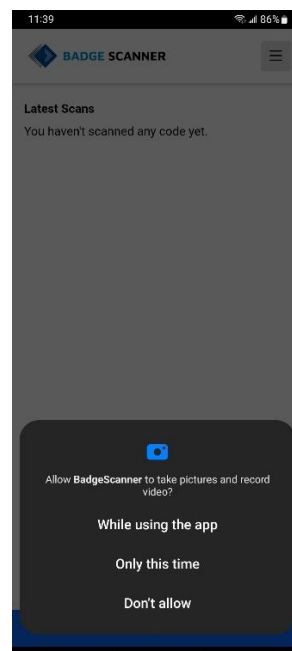
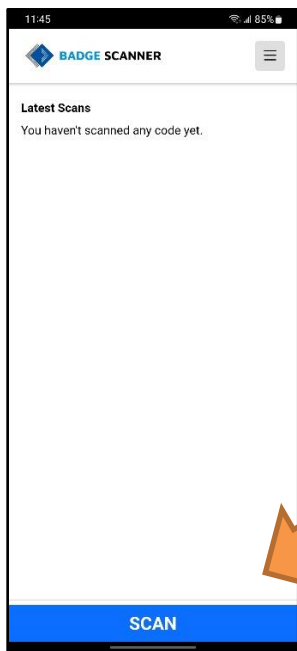
1. **Download** and **install** the free app called **SMTA Badge Scanner** from the [Google Play Store](#).



SMTA Badge Scanner

Elevate AMC

2. **Open** the app and click the **scan** button and select either **“While using this app”** OR **“Only this time”** when it prompts to access your camera.



Instructions continued on next page....

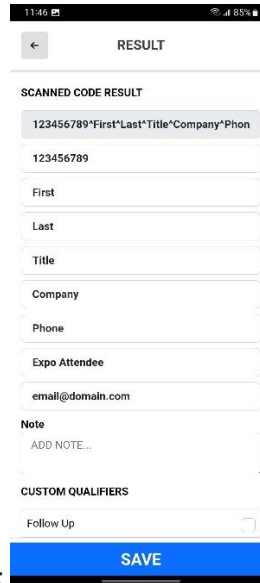
3. Do a **test scan** of the badge below (or your own badge if you have one) to ensure your app is working.



3a. **Position your phone** close enough to the barcode to clearly view the barcode and wait for it to focus.




it will show a result if successful:

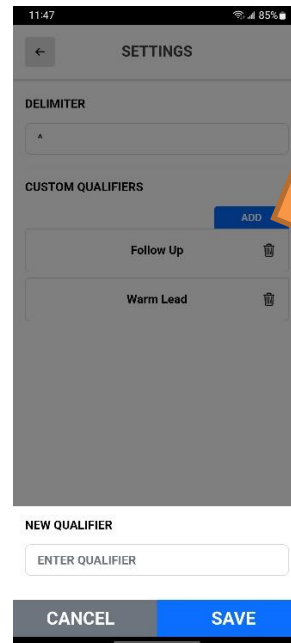
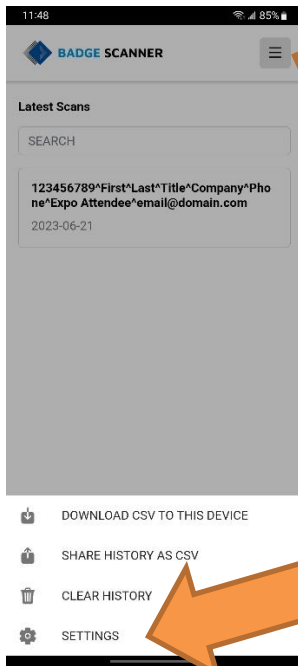


3b. You can add notes, edit any fields, add qualifiers (see next section to set up) and click **“Save”**

Instructions continued on next page....

4. Set up Custom Qualifiers


4a. Click the  menu icon in the top right and choose “Settings”

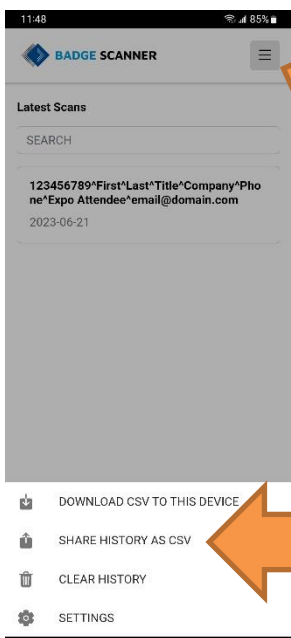


4b. Click “Add” and set up your qualifiers

Qualifiers can then be added to any scanned lead from the scan result screen.

5. Export the list at the end of the show

5a. Click the  menu icon in the top right and choose “Share History as CSV”



5b. Select your email app of choice to email it to yourself as an attachment or use any number of other apps for sharing the file.

Note: There will be **NO header row** in the exported file.

Happy scanning and enjoy your new leads!