

ODPC Workshops Interactive App

With the *Workshops App*, you have instant easy access to the workshops' schedule on your mobile device. The *Workshops App* will allow you to study the complete schedule for workshops, create a personalized schedule of those you wish to attend, and early access to any available handouts submitted by instructors. As you browse the list of workshops, you can choose the classes you want to attend and save them to your own *My Workshops* list, making it easy to see what your daily schedule is.

Login

By creating your own account, your *My Workshops* list can be saved and viewed on any device. To create an account, click on "Login" on the top right hand side of the home page. Use your email address and any password. For gmail accounts, use your gmail address and gmail password. You can look at the schedule without logging in; however, any classes you save will be lost when you leave the app. It's best to log in before you work on the schedule.

1. Home Page

On an iPad, *Home Page* will not show the schedule grid. If you tap on each day, you will see the classes organized by class location. However, if you save the page to iBooks (directions to follow), you will then be able to see the full schedule grid you would see on a print copy.

On PC, laptop or android tablet, *Home Page* is similar to the schedule grid we are accustomed to using-with a big difference:

The names of the classes in each box of the grid are highlighted. Clicking or tapping on the class name will open the description and other information about the class.

If the class is offered more than once, it will be noted here.

Also, when the workshop leader has provided a handout, there will be a link to the handout.

From this description window you can save the class to your personal *My Workshops* list.

2. Workshops Page

On this page you will find classes organized by instrument or type.

Scroll down to find your instrument of choice.

Clicking or tapping the instrument header will present you with all the classes being offered for that instrument.

Click/tap on the class name to see information about the class.

Click on the highlighted Time/Area information in the bottom left-hand part of the description to save it to your "My Workshops".

If the instructor has provided handouts ahead of time, there will be a link included in the description.

3. My Workshops Page

My Workshops works the same as a wish list.

All the class information you save here will be presented to you in one easy to manage list.

Workshop Areas and class times stay with class information to make it easy to see your own schedule at a glance.

Note: you must be logged in to save your *My Workshops* list.

4. Handouts

Watch for links to handouts included with class descriptions on any page.

Clicking/tapping on the link will take you directly to handouts offered for each class where instructors have provided them ahead of time.

Downloading the Schedules and Handouts

All three parts of the app, and including handouts, can be downloaded as PDFs or printed. You should save the full *Workshops Schedule*, *My Workshops*, and *handouts*, before you get to Evert, because Internet access can be unreliable on the fairgrounds. Once you have your choices saved to your tablet, you won't need the Internet to view them. If you take your tablet with you to classes, and you have saved the documents as PDFs into a PDF reader, there is no need to make hard copies of the full schedule, the *My Workshops* schedule, or any handouts.

Downloading & Saving on Android Tablets –



Built-In Browser



Chrome

Select “Print” from your browser’s menu.

1. When the print window opens, select either “Save as PDF” or the printer you want to use.
2. If you’re saving as PDF, tap the PDF icon.
3. If you are printing the page, click “Print”.

PDF’s are downloaded to “My Files” on your Android Tablet. Navigate to the “Documents” folder inside “My Files” to find your Workshops pages or Handouts. From there, you can move them to any folder if you wish. You can also create a Workshops or Music folder to store your Funfest files. Tap any PDF to open it.

Additional iPad Directions for Using the Interactive Workshops Web App

There are two parts to learn in using the workshops web app: one is to learn how to use the features of the app as described above, and the other is to learn how to save the content onto your iPad. You will want to save the workshops content onto your iPad ahead of time, so that you can access all your documents when you don’t have Internet access.

Installing the Workshop Schedule, My Workshops, and Handouts into iBooks

You will be storing all documents as PDFs into *iBooks*, which is a PDF reader. For easy access to *iBooks*, add the app to the bottom row of icons. When you find the icon, hold your finger on it until it jiggles. Then you can slide it down to the bottom row of icons, making it easy to find each time you use it. You will want a folder that holds just Funfest documents. Open the *iBooks* app. Tap on *All Books*, top-center. At the bottom it says *New Collection*. Type in *Funfest Schedules and Handouts, 2016*. This is where you will store the full Workshops Schedule, your My Workshops schedule, and any handouts you wish to keep.

Now you are ready to begin saving! Access the full *Workshop Schedule* on the web site. Once the schedule is open, tap on the screen and look for the small box with an arrow coming out the top. Tap on that and scroll right until you see an orange box that says “Save PDF to iBooks”. Tap on that icon. If you don’t see “preparing PDF”, try tapping on it twice.

To save the schedule into your new folder, open *iBooks*. Once in *iBooks*, you will be in your complete Library. At the top it says *All Books*. At the right it says *Select*. Tap on *Select* and then choose the new document. If you hold too long, it will open, so just tap once. In the upper left, it says *Move*. Tap on *Move*, and then tap on *Funfest Schedules and Handouts, 2016*. You will repeat this process every time you add a new document to that folder, including your *My Workshops* schedule and any handouts. Hint: You can create 3 My Workshops documents in your Funfest folder, one for each day. Then you can access your schedule, one day at a time.

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