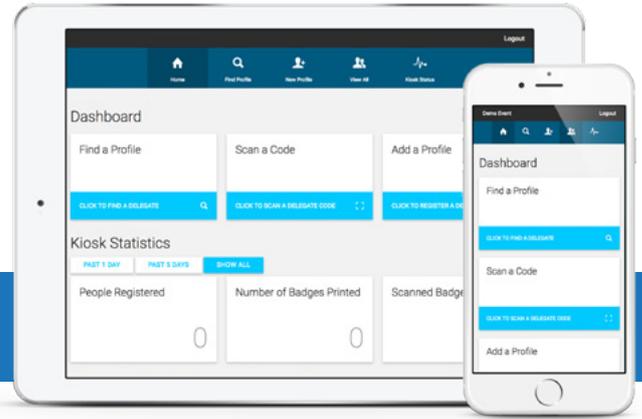




# KioskCompanion

Powered by  Entegy



## Quick Start Guide

### Access the web app

Get it here: <https://kiosk.entegy.com.au>

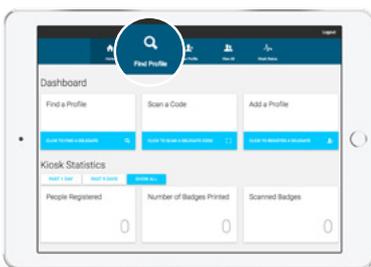
### Login and Select Project

Login with your Entegy Core profile or using the details provided by the event organiser.



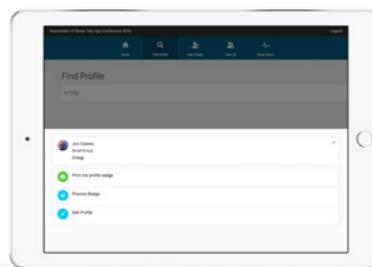
### Printing a Badge

#### 1. Find a delegate



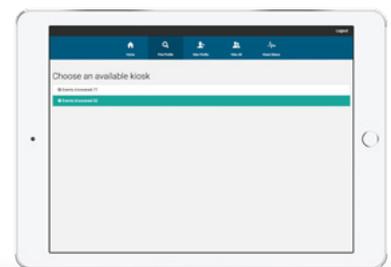
Search by name or company, tap on the delegate profile to open the actions card

#### 2. Print, Preview or Edit



From this screen you can choose to print or preview the badge or amend delegate details

#### 3. Select available kiosk



Available kiosks are highlighted in green. Once a kiosk is selected the badge will begin printing automatically.

## Other Functions



**Add New Profile**  
No profile? No problem. Add a new profile and print in seconds.



**View All**  
List of all profiles, sortable by printed/unprinted.



**Kiosk Status**  
See which kiosks need attention such as low ink or paper.