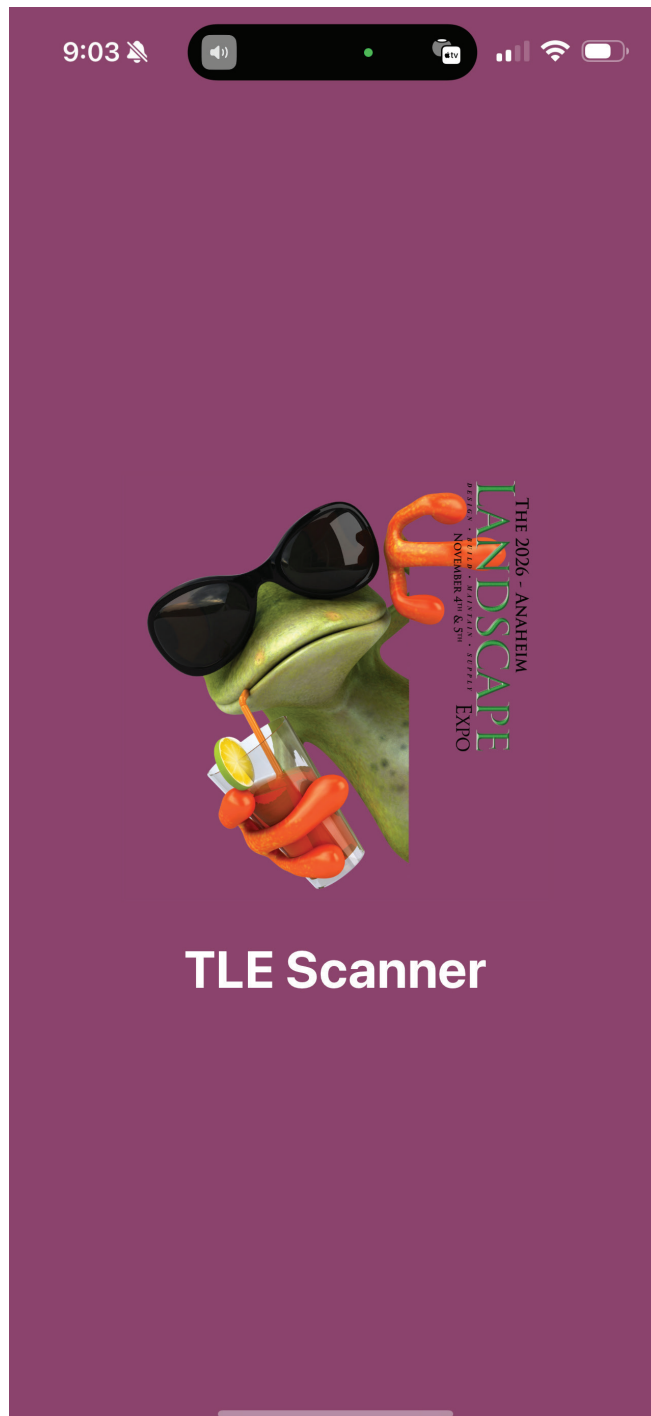
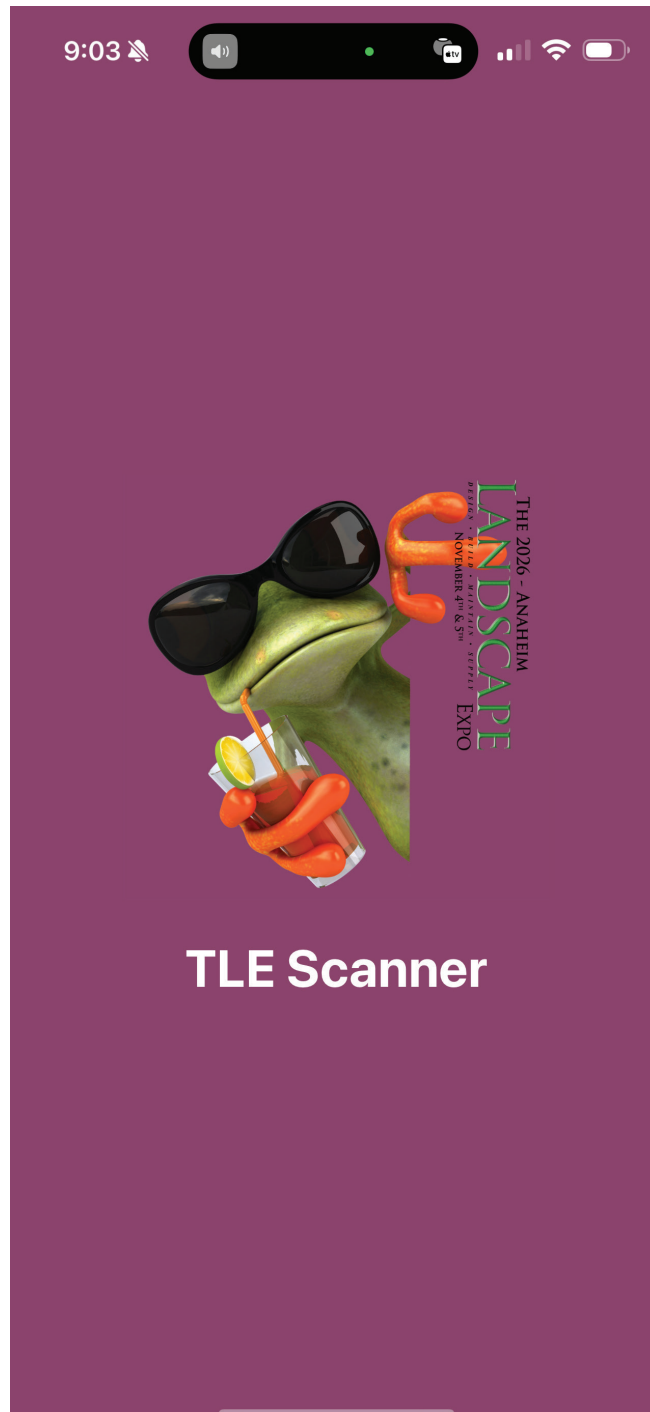


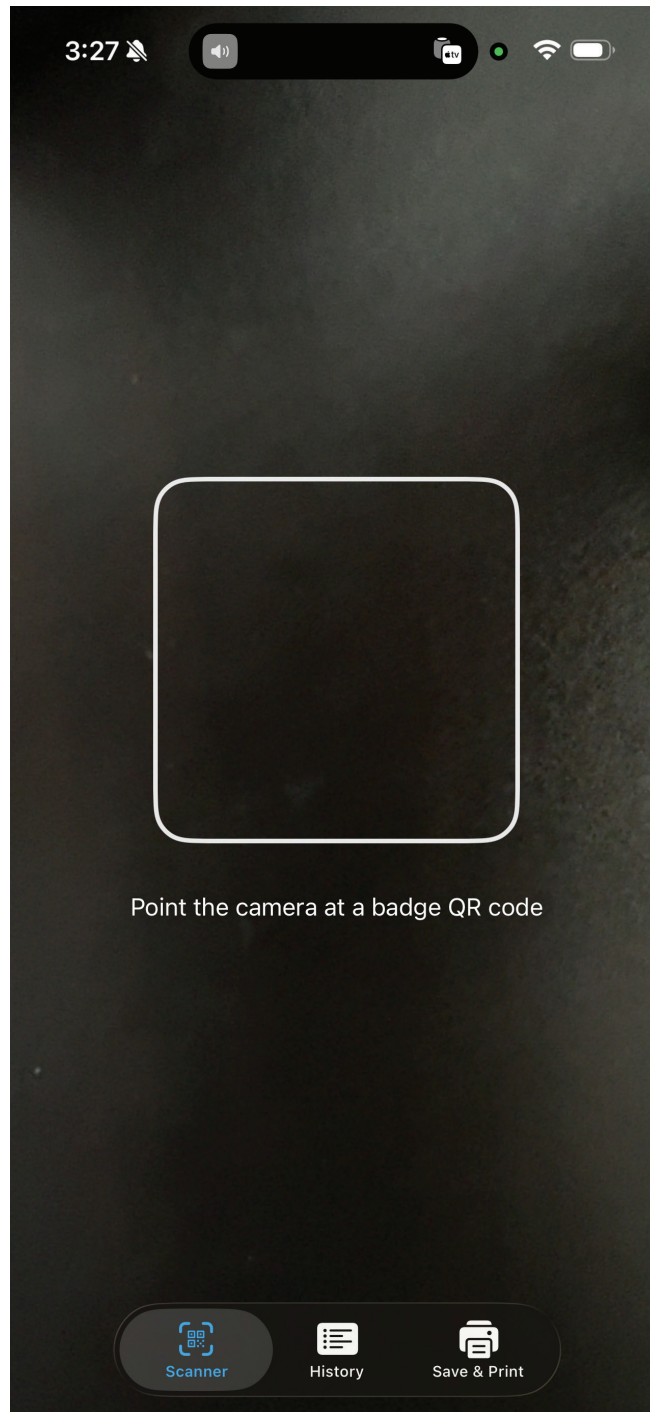


TLE Scanner Manual



Welcome to the 2026 TLE Scanner.

When you start the app you will see this launch screen which will be visible for 3 seconds.



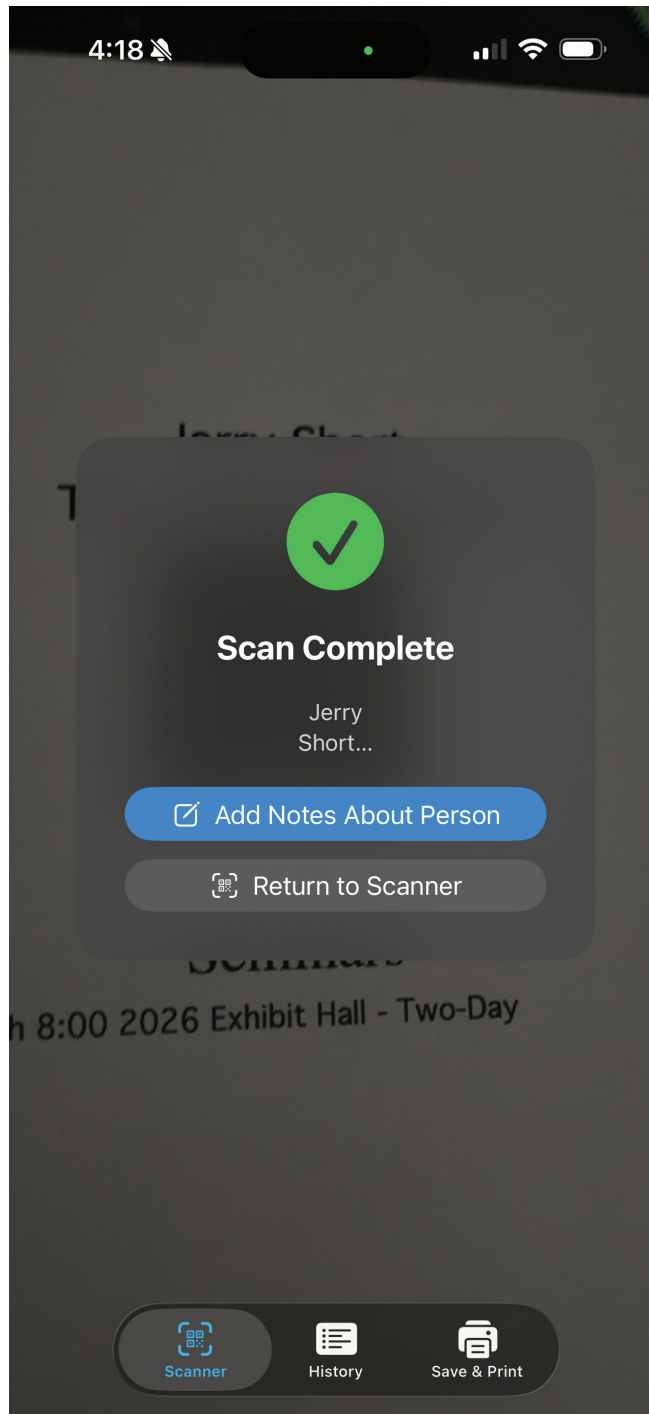
Badge Scanner Screen.

This badge scanner screen will come up automatically. From here you can start scanning attendee badges.



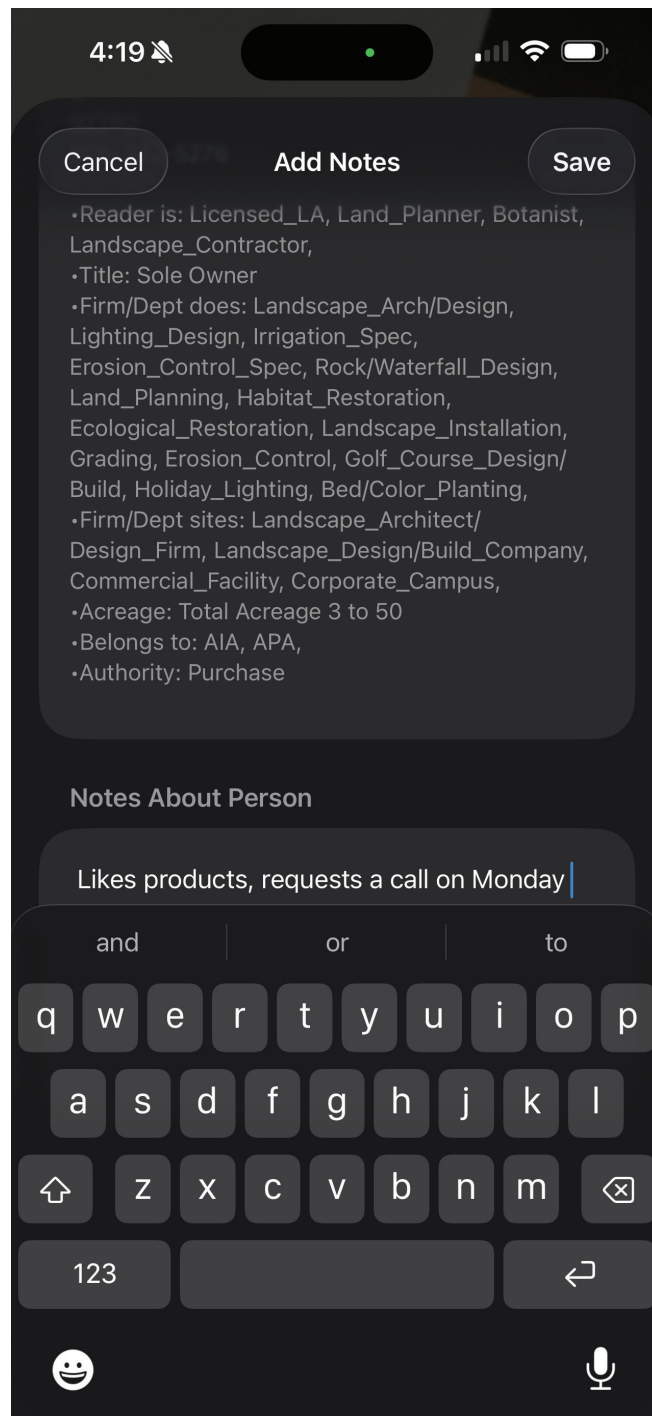
TLE Badges.

All attendees will be wearing a scanner



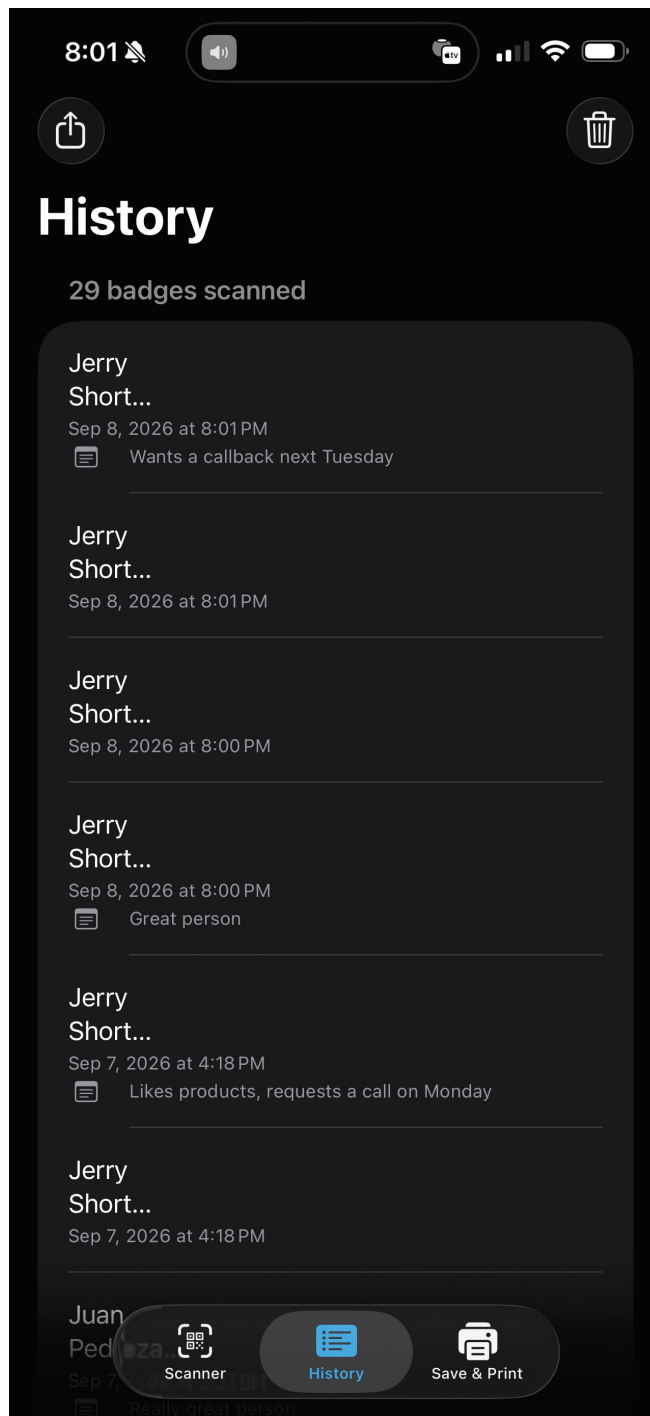
The Scan.

The badge will scan automatically after scan appears in the square on the scanner page. Once scanned you will receive confirmation of the scan and will be asked if you wish to add notes about the attendee or scan another person. If you do not add notes here you can still add notes in the history file.



Adding Notes.

When you choose to add notes, you can type in whatever information you wish to enter. Those notes will stay attached to that scan record.



History File of Scans.

All of your badge scans are stored in the history file and you can view and scanned files data and add notes if needed.

4:20

Cancel Add Notes Save

Scanned Badge

Jerry
Short
The Landscape Expo
17671 Irvine Blvd
Tustin
CA
92780
805-333-5276

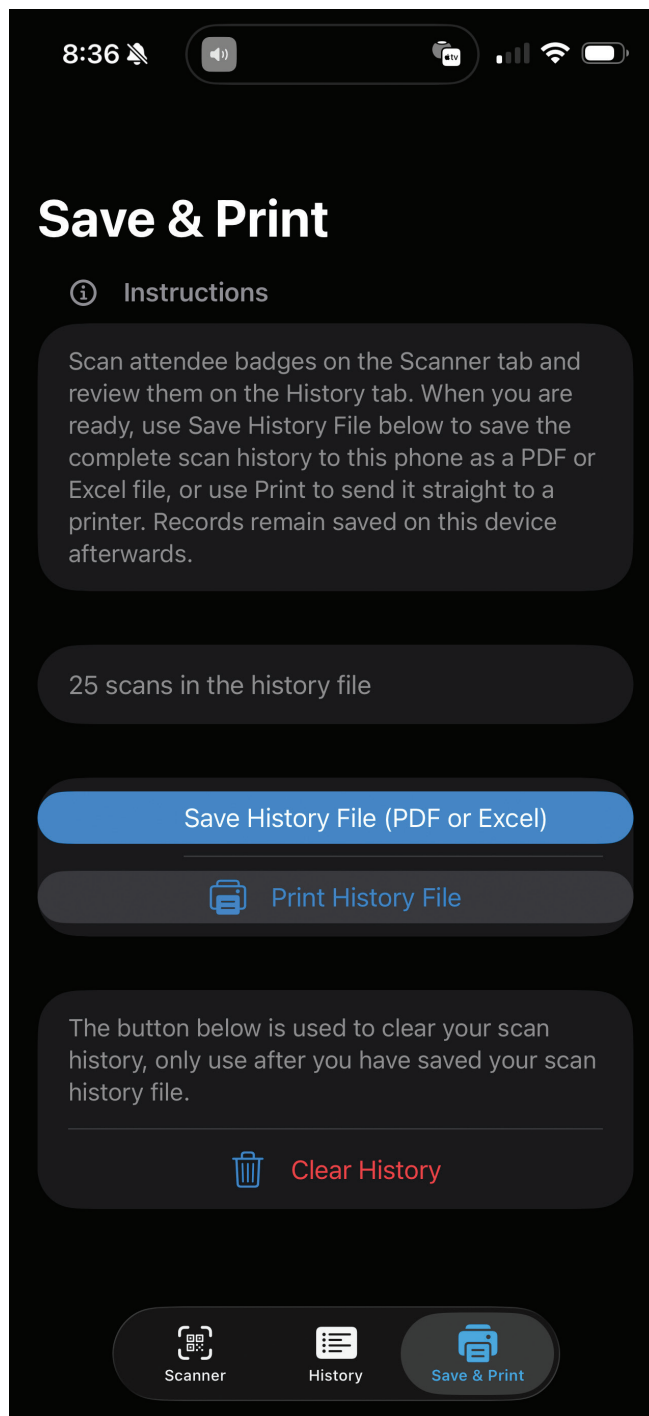
- Reader is: Licensed_LA, Land_Planner, Botanist, Landscape_Contractor,
- Title: Sole Owner
- Firm/Dept does: Landscape_Arch/Design, Lighting_Design, Irrigation_Spec, Erosion_Control_Spec, Rock/Waterfall_Design, Land_Planning, Habitat_Restoration, Ecological_Restoration, Landscape_Installation, Grading, Erosion_Control, Golf_Course_Design/Build, Holiday_Lighting, Bed/Color_Planting,
- Firm/Dept sites: Landscape_Architect/Design_Firm, Landscape_Design/Build_Company, Commercial_Facility, Corporate_Campus,
- Acreage: Total Acreage 3 to 50
- Belongs to: AIA, APA,
- Authority: Purchase

Notes About Person

Likes products, requests a call on Monday

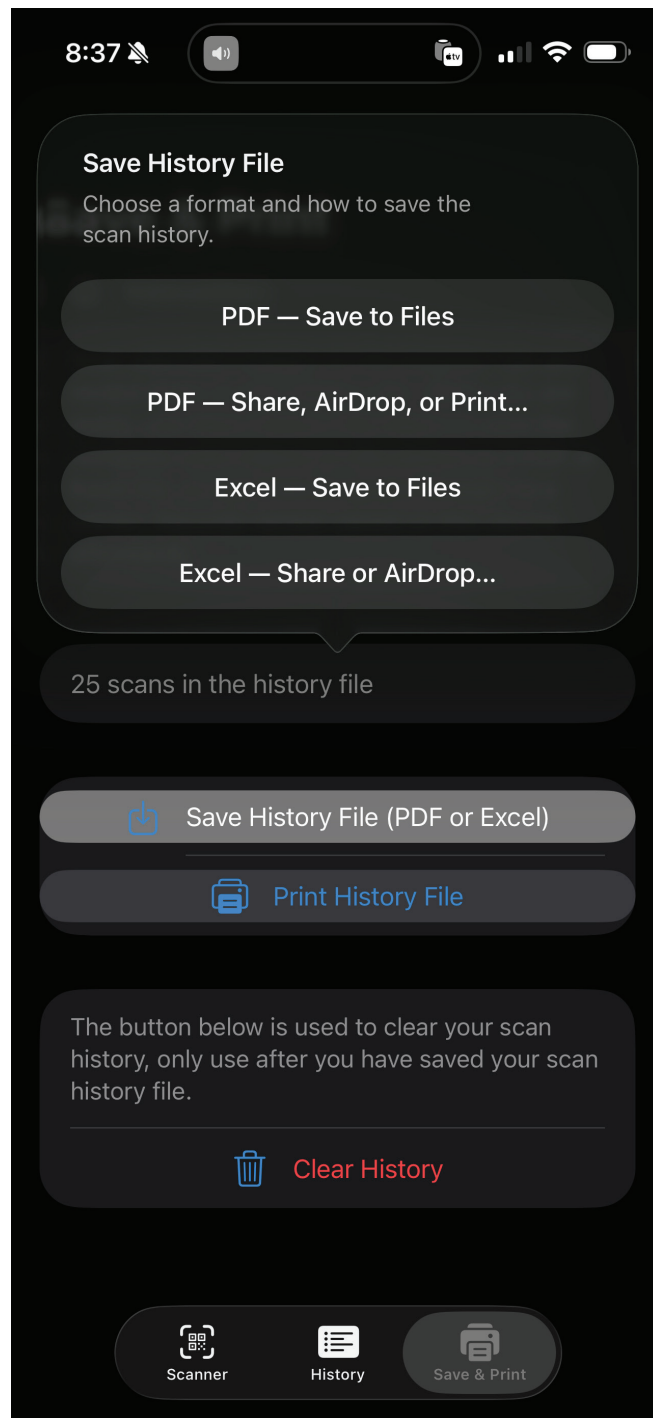
Information Scanned.

When you click on any scanned badge record in the history file you will see the above information. It provides you with all the information needed to contact the attendee along with demographics. You may also add notes for any record.



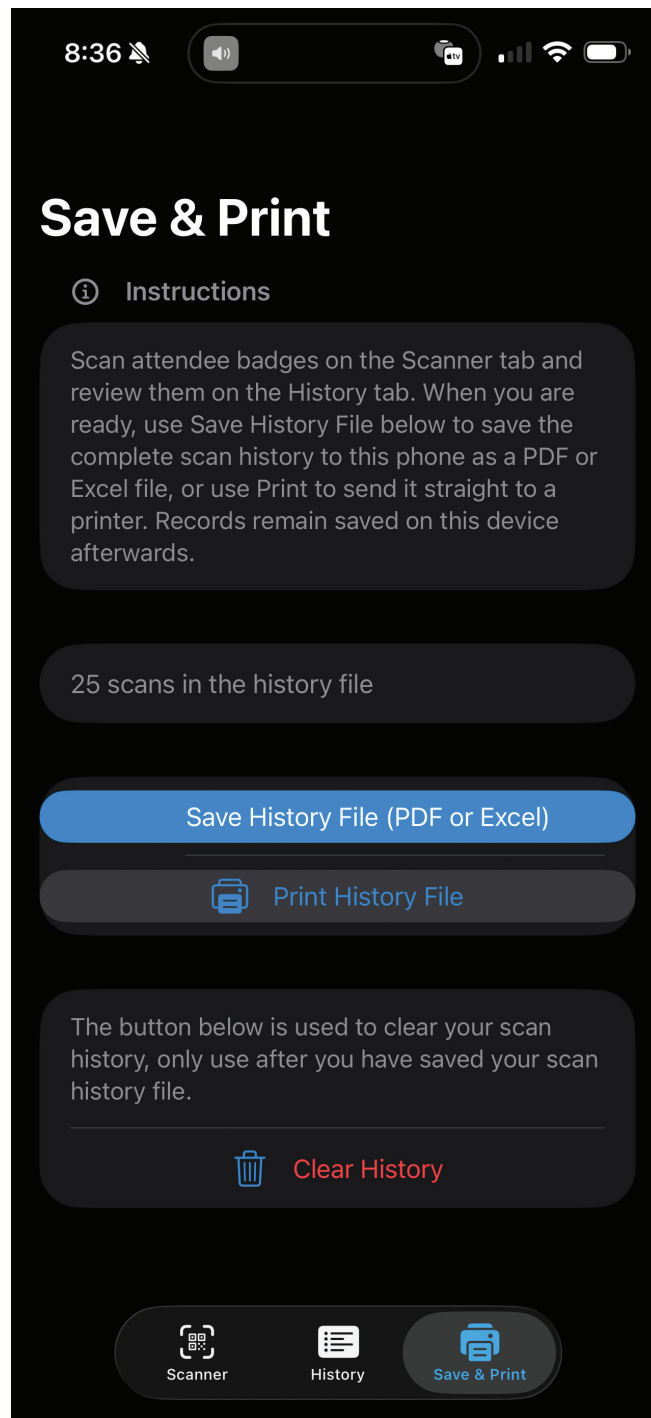
Save & Print Screen.

Once you have finished the show you can save all of the information from the attendees you have scanned as either a PDF or CSV Excel file. This page also lets you know the number of attendees you have scanned.



Saving or Printing Files.

You can save the scans as a PDF or CSV Excel file. You can save and view the file from your phone or save it by Share, AirDrop to another device, such as your laptop or office computer. You can also print the file from your phone to a printer connected your WIFI network or AirPrint compatible printer.



Clear History.

This button allows you to clear your history of scanned badges. So you need to save your history file before you use this button. The main purpose for this button is for users that have used the app before. You may wish to clear the old badge scans on your phone, before the new show.