

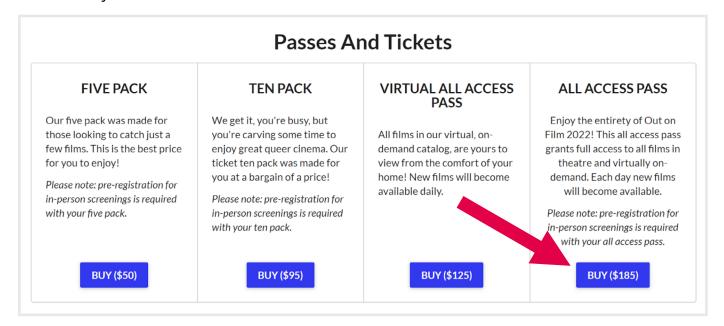
FESTIVAL PATRON HOW TO GUIDE

Redeeming Your Sponsor Supported All Access Pass	
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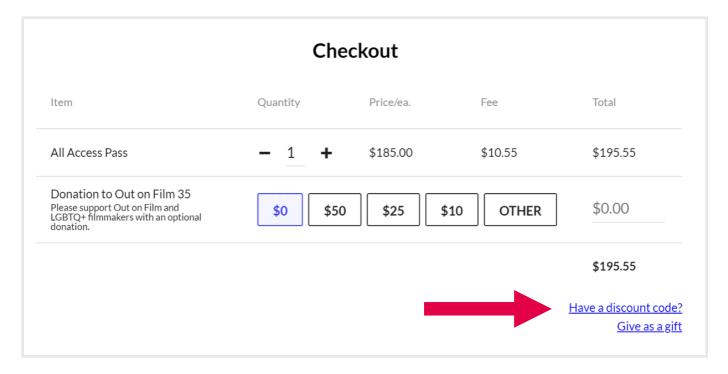


REDEEMING YOUR SPONSOR SUPPORTED ALL ACCESS PASS ACCESS PASS

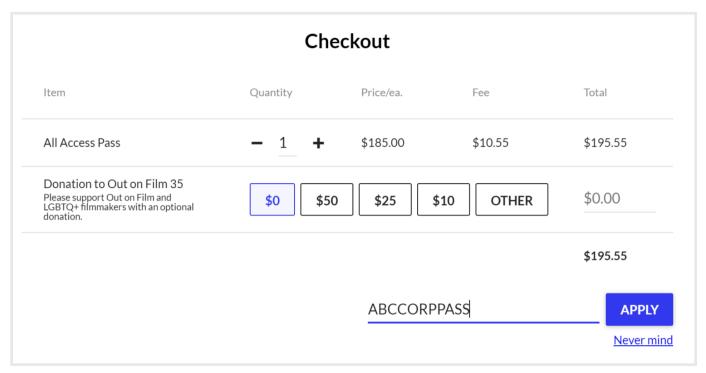
- Navigate to the pass website: https://2022outonfilm.eventive.org/passes/buy
- Select Buy under All Access Pass



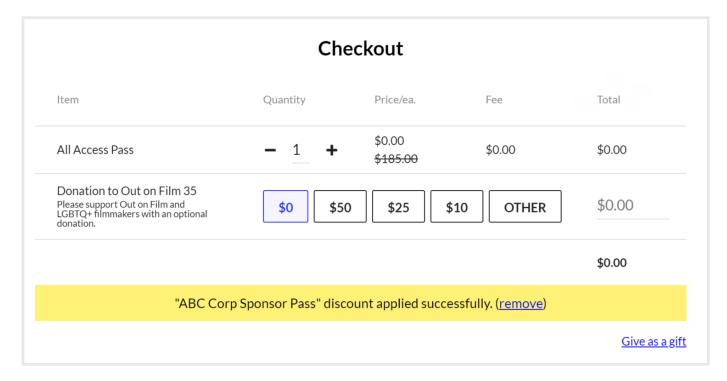
Select "Have a discount code?"



Enter your code and press Apply



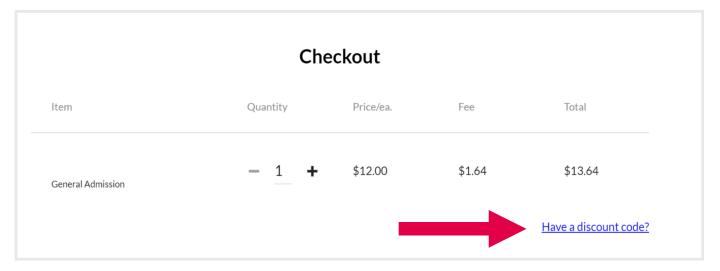
You will receve a message that your discount applied successfully.



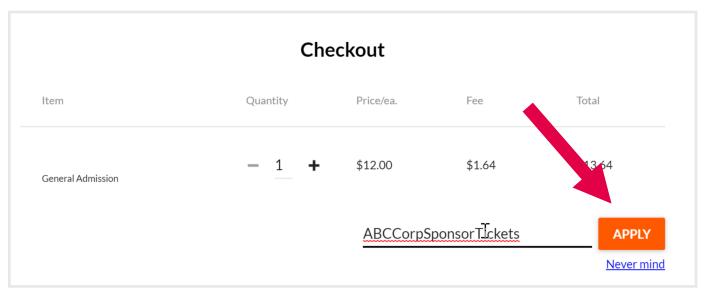
 Continue the check out process by completing the on-screen form and the prompts that follow

REDEEMING INDIVIDUAL TICKETS USING A PROMO CODE

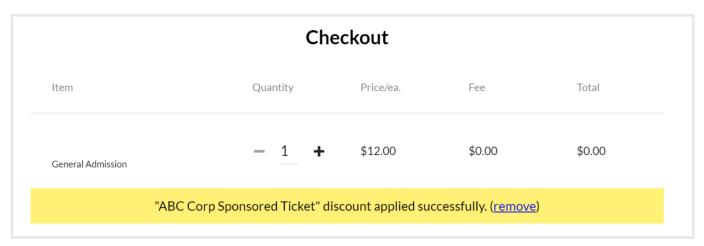
- Search for and locate the screening(s) you'd like to attend
- From the event page, select "Order Tickets"
- Press "Have a discount code?"



Enter your discount code and press "Apply"



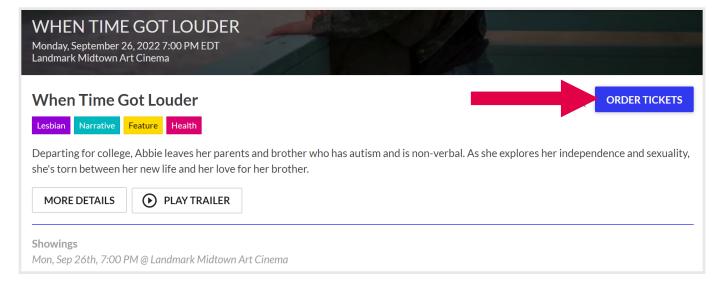
You will receve a message that your discount applied successfully.



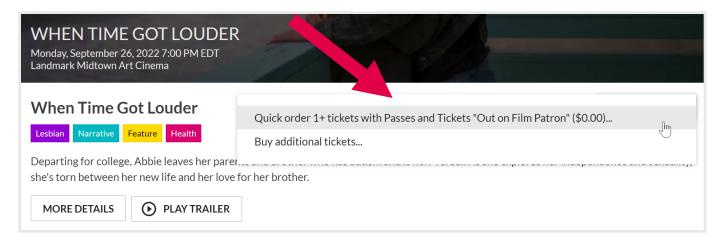
 Continue the check out process by completing the on-screen form and the prompts that follow.

USING YOUR ALL ACCESS PASS/TEN PACK/FIVE PACK TO SECURE TICKETS TO SCREENINGS

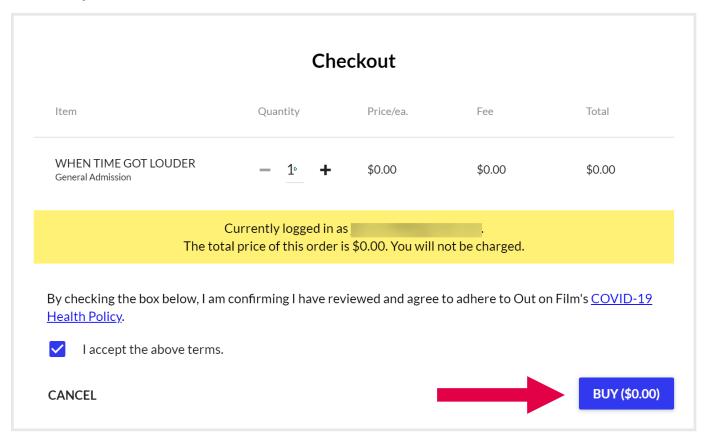
- Search for and locate the screening you'd like to attend
- From the event page, select "Order Tickets"



- Select "Quick order 1 ticket with Passes and Tickets '[Your pass name]' \$0.00"
 - If you do not see this, you will need to first login using the email address and password you purchased your pass with.



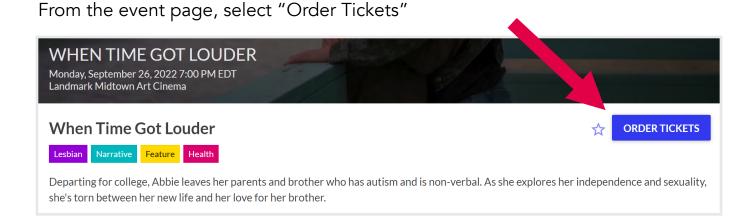
Press Buy



- Your tickets will be emailed to you
- Please have the QR code ready to scan at the theater (you can print your tickets, show us the QR code in your email, or access your tickets at https://2022outonfilm.eventive.org/tickets from your mobile device.
- Tickets will also be texted to you an hour before showtime (if you've enabled text messaging)

ATTENDING IN PERSON

- There will be no door sales for tickets all tickets must be purchased in advance online at https://outonfilm.org
- Search for and locate the screening you'd like to attend



- Continue the check out process by completing the on-screen form and the prompts that follow.
- Your tickets will be emailed to you. Please have the QR code ready to scan at the theater (you can print your tickets, show us the QR code in your email, or access your tickets at https://2022outonfilm.eventive.org/tickets from your mobile device.
- Tickets will also be texted to you an hour before showtime (if you've enabled text messaging)
- Out on Film highly recommends all patrons bring and wear a mask anytime you are not actively eating or drinking. We reserve the right to revise this mask policy at any time before or during the festival based upon the day-by-day status of the COVID-19 Pandemic.



VERY IMPORTANT: Please be sure you've reviewed our COVID-19 Health Policy at https://www.outonfilm.org/covid19-health-policy and have your COVID-19 vaccination card (or a copy on your phone) on you at all times. If unable or unwilling to present your vaccination card when asked, you will be denied entry into the theatre.

ATTENDING VIRTUALLY

You can pre-order tickets to virtual screenings you wish to view, or, if during the viewing window, unlock the film immediately. Once you've located the film you wish to view, press "Pre-Order Now" or "Unlock Now", complete your payment, and the film will become available to you during the viewing window.

If you purchased an All Access Pass, ten pack, or five pack, you can redeem those passes by selecting "Pre-Order Now" or "Unlock Now" on films you wish to view. Your pass benefits will be automatically applied.

If you do not see your pass benefits, confirm that you are logged in using the same email account you purchased you pass with.

 You can view Virtual Screenings on your TV using your Apple TV, Roku, Firestick, or Laptop. Please see the following guidance for using these devices:

Please note, we highly recommend testing these steps as soon as possible so that if you have issues we can assist ASAP!

Apple TV

Please download the "Eventive TV" app from the Apple TV App Store (accessible via your TV). You must have at least a generation 4 Apple TV to access the App Store.

When you open the app for the first time you'll see an activation code. On another device, please navigate to <u>watch.eventive.org/tv</u>, then login if necessary and use the code to connect your account. Now, select from the available channels on the Eventive Apple TV app to begin watching. All of your unlocked content will be available on the app. If a program has not already been purchased/unlocked, you'll have to unlock it on another device such as a laptop or mobile device first.

If you ever need to re-activate the TV app, you can select TV app setup by hovering over the login ID circle at the upper right of the device screen.

Please note: Livestreams are currently not available via the TV app. You can AirPlay them from another device to your TV.

Roku

Search for "Eventive TV" in the Roku Channel Store on your Roku. You can also add the Eventive TV app to your Roku via the Roku website by clicking here.

Once you have installed the app, open it and follow the instructions to login. All of your unlocked content will be available on the app. If a program has not already been unlocked, you'll have to unlock it on another device such as a laptop or mobile device first.

Please note: Livestreams are currently not available via the TV app. You can cast them from another device to your TV.

FireTV or Firestick

Open your Firestick or Fire TV app and navigate to the magnifying glass icon to search. Enter EVENTIVE TV in the search field and select EVENTIVE TV when it appears, next press the down button on your remote to navigate to "Apps and Games" where you will find the EVENTIVE TV app. You can also add the Eventive TV app to your Amazon Fire TV via the Amazon website by clicking here.

Select the app and install on your device. Once installed you will then see a 6 character code you will enter into your account settings at watch.eventive.org/tv

Once you have entered the code your Fire TV will show all of the content you have unlocked for viewing via another device such as a laptop or mobile device.

Please note: Livestreams are currently not available via the Fire TV app. You can cast them from another device to your TV.

Laptop or Computer

If an Apple TV, Firestick, or Roku device are not an option, you can usually directly connect your computer to your TV using an HDMI cable, if one is available.

- 1. Make sure your computer is close enough to your Television for the HDMI cable to reach between them safely.
- 2.Connect one end of the HDMI cable into an available HDMI port on the TV. Take note of the HDMI input number it is being connected to.
- 3. Plug the other end of the cable into your laptop's HDMI out port
- 4. Set the TV to the **HDMI Input** port that the computer is connected to using the source or display button on your TV remote.

If your computer's display does not automatically appear on your television screen, you may need to have the computer manually detect the display.

- Windows: Right-click on the desktop > Display Settings > Click Detect > Click the "Multiple displays" drop-down box and select "Duplicate these displays") > Click Apply.
- Mac: Go to the Apple Menu > choose System Preferences > Choose the "Displays" panel > Hold down the "Option" key to show the "Detect Displays" button note that it replaces the 'Gather Windows' button > Click on "Detect Displays" while holding down Option to use the function as intended.

If you need additional assistance, please do not hesitate to email us at boxoffice@outonfilm.org

Important note: Due to content protection restrictions, the Screen Mirroring feature on Smart TVs and other devices cannot be used. Many browsers built into Smart TVs and other devices will NOT allow protected content to play.

- We recommend you test your device in advance of your content being available by using this test video: https://watch.eventive.org/account/play/5f0368a74282a70029055ca8
- Please browse the frequently asked questions provided by our virtual cinema partners at: https://watch.eventive.org/help?
 ga=2.16691061.2128160950.1631987822-1612057385.1631146254
- If you are having any issues viewing virtual content after using this guide, please reach out to us immediately via phone or email. You can reach us via email at boxoffice@outonfilm.org or leave a voicemail at 678.944.8158.