

eTouches - Attendance Tracking with Timestamps

How to set up the Swiftium side of attendance tracking with timestamps.

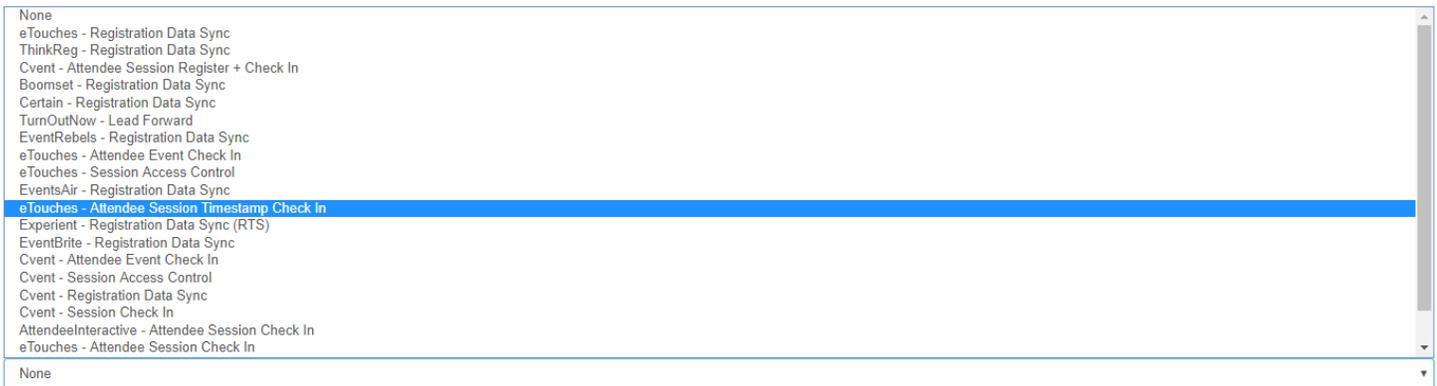
1. Go to <https://swiftium.co/>.
2. Log in to enter your Exhibitor Portal.
3. Select the show you would like to edit by using the *Select A Show* dropdown.
4. Click on *Manage Show Configuration*.



5. Hover over *Registration Data* and click on *Third Party API*.



6. Using the *Select Third Party API* dropdown select *eTouches - Attendee Session Timestamp Check In*.



7. Enter your *API Key* and *Account ID* into the text fields and click *Get Events*.



8. Using the *Select Event* dropdown, select the show in question and click *Next*.

Select Event
My Event 

9. If you would like a timestamp for a session within the list:

a. Check the *Use Session* box.

b. Using the *eTouches Field* dropdown, select the field that matches the *eTouches Session Name*.

Use Session	eTouches Session Name	eTouches Field
<input checked="" type="checkbox"/>	Session 1	Session 1 
<input type="checkbox"/>	Session 2	Session 2 
<input type="checkbox"/>	Session 3	Session 3 

10. When you are finished selecting all the sessions you would like, scroll to the bottom of the page and select .

11. You should now see your *Attendance Tracking with Timestamps* sync under *Show Syncs*.