

Women in Property App - Getting Started

Find the App



1. Search App Stores - Apple App Store for IOS or Google Play for Android - **to avoid all women or property related items key 'women in property' in inverted commas.**
2. Open App – click Welcome, then Members.
3. Key in the email address and password you use on the Women in Property website. A password reminder can be requested at <https://www.womeninproperty.org.uk/members/>
4. Read and agree/'toggle' [Privacy statement](#). Option to agree/'toggle' Geo Locate (allows you to find, and be found by, other members) for Find function.



Home Screen

- Top - Quick access icons for home screen and main menu functions
- Middle – Main menu functions
- Bottom Left – grey three bar icon for accessing handset settings

Chat

Purpose

- For members to make connections and broaden networks
- Search the online directory to find and connect with members
- To chat with your connections

Settings

- Allow 'notifications' in the App or handset or no alert will be issued when a message or connection request is received

Use/Functionality

There are three tabs - the one in use will be highlighted in turquoise.

Tabs that contain a red dot indicate a connection request / chat that requires a response

Recent chats

Recent chats displayed

Create new chats to members listed in 'My connections'

Members must be connections and must have accepted a connection request before 'chatting'

All members

Lists all members included in the Women in Property directory

Create connections by selecting a member and sending a connection request

Any connections you have made will be indicated by a green dot

My connections

Lists members that have accepted a connection request

Start a new chat by clicking the chat icon. 'Ongoing chats' are listed in 'Recent Chats'

If you have any questions, please contact one of the following:

- For queries with login, profile updates and renewals: membership@womeninproperty.org.uk
- For queries with event bookings: booking@womeninproperty.org.uk

Profile

Purpose

- Displays an overview of your profile on the Women in Property directory
- Allows members to update their profile and renew membership.

Settings

- Sign in and out of GPS (Geo Locate)
- Adjust the search radius within which you wish to be 'found', up to 50 miles

Use/Functionality

Change details

Update any details that are currently held on the women in Property database against your profile. Add or update your profile picture.

Renew membership

Membership renewal can be confirmed and paid for – this facility will only be available during the membership renewal period
Alternative access to 'Find' and 'All my Connections'

Find

Purpose

- Find members for Connections and to build networks

Settings

Opt into Geo Locate to use the Find by My Location function; other members can only be found if they have opted into Geo Locate. For information on data storage see <https://www.womeninproperty.org.uk/privacy-policy/>

Use/Functionality

Option to find members either by "My location" or "Member location"

Option to select the search radius

Find by member location

Use city/town search function to find members – their location will be displayed on a map. Location used is the address members have registered on the Women in Property directory.

Find by my location

Allows you to find members within a chosen radius using live locations. Results are listed with the distance in miles and exact locations are not displayed.

Events

Purpose

- View and book forthcoming events

Settings

- Allow 'access to calendar' in handset or no calendar insert will be made when a booking is made

Use/Functionality

2 tabs – the one in use is highlighted in turquoise

Our Events

Lists all events available via the website - the majority available to book via the App.

Events can be filtered by type and location, using the scroll-down menu.

Members can book up to two guests, members and non-members, depending on the event.

Event fees are paid by card and all bookings will receive email confirmation and receipt (where applicable) and option to add the event to your Calendar.

My Events

Lists events you have booked to attend

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