

## **Activity Overview**

On the day of your activity, you'll be split up into small teams of two to six people. You'll need one iPhone or Android device per team. On that device, you will download the Outback Team Building smartphone app and sign up using your email. We recommend you have at least one backup device available per team, even though challenges should only be completed on one device at a time.

If you are taking part in the Getting to Know You activity, you may be working individually, unless your activity organizer has divided you into small teams.

We'll provide you with an activity name and entry code, which you'll use to get started, once you have signed into the app. You and your team will then have access to a variety of challenges on your smartphone that you can complete in any order, to earn points and compete against other teams.

You'll need to work against the clock as you and your team try to complete as many challenges as possible. Challenges are themed around fun and exciting activities that are sure to get you out of your comfort zone, and test your team's strategy, skill, and teamwork. You can try some of the seemingly easy challenges to get warmed up, or head straight to the harder challenges to earn big points.

You'll be able to watch the action unfold and track your progress automatically within the Leaderboard and Submissions tabs. Points are awarded each time a challenge is completed. You can manually audit your teams to deduct points, if you deem a challenge not completed satisfactory, by referencing the challenge list. If at the end of the activity you're the team with the highest points, you'll receive the crown, and become the ultimate champions!

At the end of the activity, show your teams photos and videos by using the Slideshow feature! The Slideshow can be projected onto a screen using the link provided in the introductory email and will present all of the media submitted by the teams (this feature is not available for trivia challenges, including Game Show Extravaganza, Clue Murder Mystery and Code Break activities).

### DOWNLOAD THE APP



#### SIGN UP



#### **SEARCH ACTIVITY**





# Getting started

# 1. Download the app

The app is free to download on any Apple or Android device. Simply search for "Outback Team Building" in the Apple App or Google Play Stores.

# 2. Open the app

Allow the app to access your location, photos and videos if prompted. Scroll through the intro screens, and click "Done" to arrive at the sign in screen.

# 3. Sign into the app

Sign into the app using an email address. To sign in for the first time using an email, click "Sign Up", enter your email address, and a password of your choice. Each team should sign up using a different email address. To join a team, please see our Hints and Tips.

#### 4. Join the activity

Your event organizer will provide you with the entry code, which the app will prompt you for. If you have skipped this step please follow the steps below:

- a) In the main menu, select 'Select an Activity' option
- b) In the search bar at the top of the screen, type in the activity name that your organizer can provide you with and select 'Join'. The app will then ask you for the entry code

## 5. Take a team selfie

Once joined, you'll need to create a team name and take a team photo that will appear within the Leaderboard and Submissions tabs.

# 6. Complete challenges

Click on challenges, read the description carefully, and complete the challenges according to the instructions.

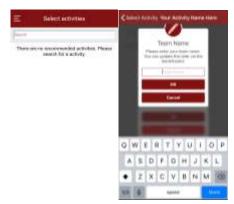
# 7. Track your progress

You can see how well you're doing compared to other teams on the Leaderboard. You can check out other teams' submissions, if available, within the Submissions tab.

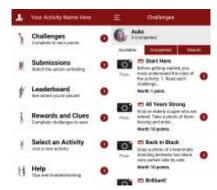
### 8. Download Your Media at the End of your Activity

Follow the quick and easy instructions to download your media package, including all photos and videos taken by participants. Media is available for up to 3 months after your event.

#### JOIN ACTIVITY AND TEAM SELFIE



#### **COMPLETE CHALLENGES**



## TRACK PROGRESS





# Hints and tips

### **PHONE**

- In order for the app to work most effectively, please ensure that you have the latest operating system downloaded and you have approximately 400 MB of memory available on your device.
- You will need an account with Google Play or Apple Store in order to download the free app onto your device.
- Make sure you fully charge your phone before the activity. We recommend you turn off Bluetooth and close down any other apps on your device to maximize your battery during the activity.

#### SIGNING UP

- We recommend making a note of your unique password once you are signed in.
- The only password limitation is that emojis are not permitted.
- If your team must use one of your backup devices, be sure to use the exact same email address and password originally created on the first device, when logging into the app on the backup device.

### WI-FI (OR DATA)

- You will need either a strong Wi-Fi connection or access to your phone's data plan.
- You can still access and submit challenges if you go offline, but you'll need to go back online during the activity to ensure your challenges count on the leaderboard.
- Avoid switching back and forth between Wi-Fi and data where possible.

### APP FUNCTIONALITY

- As you complete challenges, they automatically move over to the "Completed" tab section.
- You can continue to complete challenges as your submission uploads in the background. Please be patient as the upload can sometimes take a few moments.

# **iPADS**

If using an ipad, please ensure to lock your ipad screen in portrait.

You can do this by changing your screen settings, within the settings tab.

# **Google Pixel Devices**

Google Pixels currently do not support all the functions of our application.







### **TROUBLESHOOTING**

- The app will refresh and update automatically. If you notice the app is not responding, you can manually refresh the app by swiping down on your screen to reload the page.
- If you experience any other problems with the app, always try logging out, closing down the application, and logging back in. That usually solves any issues.

#### **SCORING**

- Each time a team completes a challenge, the activity will automatically assign points to the submission, whether
  or not it is correct. At the end of the activity, the Leaderboard will display the teams in order of the points they
  have accumulated. This will allow you to award first place to the team at the top of the Leaderboard, if this is what
  you choose to do.
- If you are awarding prizes to the teams, based on points, please allow a few minutes after the activity has ended to allow the app to completely download any remaining submissions
- You can audit team submissions, if this is important to your group. You can do this by comparing the top team's submissions against the list of challenge descriptions, and deducting points manually from their overall score on any challenge that they failed to complete accurately. If at the end of that audit, the top team remains the team with the highest points, they are the winner. If they fall down a place, audit the team who has the next highest score, until you arrive at a winner.
- Please note that the submissions link does not display for text and trivia based answers.

# DOWNLOAD YOUR MEDIA PACKAGE

- Once your activity is complete, you can follow the quick and easy instructions found on our <u>website here</u>, to download your media package, including all photos and videos taken by participants.
- Please note that media is not available for text and trivia based activities.
- Your media download will be available to download from the app up until 3 months after your event
- If you experience any difficulty when downloading your media package, please contact our Support Team for assistance at supportteam@outbackteambuilding.com.