Access the Assistant from the following URL: https://assistant.cardboardevents.com/
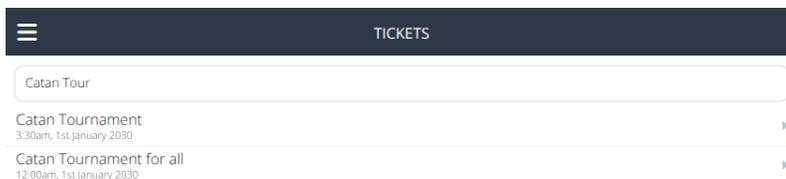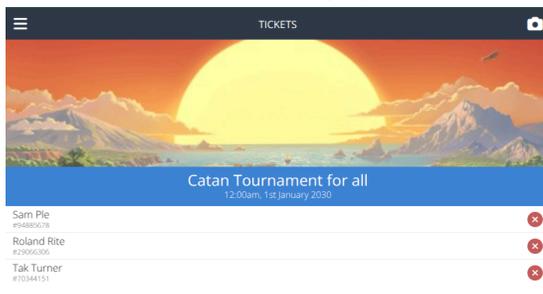**Enter the Access Code: _____**
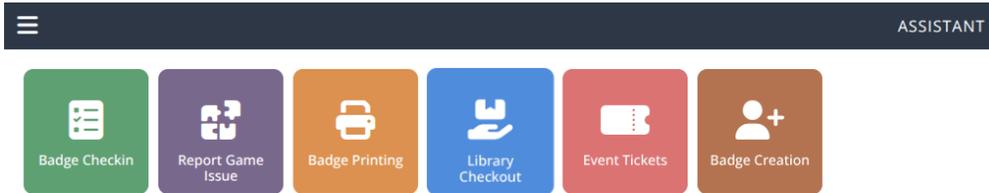
Note: Event Tickets may also be validated by the host of the event from the app. This method allows a non host to validate tickets using the assistant.

Event Tickets
1) Click **Event Tickets**
2) Search for the ticketed event verifying the name, date and time and select it.

3) The event details will be displayed as well as all ticket holders for the event.

4) Scan the attendee or select it from the list to admit them to the event.
   If the attendee has a valid ticket for the event it will be confirmed.
   If scanned the admittance will be automatic, but if selected will need to be manually chosen.
   If the attendee has just purchased their ticket but is not showing on the list scanning will validate it and update the list.
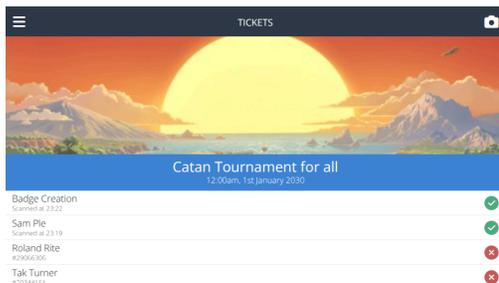
5) Admitted attendees will be shown with a green checkmark.
   Attendees who have not yet been admitted will show with a red x.