



Wolves Connect

How to Check-In Guests at Events



1. Download & Sign-in into **"Campus Labs Event Check-In"** App
2. Enter your Event Code
 - a. Log into Wolves Connect
 - i. Go to your Club Events
 - ii. Select event to check in
 - iii. Click on **"Manage Event"**
 - iv. Under Event Attendance obtain **"Access Code"**
3. Enter **"Access Code"** into app as **"Event Code"**
4. You are ready to scan individual student's event pass

NO EVENT PASS

Add student manually by clicking "No Pass" in the app

GUEST NOT FOUND

Add student by clicking "Add Guest" & enter their WCSU email