



Attendee Guide

Register once, keep your QR, walk in through the gate, then collect stamps at booths to join the door prize raffle.

FOR

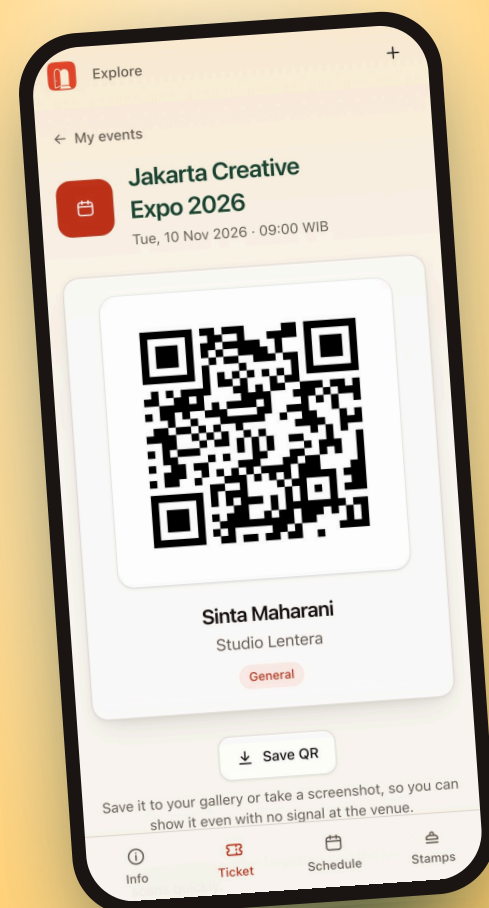
Event attendees & visitors

ACCESS

event.gotika.app

SIGN IN

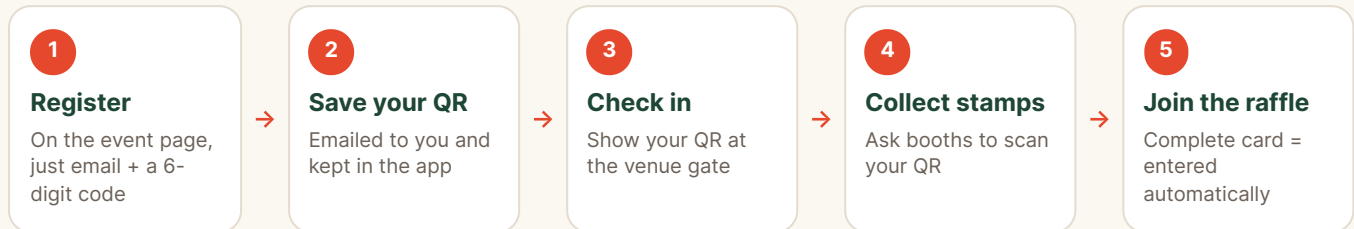
Email + 6-digit code



OVERVIEW

One QR for the whole event.

At every Gotika event, your QR does it all: it gets you in at the gate, collects stamps at exhibitor booths, and swaps contacts. A complete stamp card automatically enters you into the door prize raffle on stage.


DEVICE

A phone with any browser. The app can be added to your home screen.

ADDRESSES

Event page: gotika.app/en/<event-slug>
Attendee app: event.gotika.app

SIGN IN

Email + 6-digit code. **No password.**

LANGUAGE

Indonesian / English, switch any time.

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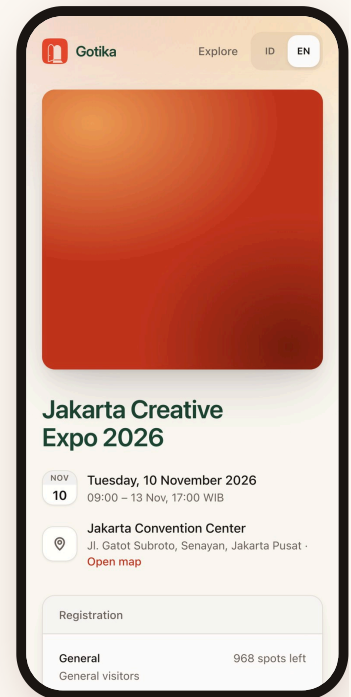
01 SECTION 1 Open the event page

Open the event link from your invitation, social media, or the organizer's website. The event page shows the title, date, location, description, session schedule, and the **Registration** box.

- Tap **Open map** to see the venue location.
- Use **ID / EN** at the top right to switch language.
- Every session has **Add to calendar**.

TIPS

Scroll down to read **About the event**, the schedule by day, and the organizer info.



Top of the event page

02 SECTION 2 Register

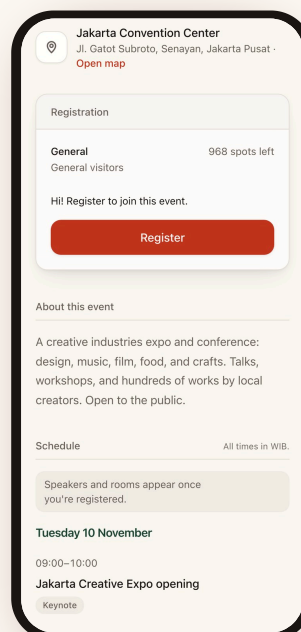
Registration only needs your email. No account or password to create.

1 Pick a ticket

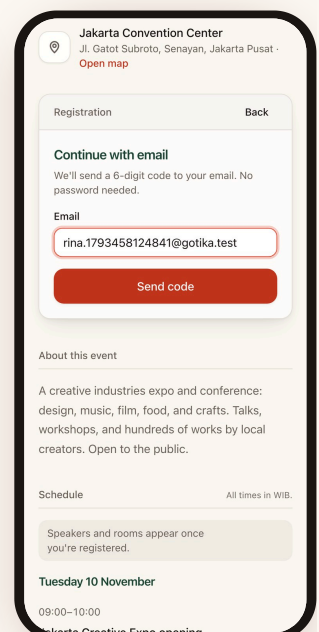
In the **Registration** box, check the ticket types and spots left, then tap **Register**.

2 Enter your email

Type your **email** and tap **Send code**.



1 Pick a ticket



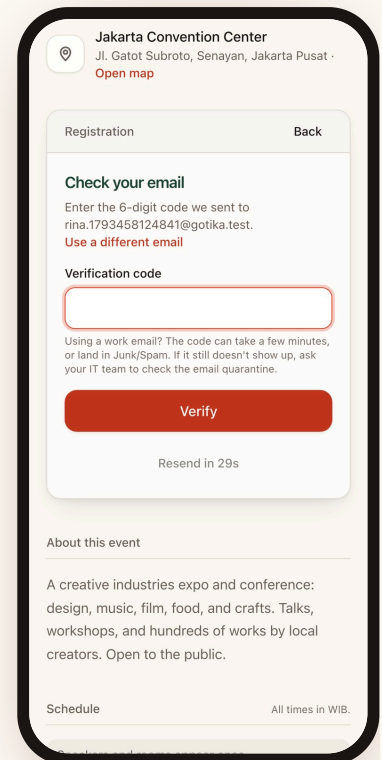
2 Enter email

Register · continued

3 Enter the verification code

Open your email, copy the **6-digit code**, and type it into **Verification code**. It's checked as soon as all 6 digits are in.

- Didn't get it? Check Spam/Promotions, or wait for the countdown and resend.
- Wrong address? Tap **Use a different email**.



Jakarta Convention Center
Jl. Gatot Subroto, Senayan, Jakarta Pusat ·
[Open map](#)

Registration Back

Check your email
Enter the 6-digit code we sent to rina.1793458124841@gotika.test.
[Use a different email](#)

Verification code

Using a work email? The code can take a few minutes, or land in Junk/Spam. If it still doesn't show up, ask your IT team to check the email quarantine.

Verify

Resend in 29s

About this event

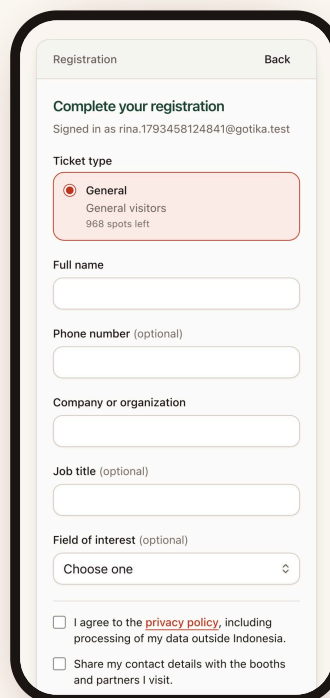
A creative industries expo and conference: design, music, film, food, and crafts. Talks, workshops, and hundreds of works by local creators. Open to the public.

Schedule All times in WIB.

3 Verification code

4 Complete the form

- **Ticket type** (usually General)
- **Full name** and **Company or organization** (required)
- Phone number and Job title (optional)
- Custom questions from the organizer, for example *Field of interest*
- Tick the **privacy policy** consent (required)
- Tick **Share my contact details with the booths and partners I visit** if you want exhibitors to be able to reach you (optional)



Registration Back

Complete your registration
Signed in as rina.1793458124841@gotika.test

Ticket type

☒ **General**
General visitors
968 spots left

Full name

Phone number (optional)

Company or organization

Job title (optional)

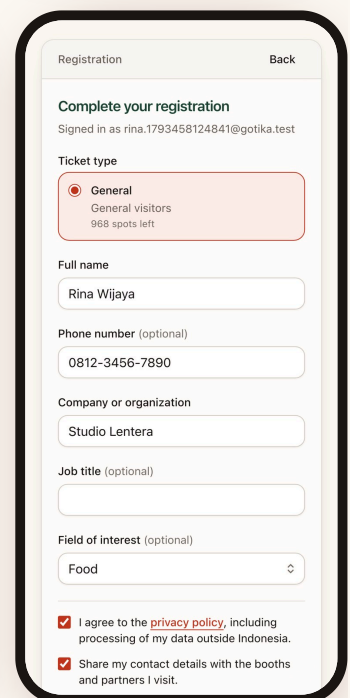
Field of interest (optional)

Choose one

☐ I agree to the [privacy policy](#), including processing of my data outside Indonesia.

☐ Share my contact details with the booths and partners I visit.

4 Empty form



Registration Back

Complete your registration
Signed in as rina.1793458124841@gotika.test

Ticket type

☒ **General**
General visitors
968 spots left

Full name

Rina Wijaya

Phone number (optional)

0812-3456-7890

Company or organization

Studio Lentera

Job title (optional)

Field of interest (optional)

Food

☒ I agree to the [privacy policy](#), including processing of my data outside Indonesia.

☒ Share my contact details with the booths and partners I visit.

4 Filled form

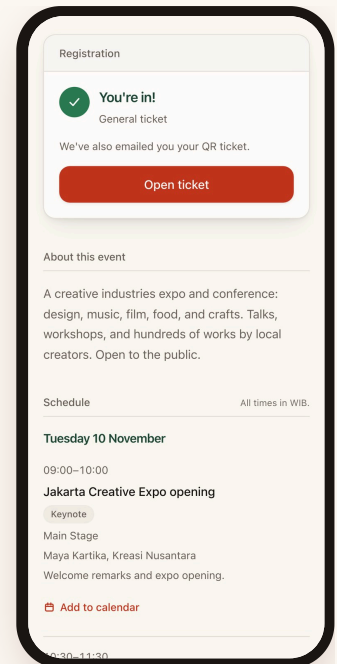
5 Submit

Tap **Submit registration**. You'll see **You're in!** and your QR ticket is also emailed to you.

Tap **Open ticket** to see your QR in the app right away.

GOOD TO KNOW

Some tickets (for example **Media**) need organizer approval. They stay *Pending* until approved, and you'll get an email once they are.



5 You're in!

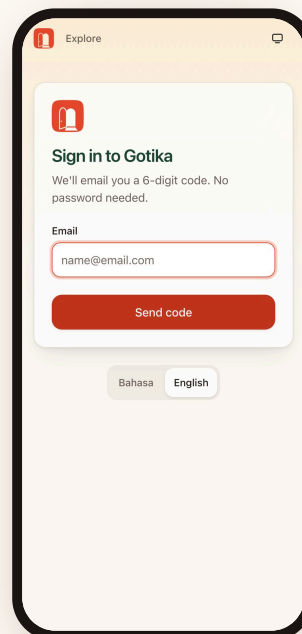
03 SECTION 3 Sign in to the attendee app

Open event.gotika.app or tap the link in your email. Sign in with **the same email** and the 6-digit code sent to it.

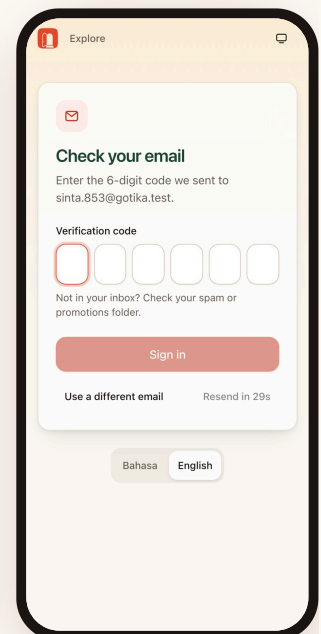
TIP

Add the app to your home screen so your ticket and QR still open when the venue signal is weak.

- **Safari:** Share → Add to Home Screen
- **Chrome:** Install app



1 Enter email



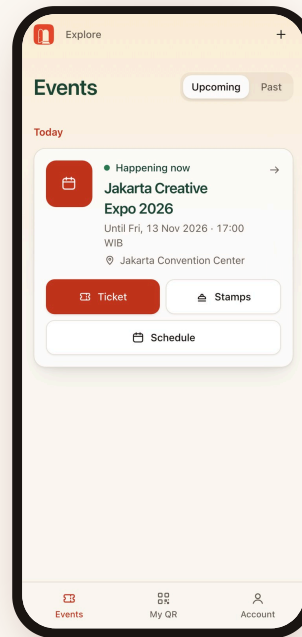
2 Enter code

04 SECTION 4 Home: your events

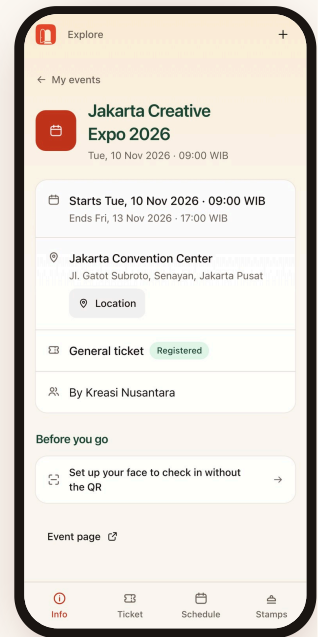
The **Events** tab lists the events you're attending. While an event is running, the **Today** card shows *Happening now* with shortcuts to **Ticket**, **Stamps**, and **Schedule**.

Tap an event to open it in the app. Its bottom menu: **Info** · **Ticket** · **Schedule** · **Stamps**.

Info shows the time, location, ticket status, and what to prepare before you arrive, for example setting up face check-in.



1 Home



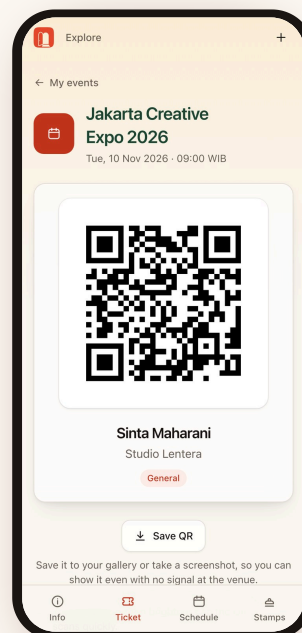
2 Event info

05 SECTION 5 Ticket and QR

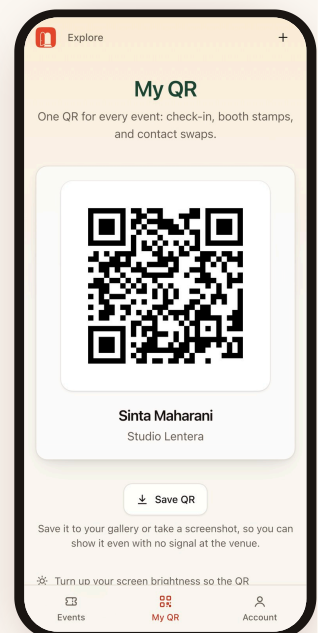
- **Ticket** (inside the event): QR, name, organization, and ticket type.
- **My QR** (main bottom menu): the same QR, valid for every event. One QR for gate check-in, booth stamps, and contact swaps.

TIPS AT THE GATE

- Tap **Save QR** or take a screenshot so you can show it without signal.
- Turn up screen brightness so the QR scans quickly.
- Don't share your QR. It's your identity at the event.



1 Ticket



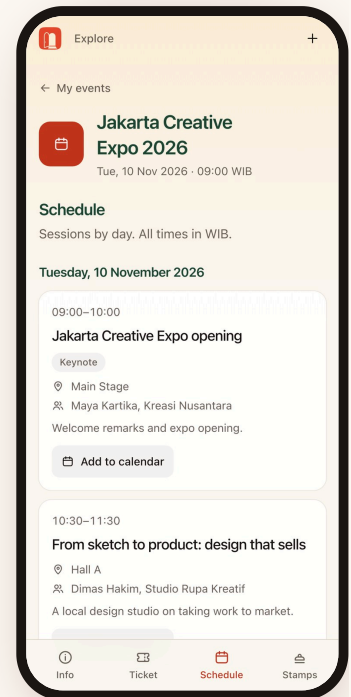
2 My QR

06 SECTION 6 Schedule

The **Schedule** tab lists sessions by day. All times follow the event's time zone.

- Start and end time
- Title and session type (Keynote, Workshop, and so on)
- Room and speakers

Tap **Add to calendar** to save a session to your phone's calendar.



Schedule by day

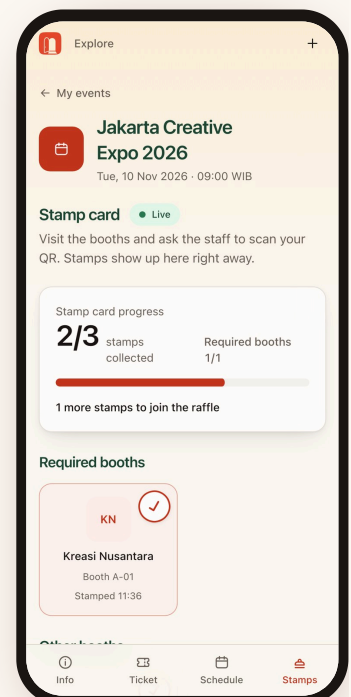
07 SECTION 7 Stamp card and raffle

Visit exhibitor booths and ask the booth staff to scan your QR. The stamp appears right away in the **Stamps** tab (marked *Live*).

- **Stamp card progress:** stamps collected and required booths visited.
- **Required booths:** booths you must visit, for example the organizer's booth.
- **Other booths:** more booths for extra stamps.

RAFFLE

Card complete and checked in that day? You're **automatically entered** into the door prize raffle on stage.



Stamp card

08 SECTION 8 Face check-in (optional)

If the event uses face check-in, set up your face before you arrive and walk through the gate without taking out your phone. Go to **Info** → **Set up your face to check in without the QR**.

1 Read the face data consent

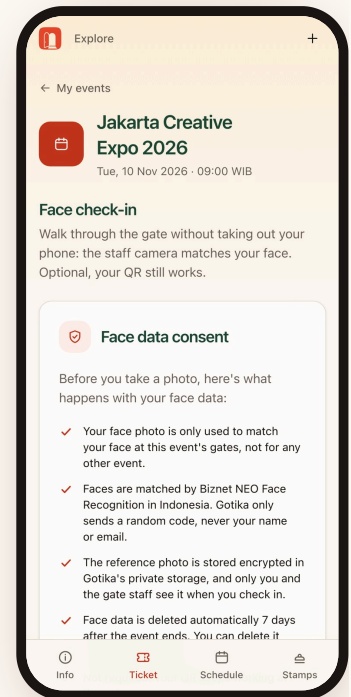
What the photo is used for, who processes it (Biznet NEO Face Recognition, in Indonesia), and when it's deleted: automatically 7 days after the event ends, or any time you delete it yourself.

2 Take a photo

Agree, then take a photo following the camera prompts.

3 Your QR still works

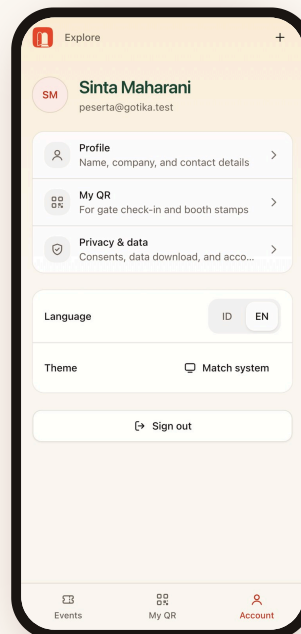
Face check-in is just an extra option.



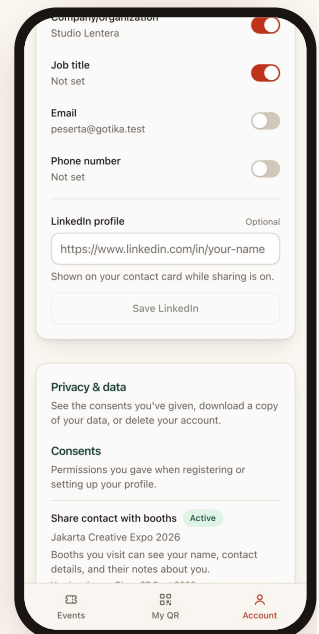
Face data consent

09 SECTION 9 Account, profile, and privacy

- **Profile:** name, company, phone number, job title. Used for tickets, check-in, and your contact card. Email can't be changed here.
- **My QR**
- **Privacy & data:** manage consents (for example, stop sharing your contact with booths), download a copy of your data, or delete your account.
- **Language** (ID/EN), **Theme**, and **Sign out**.



1 Account



2 Privacy & data

HELP ? Frequently asked questions

Quick answers to what attendees ask most on the day.

Question	Answer
My sign-in code didn't arrive	Check Spam/Promotions. Wait for the countdown, then resend. Make sure the email address is right.
Phone is dead or I forgot it	Go to the gate staff. They can look up your name and check you in manually.
I'm at the venue but haven't registered	Go to the registration desk or gate staff for a walk-in , or use the self-registration kiosk if there is one.
Can I leave and come back?	Yes. Later scans on the same day count as "re-entry".
My stamp didn't show up	Make sure the booth staff scanned your QR until "Stamp recorded" appeared. The Stamps tab updates on its own.
I don't want booths to see my contact	Don't tick "Share my contact details" when registering, or turn it off in Account → Privacy & data . Stamps are still recorded; booths only see your first name.

BEFORE YOU GO

At home

- ☐ You received the **You're in!** email
- ☐ The app is on your phone's home screen
- ☐ Your QR is saved or screenshotted
- ☐ Face set up (if the event uses face check-in)

At the venue

- ☐ Phone charged, screen brightness up
- ☐ Show your QR at the gate to check in
- ☐ Visit **required booths** first
- ☐ Check the **Stamps** tab until your card is complete



See you on the day.

- Save your QR on your phone before you leave.
- Show your QR at the gate to get in.
- Ask booths to scan your QR for stamps.
- Complete stamp card = you're in the raffle.



Gotika

Attendee Guide · Gotika

All screenshots use the fictional demo event "Jakarta Creative Expo 2026". Names, emails, venue, and QR codes are made up.