



# Participant Guide

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**Change Note View** | **Sort Notes** | **Filter Notes** | **Search Notes** | **Access 'Home' screen**

**Access 'Notes' tab** | **GoWall** | **Access 'Groups' tab** | **Home** | **Hi, John** | **Access 'Help'**

**Select a Topic** | **NOTES** | **GROUPS** | **SELECT** | **DELETE** | **VIEW** | **SORT** | **FILTER** | **SEARCH**

**Type your Note here** | **Select Topic** | **Type your note here...** | **750**

**Add Note to the Wall** | **ADD**

**Access available Note options such as 'Edit, Clone, or Delete'** | **ID 1** | **John Smith** | **GoWall looks like an amazing way to capture my feedback.**

**Select 'Like counter' to view who 'Liked' this Note** | **1** | **1** | **'Like' this Note**

**'Vote' on this Note** (only appears when Facilitator activates voting) | **0** | **+**

**Open Menu** | **Hi, John** | **Account** | **What's New** | **Logout**

**Learn more by clicking on blue underlined text.**

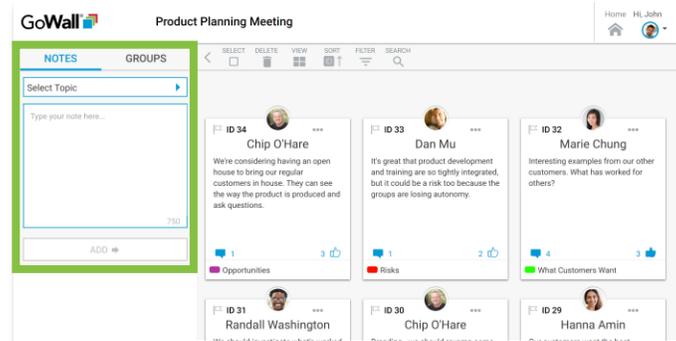
1

People join GoWall using a link provided to them



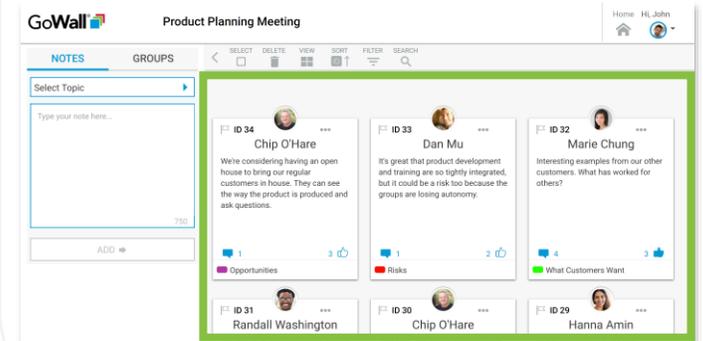
2

They create and add their own notes to the shared wall



3

They view and interact with all notes on this shared wall



 GoWall is a distinct and separate app from web-conferencing software.

1

## Click the Wall Link

GoWall Link Inbox

Hi Team,

Please join my wall using the below link:

<https://app.gowall.com/#/wall/123456789>

Best,  
Mark

A Wall Link may also be shared via IM.

2

## Select 'Sign Up' tab

GoWall

[Log In](#) [Sign Up](#)

Access my existing GoWall account

Email

Password

**LOG IN**

[Forgot password?](#)

Already have an account? Simply Log In.

3

## Create your account

GoWall

[Log In](#) [Sign Up](#)

Create a GoWall account

Email

First Name

Last Name

Password

Min 8 characters (uppercase + lowercase + number)

Confirm Password

Mobile (for password recovery only)

+1 e.g. 201-555-0123

I have read and accepted GoWall Terms of Service, Privacy Policy and use of Cookies.

(Optional) Receive emails regarding promotions, tips and industry news.

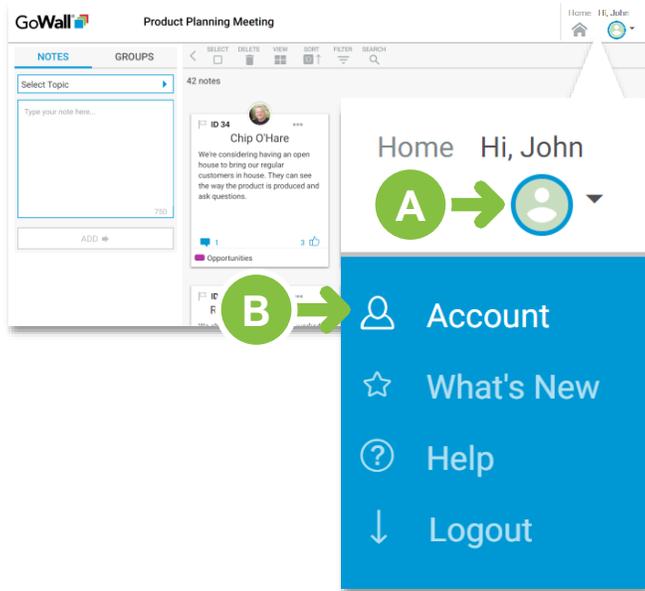
I'm not a robot

**CREATE MY ACCOUNT**

# Add a Profile Picture

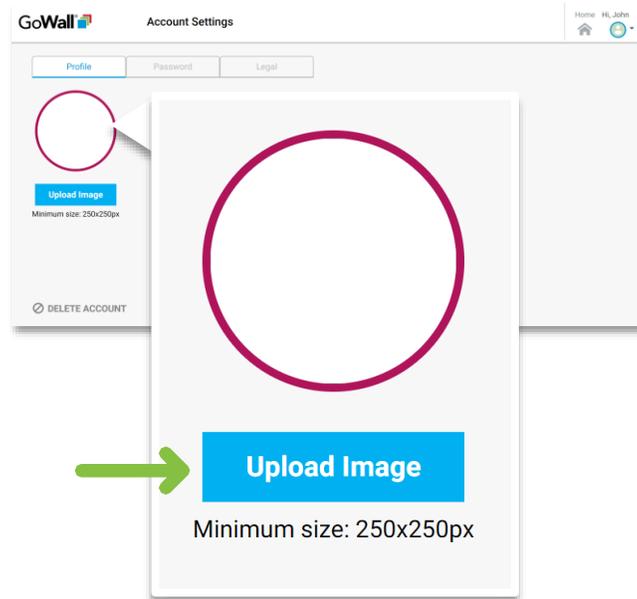
1

Select profile icon, then select 'Account'



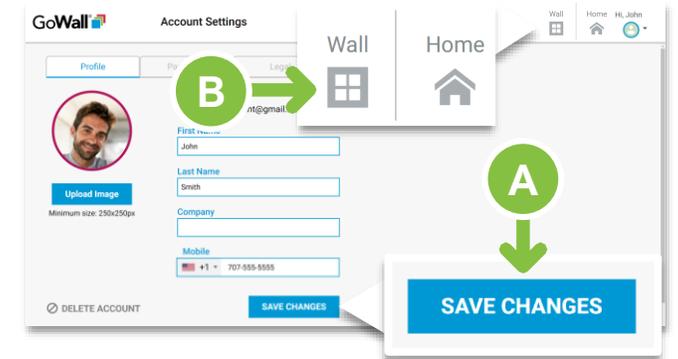
2

Select 'Upload Image' to add your profile picture



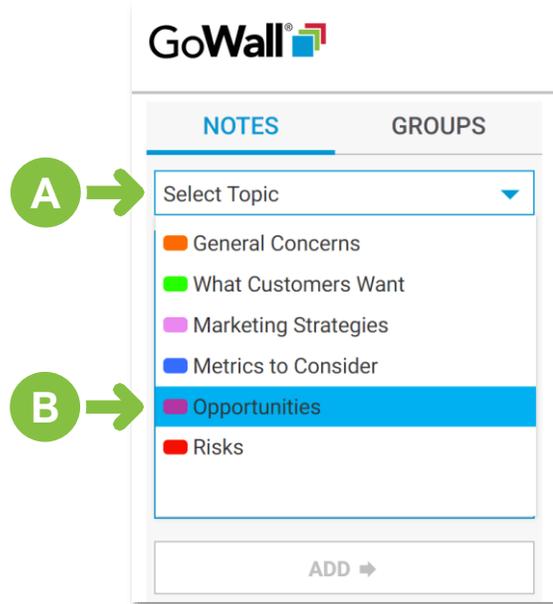
3

Select 'Save Changes', then select 'Wall'



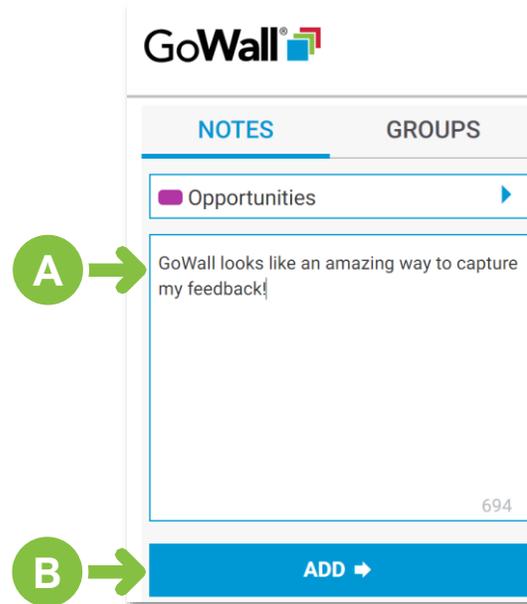
1

## Select a Topic



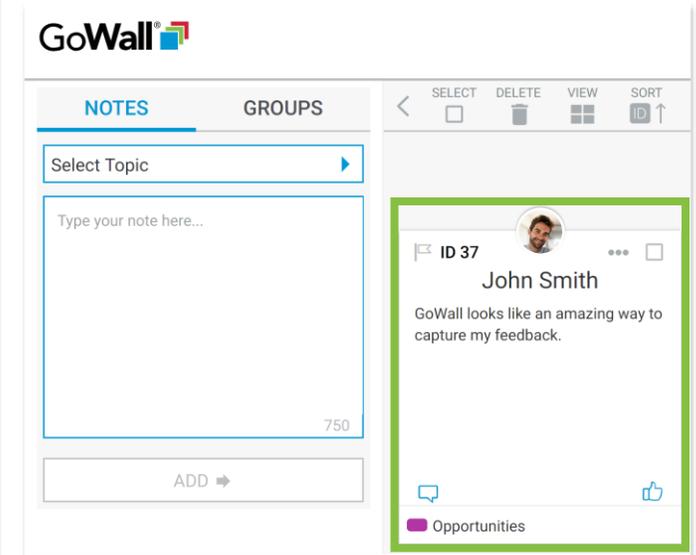
2

## Add your Note



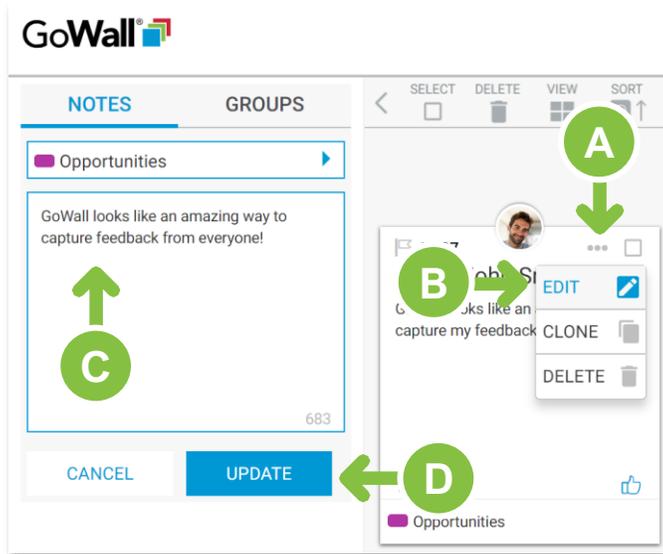
3

## View your Note



## Edit

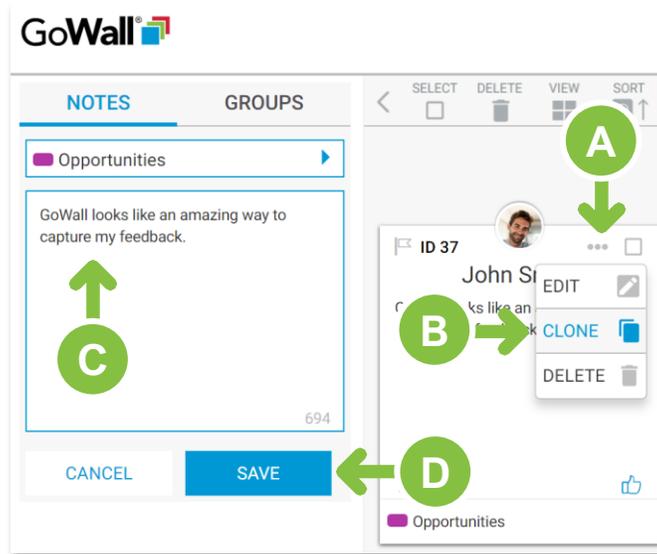
Click and select **EDIT**



Edit any note you created.

## Clone

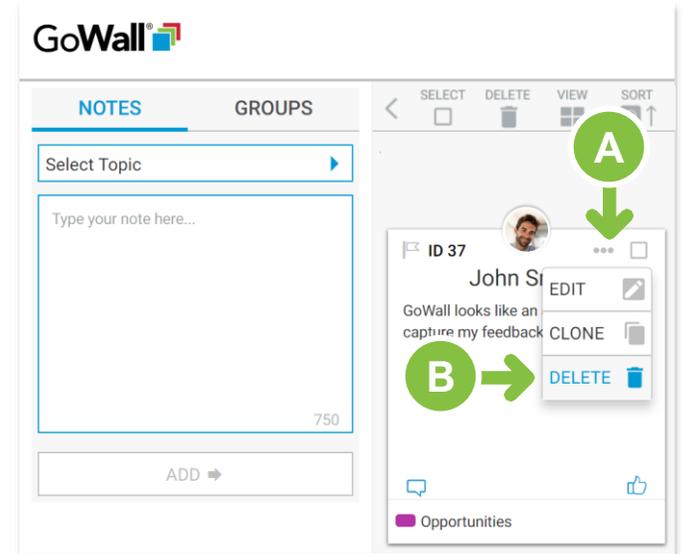
Click and select **CLONE**



Clone any note.

## Delete

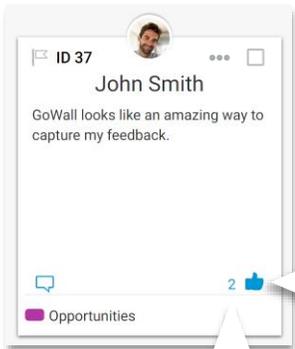
Click and select **DELETE**



Delete any note you created.

 **Like**

Tap  to add a like.



 **Neutral**  
Tap to like

 **Liked**  
Tap to remove like

Tap numeric counter to view list of likers



Like any note.

 **Comment**

Tap  to comment.



Tap to view comments or leave a comment

A screenshot of the comment input area, showing a text field with a placeholder "Enter your comment here" and a "Post" button.

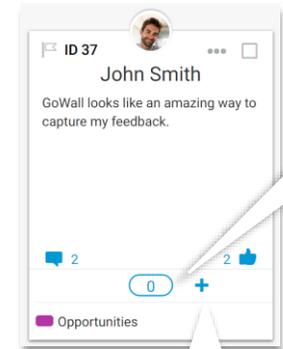
 **Neutral**  
You haven't commented

 **Commented**  
You've commented

Comment on any note.

 **Vote**

Tap  to add a vote\*.



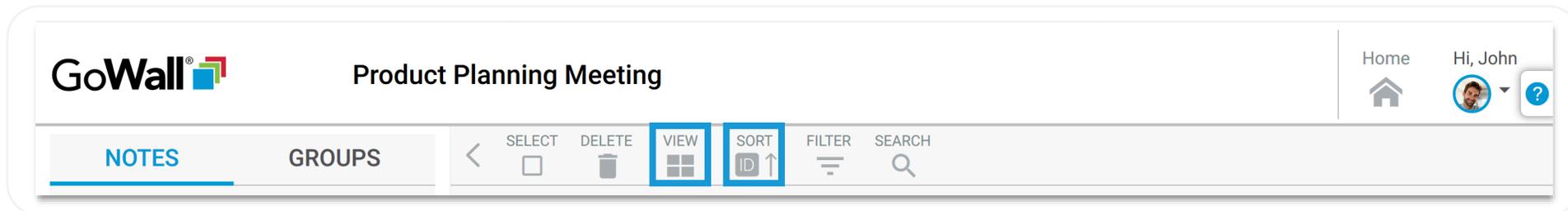
 **Neutral**  
You haven't voted

 **Vote Added**  
You have voted

 **Add Vote**  
Tap to add vote

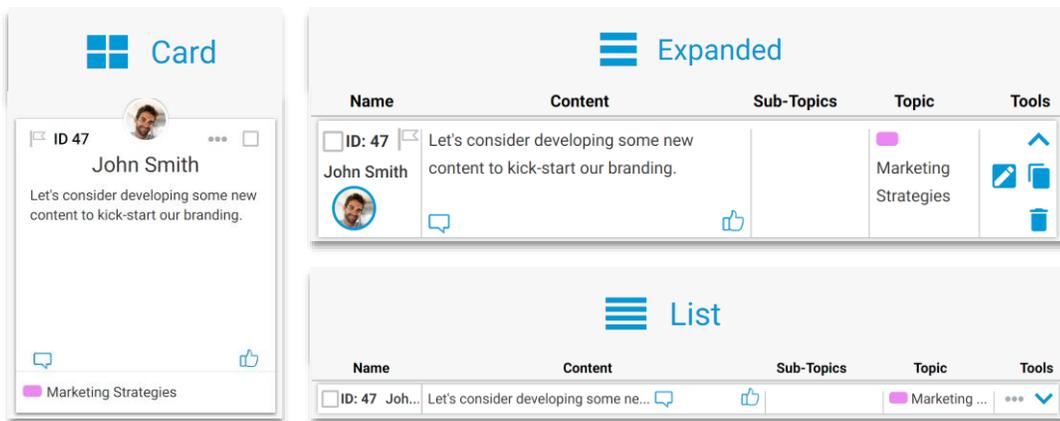
 **Remove Vote**  
Tap to remove vote

Vote on any note (\*If voting is turned on).



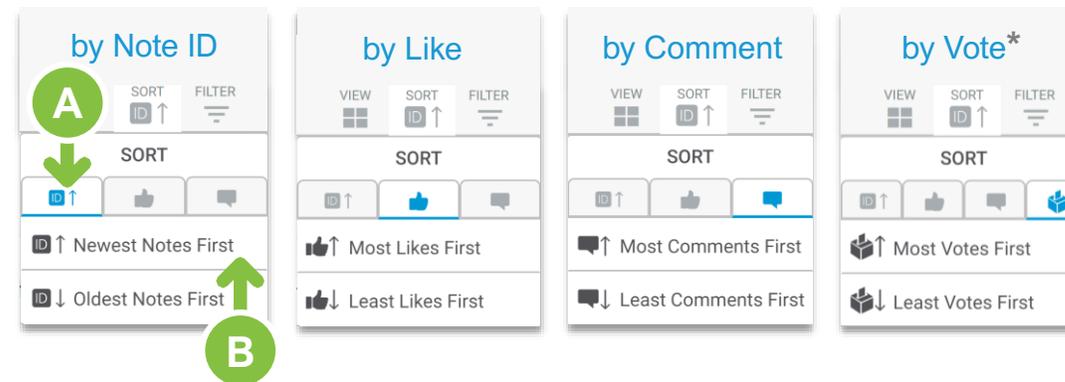
 **View**

Tap  to change the note view

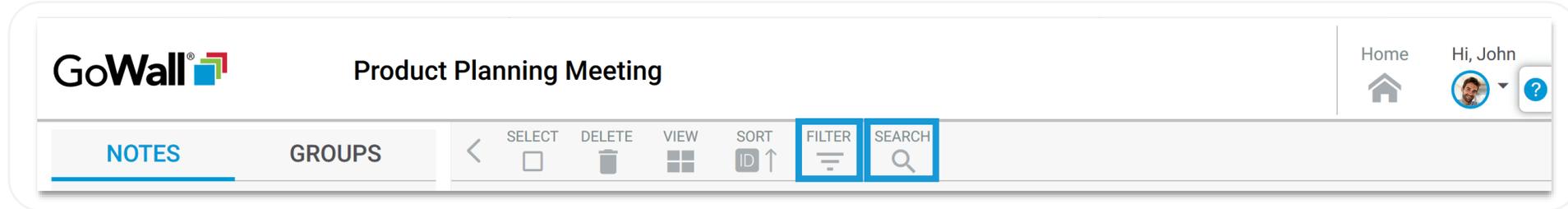


 **Sort**

Tap  to sort notes

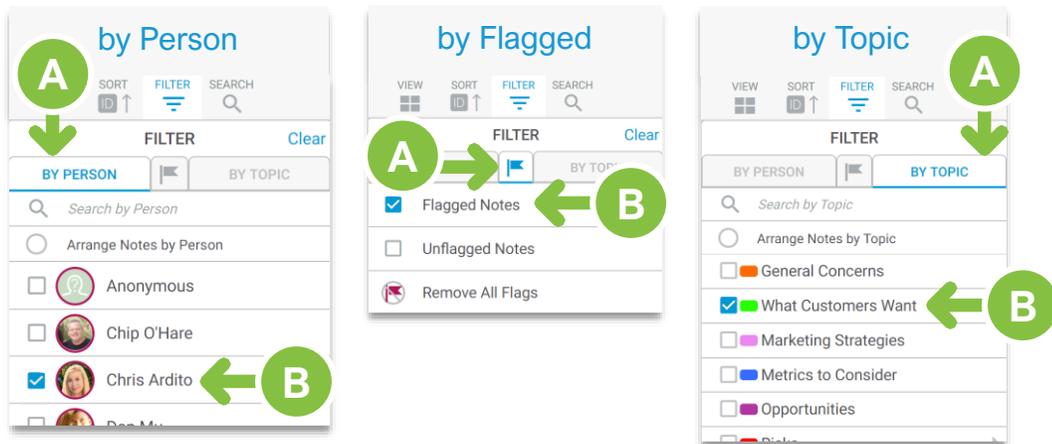


\*by Vote appears when voting is activated



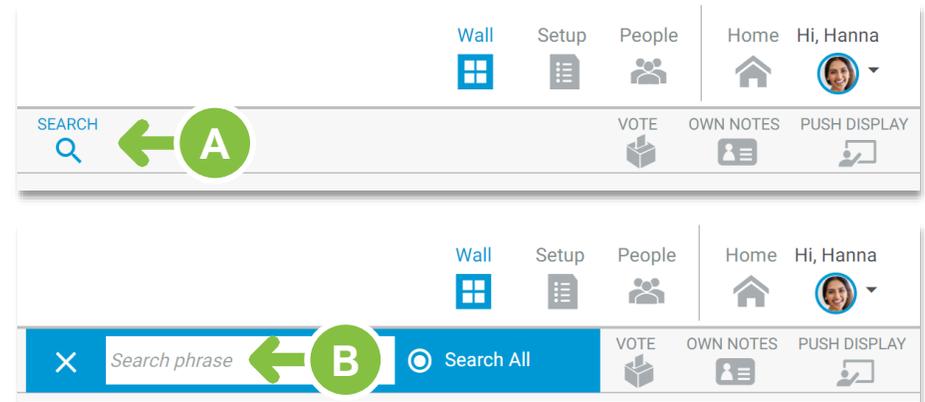
**Filter**

Tap to filter notes



**Search**

Tap to search notes



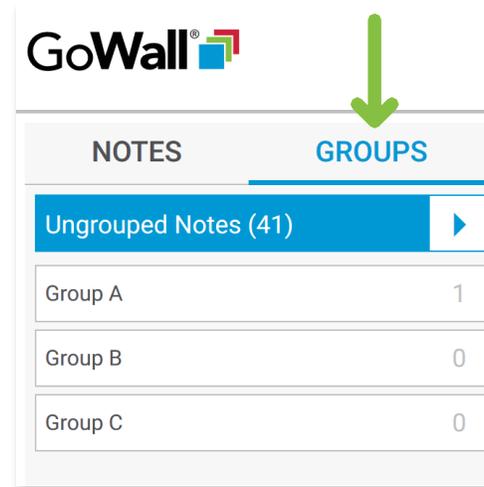
## Overview

Facilitators have the option to consolidate participant feedback by dragging and dropping notes into 'Groups'.

As a Participant, you can select the 'Groups' tab to view any existing groups and the notes associated with them.

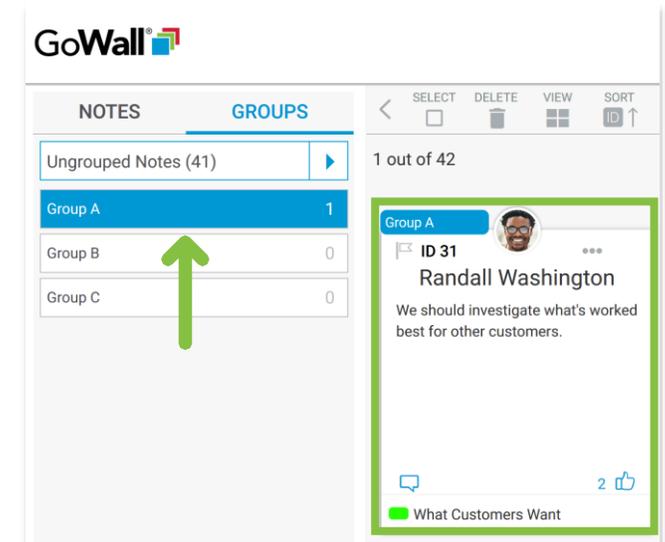
### 1

Select 'Groups' tab to view 'Groups'



### 2

Select a Group to view notes in that group



## Overview

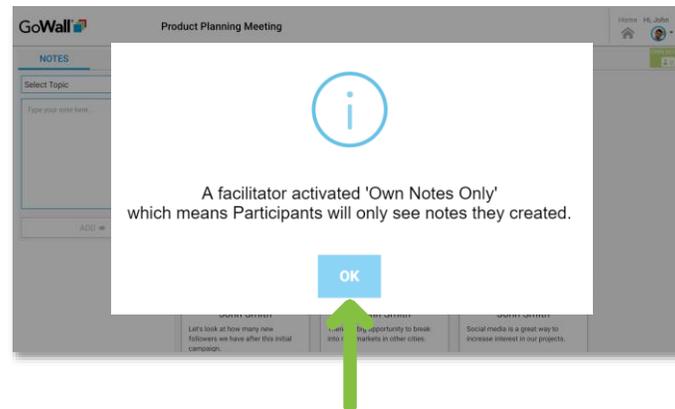
In order to avoid bias, Facilitators may want to limit Participants from viewing other contributor's notes.

When the 'Own Notes Only' feature is activated, Participants can only see notes they've created.

Participants receive a pop-up notification when 'Own Notes Only' is activated or deactivated.

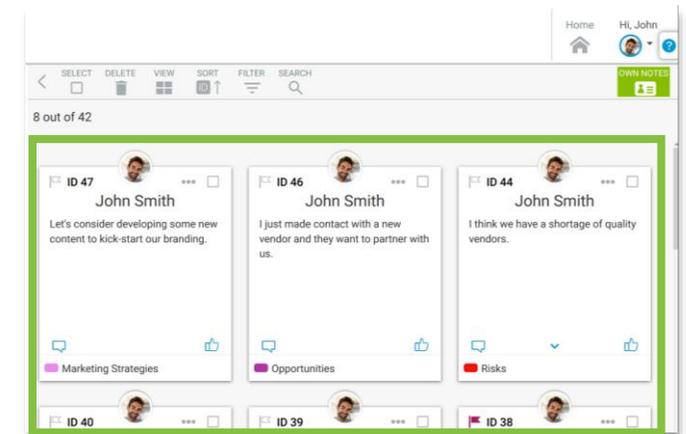
### 1

When 'Own Notes Only' is activated, every Participant is notified



### 2

While 'ONO' is active, Participants can only see their own notes



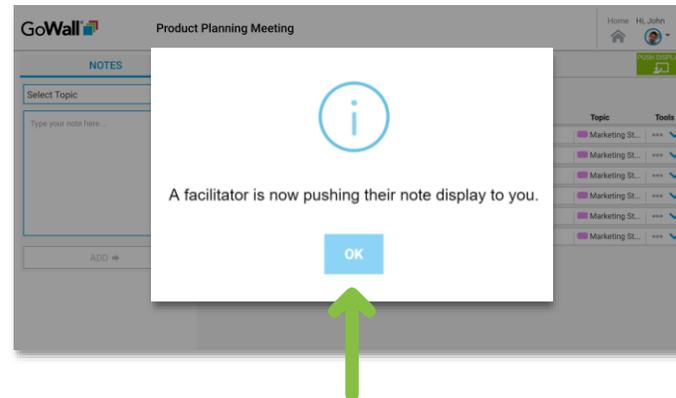
## Overview

Facilitators have the ability to push their current sort, filter, search and view by using the 'Push Display' feature to override and synchronize everybody's note view for discussion, voting and more.

Everyone receives a pop-up notification when 'Push Display' is activated or deactivated.

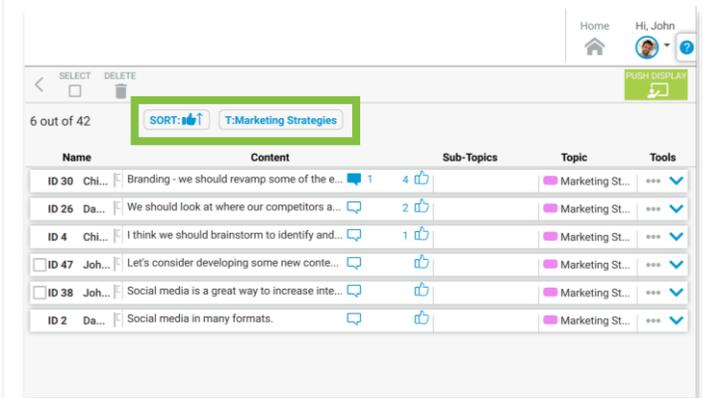
### 1

When a Facilitator activates 'Push Display', everyone is notified



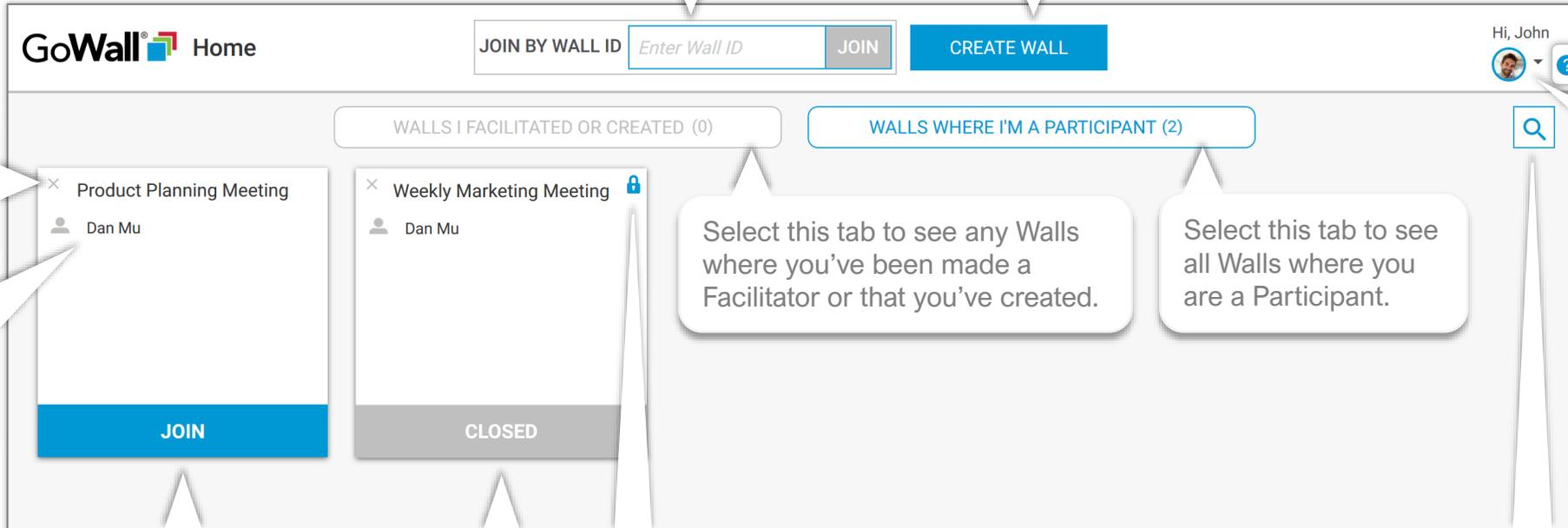
### 2

While 'Push Display' is active, everyone views the Facilitator's criteria



Most people access GoWall via a Facilitator provided link. However, a Facilitator may choose to share a Wall ID. If you've been given a Wall ID, enter it here to join that Wall.

Select 'Create Wall' to create a new Wall - either from scratch or from an existing template, including GoWall Best Practice Templates.



Select 'X' icon to remove this Wall from Home screen.

The name next to profile icon shows who created Wall.

Once you join a Wall, it will appear as a card. To re-join a particular Wall, select 'Join'.

If a Wall is 'Closed', you will not be able to join it until a Facilitator for that Wall opens it.

Select the search icon to open a search box where you can search by Wall Name.

Access 'Help'.

Open Menu.

- Hi, John
- Account
- What's New
- Logout

Select this tab to see any Walls where you've been made a Facilitator or that you've created.

Select this tab to see all Walls where you are a Participant.



Thanks for checking out this guide. Reach out to us if you have questions, would like an in-person walkthrough or have feedback to share.

[support@gowall.com](mailto:support@gowall.com)