MingleTrivia

HOST KIT · START HERE

Run a trivia night people talk about.

Come for the trivia. Stay for the mingle. This kit has your guide and posters you can print and write on.

> **How this works:** only the host needs the app, on iPhone or iPad. Guests can play in their phone browser, with no account or download, or use the app on iPhone or iPad.
>
> **Note:** Pass it on needs version 1.2 of the app. If any guest still has version 1.1, Pass it on should be turned off. Those guests can update the app or join in the browser at mingletrivia.com/play.

What's in the kit

FILE	USE IT FOR	HOW
8.5 x 11 poster, fillable (PDF)	Doors, bulletin boards, tables, handouts	Open in free Adobe Acrobat Reader and type in the white panel, then print. Mac Preview can drop the fields, so use Reader to type. Print on Letter at 100%, or "fit to page" if your printer adds a margin.
8.5 x 11 poster, write-on (PDF)	Same places, filled in by hand	Print it and write your day, time and place in the white panel with a marker.
11 x 15 poster (PDF, trim and bleed files)	Venues, windows, walls	Needs a print shop or large-format printer. Send the "bleed" file to a print shop and ask them to trim it to 11 x 15. Use the trim file to check the layout.

The QR code on the posters opens mingletrivia.com so people can see how it works. It does not join a game.

What you need

- **Host:** the MingleTrivia app on an iPhone or iPad (iOS 16 or later). There is no Android app.
- **Guests:** a phone. They can play in the browser (Safari on iPhone, Chrome on Android) or, on iPhone or iPad, in the MingleTrivia app. Joining is free.
- **Internet:** every phone needs Wi-Fi or cellular.
- **Room size:** up to 20 players on the free tier, up to 40 with MingleTrivia Host.
- **Cost:** your first two hosted games are free.

If something goes wrong

- Invite expired? Scan another player's QR code or yours.
- "This game has already started"? They can join the next game.
- Player safety: use the shield in the app to report or remove a player. Browser players have a Player safety button too.

Questions

To request more assets or for questions, email support@mingletrivia.com.

How players get in

One person hosts in the iPhone or iPad app and shares the QR code, invite link or 4-character room code. Only the host needs the app. Guests can play in their phone's browser (Safari on iPhone, Chrome on Android). There is no Android app. To join in a browser:

1. In the room: scan the host's QR code with your phone camera to open the game in your browser.
2. Not in the room? Tap the invite link the host texted or emailed you.
3. Or open mingletrivia.com/play in your browser and enter the host's 4-character room code.
4. Enter your display name and join the lobby.
5. Wait for the host to start; everyone sees the same question.

Browser players need no account, download, selfie or subscription, and play with their initials. Hosting stays in the iPhone and iPad app.

Playing in the app? When asked, take a selfie, choose a photo or an emoji, or skip to use your initials.

Tap 'Invite players' to text or email a join link, so friends anywhere can play. Once the game starts, nobody new can join until the next game, so fill the room first.

Pass it on (version 1.2)

Pass it on needs version 1.2 of the app. If any guest still has version 1.1, Pass it on should be turned off. Those guests can update the app or join in the browser at mingletrivia.com/play.

Players bring in other players, so you aren't the only one getting people in the room. It's off by default. **Turn on Pass it on when you create the game.**

- Each player who joins, in the app or a browser, gets their own QR code and invite link, plus **90 seconds** to share.
- They earn **25 points** for each new person who joins through it. There is no target to hit.
- A player's invite stops working when their 90 seconds end or they tap "I'm done sharing." Your own QR code and link keep working until the game starts.
- Then each player chooses an icon. The host can start once everyone has picked an icon or their 90-second window has ended.
- If you remove a player someone invited, that 25 points comes off. Rejoining earns nothing extra. Play Again resets scores; previous invitations do not award points again.

Running the night, start to finish

1. **Set up.** In the app, tap Host a Game, pick a trivia pack and create the game. Optional: turn on Pass it on (only if every guest using the app has version 1.2).
2. **Fill the room.** Walk around so people can scan your QR code. Read out the room code for anyone farther away, and send a link to anyone who isn't there yet.
3. **Let it spread (Pass it on only).** Tell people they get 90 seconds and 25 points per new player. Everyone appears in your lobby.
4. **Start.** Tap Start once everyone is ready. Each player sees the question on their own phone and taps Submit. Right answers score points, and faster ones score more. There's a bonus for 2 or more in a row.
5. **Between rounds.** Everyone sees their own answer, the top places and where they stand. You start the next round or end the game early.
6. **Crown the winner.** The final scoreboard names the winner on every player's phone, shows the top three, and tells each player their final place. Ties are shown as ties. Call out the winner to the room.
7. **Play again.** Tap Play Again on the final scoreboard to start a new game with the same group. Browser players keep their tab open and nobody has to join again.