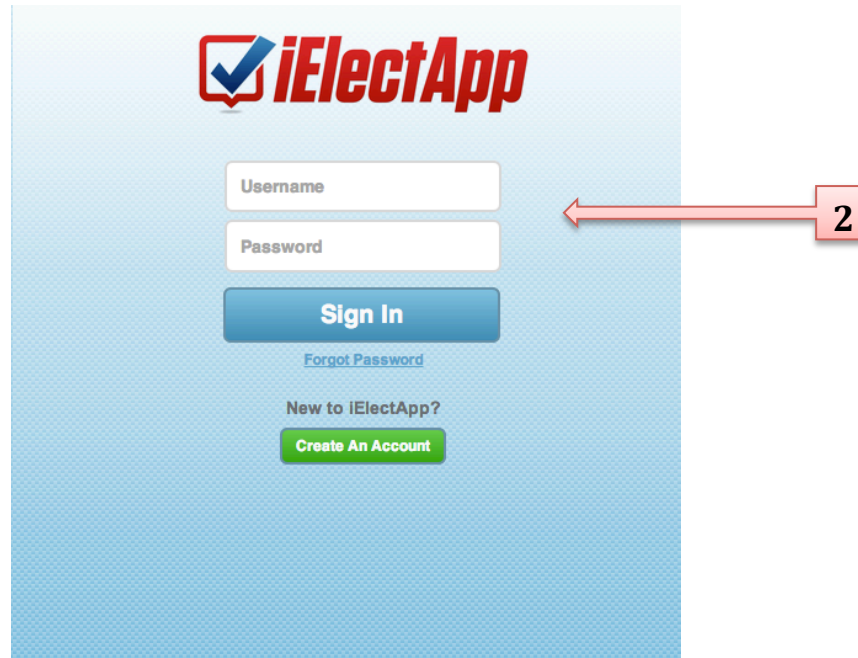


# iElectApp Sphere Getting Started Instructions

1. Visit **www.ielectapp.com/mobileapp** to sign in
2. Existing users enter username and password to sign in
3. Click the Sign In button



4. The home page will show your different user options
5. If you are part of multiple campaigns, select the campaign you wish to work under
6. Click the Sphere icon



7. This will take you to you Sphere home screen

The screenshot shows the iElectApp home screen for the Duval Republican Party campaign for Zachary Whitson. It features a blue header with 'BACK' and 'LOG OFF' buttons, and the iElectApp logo. Below the header, there are campaign statistics for 'ZACHARY WHITSON' (259 users, election day: Tuesday, November 04, 2014). The statistics are divided into 'CAMPAIGN' and 'ME' sections, each with a table of contacts categorized by party (DEM, REP, OTH, TOT). On the right, there are progress bars for 'MY SPHERE SUPPORTS' (19 / 132, 14.4%) and 'MY SPHERE VOTED' (0 / 132, 0.0%). A red arrow labeled 'a' points to a 'Sphere+' button in the top right corner. Below the statistics is a table of contacts with columns for Name, Electorate, Party, Voted, Support Options, and Contact Information.

Name	Electorate	Party	Voted	Support Options	Contact Information
+ Contact Name	In Electorate : Duval	REP	No	Support	@ 📱 📧 📞 -
- Contact Name	In Electorate : Duval	REP	No	Support	@ 📱 📧 📞 -
- Contact Name	In Electorate : Duval	REP	No	Undecided	@ 📱 📧 📞 -
+ Contact Name	In Electorate : Duval	REP	No	Undecided	@ 📱 📧 📞 -

## Adding a new Contact

- Click the Sphere+ button, which will take you to the new contact screen
- Enter the legal first name and last name of the contact you are searching
- Enter the city and zip code (if known) of the contact you are searching
- Do not enter the street name or number
- Click the “Add to My Sphere” button

The screenshot shows the 'Add to My Sphere' form in the iElectApp. It has a blue header with 'BACK' and 'LOG OFF' buttons, and the iElectApp logo. The form contains five input fields: 'First Name', 'Last Name', 'Street', 'City', and 'Zipcode'. A green 'Add to My Sphere' button is at the bottom. Red arrows labeled 'b', 'd', and 'e' point to the 'First Name' field, the 'Street' field, and the 'Add to My Sphere' button, respectively. A red arrow labeled 'c' points to the 'City' field.

- f. The search results will show any voters that have met your search criteria
- g. To add a voter from the search results, click the check mark icon to the right of the voter name
- h. To view other voters in the household, click the “View Related Voters” button
- i. To add a related voter to your Sphere, click on the check mark icon next to their name
- j. To add a voter who has not been found in the voter database, click “Add as New Voter”
- k. To close the search results screen, click “Finished Looking”

