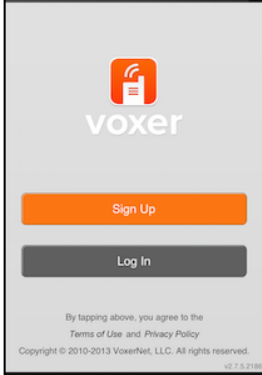
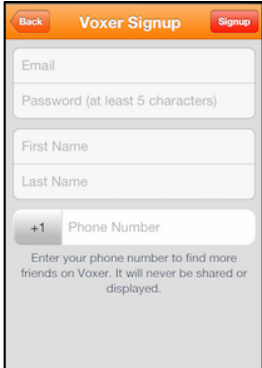
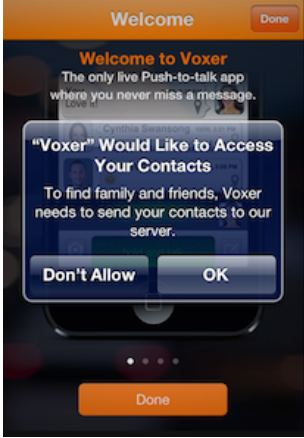





VOXER: GETTING STARTED WITH iPhone

BASICS:		
1	Open the APP STORE from your iPhone.	
2	Touch on SEARCH located in the bottom bar of the App Store.	
3	Type in VOXER in the top search bar.	
4	Choose VOXER FREE . <i>(you have the option to upgrade to PRO within the app after install if you choose to at a later time.)</i>	
5	Touch on the blue FREE box and then click INSTALL .	
6	Once installed, OPEN the Voxer App.	

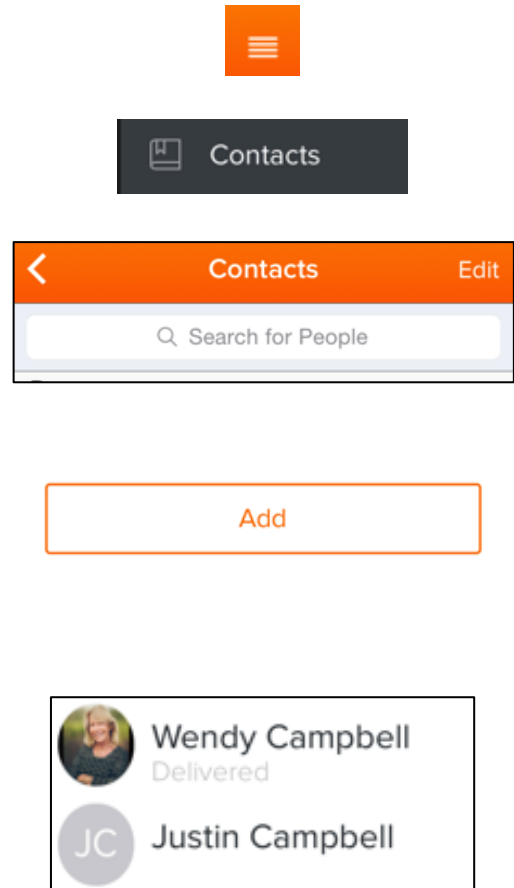
7	<p>Your iPhone might show a pop-up message reading “Voxer Would Like to Send You Push Notifications” ...select OK if you want to be notified of a new message or DON'T ALLOW if you would like to check Voxer on your own timing. <i>(You can always change this in the settings on your phone.)</i></p>	
8	<p>When you open Voxer for the first time, the screen will look like this:</p> <ol style="list-style-type: none"> 1. If you are new then select SIGN UP 2. or LOGIN if you have signed up before. 	
9	<p>If you choose SIGN UP, this is the screen you will see...fill in the info. <i>(Phone number is optional.)</i></p>	
10	<p>Next you will see a pop-up message reading “Voxer Would Like to Access Your Contacts”.</p> <ol style="list-style-type: none"> 1. If you choose OK then Voxer will scan your contacts to see if any of your contacts have a Voxer account. If they do, Voxer will automatically add them to your Voxer contact list. 2. If you choose “DON'T ALLOW” you will have a blank Voxer contact list and will have to manually find your contacts. <i>(I recommend allowing Voxer to access your contacts.)</i> 	

<p>11</p>	<p>Voxer will then take you through a quick slideshow tutorial.</p> <p>Slide the images to the left to scroll through the slideshow. The second image will show you your Voxer username.</p> <p>Choose DONE after you have viewed the slideshow.</p>	
<p>12</p>	<p>You are now ready to Vox!</p> <ol style="list-style-type: none"> 1. Click the CHAT BUBBLE + icon in the lower right corner to choose a contact to VOX with or multiple people to create a group message. 2. Once you have chosen a contact (s), a new screen will appear. 3. Click and hold the ORANGE WALKIE TALKIE circle at the bottom to record your message. <i>(In settings, you can change this option so that you just need to click to talk and then click again to end message if you don't like to "hold" the button through your recording).</i> 4. If you would rather TEXT the contact instead of recording a message, click on the GREY CIRCLE icon in the lower right corner and the keyboard will appear to type your message. 	
<p>13</p>	<p>Click the GEAR icon in the upper left corner to access settings.</p>	

ADVANCED:

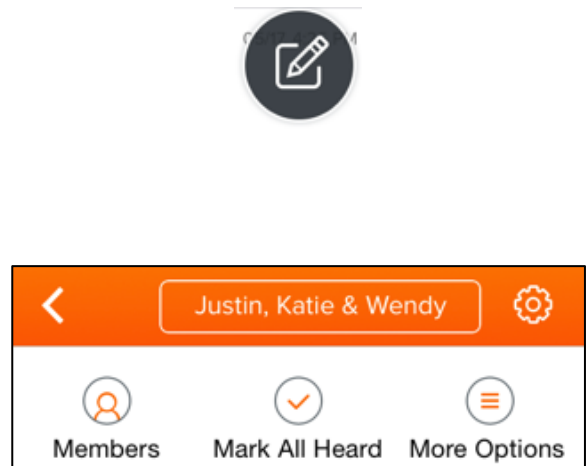
How to Find Someone and Add:

- Click on the **FOUR BARS** in the upper left corner
- Click on **CONTACTS**
- Using the top search bar, type in the persons name
- *If multiple people appear with the same name, ask the person what their specific Voxer username is and search that name*
- Once you have found the person, click on their name. Their **PUBLIC PROFILE** page will appear...click on the **ADD** button at the bottom and they will be added to your contact list
- If you have already “Voxed” with someone, but they don’t show up in your contacts, simply click on the **CIRCLE** image (*containing their picture or initials*) from the chat and their **PUBLIC PROFILE** will appear
- Click the **ADD** button at the bottom and they will be added to your contact list



How to Create and Name a Group Chat:

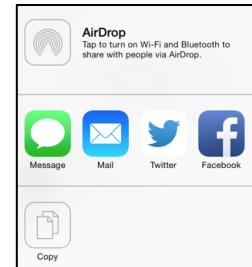
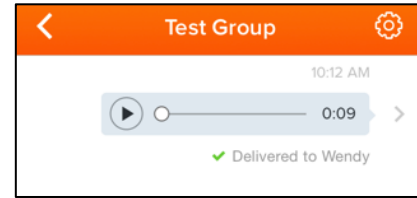
- Click on the **PAPER AND PENCIL** circle icon
- Add the contacts that you want to include in the group
- Click **CREATE** in the upper right corner and the group chat box will open
- Click the **GEAR** icon in the top right corner
- Touch on the list of names in the top orange bar
- Once you tap on the names, you will be able to delete the names and rename the group as you wish



TIPS and BEST PRACTICES:

Saving/Sending Messages:

- You can save a message by clicking on the grey arrow to the far right of the message you wish to save
- A **MESSAGE DETAILS** box will appear
- Click on the **SQUARE AND ARROW** icon in the top right corner
- Several options will appear:
 - You can Message (text) the Voxer message to someone
 - You can Mail (email) someone/yourself the Voxer message
 - You can forward the Voxer message within Voxer (*in a Voxer chat, click on the **CIRCLE** icon to the right of the **ORANGE Walkie Talkie** button to switch to **TEXT** mode...then paste*)
 - You can Copy the Voxer message and paste wherever (*maybe create a section in your iPhone NOTES to hold onto saved Voxer messages*)



Delete Chat vs. Leave Chat

- Within a group chat, if you click on the **GEAR** icon in the top right corner, you will see **MORE OPTIONS**
- Once you click **MORE OPTIONS** you will see **LEAVE CHAT** and **DELETE CHAT**
- **LEAVE CHAT** is permanent, you will not be able to rejoin the chat group
- **DELETE CHAT** is used to "clear out" the messages...this group will reappear on your home page as soon as a new message comes arrives

