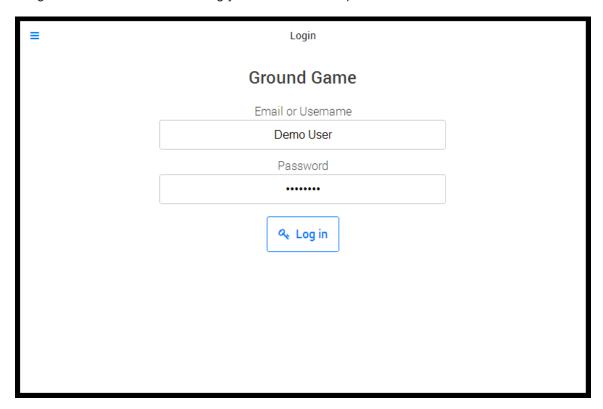
Ground Game – Web Ground Game

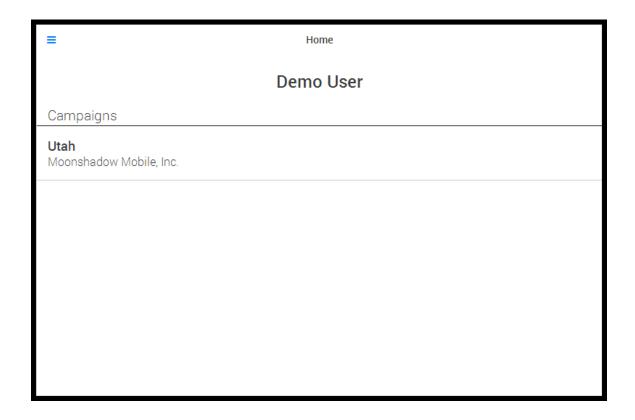
As a Canvasser using Web Ground Game, you will be able to login to your account, access walking lists you have been assigned, see voter phone numbers, fill out surveys, and send information to your supervisor.

Filling Out Surveys and Assigning Voter Statuses

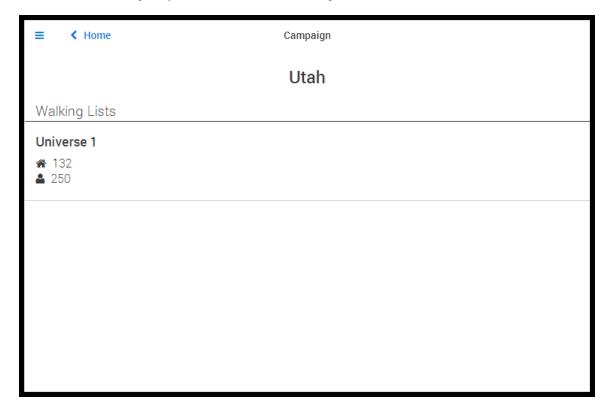
1. Login to Web Ground Game using your username and password.



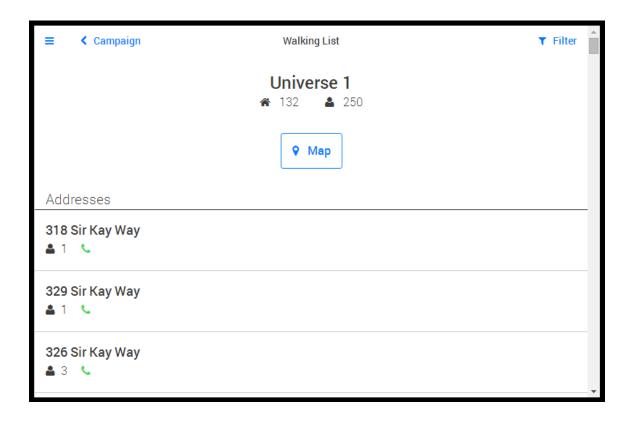
- 2. Web Ground Game will load, downloading your assigned walking lists, surveys, and campaigns.
- 3. After Web Ground Game is loaded, a page will appear containing all the campaigns you are working on. This is your campaign page. Choose a campaign to start canvassing by clicking on its name.



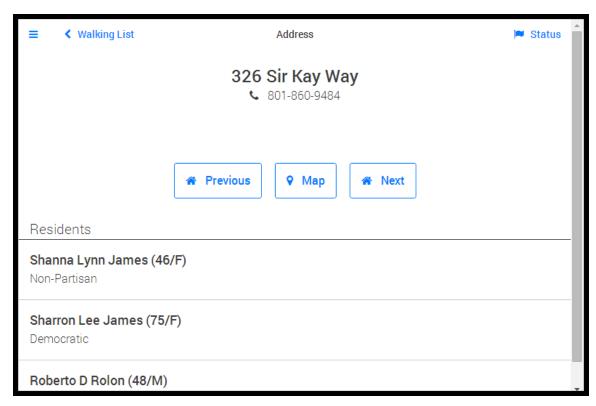
4. A page will load containing all of the walking lists you have been assigned to for the chosen campaign. Click on the walking list you wish to start canvassing.



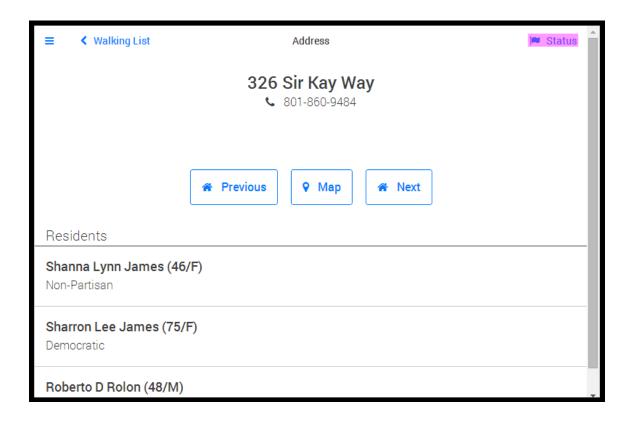
5. A Walking List Details page will appear containing a list of addresses. Click on an address when you are ready to canvass its residents.



6. The Address Details page will appear containing a list of the addresses residents.

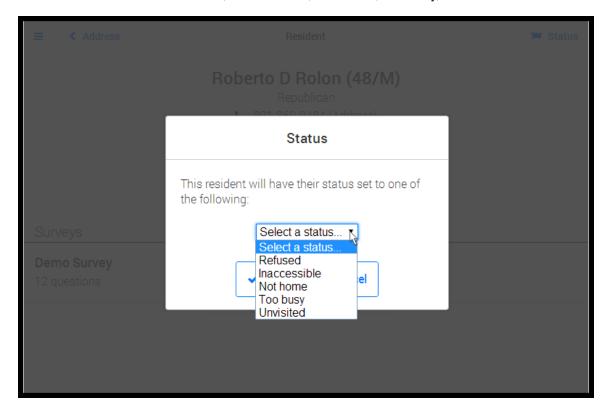


7. If for some reason you aren't able to contact anyone at the current address click on the Status icon to set the voter status for the entire address.

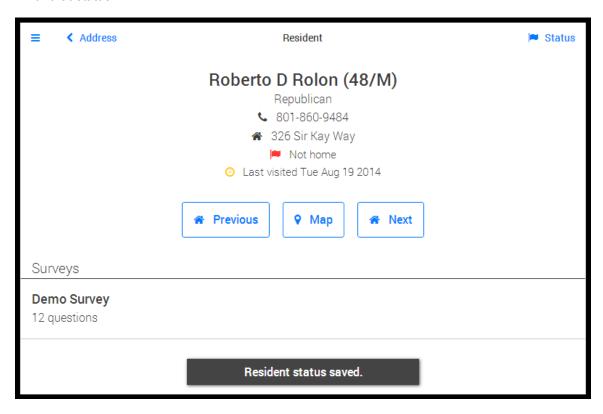


8. A pop up will appear containing a drop down menu with a list of voter statuses to choose from. Select a voter status to apply the status to all the residents of the address.

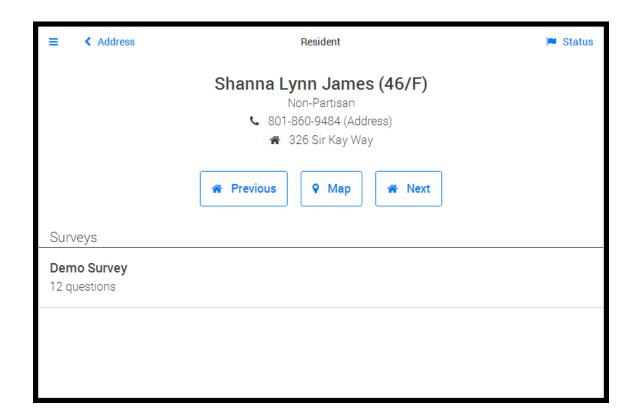
Voter Statuses: Refused, Inaccessable, Not Home, Too Busy, Unvisited



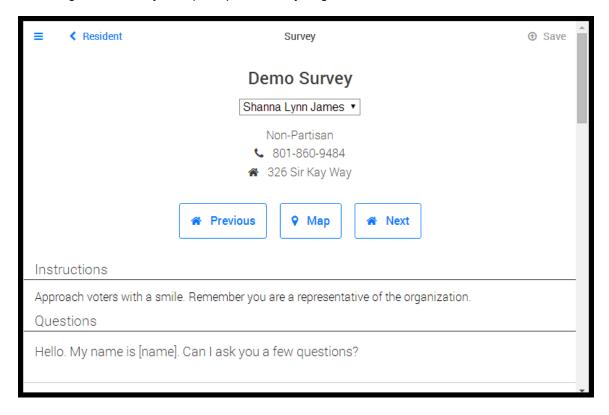
9. Click 'OK' to set the voter status. The window will disappear and the Voters at the house will be marked with that status.



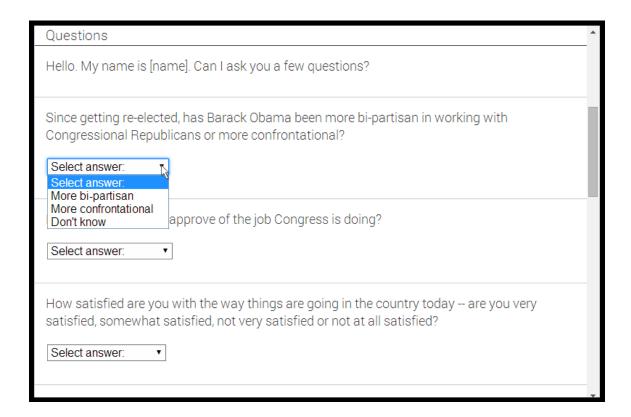
- 10. If you are able to canvass a voter/voters, click on the corresponding voters name on the Address Details page. This will bring up the Voter Details page.
- 11. From the Voter Details page you can either set the voter status for this individual by clicking on the status icon, or begin canvassing the voter by clicking on a listed survey.



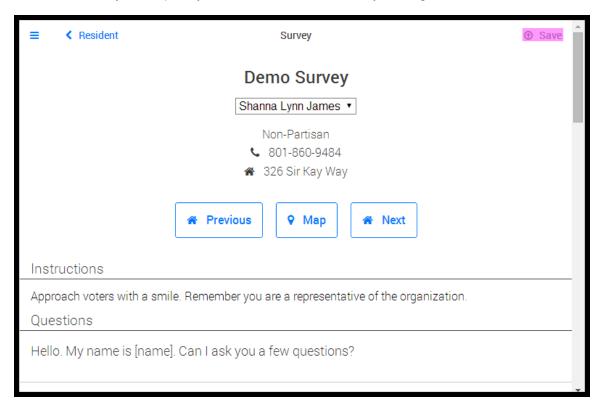
12. Clicking on the survey will open up the Survey Page for the individual voter.



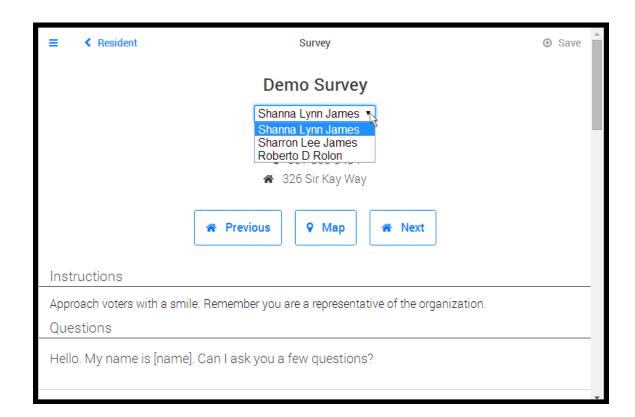
13. Proceed to fill out the survey by choosing answers for the multiple choice questions by clicking on 'Select answer:' and choosing answer through the drop down box. For the text-input questions click on the blank answer space and type in the answer.



14. Once the survey is complete you can submit the answers by clicking the Save button.

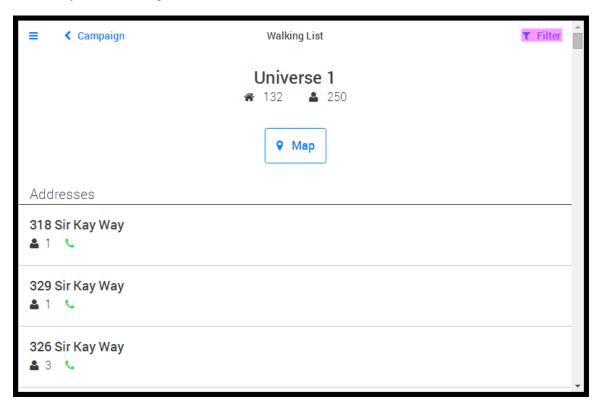


15. If there are multiple voters at the address, you will be able to canvass the next voter by clicking on the displayed voters name up at the top and selecting the next voter from the drop down menu.

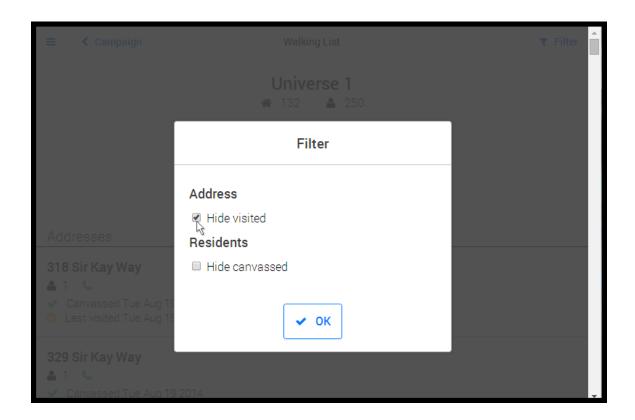


Filters

1. From either the Map page or the Walking List Details page, you will be able to click on the Filters button to select you filter settings.



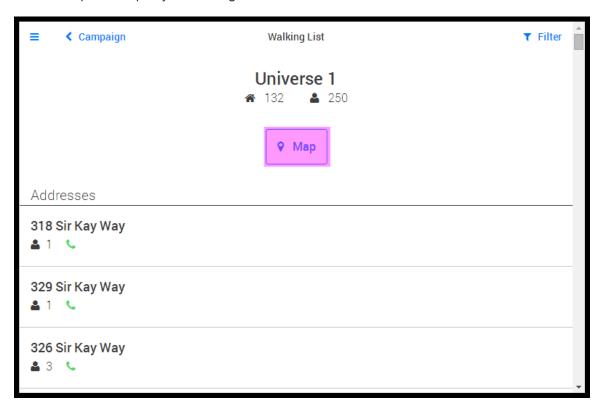
- 2. A pop up window will appear containing your Filter options.
 - **Hide Visited** Hides any address that has been visited by a canvasser.
 - Hide Canvassed Hides individual voters that have been canvassed by a canvasser. If this
 option is selected and all voters at an address are canvassed, that address will be hidden from
 the list of addresses.



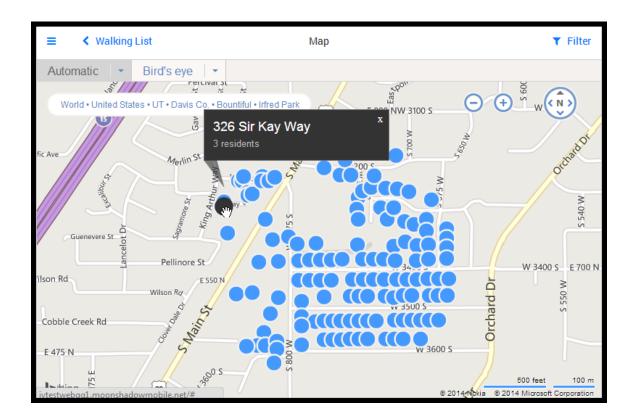
3. To select one or both of these options check the corresponding check box to apply the filter. (Note: the filter settings are applied to every page in which addresses are displayed, along with the address markers on the Map page.)

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1. From either the Walking List Details, Address Details page, or Resident Details page click on the Map button to open a map of your walking list.



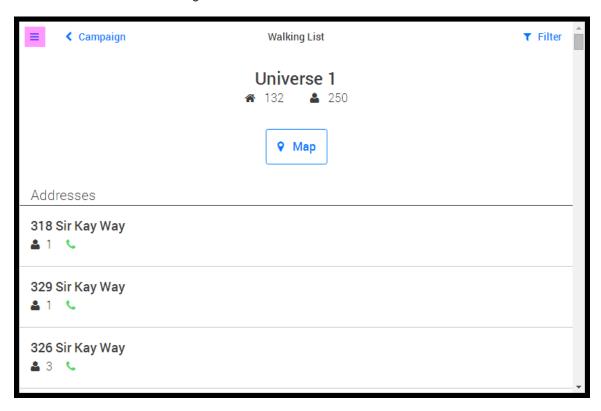
2. The Map page will load, containing markers at each address on the walking list. (Note: the filter selections will filter out addresses from this page)



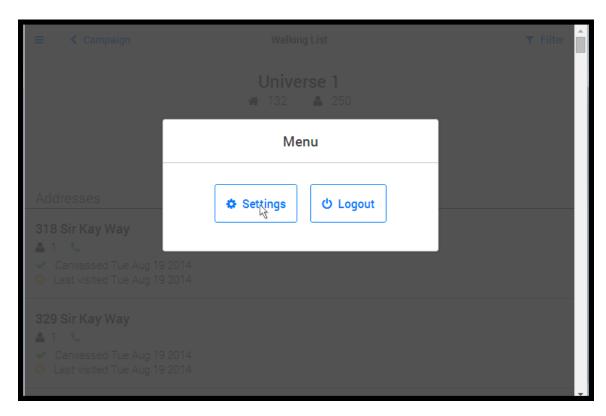
3. Clicking on a marker will display a pop up containing the address of a voter. Click on this pop up to enter the Address Details page for that address.

Settings

1. Through any page on the app click on the Menu button, an icon of three horizontal bars lined on top of each other and click on Settings.

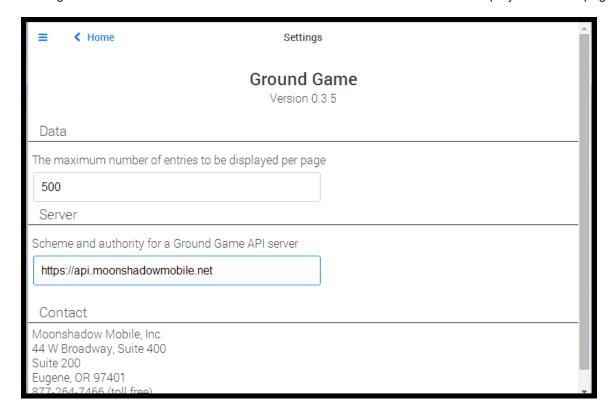


2. A page will appear containing the version number, the maximum number of entries to be displayed per page, and contact information.



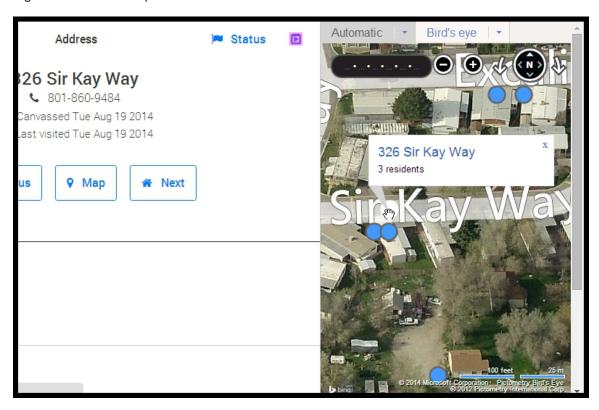
Note: Please do not change the url listed for the "Ground Game API" server. Changing this information will cause you to no longer be able to log in, sync answers, and download lists.

3. Change the number in the text box to alter the number of entries that will be displayed on each page.



Embedded Map

1. When the screen is large enough, an icon of an arrow pointing to the right will appear in the top right corner after Status. Clicking on it will reveal the Embedded Map if it already is not revealed. Clicking again will hide the map.



2. The embedded map retains all the same functionality of the normal map but is more convient in that it is accessable from the Walking List page, Address page, Resident page, and Survey page.