

Steps To Utilize MiniVan:

Phase 1: Set Up & Log In

1 Download the App: Open the App Store (iOS) or Google Play Store (Android), search for "MiniVAN" (sometimes listed as *MiniVAN Touch*), and download it.

2 Create or Enter an ActionID:

- If you have an account already, tap Log In with ActionID and type in your email and password.

- If you are brand new, tap Create Your ActionID. You'll just need an email address and a secure password.

3 Allow Location Services: The app will ask for permission to use your device's GPS. Allow this. It tracks your location on the neighborhood map so you always know which door to knock on next.

Phase 2: Loading Your Canvas List

Before you leave the campaign office or your house, make sure you are connected to Wi-Fi or cellular data to load your turf.

1 Enter Your List Number: Your campaign organizer or volunteer captain will give you a List Number (a 7 to 10 digit code).

2 Download: Tap Enter a List Number, type it in, and hit Download List. *Note: If your campaign utilizes Daily Access Codes (DAC), the app may prompt you for a secondary daily code provided by your organizer.*

Phase 3: Navigating Your Turf

Once the list loads, look for the navigation menu (the three horizontal lines icon in the upper-left corner) to toggle how you view your targets:

- **Map View:** Shows your turf as pins on a map. This gives you an immediate spatial view of where you are standing relative to the houses you need to visit.

- **Households View:** Groups the voters by street addresses in a linear walking order.

- **Find My Next Door:** A quick-action button that automatically points you to the closest un-canvassed home to keep your walk path highly efficient.

Phase 4: Knocking & Entering Data

When you approach a target home:

1 Select the Address: Tap the address on your screen to see the names of the residents registered there.

2 Tap the Name & Open the Script: Tap the specific voter's name to open up the campaign's talking script.

3 Log the Interaction:

◦ **If they answer:** Go through the questions on the screen and select their responses directly in the app.

◦ **If they aren't home:** Tap **I Couldn't Reach this Person** (or the "Contact" button) and choose the appropriate reason, such as **Not Home, Refused, or Moved**.

4 Update Details (Optional): If a voter tells you they have a new phone number or email address, click the **Details** tab to update their personal record on the spot.