

## MOBILE APPLICATION SUPPORT

## MOBILE APP USER GUIDE

The Mobile App Manager Module of the Chamber Nation Membership Development System ("MDS") allows an admin-level user to order and manage mobile apps and content.

If an app has already been ordered (and/or created), the app will be visible on the main page for this module. See below: (If Not There Contact Support for Access)

### Mobile App Manager


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[Help](#)

#### My Mobile Apps

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App Title	Publish Status	Functions
 Anytown Business Network <a href="#">App Launch Page</a>	In Development [version3.1] app has been ordered, go ahead and use the app builder to create content	<a href="#">App Builder</a>   <a href="#">App Info</a>   <a href="#">Remove</a>

[Add New Association App](#)

---

A new app can be ordered by contacting support at Chamber Nation.

After you submit your order, a new ticket will be created on the MDS User Support -- Client Care Center and the development process will begin as soon as possible (unless otherwise noted in the comments of the form you submitted).

Support will be contacting you for your logo so that your mobile artwork can be generated. You will receive artwork proofs from the artist you can view and approve.

When a Mobile App is published to Android or Apple/iOS, we enter some information about the app that will inform the public about your app and your organization. During the ordering process you had an opportunity to provide this information. For best results you may update this information as necessary. Note that while you

are able to modify this information, we still have to manually make those changes on Android and Apple/iOS markets/stores due to restrictions by those companies.

To get edit your app info, click on the "App Info" link on the main Mobile App Manager Page:

## Mobile App Manager

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### My Mobile Apps

---

#### App Title



Anytown Business Network  
[App Launch Page](#)

#### Publish Status

In Development [version3.1]  
app has been ordered, go ahead and use the app builder to create content

#### Functions

[App Builder](#) | [App Info](#) | [Remove](#)

[Add New Association App](#)

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This will take you to the edit page. Here you can edit the Title, Description, Promo Text, and Keywords related to your app. Please note that Android restricts the app title to 30 characters and also each app title must be 100% unique among all of the Android and Apple app markets.

## Mobile Content Management System

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You are editing data and settings for the "Anytown Mobile App" [BUSI - ] app.

App Title:

Description:

Promo Text:

Keywords:   
(separate with commas)

[Submit Changes](#)

[Cancel](#)

Once you are satisfied with your changes, click the "Submit Changes" button. One of our mobile developers will be notified of the change via email and will update the app info on Android and Apple/iOS markets as time allows.

## Managing Mobile Application

When you order a mobile app it will be populated with a set of default features and content. This set of content is just a sample of what is available for your use. Generally it is advisable to allow the support center to handle app content until after the app has been published by Apple as Apple is notorious for being picky and restrictive about approving apps.

After your app has been published and is in "Active" status, you can edit your content by going to the Mobile App Manager main page and clicking on "App Builder".

### Mobile App Manager


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#### [My Mobile Apps](#)

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[Add New Association App](#)

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This page lists all the content in your mobile app as well as links to add/change/remove content.

## Mobile App Menu Builder

































































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Anytown Mobile App

**Add New:** [Page](#) | [Link](#) | [Feature](#) | [Category](#) | [Spacer](#)

7 / 12 top level items\*

Menu Item Name	Description	Role	Functions
Members Only	category: Members Only	M	   
My Profile	feature: member_profile (v 1.5)	M	    
Membership Card	feature: membership_card (v 1.5)	M	    
Manage Classifieds	feature: classified_ads_editor (v 1.6)	M	    
Submit Press Release	feature: press_release_create (v 1.6)	M	    
Refer Other Members	feature: tcs_member_referral (v 1.6)	M	    
Social Network	feature: network (v 1.5)	M	    
Member Directory	feature: member_directory (v 1.5)	P	    
Events	feature: calendar (v 1.2)	P	    
Photos	feature: photo_gallery (v 1.6)	P	    
Classifieds	feature: classified_ads_viewer (v 1.5)	P	    
Press Releases	feature: press_release_view (v 1.6)	P	    
Join Us	feature: prospect_form (v 1.3)	P	    

\* Mobile App menus are limited to 12 top-tier items to reduce clutter in the application's main menu.

The Mobile App Content labels are displayed as buttons on the App's Menu and once touched/clicked will display the content in the app's main page.

There are 5 types of content:

1. Pages
2. Features
3. Categories
4. Links
5. Spacers

To add new content: click the appropriate link on the top of the page to the right of "Add New:"

- To edit existing content: click the "Pencil" icon
- To delete existing content: click the red "X" icon
- To move the content up or down in the menu order: click the up or down arrow

## Pages

Pages for the Mobile App are just simple content pages (similar to what you might add using the Website Content Editor for your website).

From the Mobile App Menu Builder page (see below):

### Mobile App Menu Builder

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






























































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Social Network	feature: network (v 1.5)	M	    
Member Directory	feature: member_directory (v 1.5)	P	    
Events	feature: calendar (v 1.2)	P	    
Photos	feature: photo_gallery (v 1.6)	P	    
Classifieds	feature: classified_ads_viewer (v 1.5)	P	    
Press Releases	feature: press_release_view (v 1.6)	P	    
Join Us	feature: prospect_form (v 1.3)	P	    

\* Mobile App menus are limited to 12 top-tier items to reduce clutter in the application's main menu.

To add a new page: Click the "Page" Link.

To edit an existing page: Click the "Pencil" Icon next to a page in the menu list.



## Features

Features for the Mobile App are advanced content pages that have special properties allowing them to interact with the MDS database and provide dynamic content for the end user.

From the Mobile App Menu Builder page (see below):

### Mobile App Menu Builder

































































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Submit Press Release	feature: press_release_create (v 1.6)	M	    
Refer Other Members	feature: tcs_member_referral (v 1.6)	M	    
Social Network	feature: network (v 1.5)	M	    
Member Directory	feature: member_directory (v 1.5)	P	    
Events	feature: calendar (v 1.2)	P	    
Photos	feature: photo_gallery (v 1.6)	P	    
Classifieds	feature: classified_ads_viewer (v 1.5)	P	    
Press Releases	feature: press_release_view (v 1.6)	P	    
Join Us	feature: prospect_form (v 1.3)	P	    

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To add a new feature: Click the "Feature" Link.

To edit an existing feature: Click the "Pencil" Icon next to a feature in the menu list.

The add/edit page for "Feature" content looks like this:

## Content Manager

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**Feature:** 1-2-3 Registration [min app version: 1.7] ▼

Allows members to quickly register for events.

**Menu Text:** Event Registration

**Parent:** Members Only ▼

**Permission:**  Public |  Member |  Admin

**Note: If you need a given feature to operate differently, submit a help request for a customization or new feature.**

Simply select the desired feature from the drop-down menu, enter the menu text/name, determine which category (if any) to place it under, select a permission level, and click the "continue >>" button. Note you can specify a "Category" to place it under and also control the security level required to view the page.

Some features have additional pages where you will be asked to select and/or enter other information, but most are just one step like the one indicated above.

### Categories

Categories for the Mobile App are simple menu items that allow you to nest multiple items under them. The Mobile App Content Menu is limited to 12 top-level items so Categories are very handy in keepings organized and allowing for more content to be added.

From the Mobile App Menu Builder page (see below):

## Mobile App Menu Builder

































































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Anytown Mobile App

**Add New:** [Page](#) | [Link](#) | [Feature](#) | [Category](#) | [Spacer](#)

7 / 12 top level items\*

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Membership Card	feature: membership_card (v 1.5)	M	    
Manage Classifieds	feature: classified_ads_editor (v 1.6)	M	    
Submit Press Release	feature: press_release_create (v 1.6)	M	    
Refer Other Members	feature: tcs_member_referral (v 1.6)	M	    
Social Network	feature: network (v 1.5)	M	    
Member Directory	feature: member_directory (v 1.5)	P	    
Events	feature: calendar (v 1.2)	P	    
Photos	feature: photo_gallery (v 1.6)	P	    
Classifieds	feature: classified_ads_viewer (v 1.5)	P	    
Press Releases	feature: press_release_view (v 1.6)	P	    
Join Us	feature: prospect_form (v 1.3)	P	    

\* Mobile App menus are limited to 12 top-tier items to reduce clutter in the application's main menu.

To add a new category: Click the "Category" Link.

To edit an existing category: Click the "Pencil" Icon next to a category in the menu list.

The add/edit page for "Category" content looks like this:

## Content Manager

Category:

Permission:  Public |  Member |  Admin

**Note: Categories can only be top-level navigation Parents and are without content.**

Simply enter the category name, select a permission level, and click the "continue >>" button.

Once added, the category will appear on other add/edit screens in the "Parent" drop-down box.

## Links

Links for the Mobile App are simple menu items that when clicked will open a new URL.

From the Mobile App Menu Builder page (see below):

### Mobile App Menu Builder

































































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Join Us	feature: prospect_form (v 1.3)	P	    

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To add a new link: Click the "Link" Link.

To edit an existing link: Click the "Pencil" Icon next to a Link in the menu list.

The add/edit page for "Link" content looks like this:

## Content Manager

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**Name:**

**Parent:**

**URL:**

**Permission:**  Public |  Member |  Admin

**Note: Links will Open in New Window by default for mobile apps.**

Simply enter the link name, paste in the URL, and click the "continue >>" button. Note you can specify a "Category" to place it under and also control the security level required to view the page.

## Spacers

Spacers for the Mobile App are simple menu items have no action or purpose other than to insert a blank space (or a gap) in the menu of the mobile app to help separate menu items.

From the Mobile App Menu Builder page (see below):

## Mobile App Menu Builder

































































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Submit Press Release	feature: press_release_create (v 1.6)	M	    
Refer Other Members	feature: tcs_member_referral (v 1.6)	M	    
Social Network	feature: network (v 1.5)	M	    
Member Directory	feature: member_directory (v 1.5)	P	    
Events	feature: calendar (v 1.2)	P	    
Photos	feature: photo_gallery (v 1.6)	P	    
Classifieds	feature: classified_ads_viewer (v 1.5)	P	    
Press Releases	feature: press_release_view (v 1.6)	P	    
Join Us	feature: prospect_form (v 1.3)	P	    

\* Mobile App menus are limited to 12 top-tier items to reduce clutter in the application's main menu.

To add a new spacer: Click the "Spacer" Link.

To remove a spacer: Click the red "X" icon next to the spacer in the menu item list.

There is no add page for the spacer as it is added directly into the menu list. You will see that it does not have a name and cannot be "edited" (no pencil icon). You can use the up and down arrows to move the spacer between other menu items. See below:

Anytown Mobile App

Add New: [Page](#) | [Link](#) | [Feature](#) | [Category](#) | [Spacer](#)

7 / 12 top level items\*

Menu Item Name	Description	Role	Functions
Members Only	category: Members Only	M	
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Membership Card	feature: membership_card (v 1.5)	M	
Manage Classifieds	feature: classified_ads_editor (v 1.6)	M	
Submit Press Release	feature: press_release_create (v 1.6)	M	
Refer Other Members	feature: tcs_member_referral (v 1.6)	M	
Social Network	feature: network (v 1.5)	M	
Event Registration	feature: one_touch_registration (v 1.7)	M	
Member Directory	feature: member_directory (v 1.5)	P	
spacer		P	
Events	feature: calendar (v 1.2)	P	
Photos	feature: photo_gallery (v 1.6)	P	
Classifieds	feature: classified_ads_viewer (v 1.5)	P	
Press Releases	feature: press_release_view (v 1.6)	P	
Join Us	feature: prospect_form (v 1.3)	P	
spacer		P	

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## UNIQUE MEMBER ACCESS AND NETWORK TOOLS OVERVIEW

Once your new mobile application goes live it becomes another important module in the Chamber of Commerce program to become to most powerful broadcasting system in the community.

Your members can now login through this mobile application to do the following functions designed to enhance their advertising reach and improve business. To read all about these services for members please visit:

[www.ChamberAPP.com](http://www.ChamberAPP.com)

Member Mobile Functions:

Once members download the iPhone, Android or HTML5 mobile application for your own community, members are able to manage various areas of their local advertising system. These updates are immediately sent to the community / organization website, member directory profiles, area search engine and other community mobile applications.

- Locate Other Members
- View Leads Delivered Through Chamber
- Locate Event Information
- Update Member Profile
- View / Present Live Membership Card for Local Discounts, Etc.
- Opt in, Read and Post to Private Member Forums
- Post to Member Business Network / Public Stream
- View Special Offers from Other Members
- View Member-to-Member only Offers
- Add/Edit Business Services
- Add/Edit Business Hours
- Add/Edit Traffic Catcher Site and Mobile App Information
- Add/Edit Special Offers and Coupons
- Add/Edit Coupon Photos from Mobile Device
- Add/Edit Classifieds or Job Board Postings
- Add/Edit Press Releases
- Add/Edit Scrolling Photo Tour Images
- System will also update member's own mobile web app
- More on the way!

### ***UNIQUE STAFF ACCESS AND MOBILE MANAGEMENT TOOLS\****

\*Only available when logged in as a system admin level user through your mobile device. Public / members do not have access to the following information.

- View Member Count Trends
- View Member Payment History
- View Member Ad Stats
- View Member Profile
- View/Edit Member Database
- View/Upload Member Photo
- View/Edit Calendar/Events
- View/Edit Membership Card and When it Can Be Used
- View/Edit Classifieds or Job Board Postings
- Rapid Check-in of Members at Events (App syncs between admins).
- View Custom Reports
- Send Prospect to Office (Business Card Photo Supported)
- Suspend Members for Non-Payment
- Update Member Profile Photos with Phone/Tablet
- Post to Member Business Network updating all apps and community information stream.

**ORDER THIS APP BY VISITING: [www.ChamberAPP.com](http://www.ChamberAPP.com)**