

# Mobilo Card How-Tos

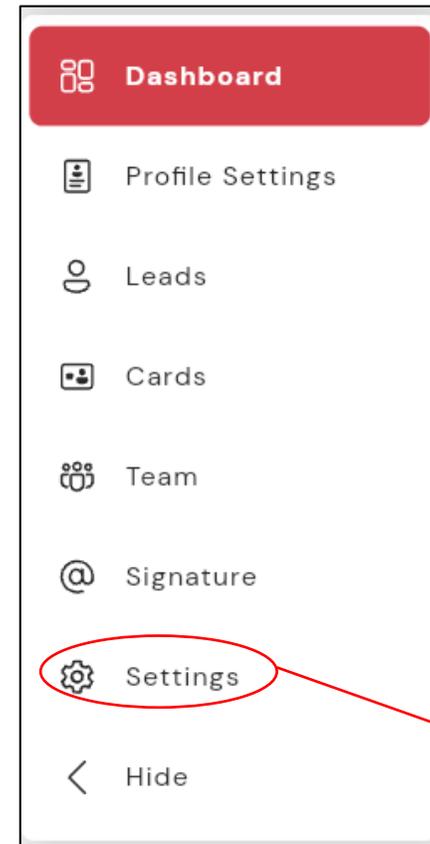
## Login Name & Password

\*The site [app.mobilocard.com](http://app.mobilocard.com) will likely *not work* on a VPN, maybe not on the KSARNG network, so access from Wi-Fi or an off-network connection and/or without a VPN connection.

Once you receive the email and follow the link to set up your account access, I recommend managing your account mostly from the Mobilo app going forward.

Mobilo Website and App both have almost completely identical functionality. Layout is slightly different, but almost everything is the same except Exporting Leads (will cover later).

The home screen menu (picture right) is the hub for navigating the site.



Select "Contact Support" for other how-to's, best practices, videos, etc. Take the time to learn your equipment.

# Mobilo Card How-Tos

## Profile Information

From the home screen menu (picture right) you will select the Profile Settings option and the page it takes you to will allow you to add/change the information below (this is the information that will go to anyone who scans your card or QR code).

- Profile Picture
- Logo
- Name
- Title
- Email address
- Company
- Address
- Phone
- Website
- Extra weblinks
- Social media profiles

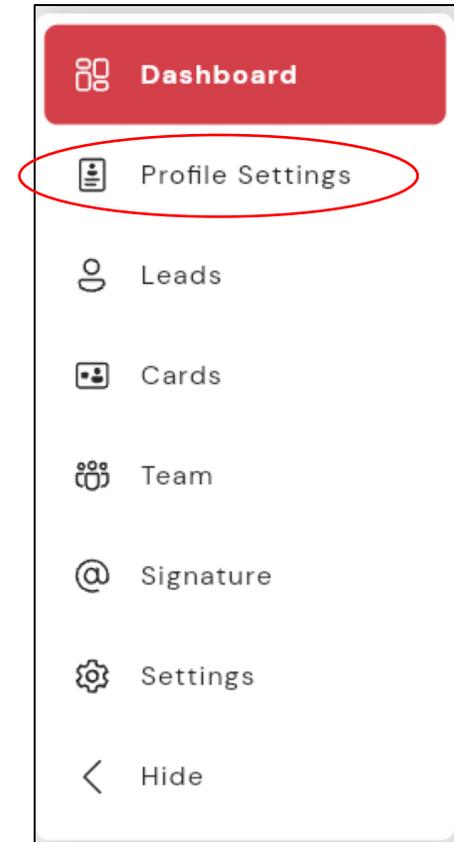
Under your Profile settings there are fields for your social media accounts. If you do not use one or more of the social media profiles, please enter the BN pages on your profile.

[https://twitter.com/ksarng\\_rr](https://twitter.com/ksarng_rr)

<https://www.instagram.com/ksarngrr/>

<https://www.facebook.com/KansasNationalGuardRecruiting>

<https://www.youtube.com/user/KSARNGRR>



# Mobilo Card How-Tos

## Lead Generation Settings

From within the Profile Settings you will select the Lead Generation tab at the top of the screen (picture below) and customize how your Mobilo Card will capture lead information.

You can toggle optional fields on/off and add customized fields. \*any customized fields will not be visible unless you export your lead list to a spreadsheet (next slide)

If you select the one/both of the first options (SMS options) the lead info will come to you as a text immediately after they “submit” it and/or your information will immediately go to them, also as a text message. Lead info is stored with your account (next slide), regardless of the SMS options you elect.

**Business Card**   **Lead Generation**

### Form Settings

**Send SMS to lead**  
Your lead will receive your business card after completing the form

**Receive SMS from lead**  
Receive a business card from your lead after completing the form

**Collect company name**

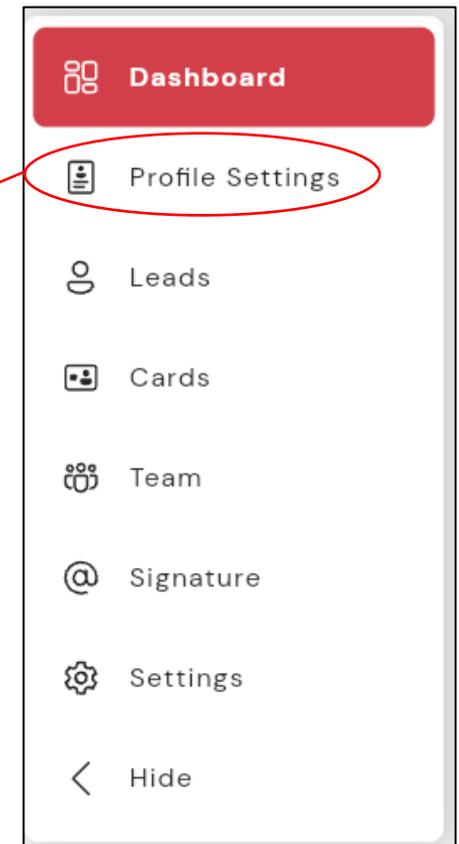
[Preview](#)

[Copy Link to Share](#)

### Custom Fields

[Add](#)

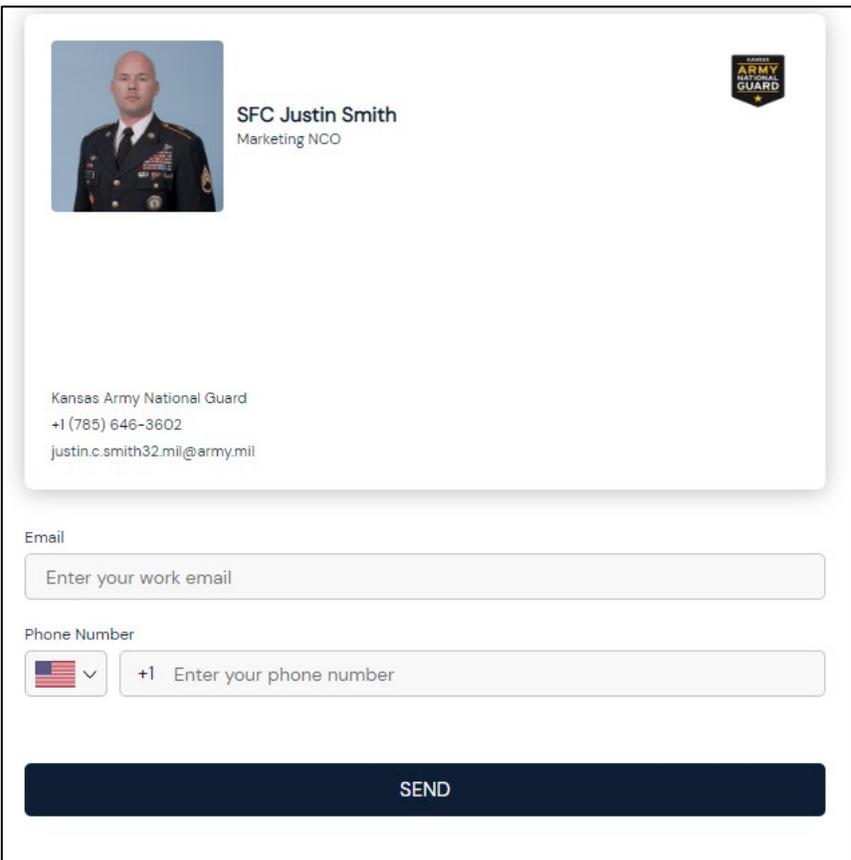
Questions	Type	Required	Is Active
Zip Code	Text	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>



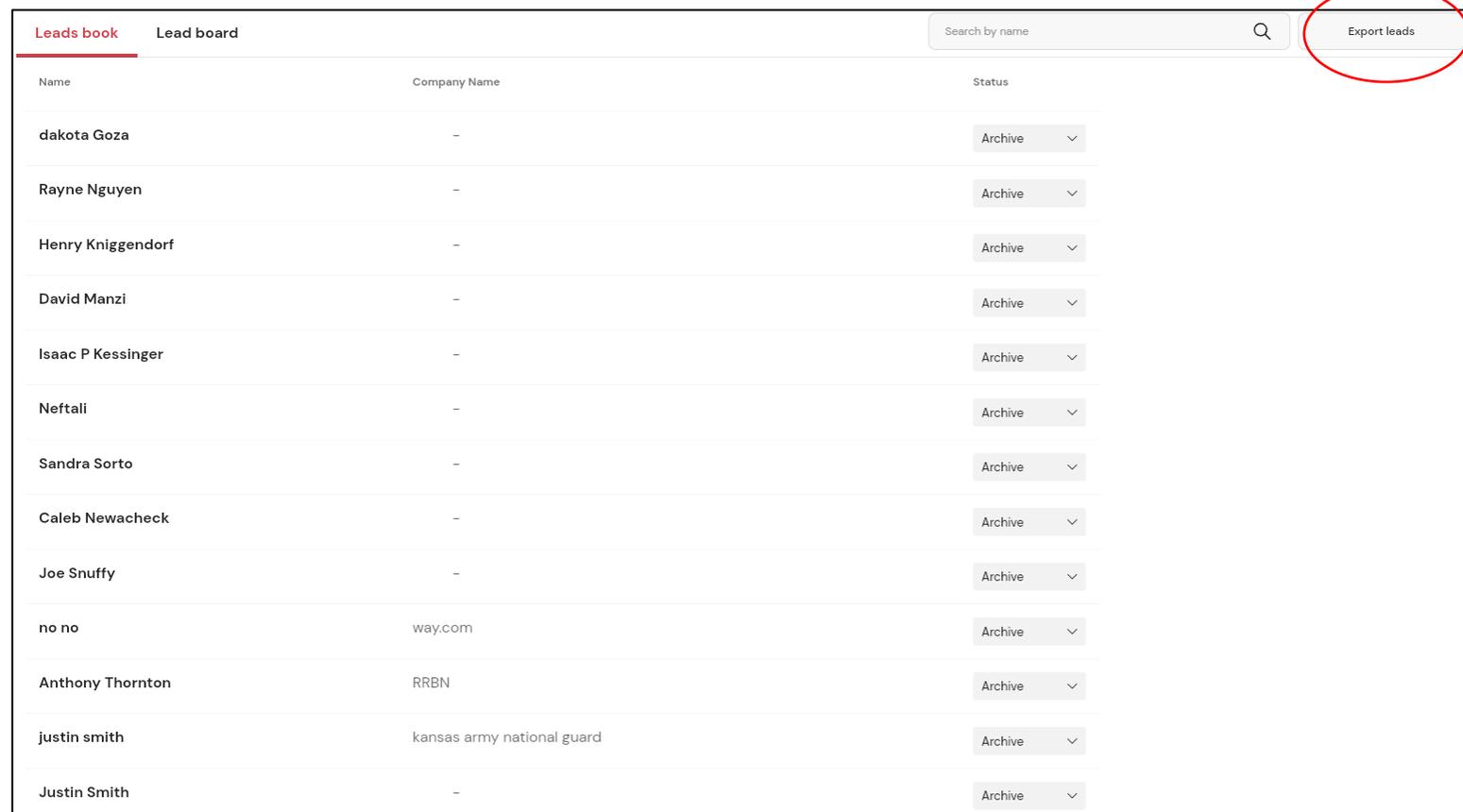
# Mobilo Card How-Tos

## Lead Generation

When you use your static Lead Gen QR code (p6) or set your card to Lead Gen mode (p5), the person who scans you code/card will be prompted to enter their email and phone info (picture left) and their information will be stored in your Leads Book (picture right) for follow up. You can export to spreadsheet from the top right button (circled).



A digital business card for SFC Justin Smith, Marketing NCO at the Kansas Army National Guard. The card features a professional headshot of the soldier in uniform on the left. To the right of the photo, the name and title are displayed, along with the Army National Guard logo. Below this, contact information is provided: 'Kansas Army National Guard', phone number '+1 (785) 646-3602', and email 'justin.c.smith32.mil@army.mil'. At the bottom of the card, there are two input fields: 'Email' with the placeholder 'Enter your work email' and 'Phone Number' with a dropdown for country code (currently showing '+1') and the placeholder 'Enter your phone number'. A dark blue 'SEND' button is positioned at the very bottom.

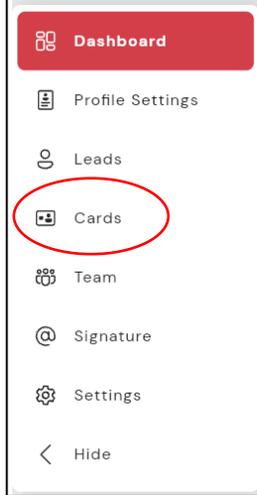


A screenshot of a web application interface titled 'Leads book' and 'Lead board'. At the top right, there is a search bar labeled 'Search by name' and a magnifying glass icon. Next to it is a button labeled 'Export leads', which is circled in red. Below the search bar is a table with three columns: 'Name', 'Company Name', and 'Status'. The table contains ten rows of lead data. Each row has a 'Status' dropdown menu set to 'Archive'.

Name	Company Name	Status
dakota Goza	-	Archive
Rayne Nguyen	-	Archive
Henry Kniggendorf	-	Archive
David Manzi	-	Archive
Isaac P Kessinger	-	Archive
Neftali	-	Archive
Sandra Sorto	-	Archive
Caleb Newachek	-	Archive
Joe Snuffy	-	Archive
no no	way.com	Archive
Anthony Thornton	RRBN	Archive
justin smith	kansas army national guard	Archive
Justin Smith	-	Archive

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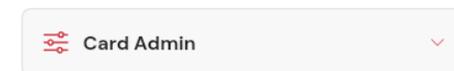
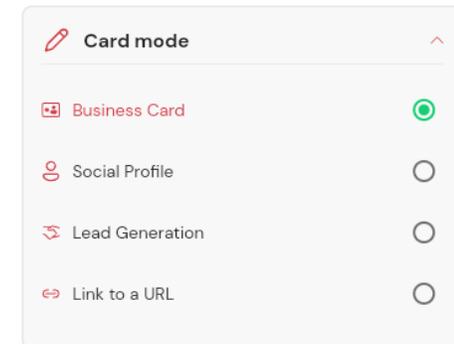
## Card Code, Function Modes, & Dynamic QR



From the main menu select “Cards” to access your card menu (picture below). You will only show one card. From here you can locate your card code (i.e. 3kMsBOIWYXAG), access your dynamic QR code (this is the same QR code as is on the back of your physical card), change the dynamic function (mode) of your card (Business Card, Social Profile, Lead Generation, Link to a URL), or unassign/reassign your card (“Card Admin”, *please don’t do this*).

Your card/fob/button chip and the card’s QR are all “dynamic,” meaning you can change the function (mode). Your current card setting is displayed in your card menu. Your options for dynamic function are four in total and I encourage you to play around with them to get the most use of your equipment.

Card code	Card mode	Card Type
3kMsBOIWYXAG	Business Card	Mobilo Card (custom)
6Op2YCew8HwC	Business card	Enterprise Service
8uNnFzYe7KgX	Business card	Enterprise Service
Fclae18HQIIO	Business card	Enterprise Service
I4QC9XKyQLR3	Business card	Enterprise Service
NHB8gvRohQeD	Business card	Enterprise Service
QS2K7RyZk1jk	Business Card	Enterprise Service
SsjEOgo5hzMq	Business card	Enterprise Service
UyWfzImRGZm	Business card	Enterprise Service
WxTwXlhYtyfr	Business card	Enterprise Service
ZkXcOCEiZwvW	Business card	Enterprise Service
c79df469a8d3	Business Card	Mobilo Metal
gEpIKXGbbAEW	Business Card	Mobilo Card (custom)
gVchvuC9zvvI	Business card	Enterprise Service

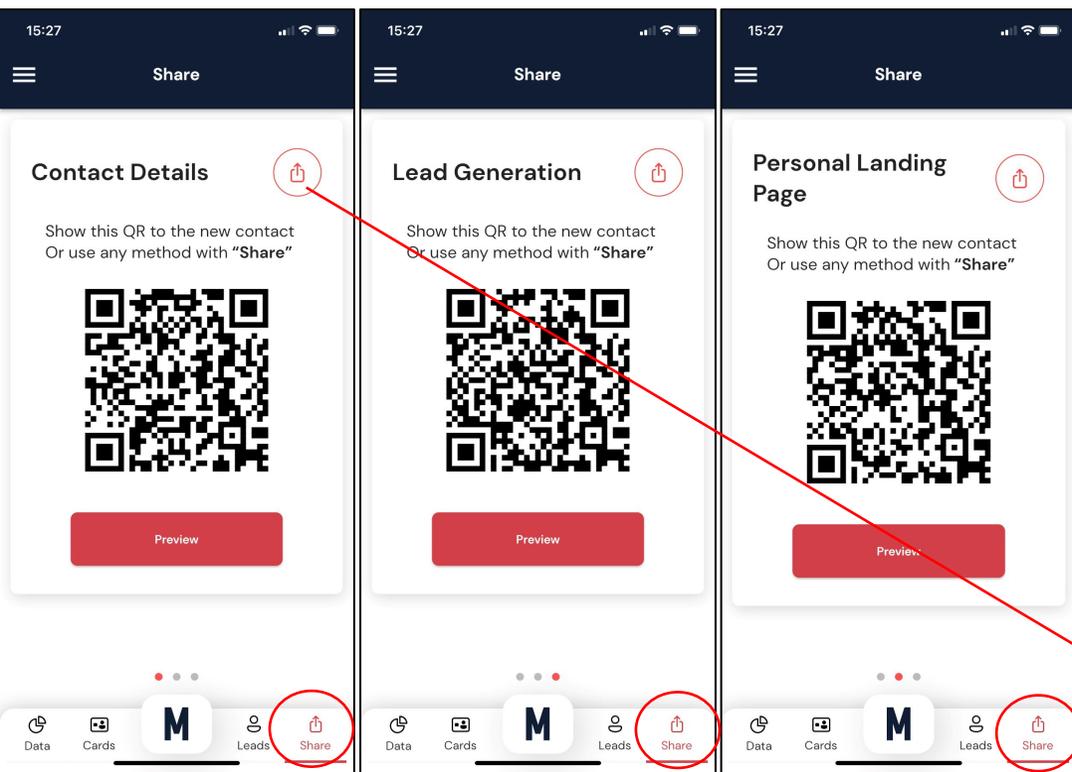


# Mobilo Card How-Tos

## Share, Link, & Static QRs

“**Static**” links and QR codes only do one thing, ever, every time, and you cannot change them. Your 3 static options are for Contact Details, Lead Generation, and Personal Landing Page (pictured below; swipe left/right to cycle between them on your app). These are only accessible from the mobile app. (Share icon at bottom of screen)

To illustrate: I always want to use your static lead gen QR code for your flyers so you can post them and walk away knowing they will *always* generate leads when scanned, leaving you free to change your card’s dynamic mode and QR to fit your needs at any other moment w/o interfering with your poster or other static QR products. The Preview button will show you the applicant view of the function you’re on (i.e. will take you to your own lead gen form). The SHARE icon will copy the URL link of the function you’re on. You can paste that link into anything you want and anyone going to that address will get your Contact Details, Lead Form, or Landing Page. You can use the URL to create a hyperlink in images or text (click the image and it goes to...). Example of my Digital Business Card URL below; I hyperlinked my army email signature block, for your reference. Send the print/graphic/social media NCOs *all three screen shots (left)* from your account when they ask you for your static QRs to complete an order for you. I have everyone’s dynamic codes already, only the individual cardholder can access their static QRs.



<https://mobilo.link/v1/socialLink/326a64bd>