Block List/Map screen
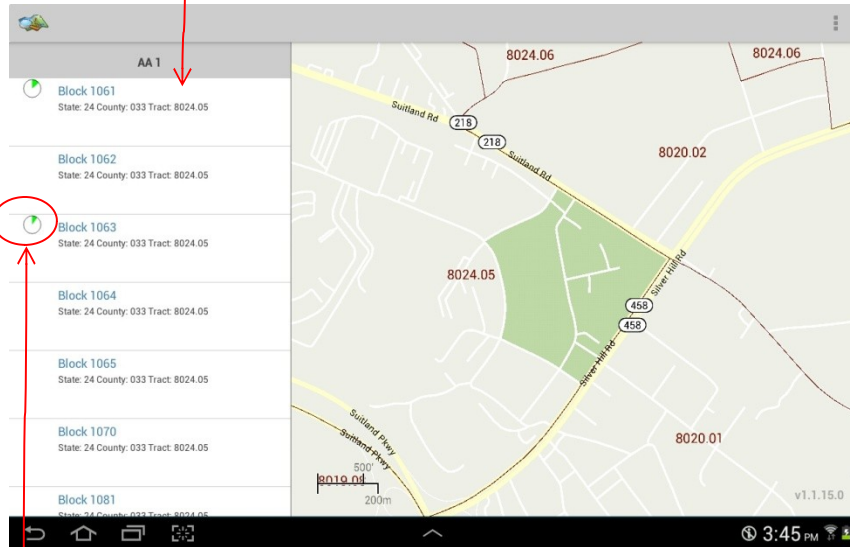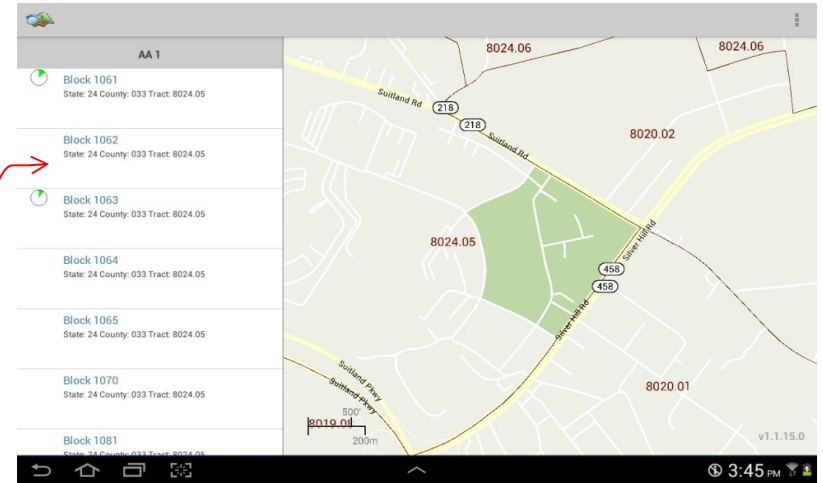
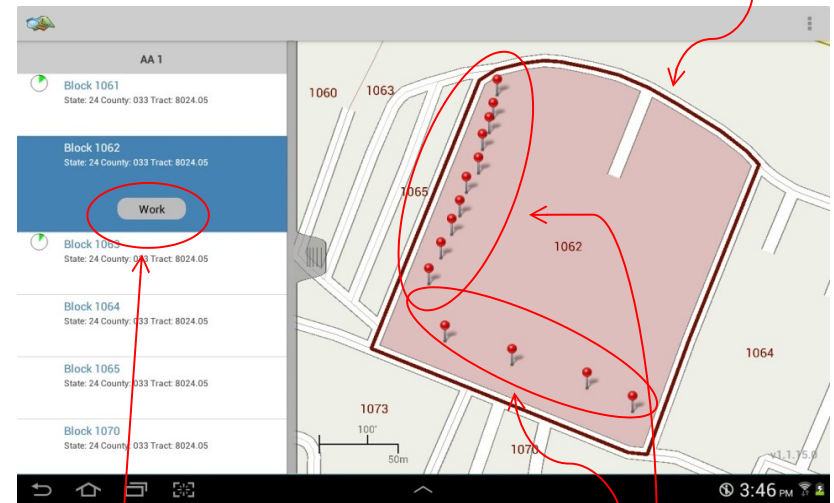Indicates work progress on all
addresses in the block

Addresses and map spots in
this guide are fictional and
created for illustration and
training purposes only

Selecting a block

Touch the block to be worked

Note how the block
lights up on the map

Touch 'work' to
display the block
address list

Location of each
address in the block

Address List/Map screen

Indicates work progress on all units at the address

Number of units at the address

Block number

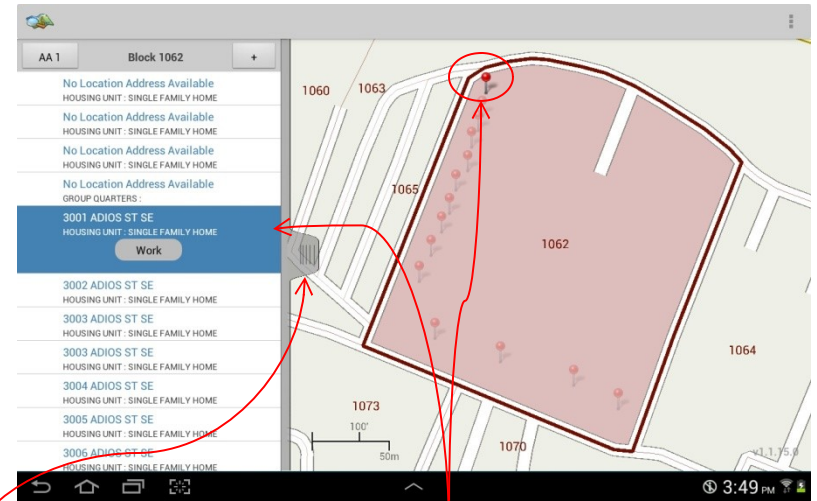Touch to add a new address

Indicates address has been worked

Indicates address has been deleted

Indicates address type

Pins indicate each address's location and progress.
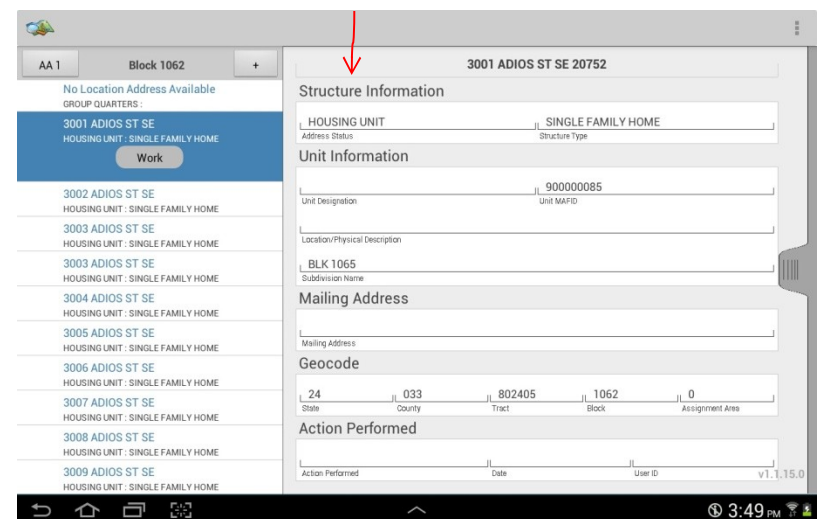Red = worked
Green = not worked

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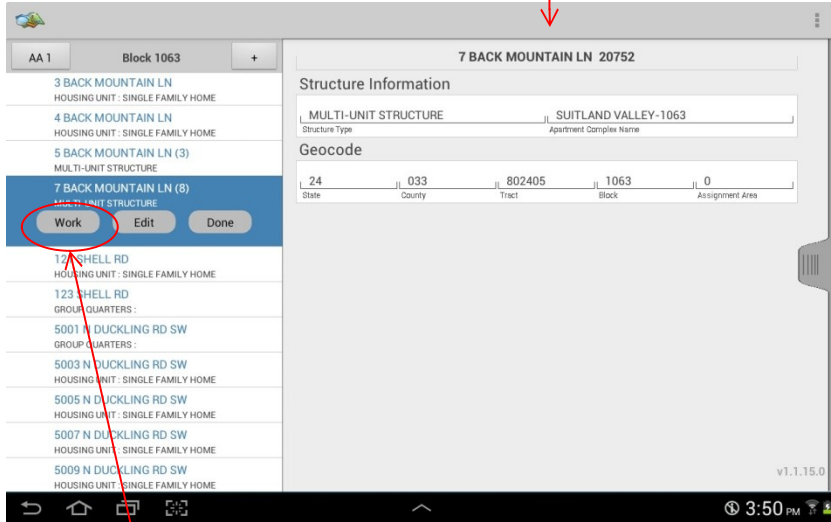
Viewing an address

Touching an address highlights it and causes it's pin to jump out on the map. Likewise, touching a pin causes it to jump out on the map and highlights the address on the list.

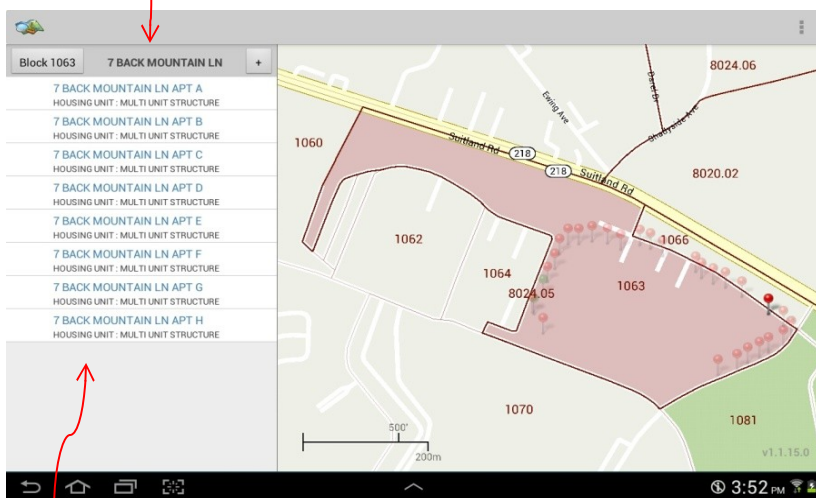Slide tab to see details about the address

Viewing an address (continued)

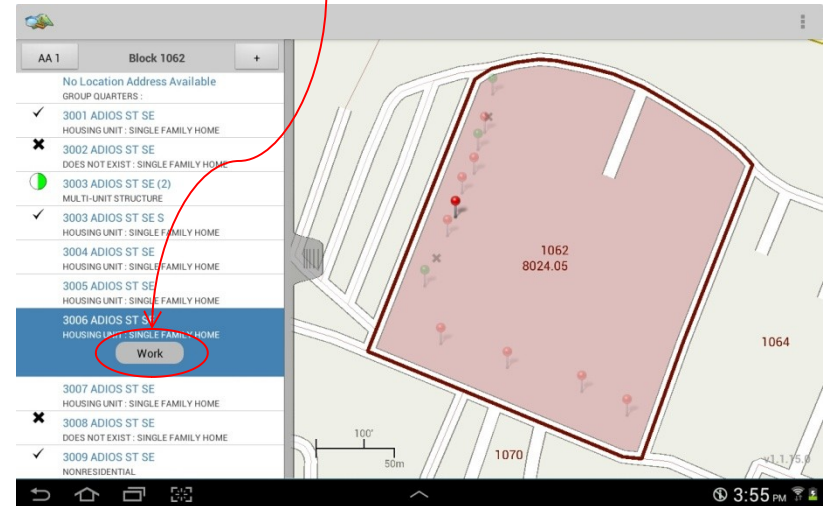For a multi-unit structure details about the structure will shown

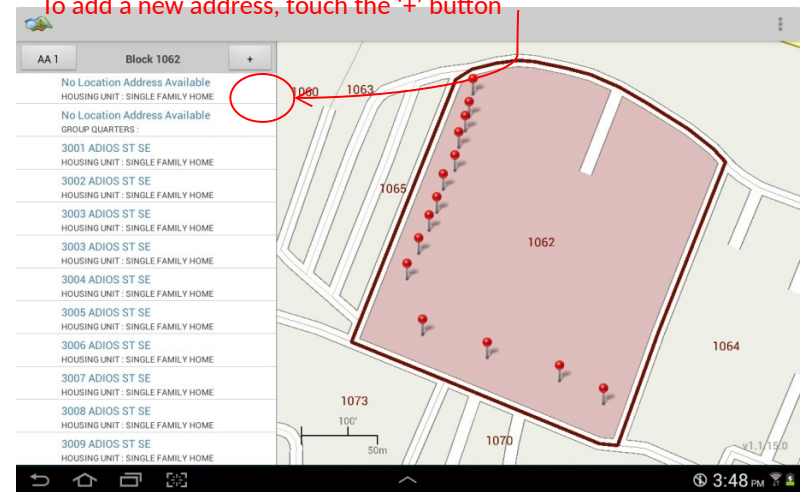Touch 'work' to display the list of units in the structure

Touch a unit and slide the tab to see details about the unit

Working an address

To work a listed address touch the address then touch the 'work' button

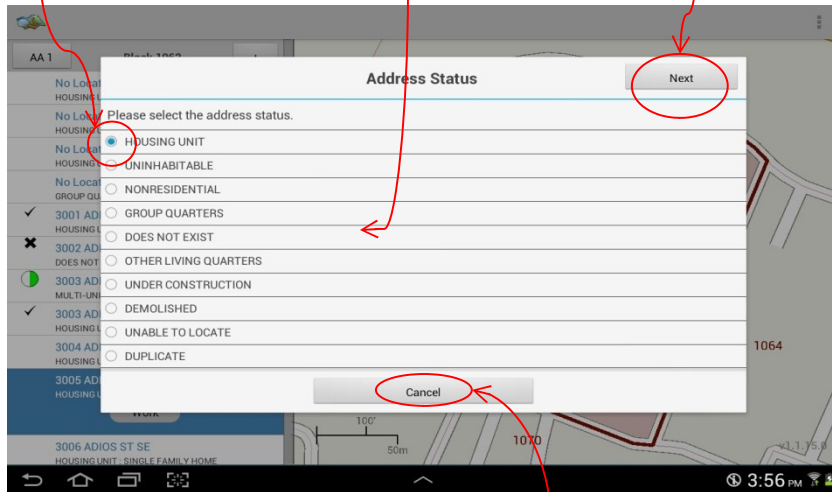To add a new address, touch the '+' button

Working an address (continued)

Indicates selection. May be pre-selected for addresses on the address list.

Touch to make or change a selection

Touch 'next' to proceed

Touch 'cancel' to return to address list

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