



Reach App 101

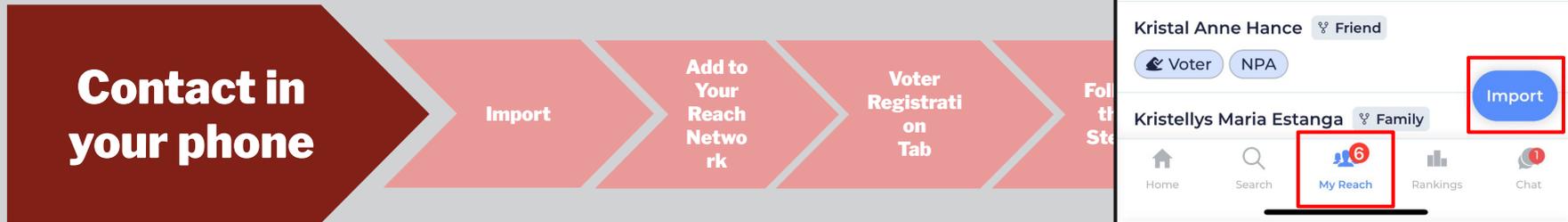
**ADDING SOMEONE
TO YOUR REACH**



Adding someone from: Your phone contacts

Go to My Reach (bottom, middle)

Click “**Import**” button



Adding someone from: Your phone contacts

Click

“From Phone Contacts”

Contact in
your phone

Import

Add to
Your
Reach
Netwo
rk

Voter
Registrati
on
Tab

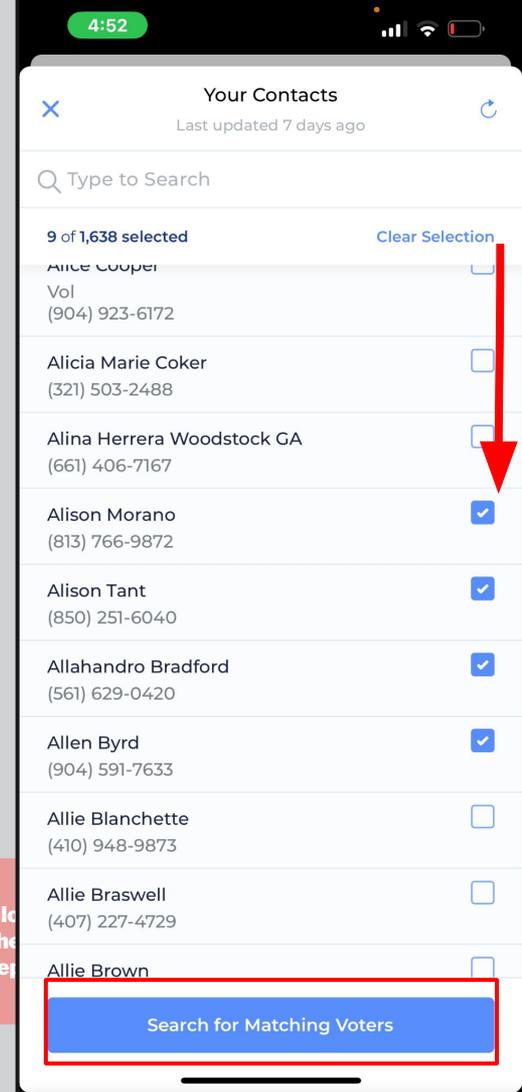


Adding someone from: Your phone contacts

Select contacts you want to import

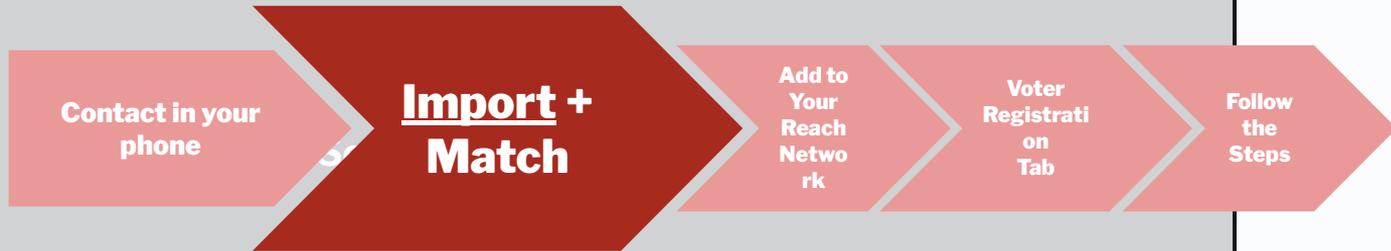
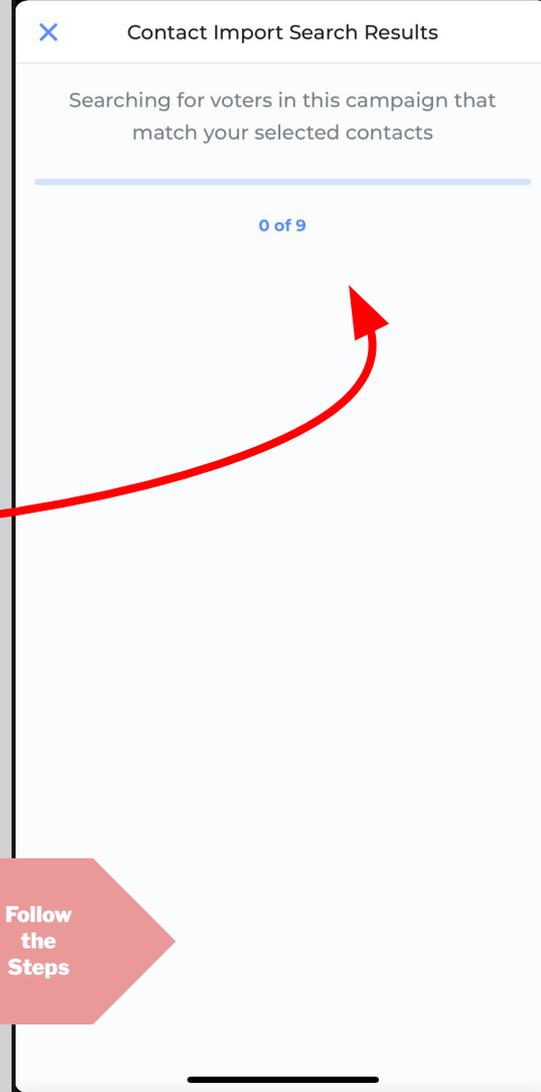
Click: **“Search for Matching Voters”**

Only registered voters will be able to be matched



Adding someone from: Your phone contacts

Reach will talk to VAN to look for matching voter files that match the contact in your phone.



Adding someone from: Your phone contacts

Great Matches:

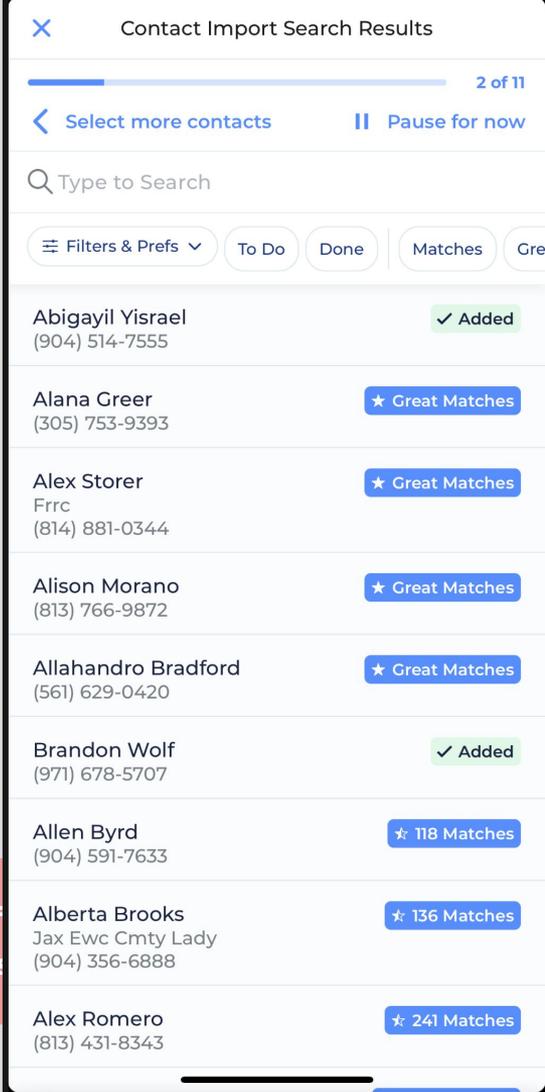
VAN will find great matches for some. You will select the best match using what you know about the person.

Multiple matches:

You can go in and narrow down the search for that person by entering additional or revised information and search for matching records again

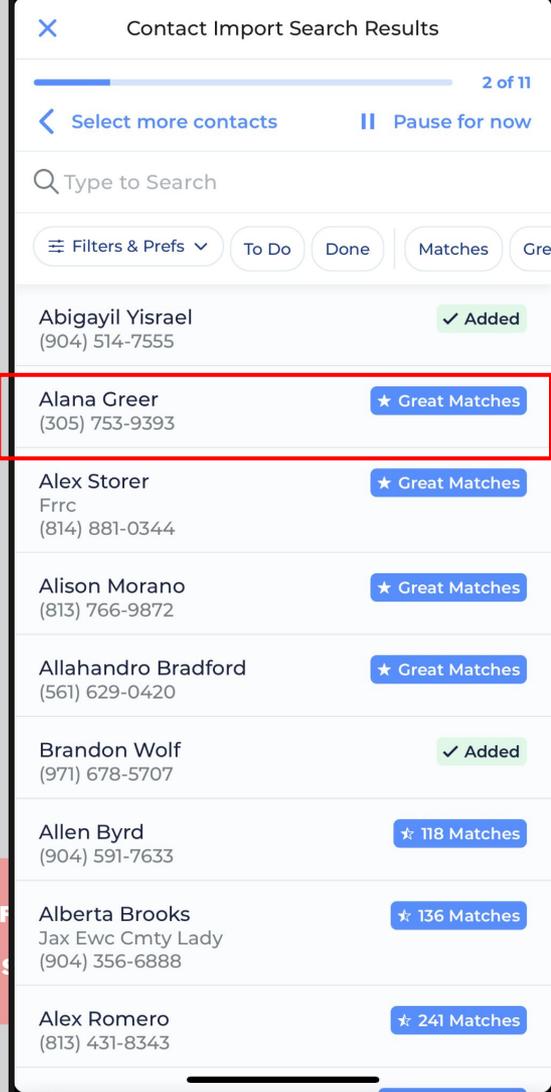
No Matches:

the person is not showing up as a registered voter.



Adding someone from: Your phone contacts

Click on someone you want to **add to your network** on Reach.

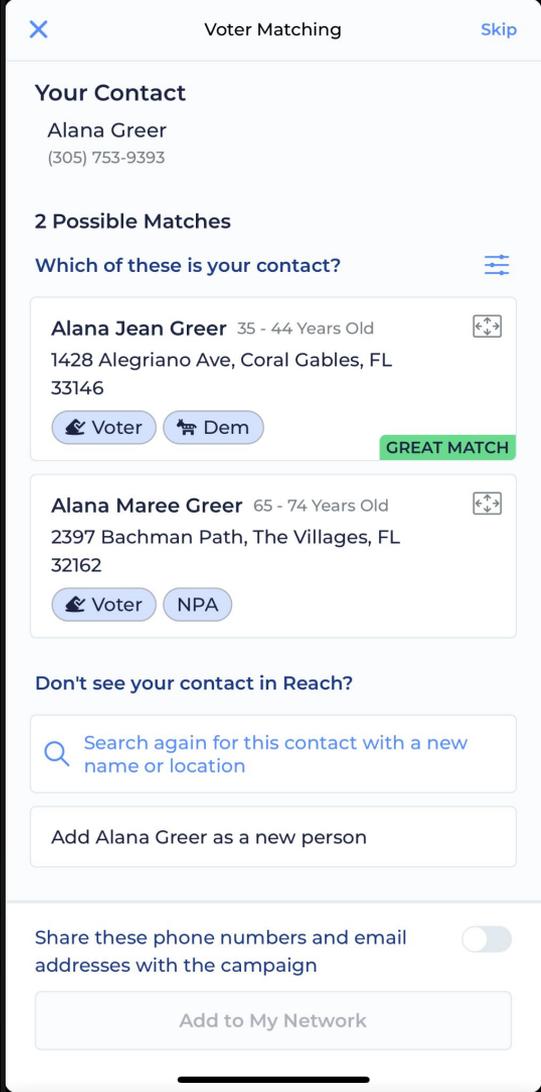


Adding someone from: Your phone contacts

After you click on your contact,

You will see a list of possible matches.

Take time to review the different information
on this screen



Step by Step: Adding Someone.....

Your Contact

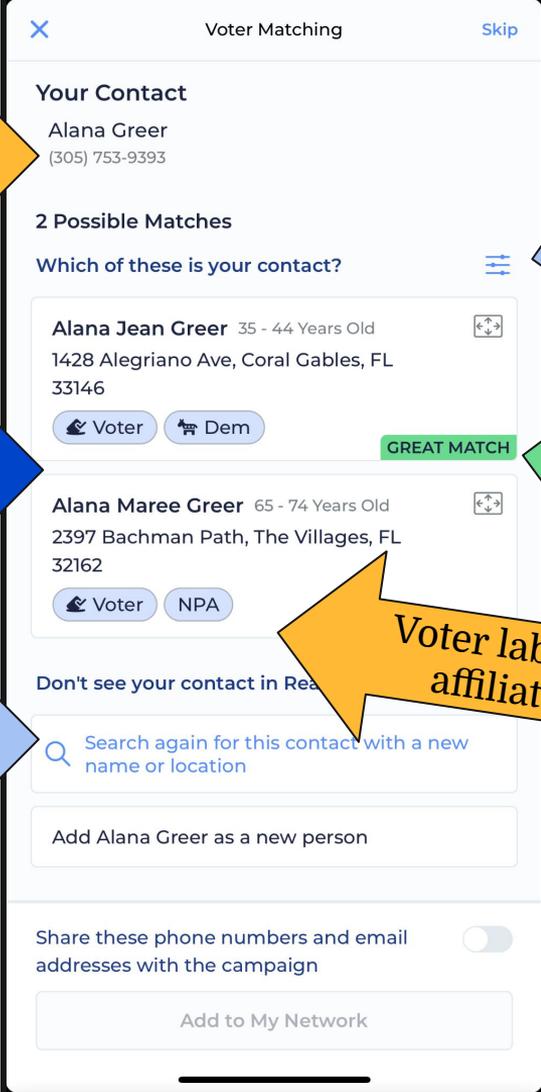
Possible Matches

If you don't see your person here, you can do another search

Filters to narrow list

VAN: best possible match

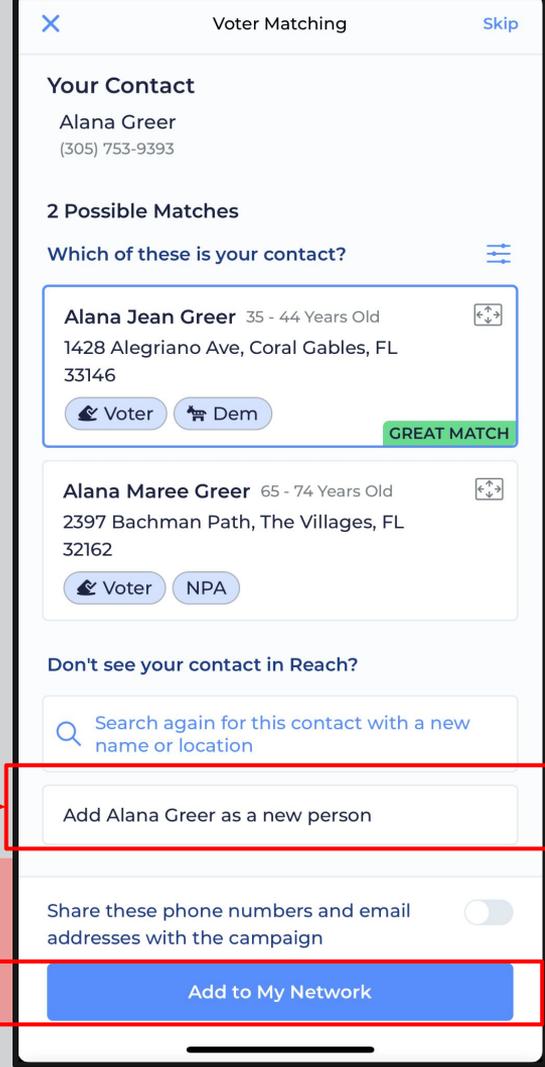
Voter label, Political affiliation label



Adding someone from: Your phone contacts

After you review and match your contact,

1. Click: **Add as a new person**, click “Continue”
2. Click: **Add to My Network**



Thank You!

Link to FAQs

<https://flade.ms/reachfaq>

Questions?

reach@floridadems.org



Reach App 101

**VOTER
REGISTRATION FROM
MY REACH**



Voter Registration from My Reach

Go to My Reach

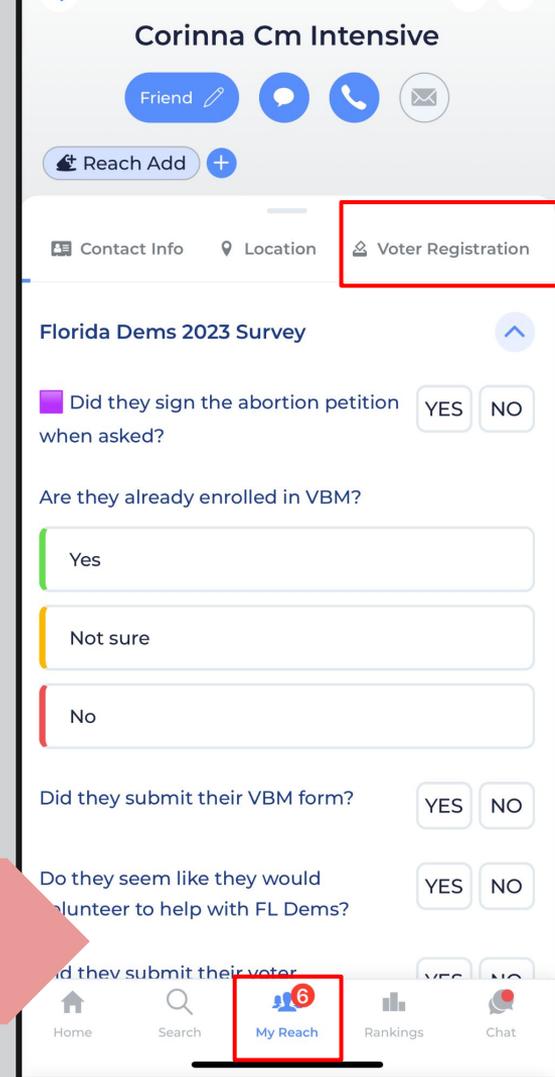
Click on your contact



Start Voter Registration

Their profile detail will open with survey questions

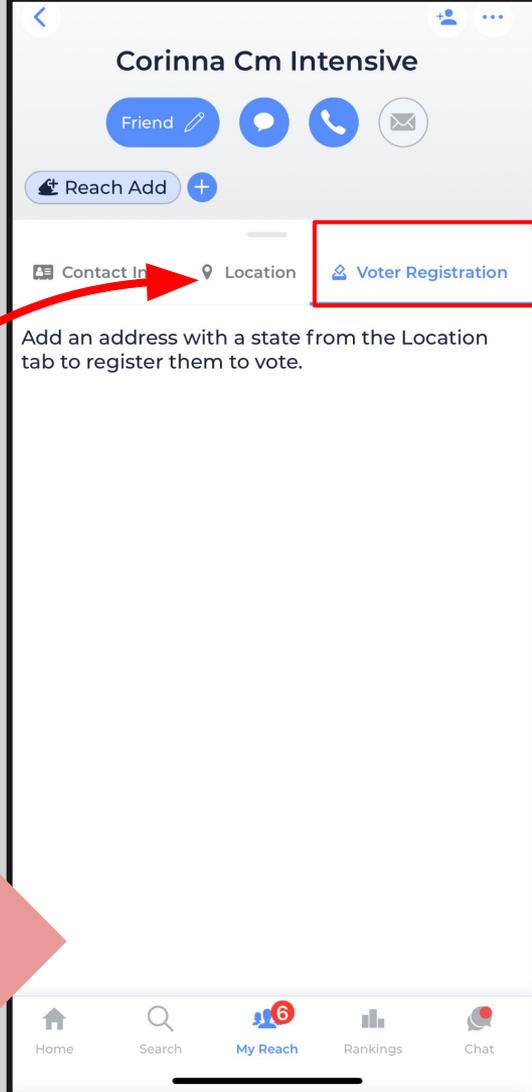
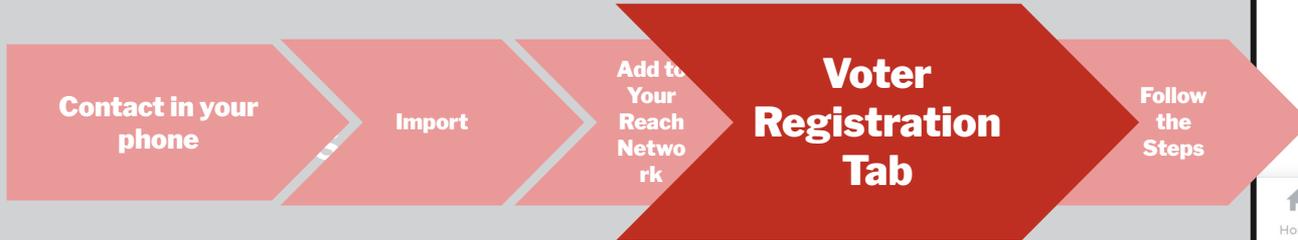
Click the “Voter Registration” Tab



Voter Registration Tab

If there is no address for them, you have to **add an address** to their profile to start the voter registration process.

Click **“Location”**



An address is required

In the location tab:

Click: add an address

Type in their street address

Click: **Save**



Close X Add Address Save

Street Address
123 N Martin Luther King Jr Blvd. X

Unit/Apartment
Apartment, unit, suite, floor etc.

City
Tallahassee X

State
FL - Florida X

Zip Code
32301 X ✓

Date of Birth

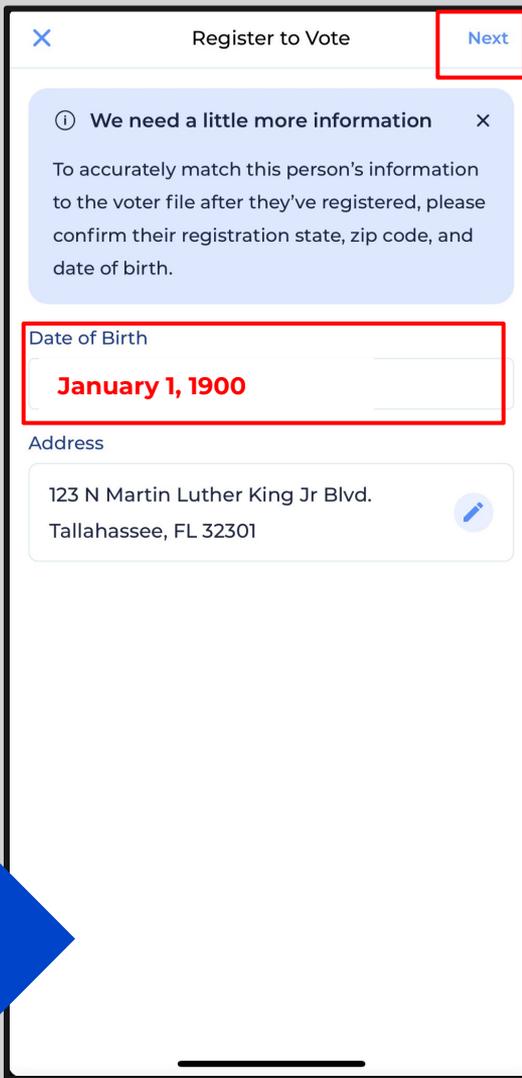
You will need to put in their date of birth.

Why?

This is the most important piece of information that the Voter Database will use once their voter registration form has been processed to match your Reach Contact to their processed VR form.

If you can't get their date of birth, insert **January 1, 1900** as the default.

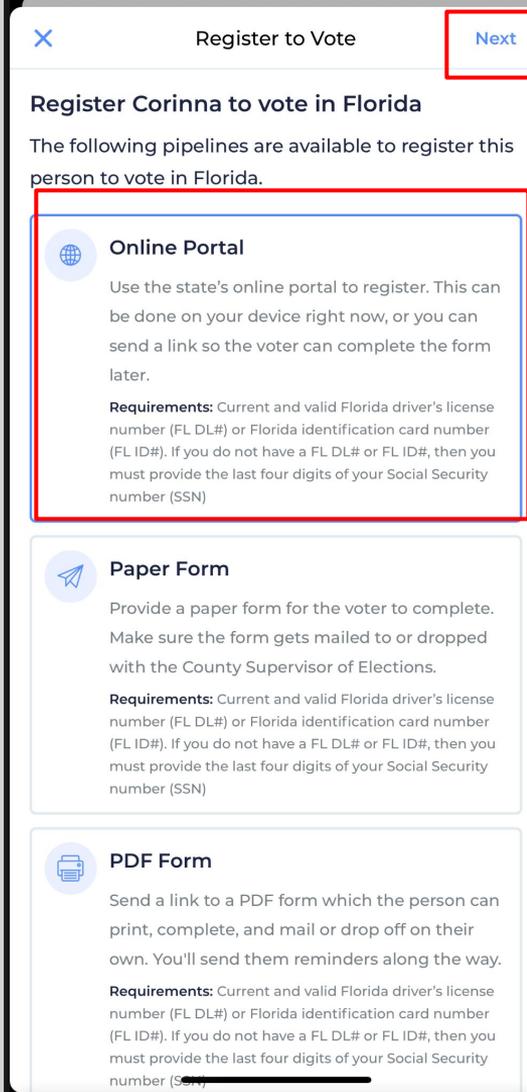
Click: **Next**



Choose how they will receive the registration form

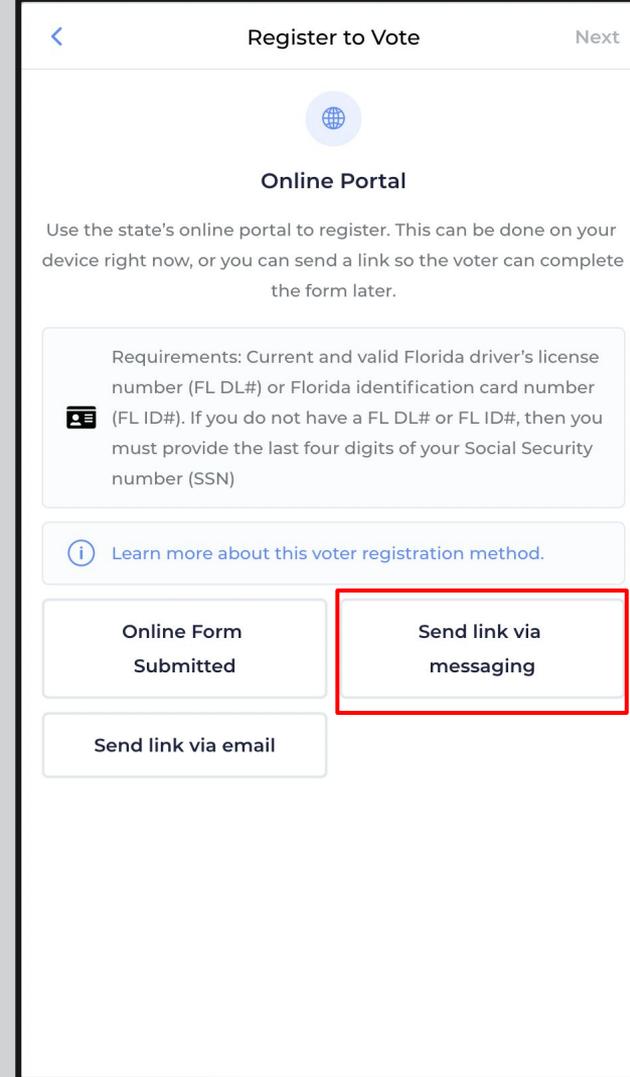
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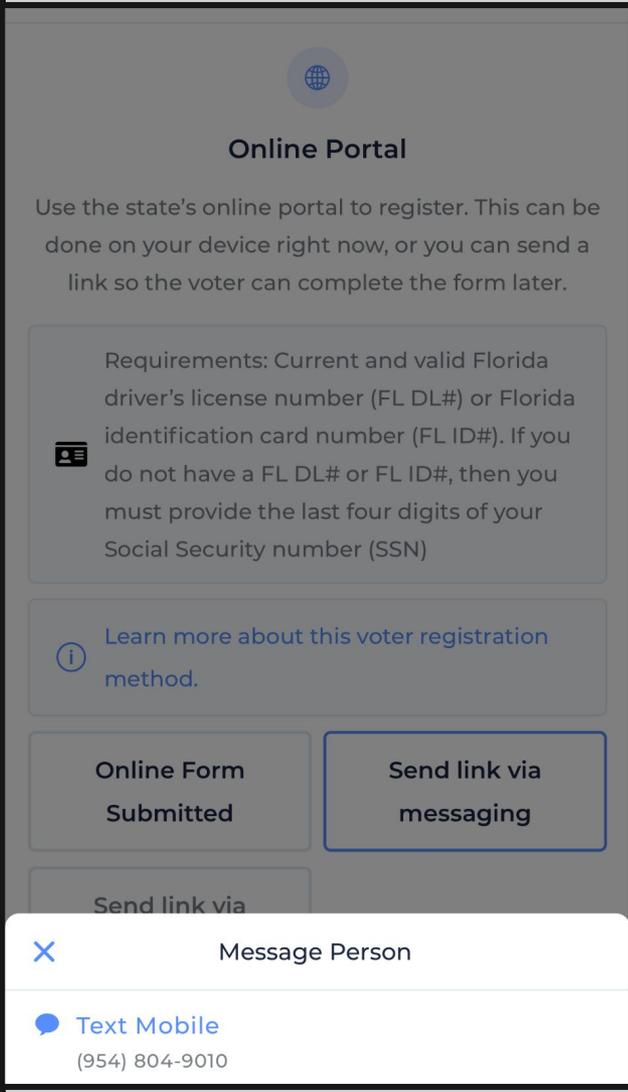
1. **Online Portal:** Send them the link to www.RegisterToVoteFlorida.Gov to their phone or email **(We will choose this now)**
2. If you have a paper form with you, leave the form with them and click **Paper Form**
3. **PDF Form (English/Spanish):** Send them the link to the PDF form that they can print and send on their own.



Select how you will send them the online link

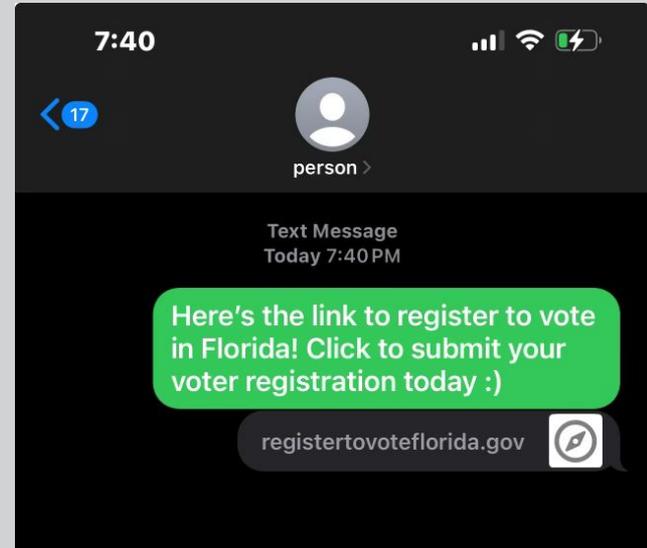
Click: **Send link via messaging**





Send them the VR form to their phone

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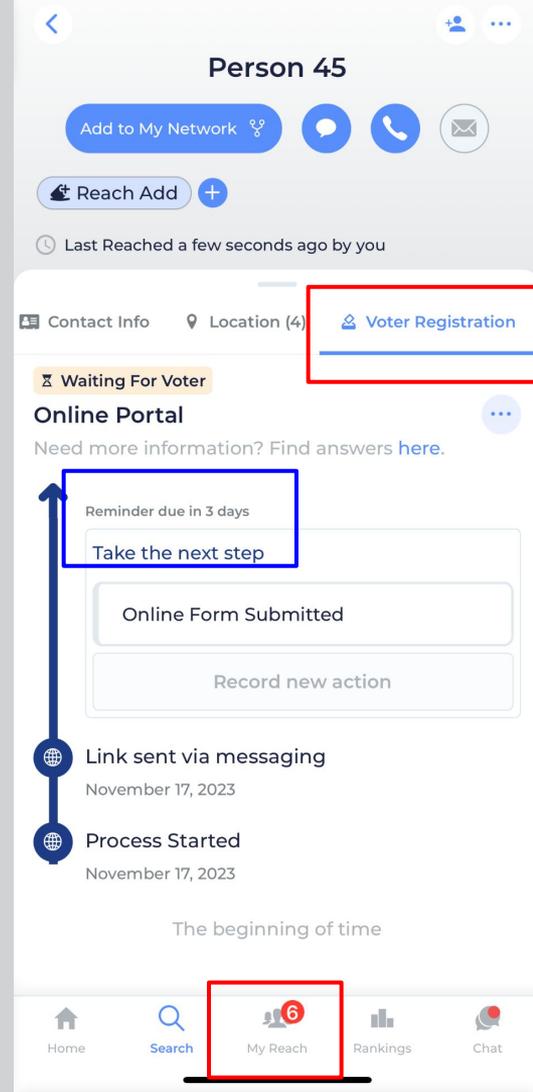
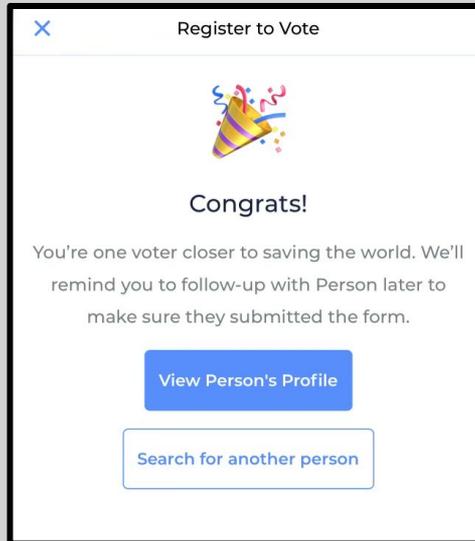


You did it!

You've successfully initiated the voter registration process with your contact.

You can view their profile by going to **My Reach** and clicking on their name.

You will see that the voter registration process is tracked and it will **remind you in 3 days** to follow up



Thank You!

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Reach App 101

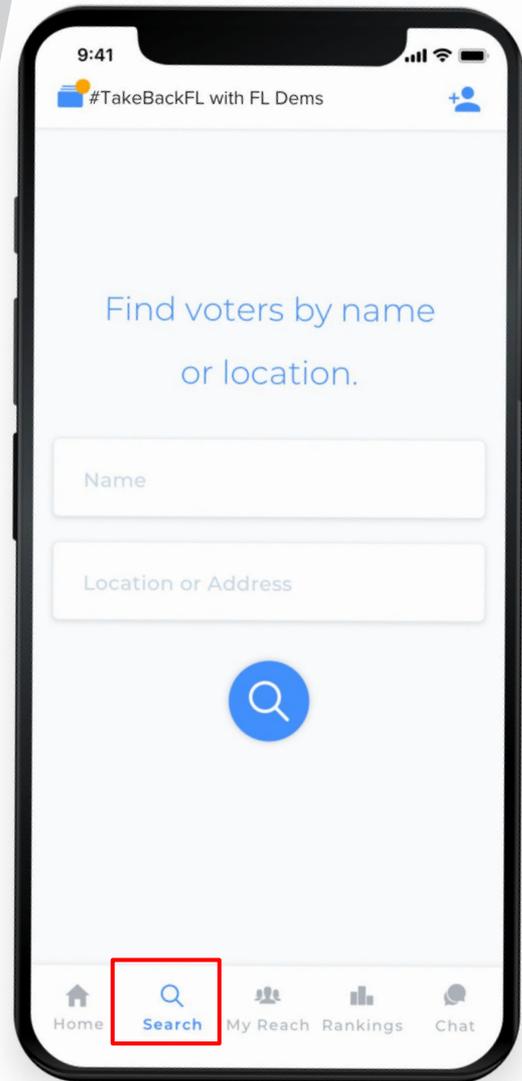
**ADDING AN
UNREGISTERED
VOTER TO REACH**



Adding Someone while Community Canvassing

Canvassing / In community

Add someone through the
Search option



Adding someone:

2. While canvassing in the community

Search

Type in
Name,
City or
Zip Code

Find voters by name or
location.

Person 45



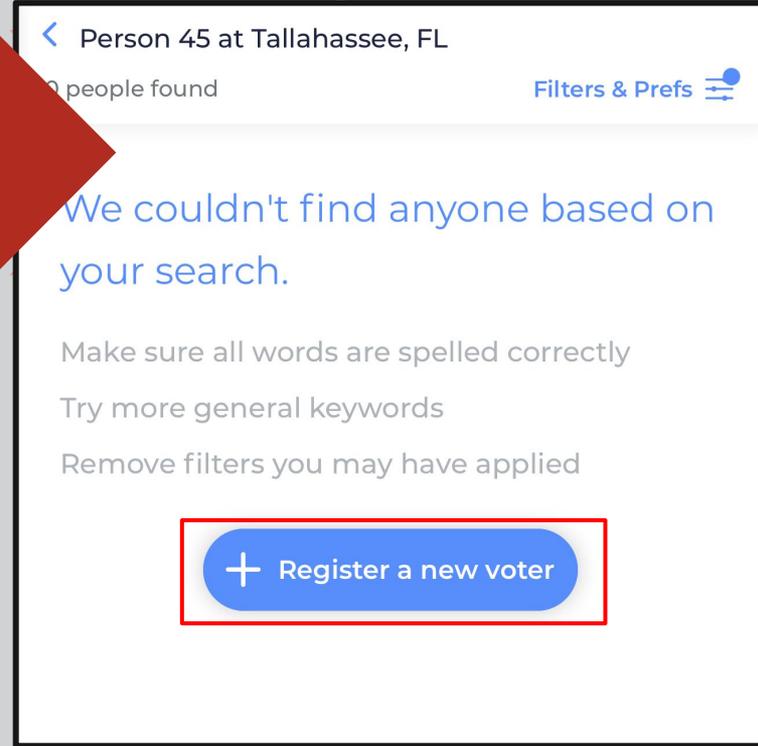
Tallahassee, FL



Follow
the
steps

Adding someone:

2. While canvassing in the community



Step by Step: Adding Someone

Add Someone New Add

Voter Registration ✕
Use this form to add a new person you cannot find when you search. Then, Reach can help you register them to vote.

Full Name - Required
Person 45 ✕

Zip Code - Required
32303 ✕

State - Required
FL - Florida ✕

Address ^

Street Address
Tallahassee, fl ✕

Unit/Apartment
Apartment, unit, suite, floor etc.

City
Tallahassee ✕

Add Someone New Add

Contact Information ^

Mobile v
+1 (954) 804-9010 ✕ ✓
Share with #TakeBackFL with FL Dems

+ Add phone number

Home v
example@domain.com
Share with #TakeBackFL with FL Dems

+ Add email address

Tags ^
Reach Add +

Relationship ^
Add to My Network

Florida Dems 2023 Survey ^
Did they sign the abortion petition YES NO

Adding someone: 2. While canvassing

**Add
Someone
New
Register a
New Voter**

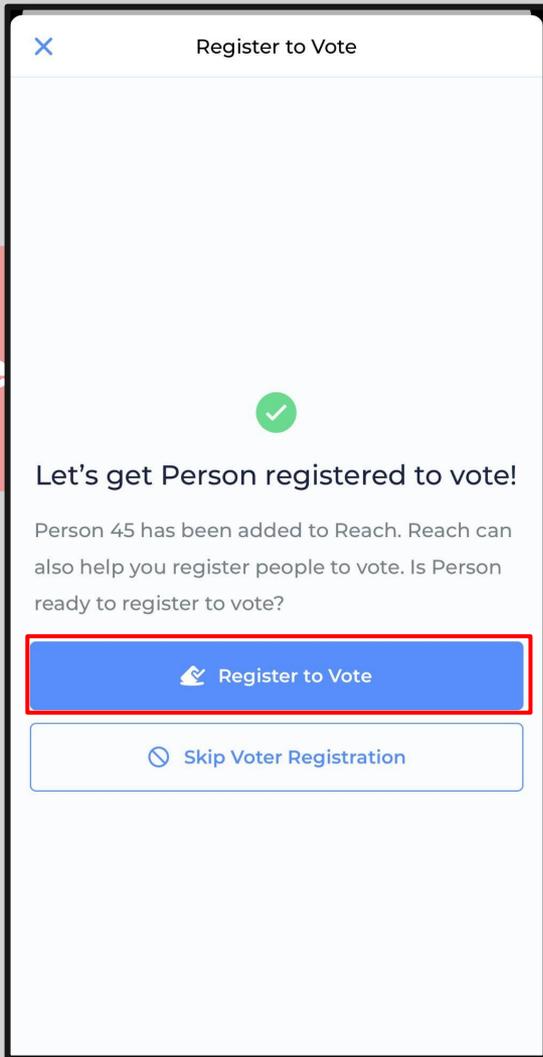
**Follow
the
Steps**

**Fill in the required information:
- Full Name, Zip Code, State**

**AND: Get their phone number or email
address to send them the link to
register online (and to continue
engaging with them)**

Click: Add to My Network + Add

Se



Adding someone: 2. While canvassing

Contact
will not
appear
(not
registered)

Add
Someone
New
**Register
to Vote**

Follow
the
Steps

Click: **Register to Vote**

Date of Birth

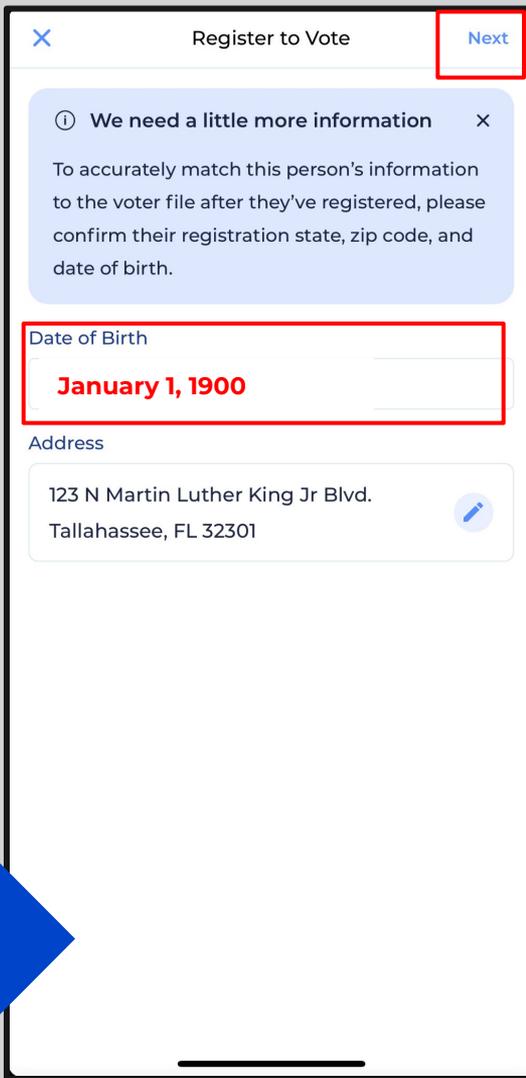
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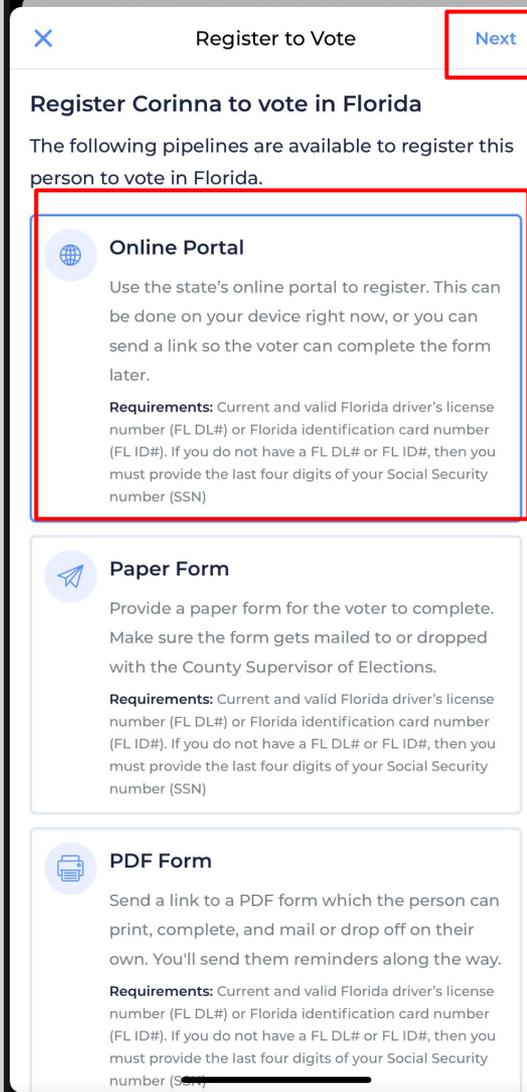
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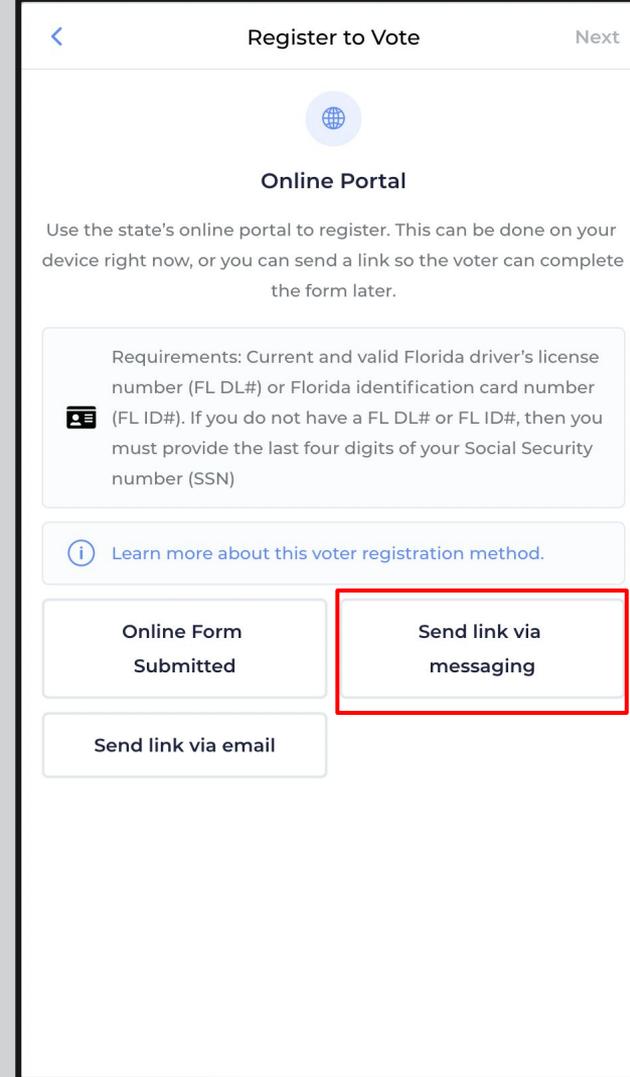
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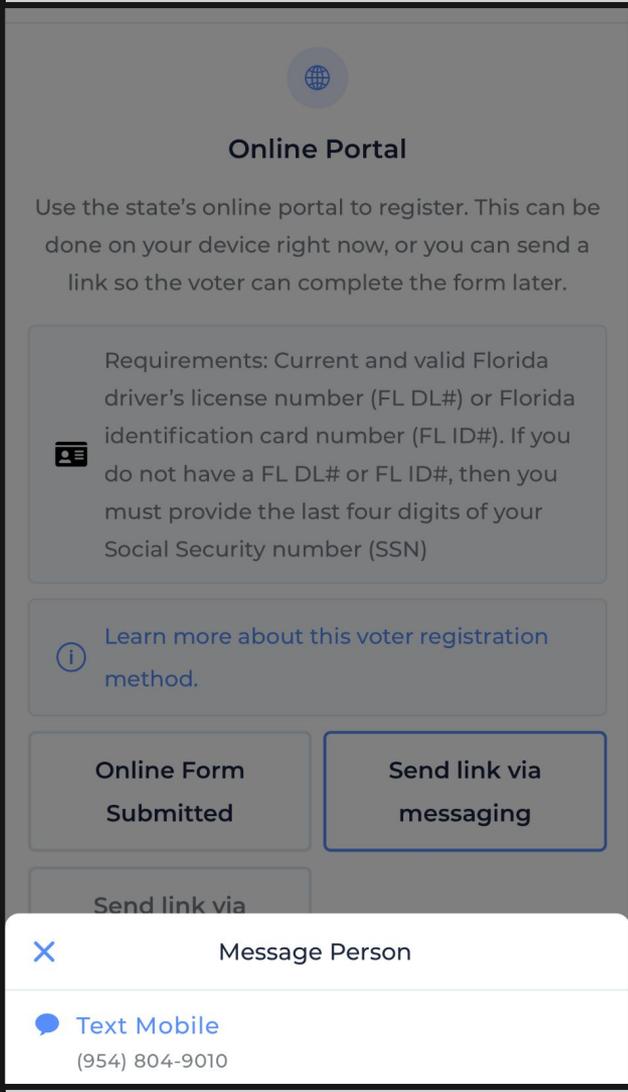
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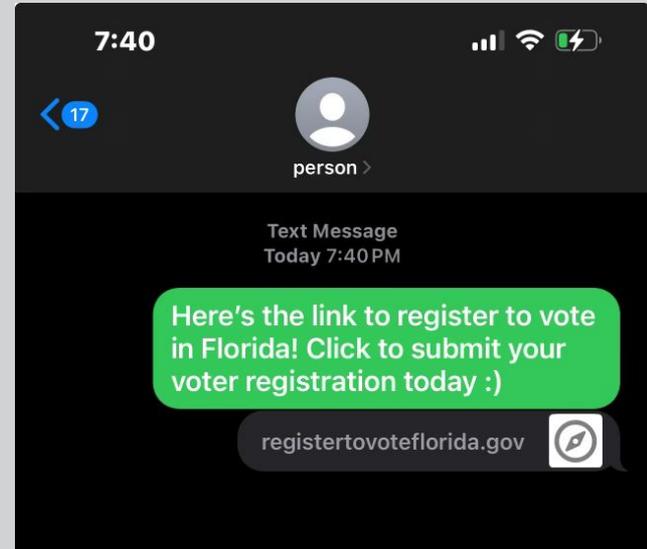
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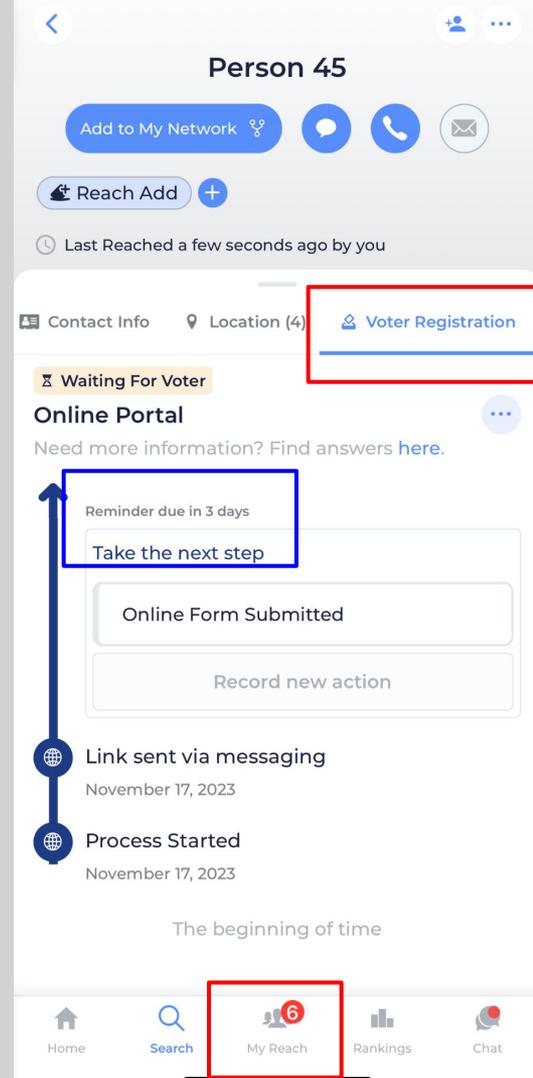
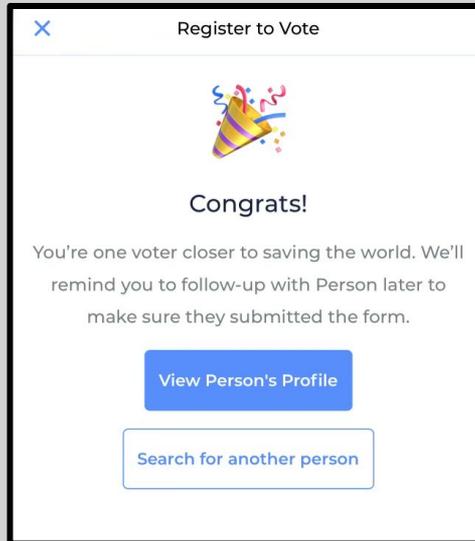


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Reach App 101

FOLLOW-UPS



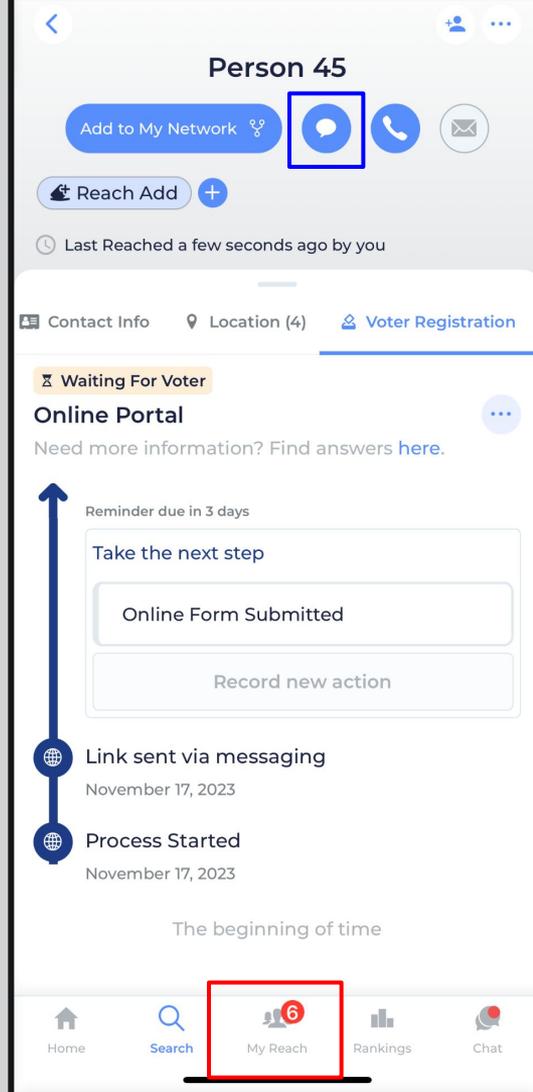
Voter Registration Follow Up

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Especially important: **FOLLOW UP** to see if they have submitted their voter registration form so you can mark them as completed.

Thankfully, Reach will help us with following up by creating a workflow for us :)

Reach will notify you on its own...



Reminder Notification!

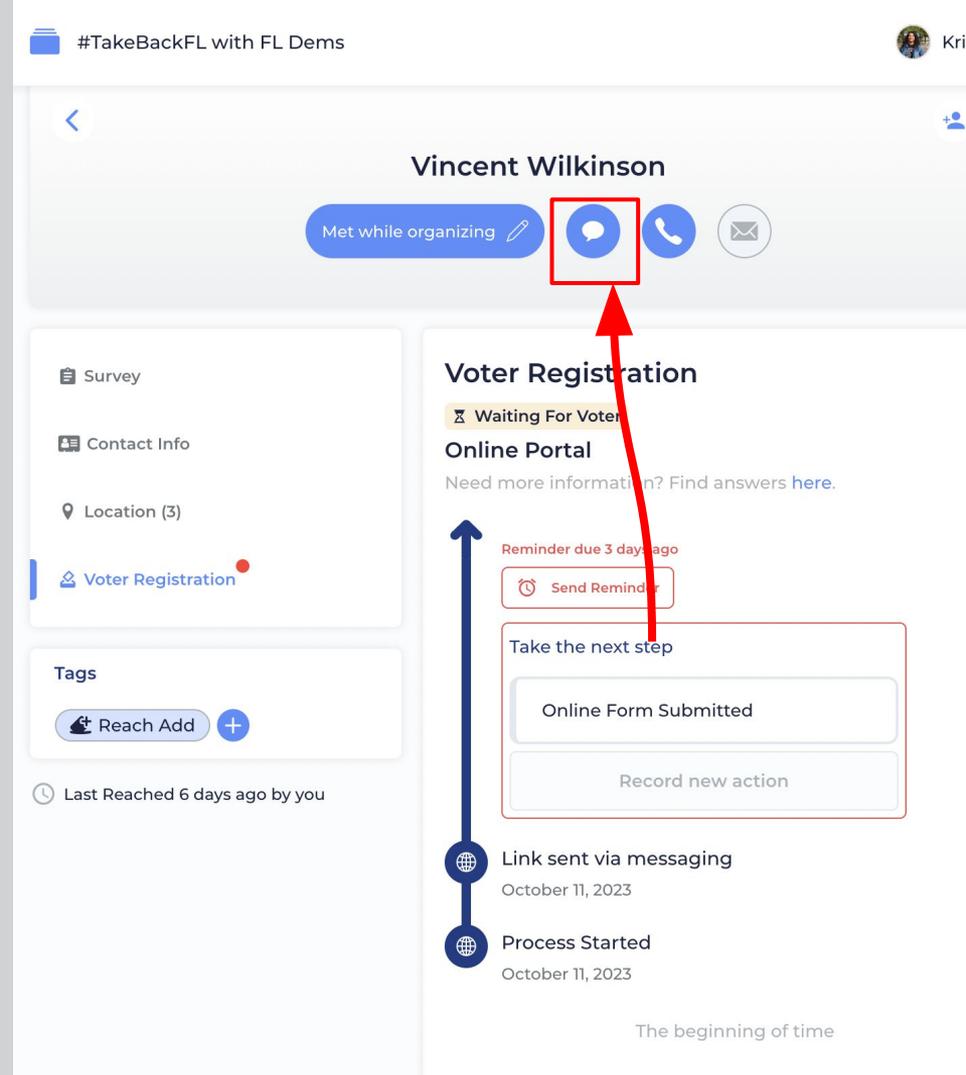
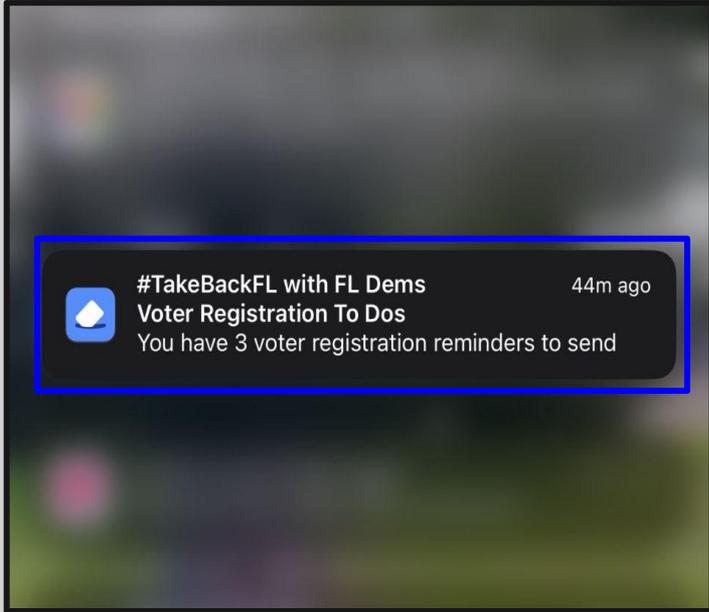


#TakeBackFL with FL Dems
Voter Registration To Dos

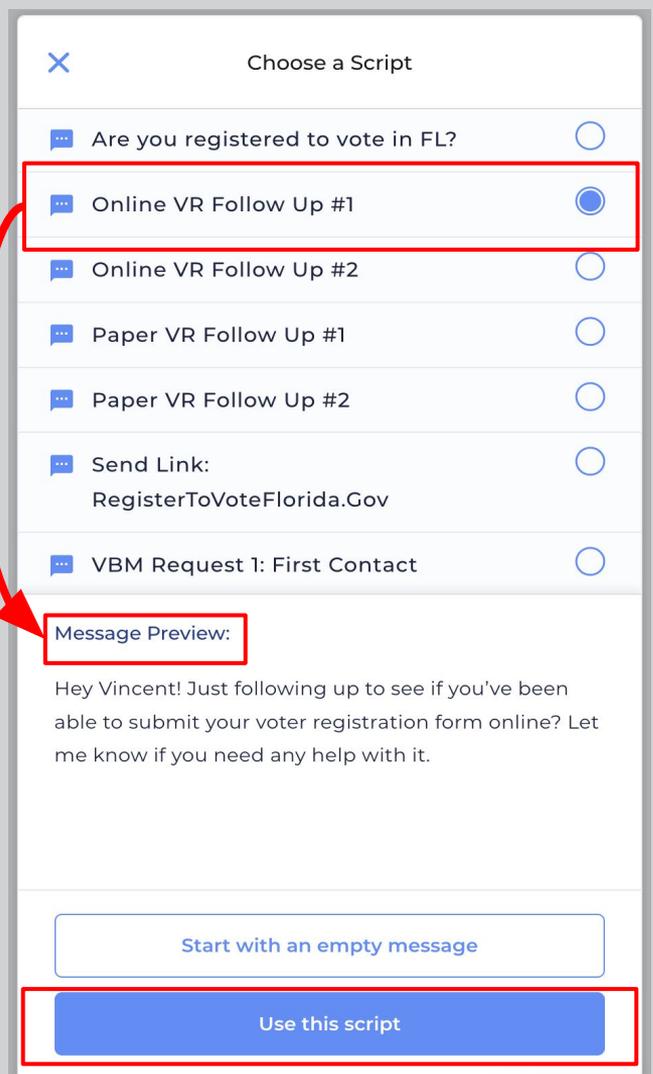
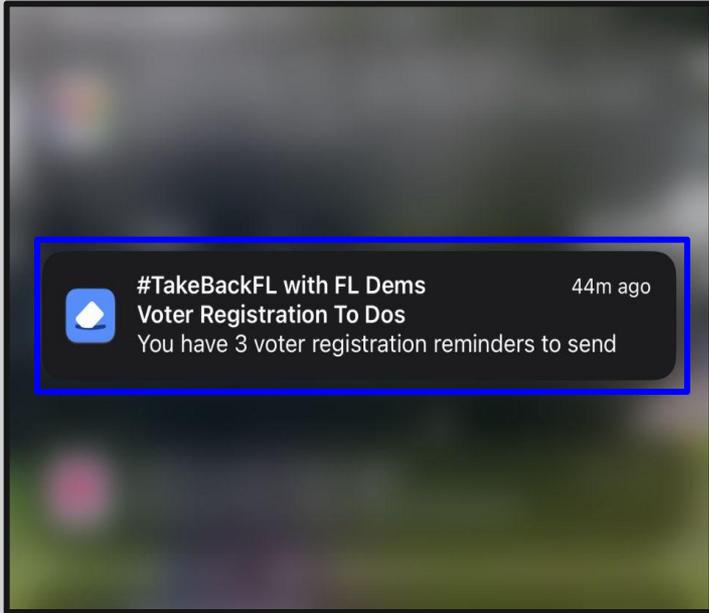
44m ago

You have 3 voter registration reminders to send

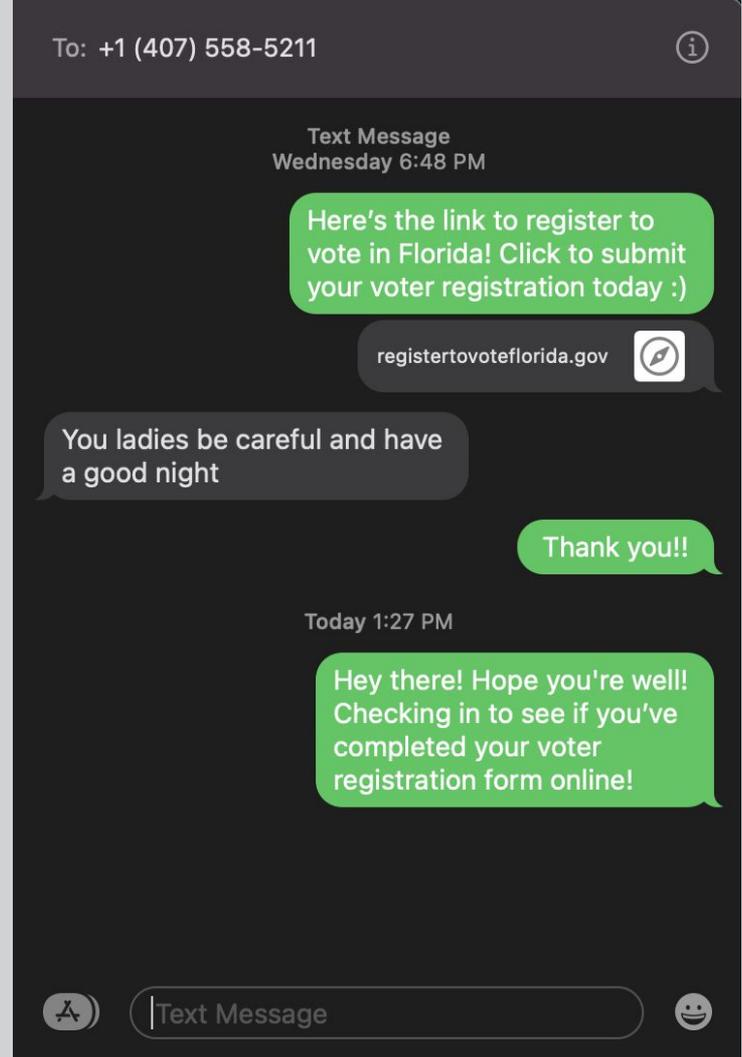
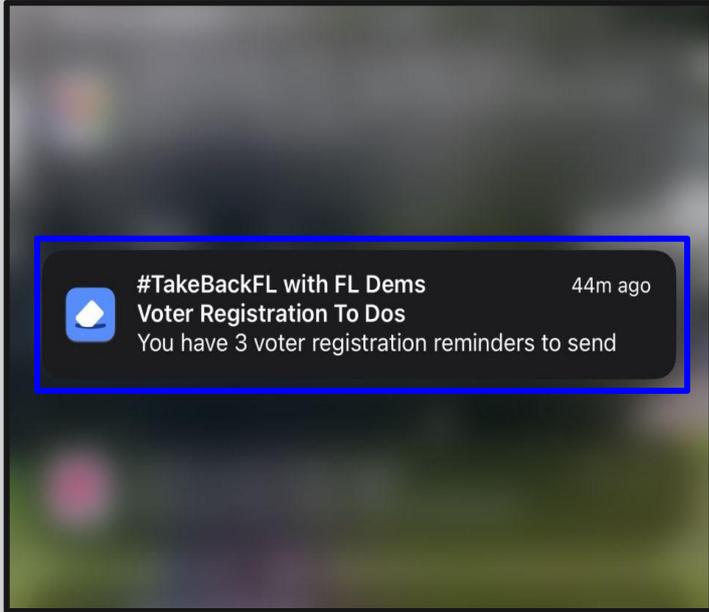
Voter Registration Follow Up



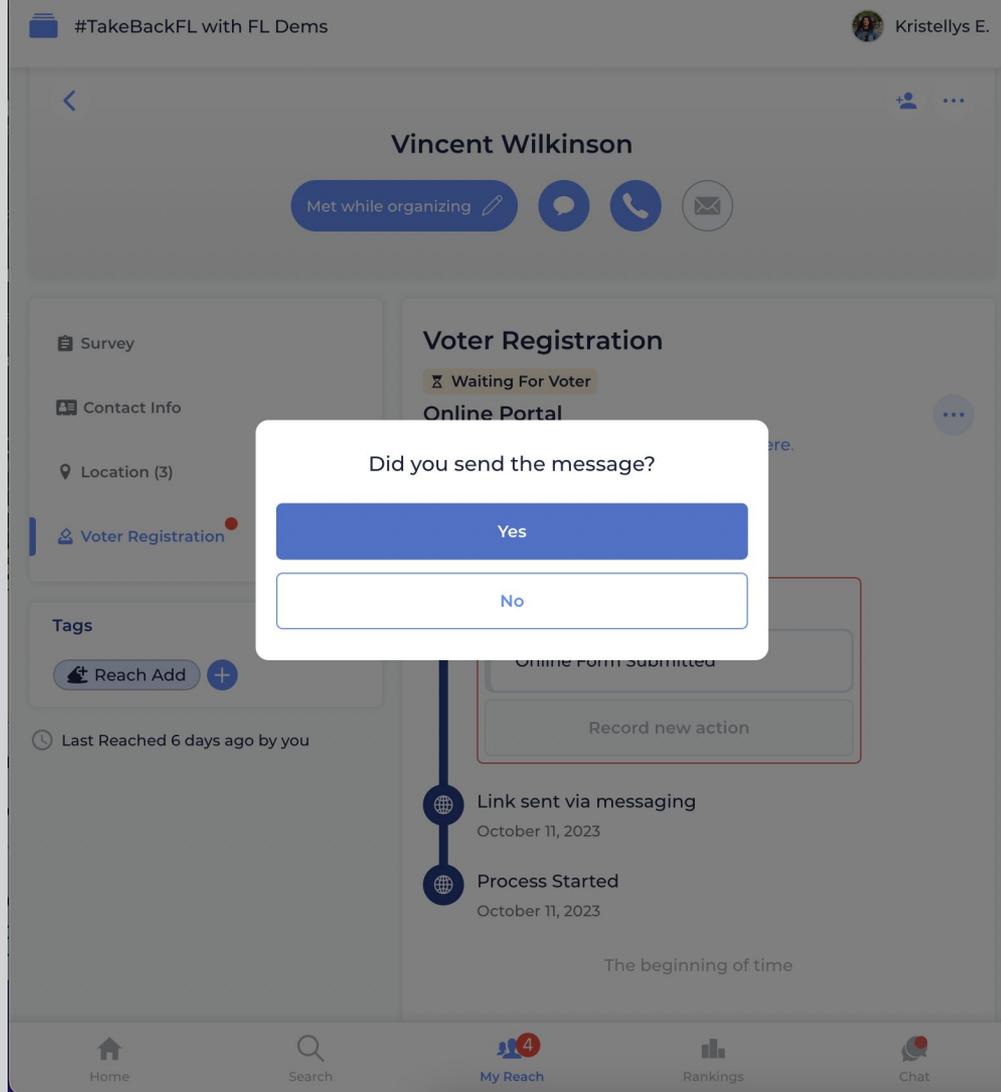
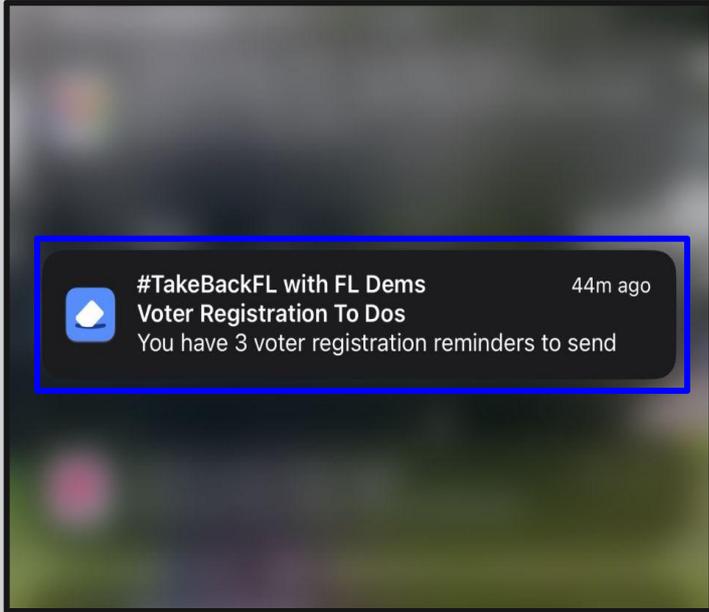
Voter Registration Follow Up



Voter Registration Follow Up



Voter Registration Follow Up



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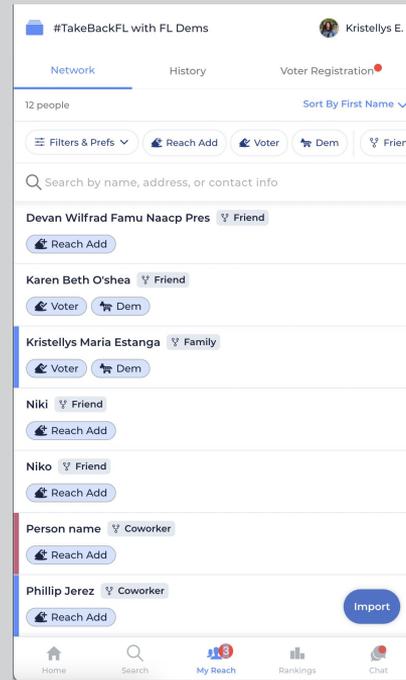
Reach App 101

OVERVIEW OF VR PROCESS

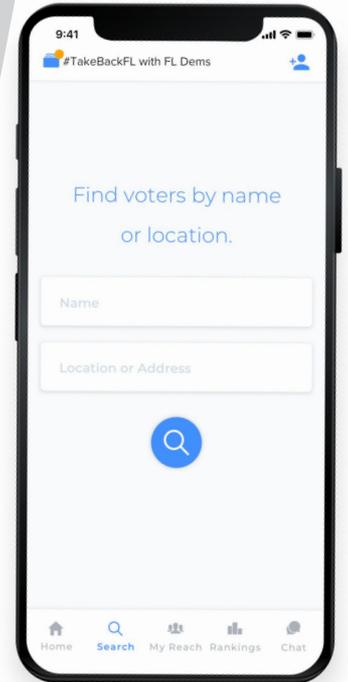


My Reach & Search

- **“My Reach” Screen:**
 - **Your Network**
 - **Interaction History**
 - **Voter Registration interactions, reminders**



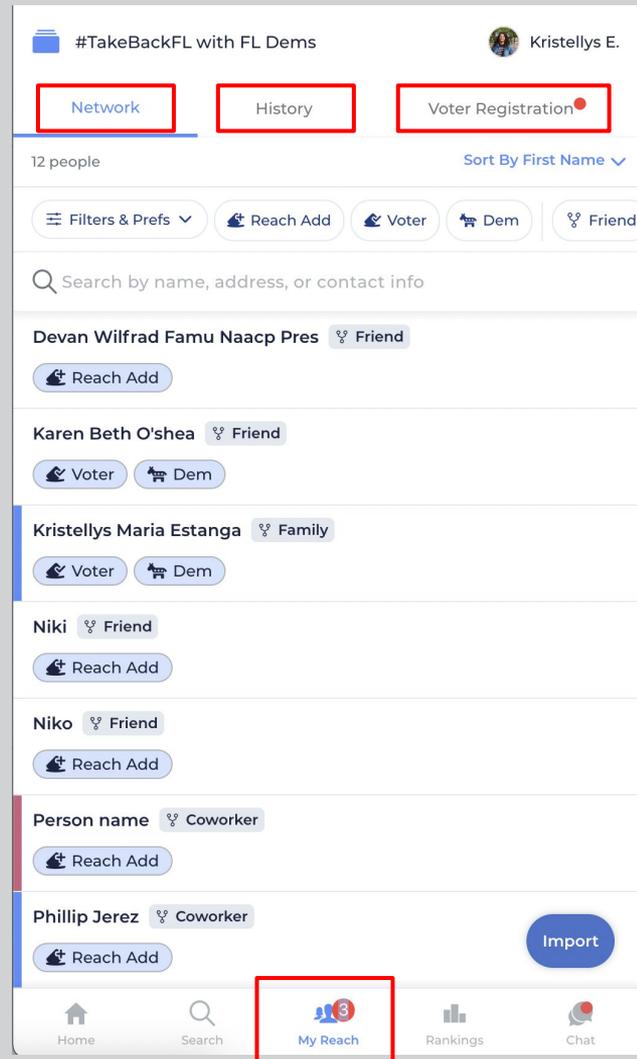
- **Search function:**
 - **find someone in voter database + add them to your network**
 - **reach out about registering to vote**



My Reach

“My Reach” Screen:

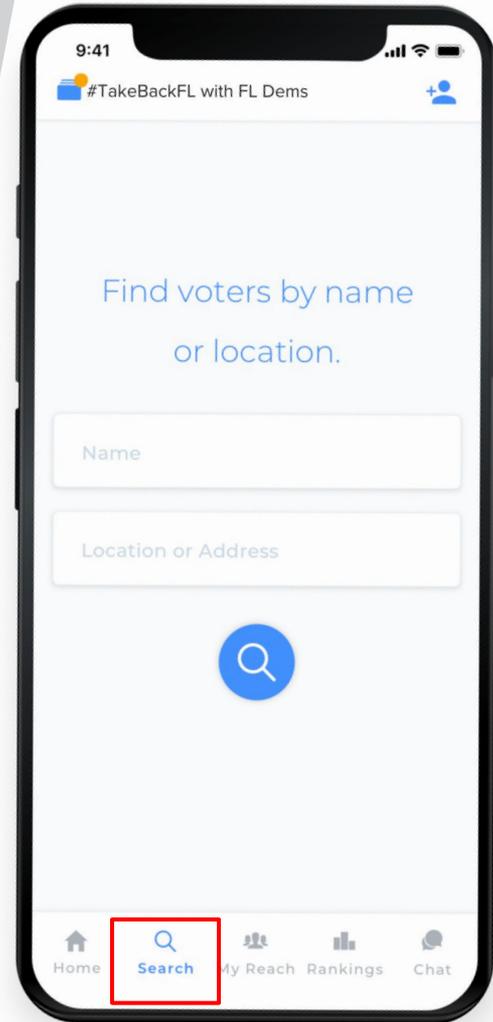
- Your Network
- Interaction History
- Voter Registration interactions, reminders



Search

Search function:

- **find someone in voter database**
+ add them to your network
- **reach out about registering to vote**



Getting Started: Voter Registration

Where to find unregistered voters?

1. Your phone contacts

Through the **Import** option

2. Canvassing / In community

Through the **Search** option

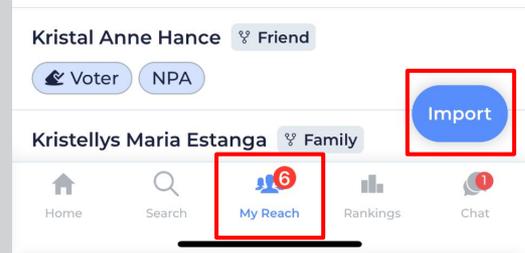
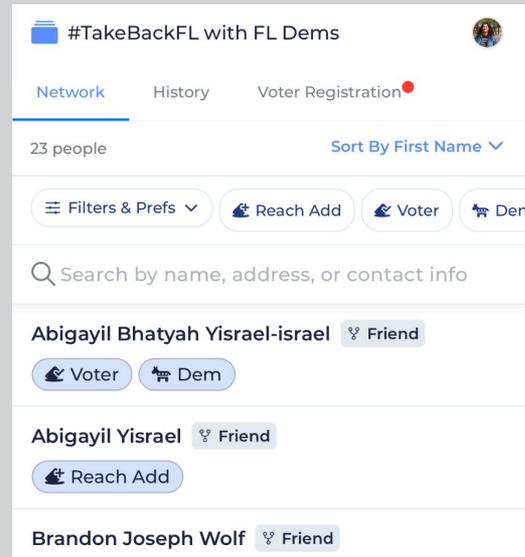
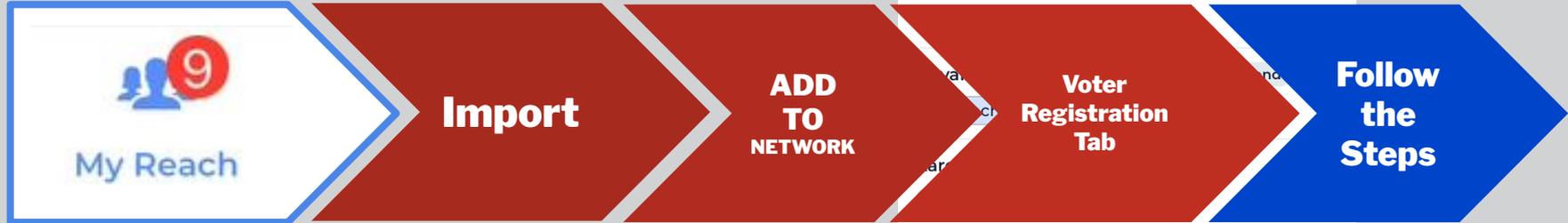


Voter Registration

Where to find unregistered voters?

- 1. Your phone contacts

Through the **Import** option

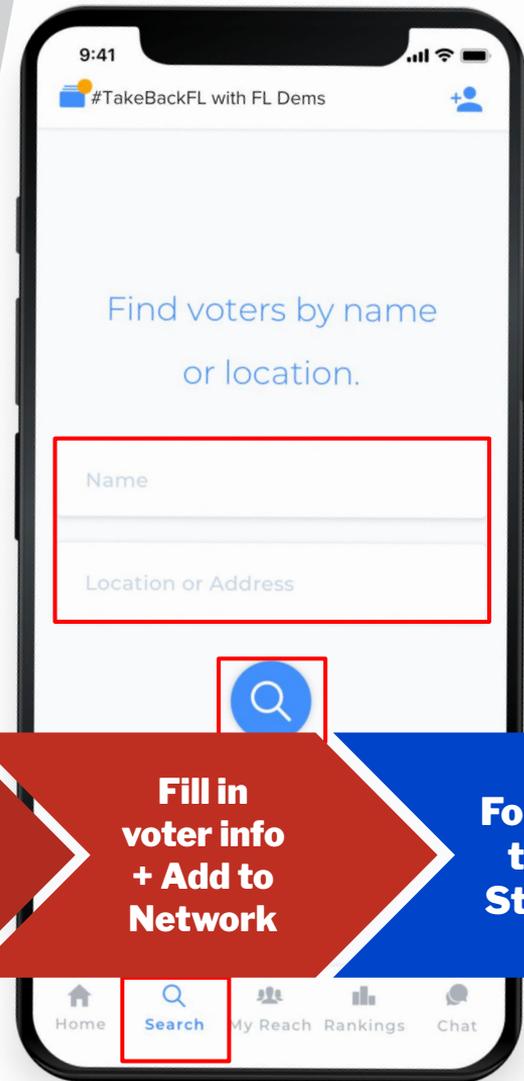


Voter Registration: Community canvassing

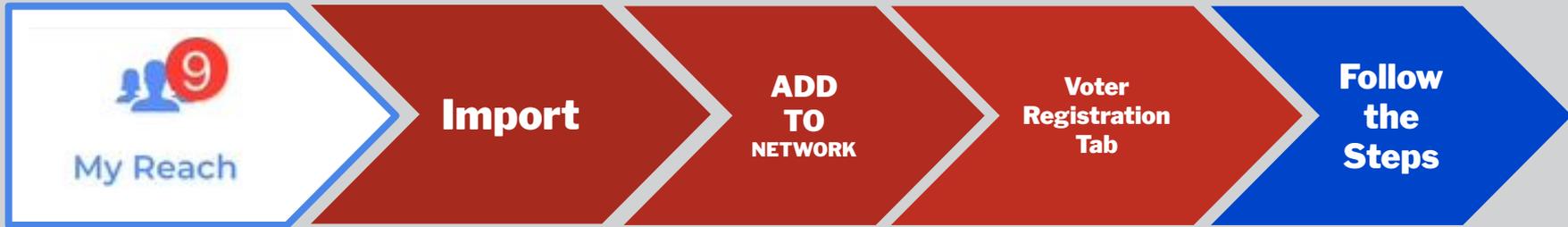
Where to find unregistered voters?

2. Canvassing / In community

Through the Search option



Voter Registration: 1) From your contacts



Voter Registration: 2) From canvassing



Voter Registration: Community canvassing

We couldn't find anyone based on your search.

Make sure all words are spelled correctly

Try more general keywords

Remove filters you may have applied

+ Register a new voter



Search

Type in
Name,
City or
Zip Code

Contact will
not appear:
Register
a New
Voter

Fill in
voter info
+ Add to
Network

Follow
the
Steps

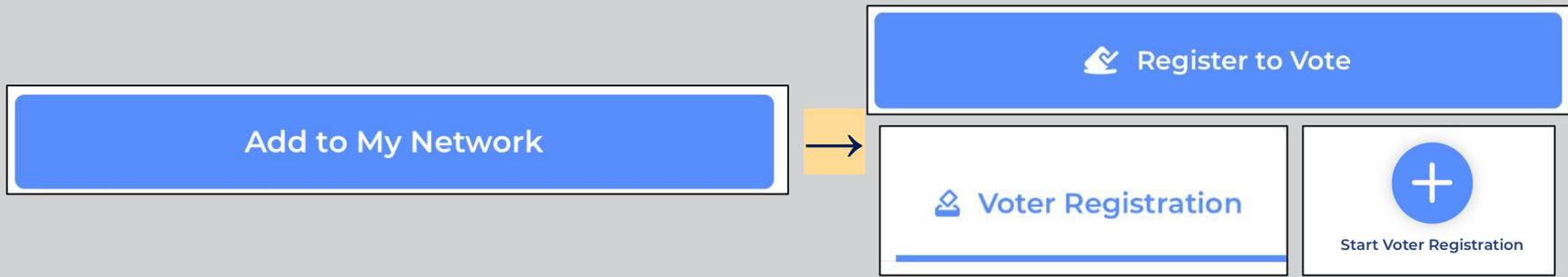
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Add someone to your network → Start VR process

FIRST:

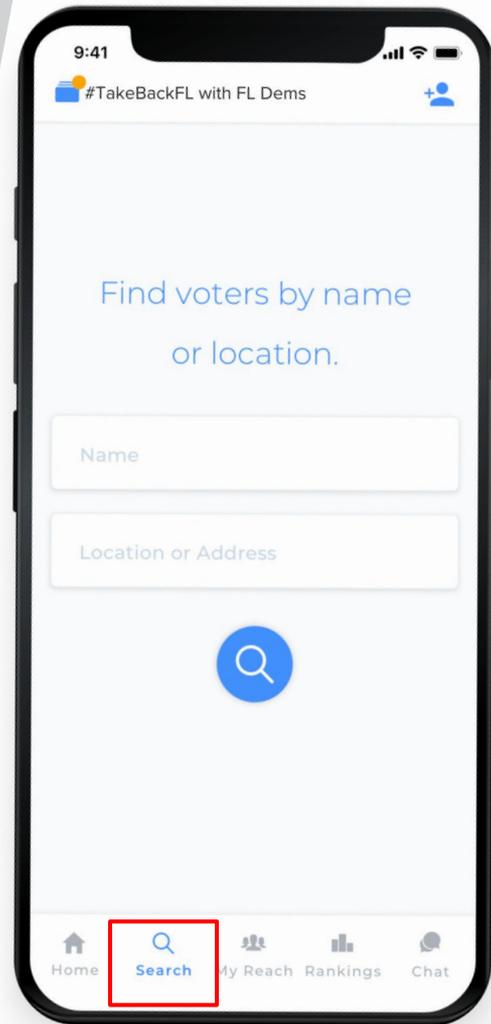
Let's add a registered voter to Reach

so we can look at the **Import + Match** process

The Search Function

Search function:

- **find someone in voter database**
+ add them to your network
- **reach out about registering to vote**



PAUSE & REWIND: What if you want to add someone you met while canvassing?

Let's pause here.

From here, it's the same process for voter registration for anyone you add on Reach. Whether you add them from your personal phone contacts or canvassing.

So, let's go back and add someone we met while canvassing in the community.

We will come back to the start of the Voter Registration process where we left off.

Refer to the REACH 101: Adding Someone to Your Reach video if needed

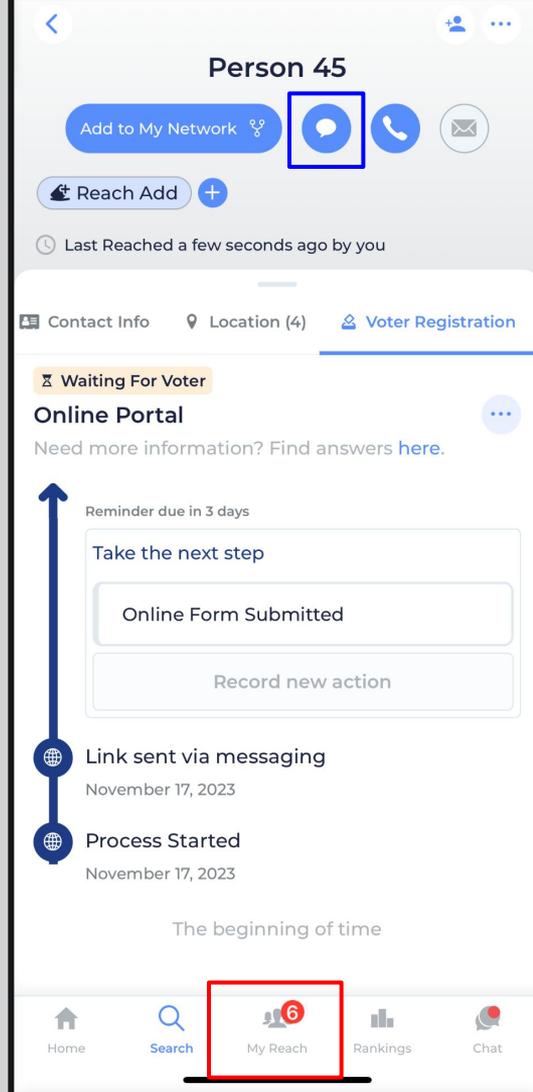
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...and, we're back to this step!

Date of Birth

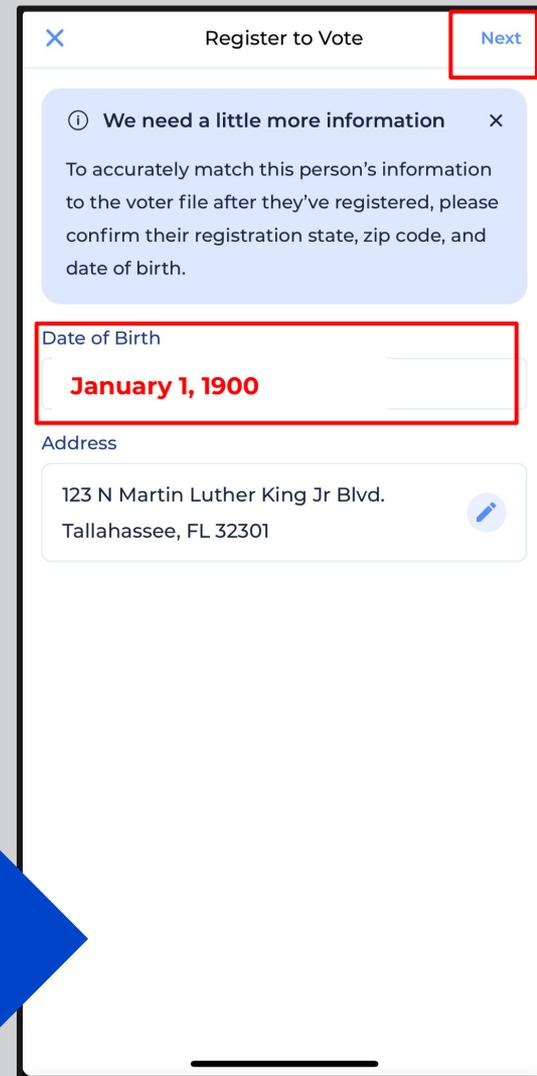
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Click: **Next**



Register to Vote Next

① We need a little more information ×

To accurately match this person's information to the voter file after they've registered, please confirm their registration state, zip code, and date of birth.

Date of Birth

January 1, 1900

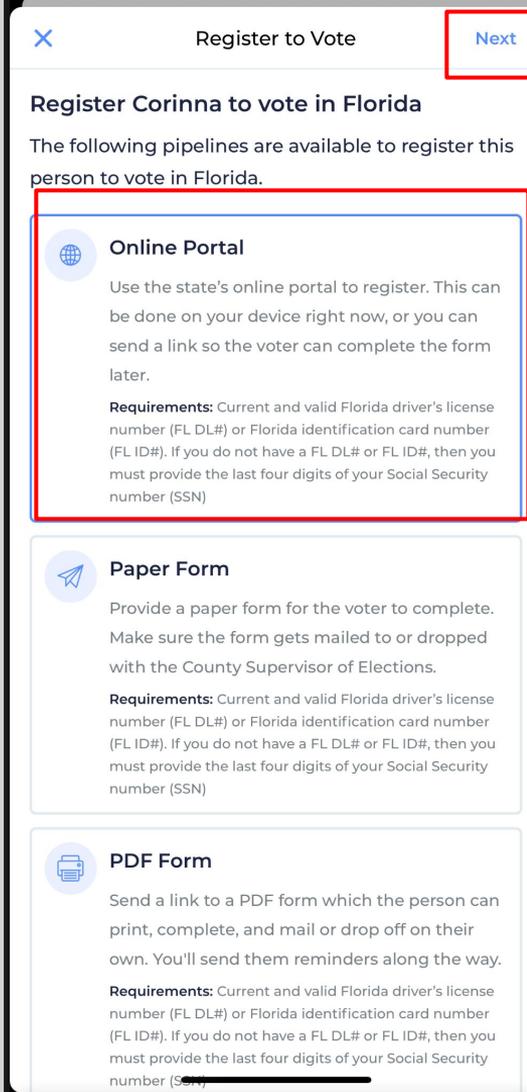
Address

123 N Martin Luther King Jr Blvd.
Tallahassee, FL 32301

Choose how they will receive the registration form

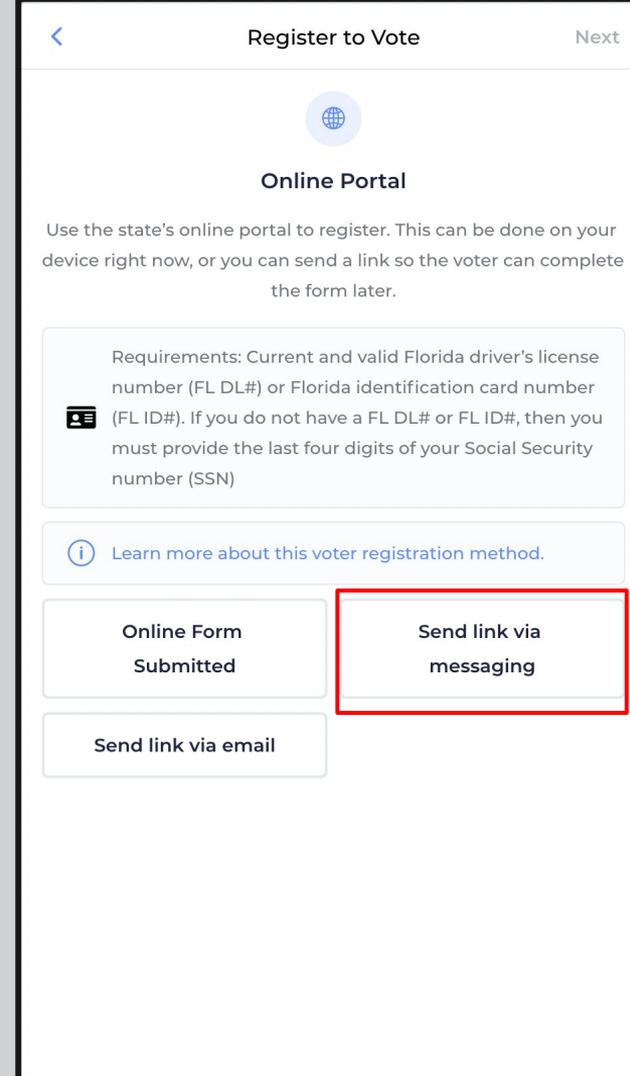
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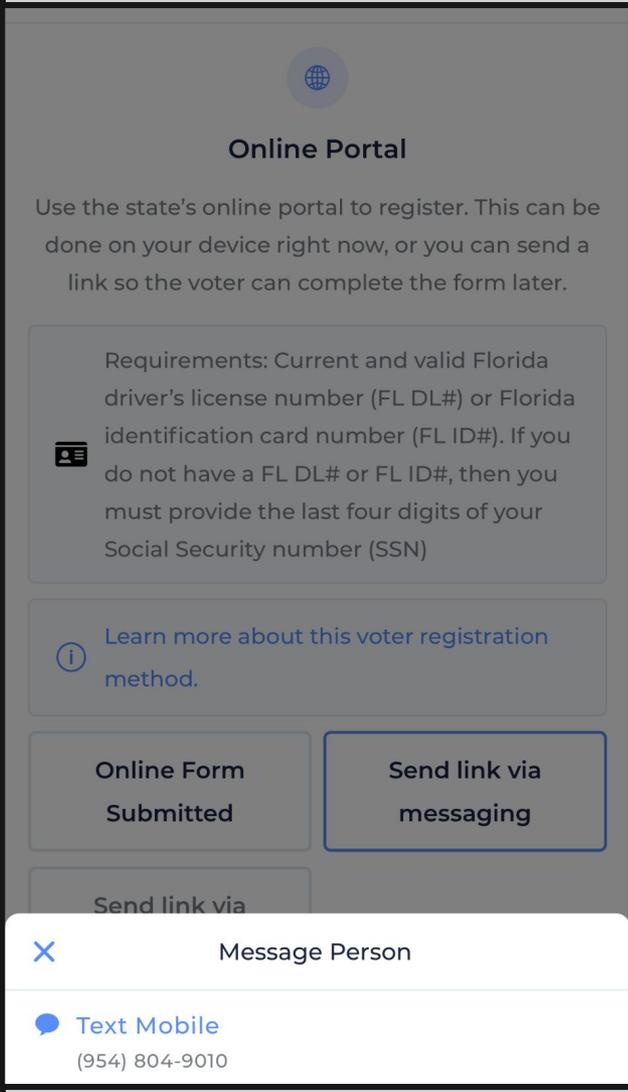
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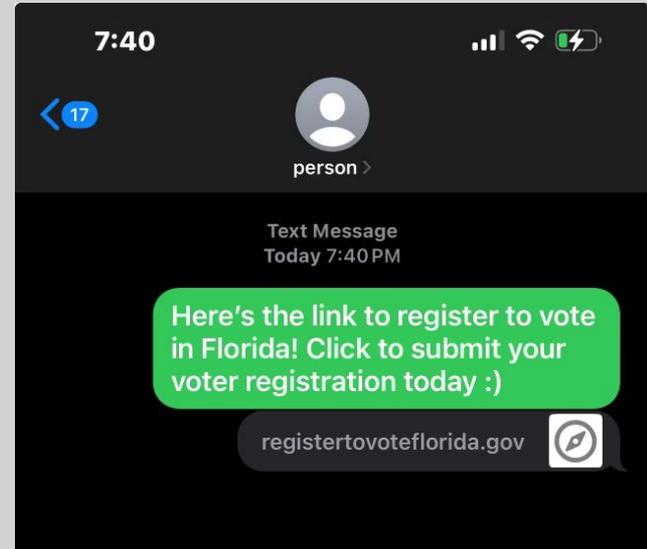
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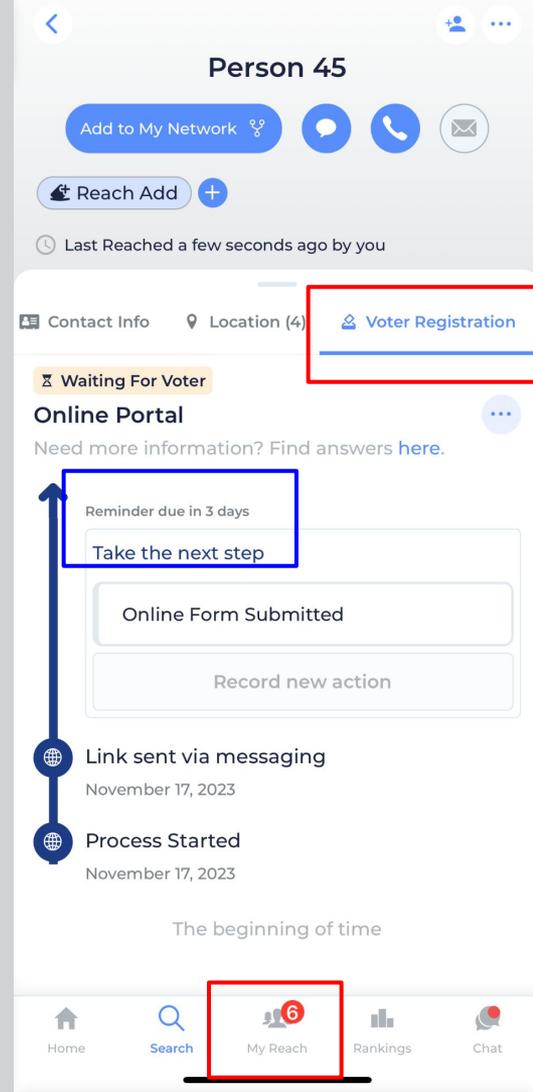
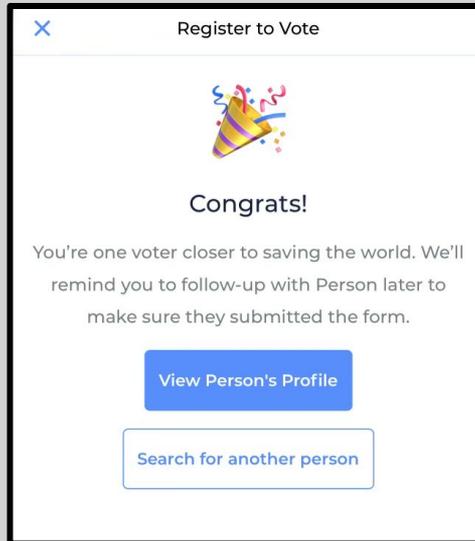


You did it!

You've successfully initiated the voter registration process with your contact.

You can view their profile by going to **My Reach** and clicking on their name.

You will see that the voter registration process is tracked and it will **remind you in 3 days** to follow up





Reach App 101

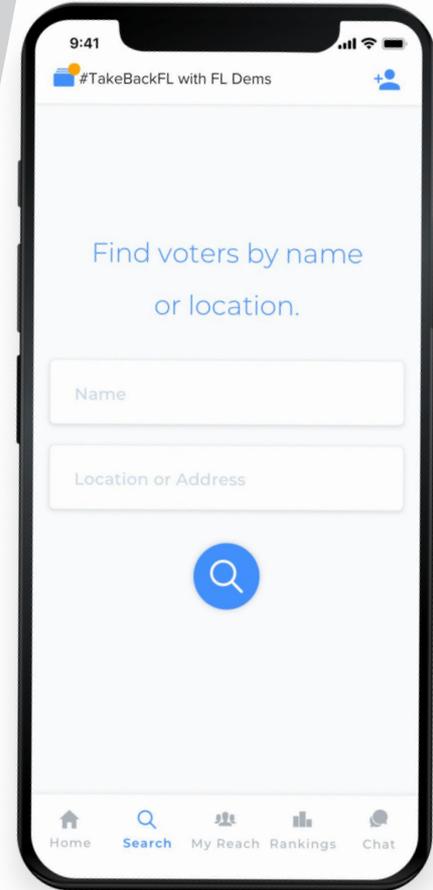
NEIGHBOR TO
NEIGHBOR PROGRAM



Final Note: Adding a New Person on Reach + VAN

Any Reach Adds will either be:

- **Created** in VAN's MyCampaign
 - This is an unregistered voter
- **Matched** to your VAN's MyVoter database
 - This is a registered voter
- **Survey Responses** and **Contact Actions** for that person = sync to their **My Campaign** record.



Thank You!

Link to FAQs

<https://flade.ms/reachfaq>

Questions?

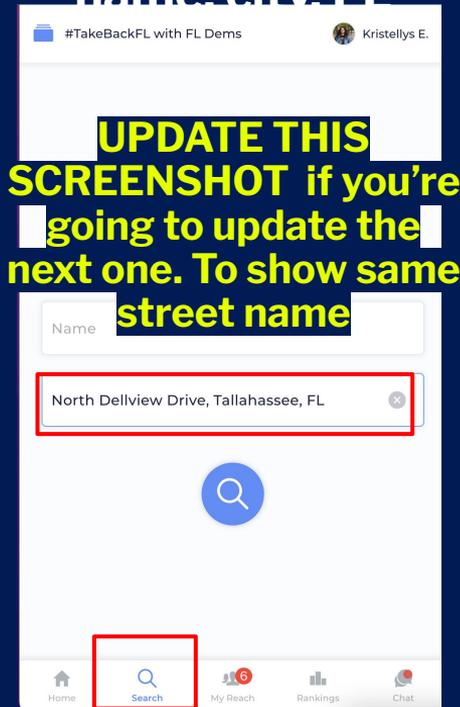
reach@floridadems.org

LOCAL CAMPAIGN SURVEY QUESTION

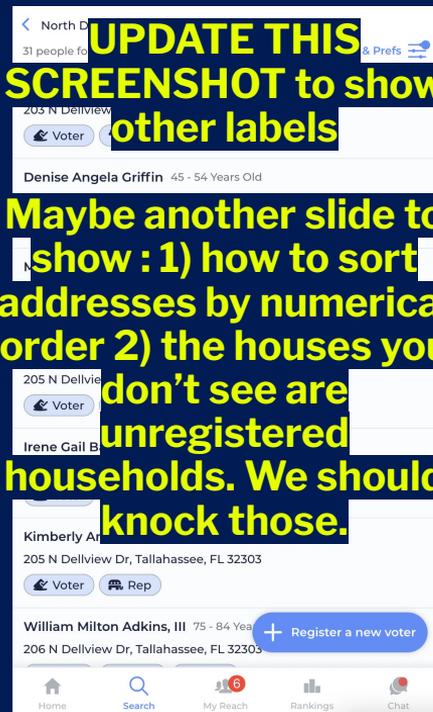
REACH FOR DOOR TO DOOR CANVASSING

Canvassing for **VBM, GOTV, and VR**

Search Screen:
Type in your street name, city, FL



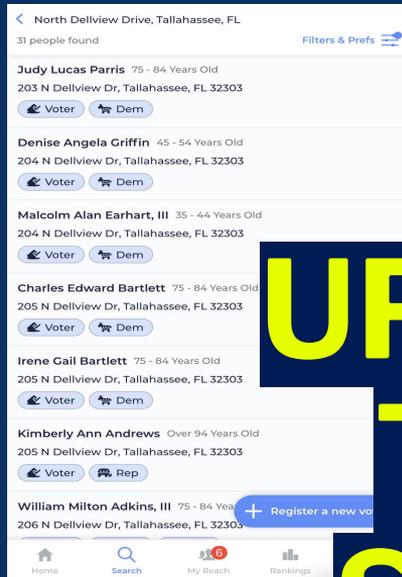
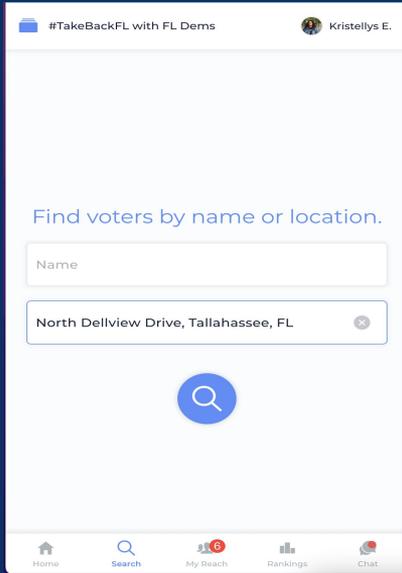
Click the magnifying glass. **All voters on your street will be listed**



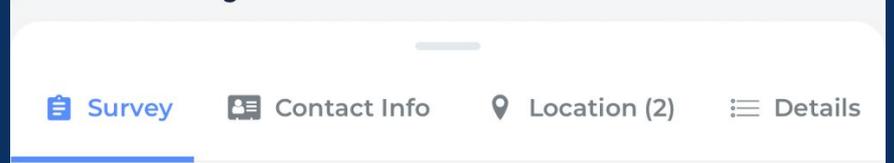
Step outside & canvass!
Click on each person as you canvass and record their responses accordingly on the survey inside their profile.

Click < arrow to go back to list and continue canvassing

Your response will be recorded in VAN



**UPDATE
THIS
SLIDE**



Thank You!

Link to FAQs

<https://flade.ms/reachfaq>

Questions?

reach@floridadems.org

STEP BY STEP
PROCESS
TUTORIAL
STARTS HERE

1. Download from App Store:
<https://reach.vote/get-the-app>

2. Create Account

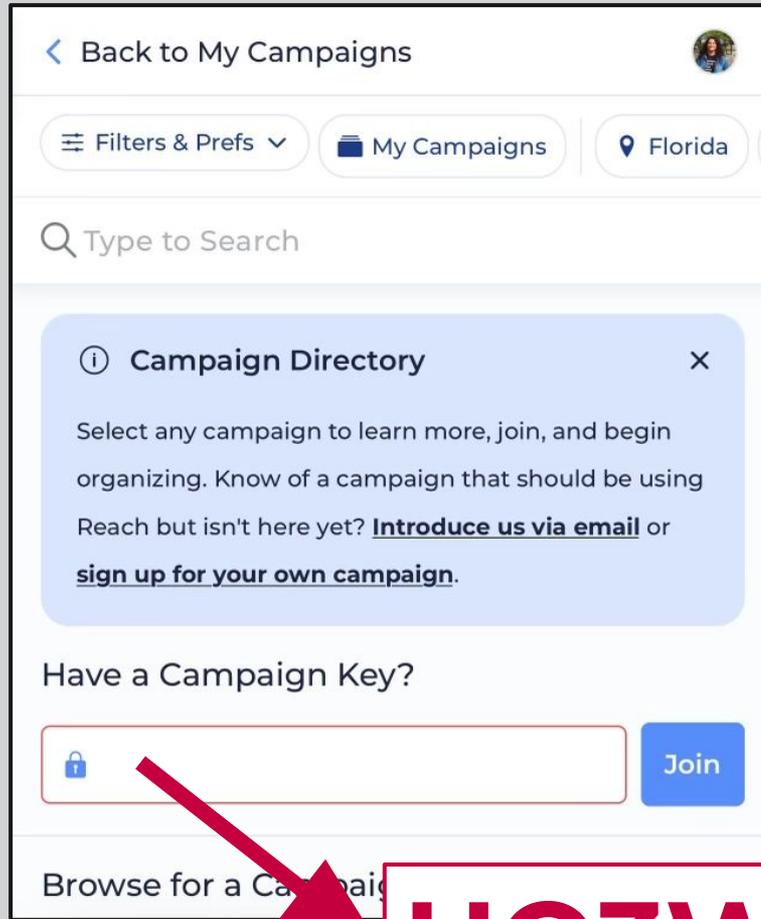
3. Join with the FL Dems Key



APPLE



ANDROID



H3WKM

Voter Registration Tab

Now that you have added their address,

You can go back to the Voter Registration Tab and click on **“Start Voter Registration”**

