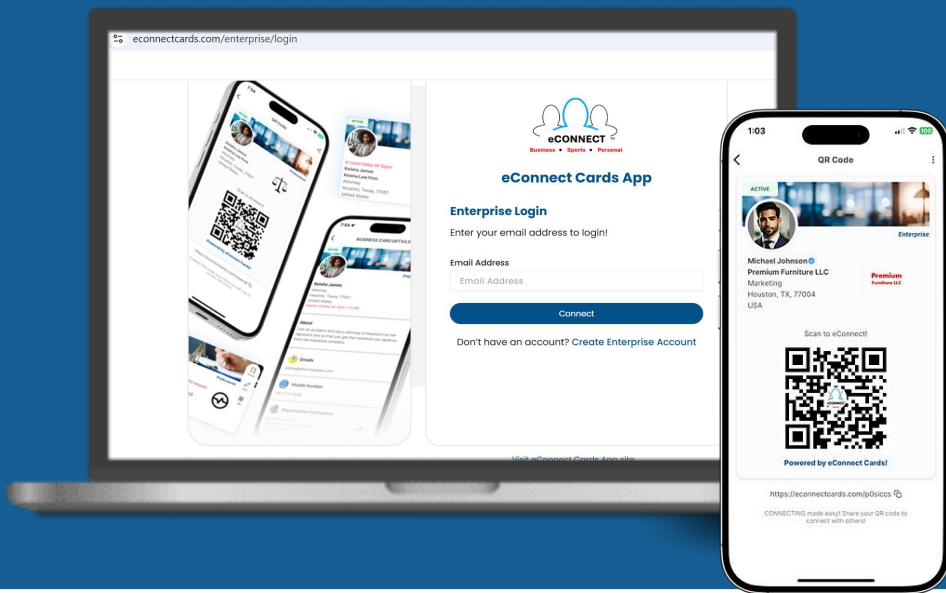




eConnect Cards Enterprise Portal

...*Digital Business Cards for Teams*...



User Guide

A step-by-step instructional document that helps users understand and effectively use the eConnect Cards Enterprise Portal.



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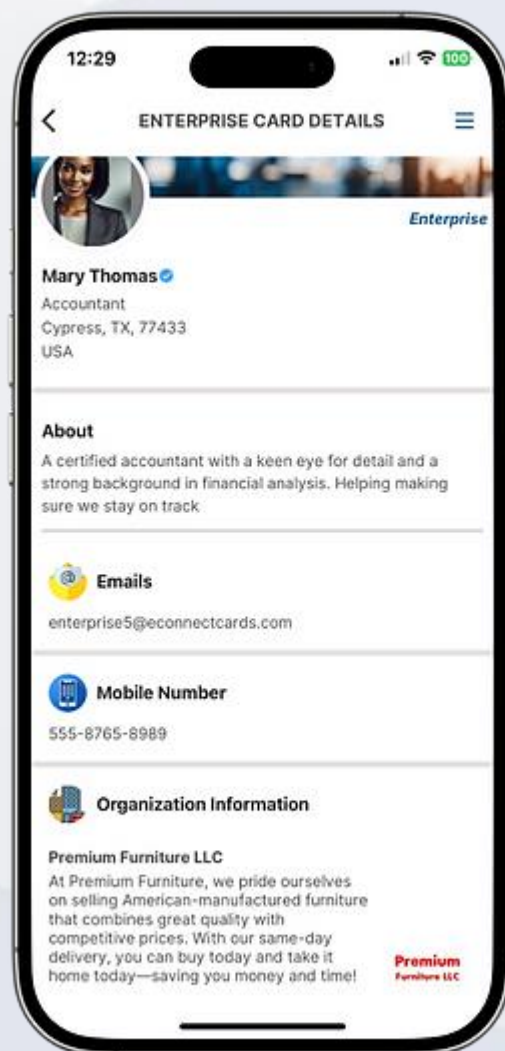
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eConnect Enterprise App Overview

The eConnect Enterprise Cards Portal is a powerful digital business card platform built for teams and organizations ready to elevate customer engagement, amplify brand visibility, enhance lead generation, and streamline operations.

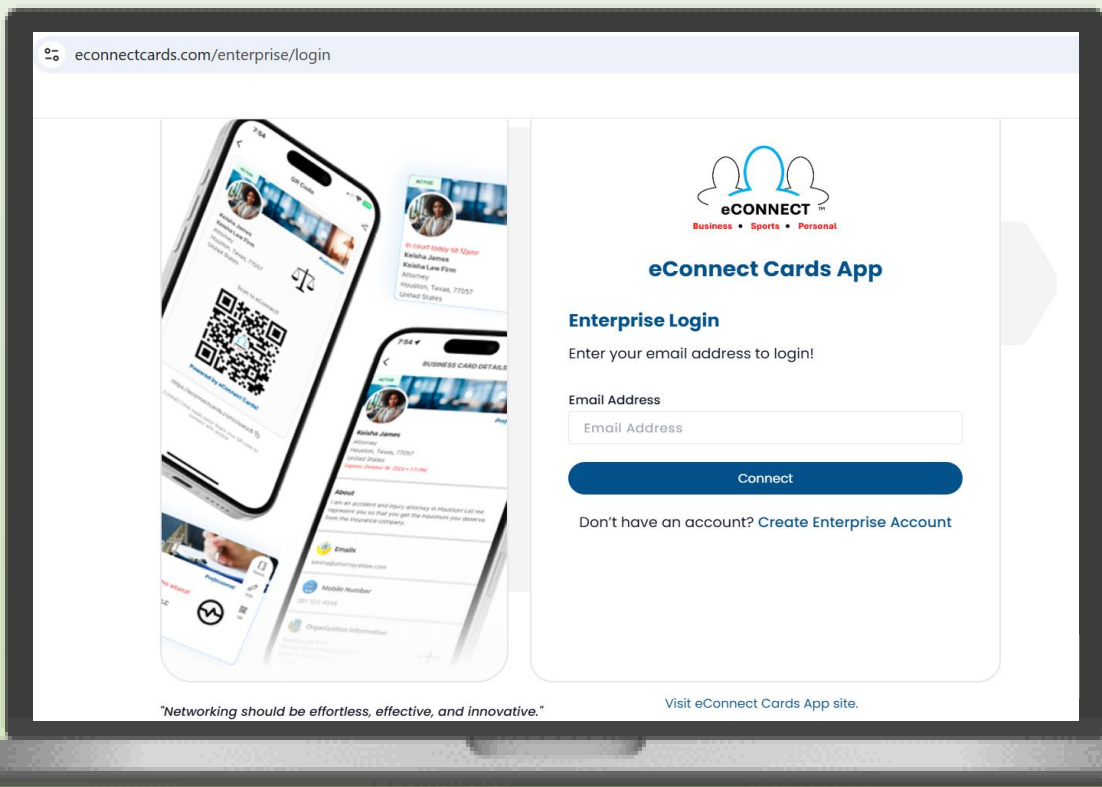
Designed for organizations of all sizes, the Enterprise solution enables teams to effortlessly create, manage, and share fully customizable digital cards at scale. With an intuitive user interface, robust administrative controls, and an on-demand setup, it simplifies networking and brand promotion – while empowering your team to share a unified brand story and generate leads when needed. Whether you're equipping internal teams, engaging with clients, or managing large-scale events, the Enterprise version provides the tools to elevate your digital presence and strengthen both your connection and growth strategies.



Open the URL on your web browser:



www.econnectcards.com/enterprise/login

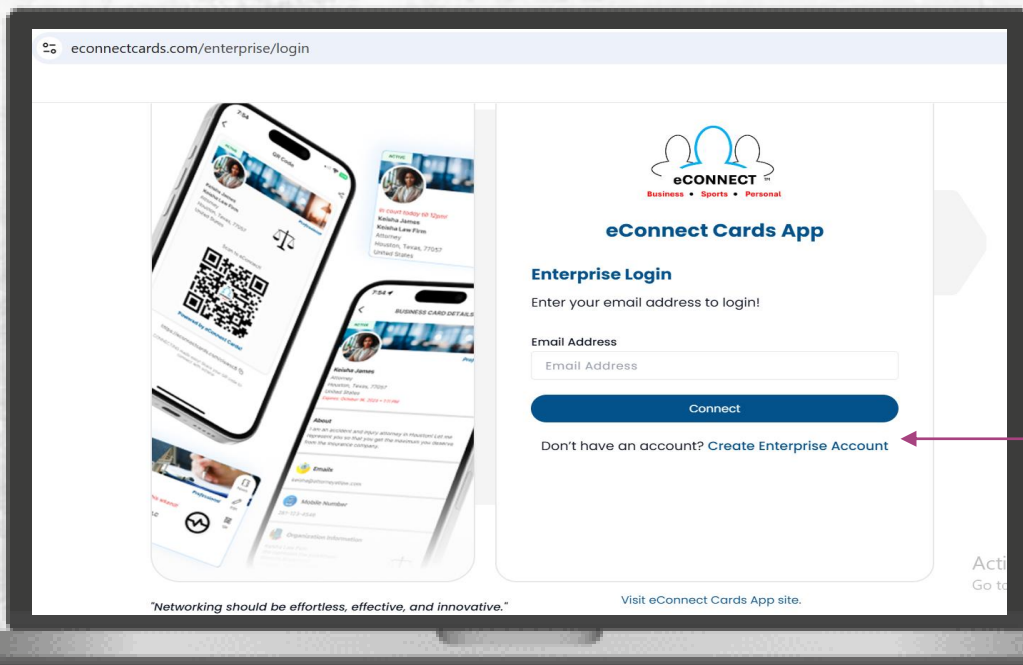


For the best experience, we recommend performing these tasks on a computer.

1

Create an Account

From the eConnect Cards
Enterprise Portal Login Screen,
click on '**Create Enterprise
Account**'



Fill the form details correctly
and then click on the
'Create Enterprise Account'
button.

Note: All fields are required!

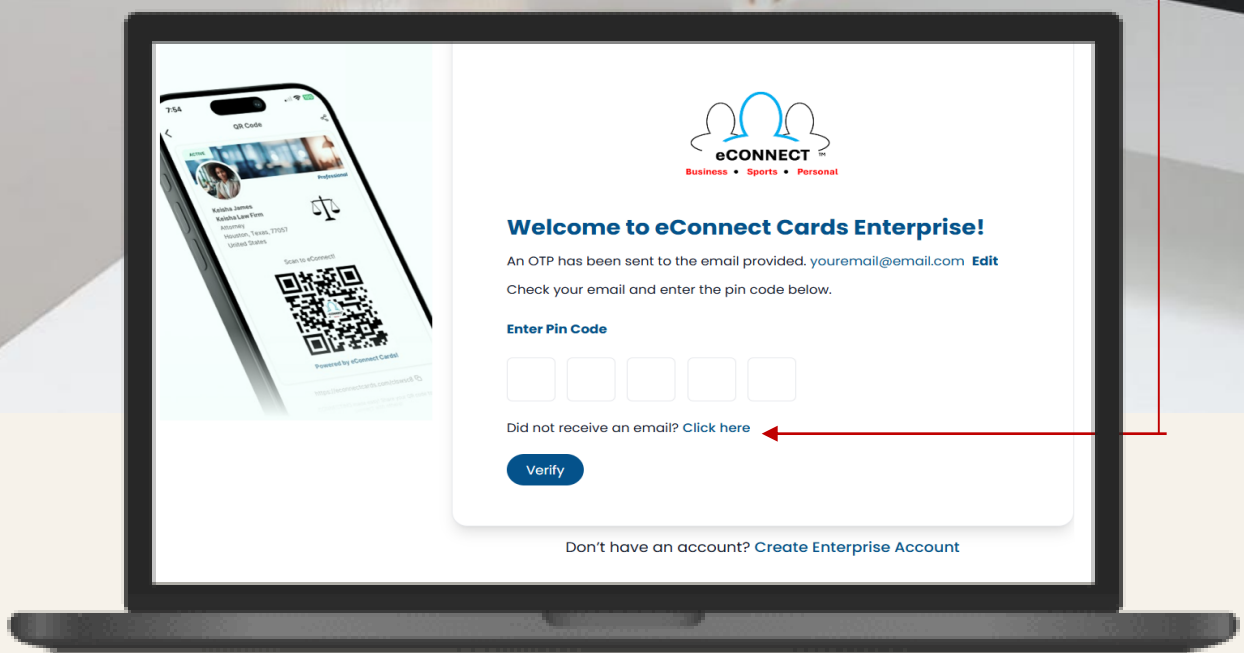


The screenshot shows a laptop displaying the eCONNECT 'Create Enterprise Account' form. The form has the eCONNECT logo at the top, followed by the title 'Create Enterprise Account' and the instruction 'Enter your email address to login or create your Enterprise eConnect Cards account!'. Below this are five input fields: 'First Name' and 'Last Name' (each with a sub-label 'First Name' and 'Last Name' respectively), 'Role/Title', 'Email Address', and 'Business Name'. To the left of the form is a preview of the eCONNECT app interface on a smartphone, showing a QR code and user profile information. A red arrow points from the 'Create Enterprise Account' button in the text above to the corresponding button on the laptop screen.

After clicking the **'Create Enterprise Account'** button, a verification code will be sent to the email address provided during account setup.

If you do not receive a verification code in your email, click on the link next to **'I did not receive an email'**.

If you do not receive a verification code in your email, click on the link next to 'I did not receive an email'.



Follow the on-screen instruction to resolve the issue.



I did not receive an email with my OTP Code.

Sorry you ran into a snag. Here are a few tips to help resolve this issue.

1. Verify that the email address provided is correct and contains no spaces.

[youremail@email.com](#) [Edit](#)

2. Check your spam folder. Sometimes emails can get routed to the spam folder instead of your inbox.

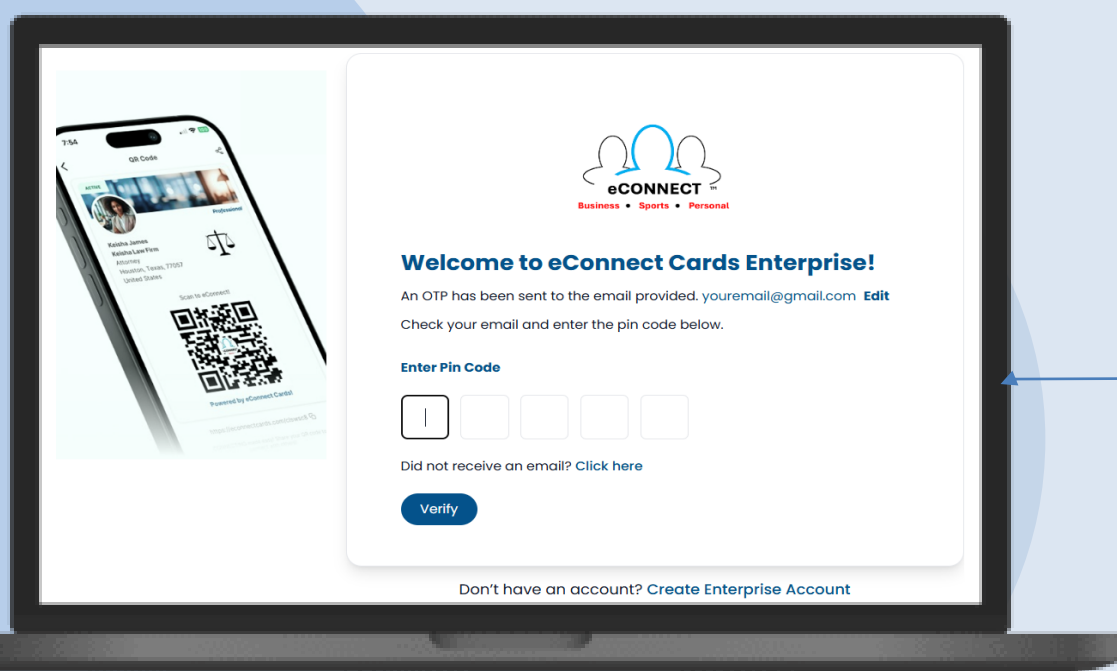
3. Press the '[Resend](#)' link and we'll resend the OTP code to the email address provided.

If you are still experiencing issues receiving your OTP card, please send our support team an email and we'll be ready to assist you!
support@econnectcards.com

2

Email Verification

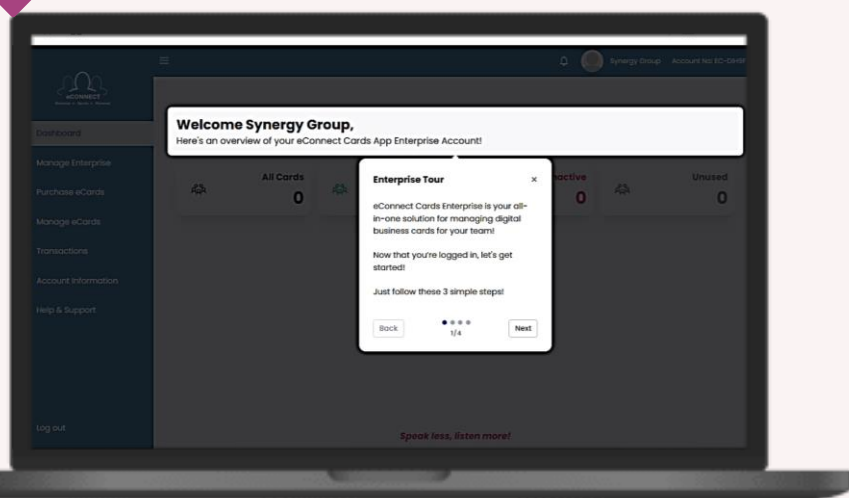
Enter the **OTP** to
verify your email
address.



After successfully verifying your email address, you'll be logged into eConnect Cards Enterprise Portal. Follow the prompts on the screen that guides you through an overview of the portal to help get you started.

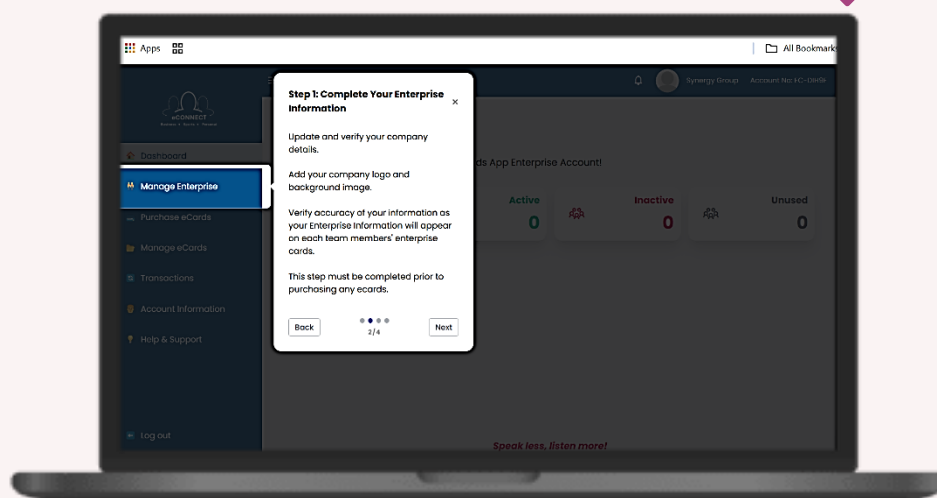
1

Welcome Screen



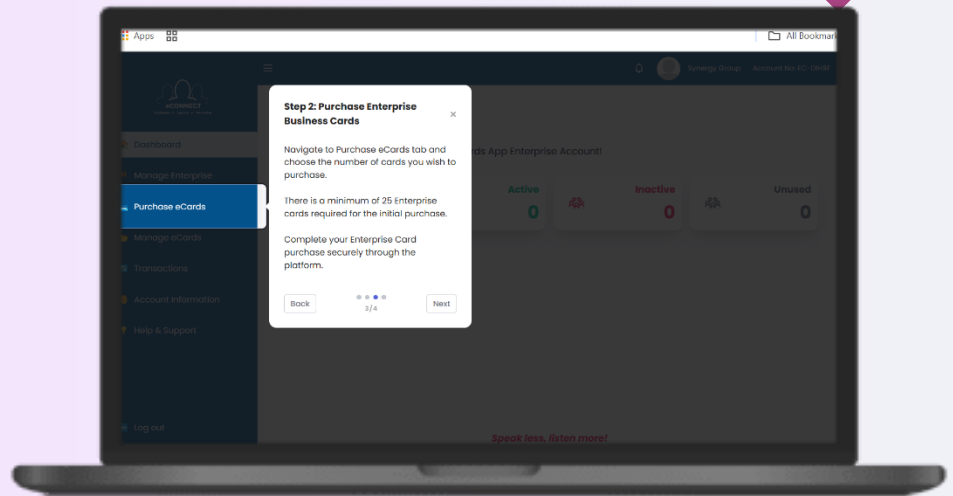
Manage Enterprise

2



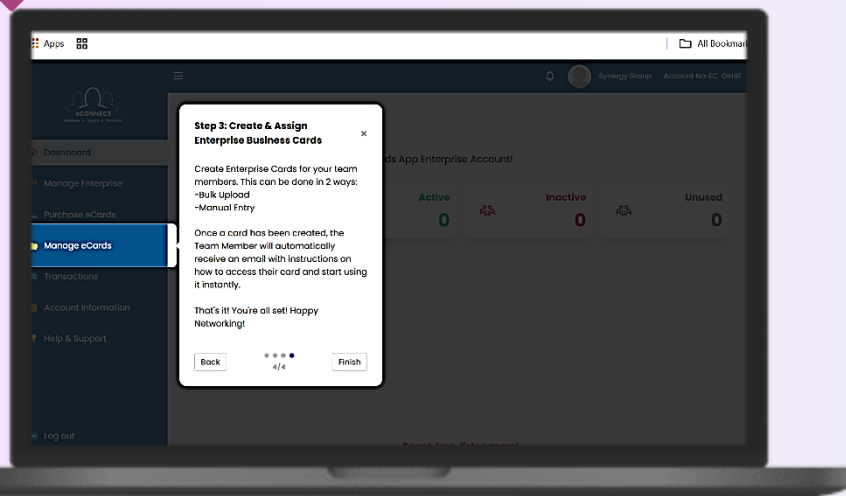
Purchase Enterprise Business Cards

3



4

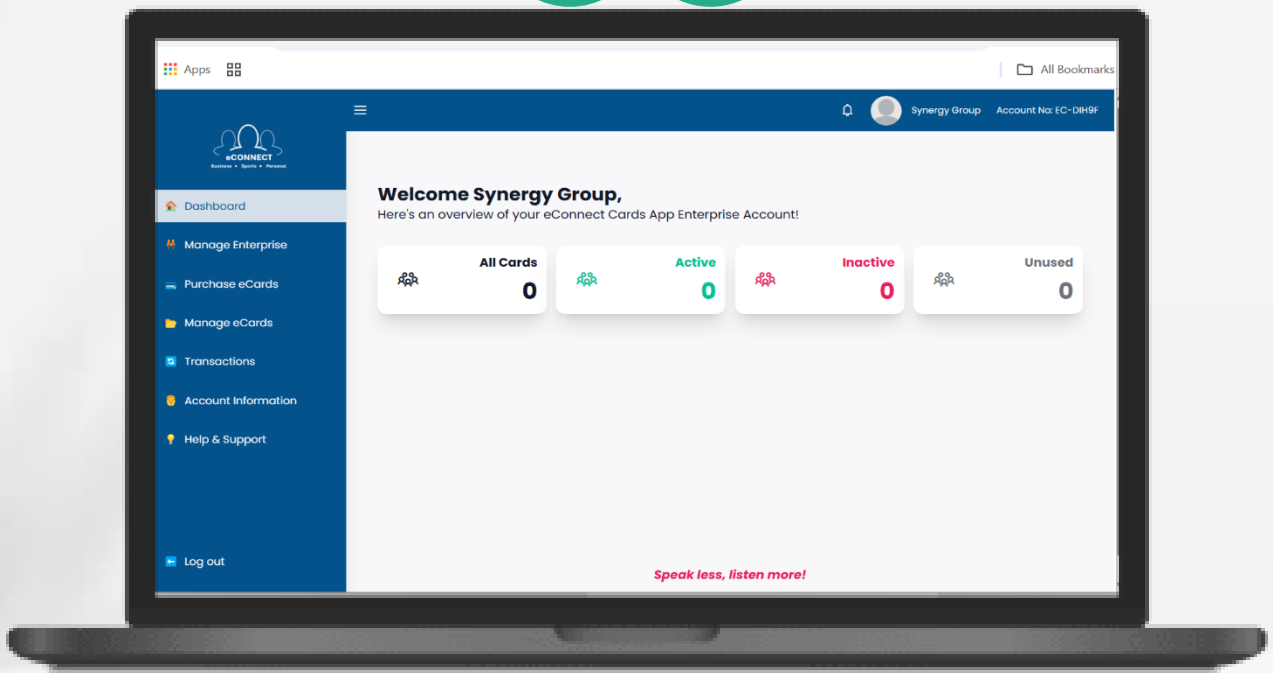
Manage eCards





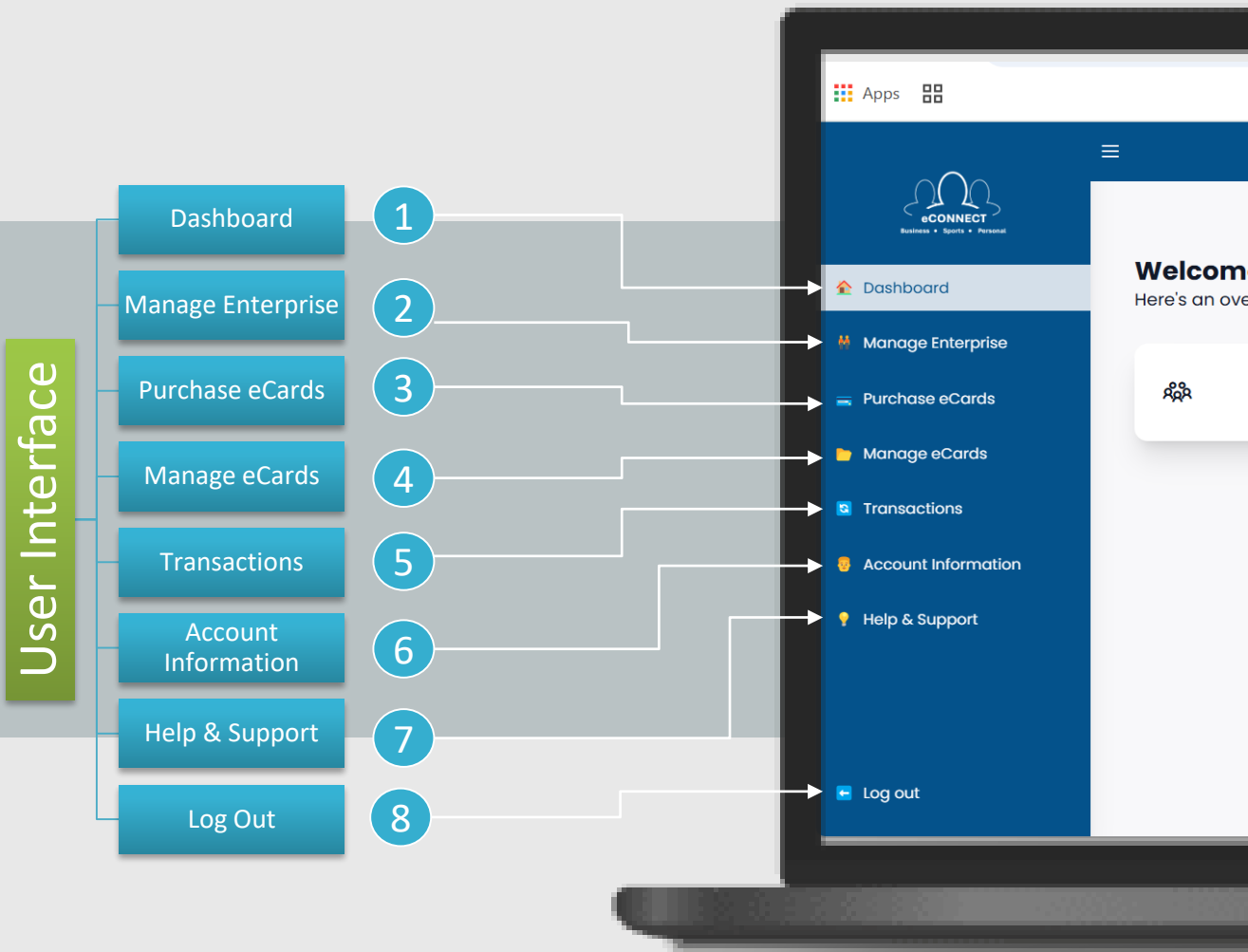
Congratulations!

You are now on the dashboard of the eConnect Cards Enterprise Portal. Let's dive into the menu options available on the dashboard.

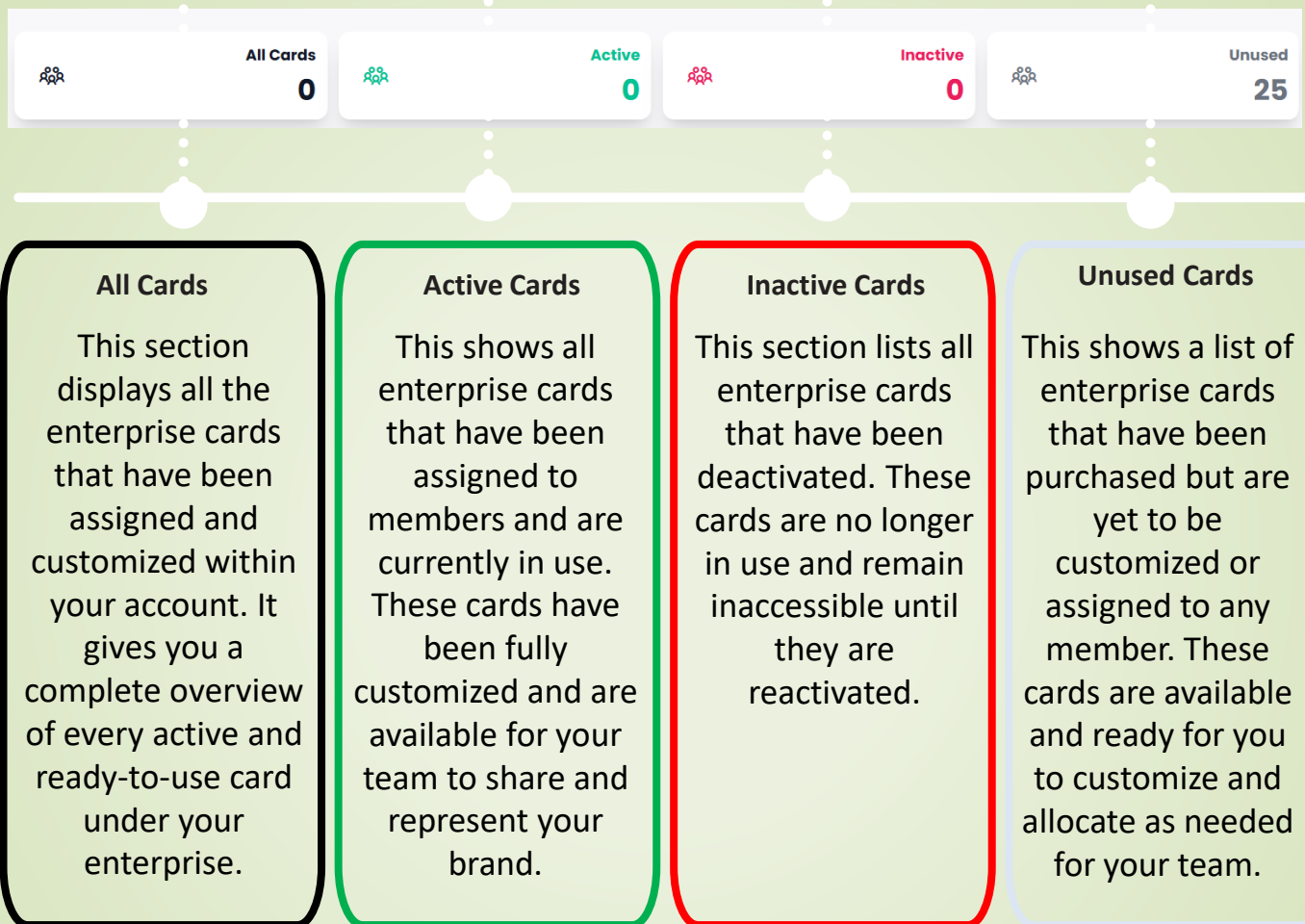




Understanding the Dashboard UI



User Dashboard

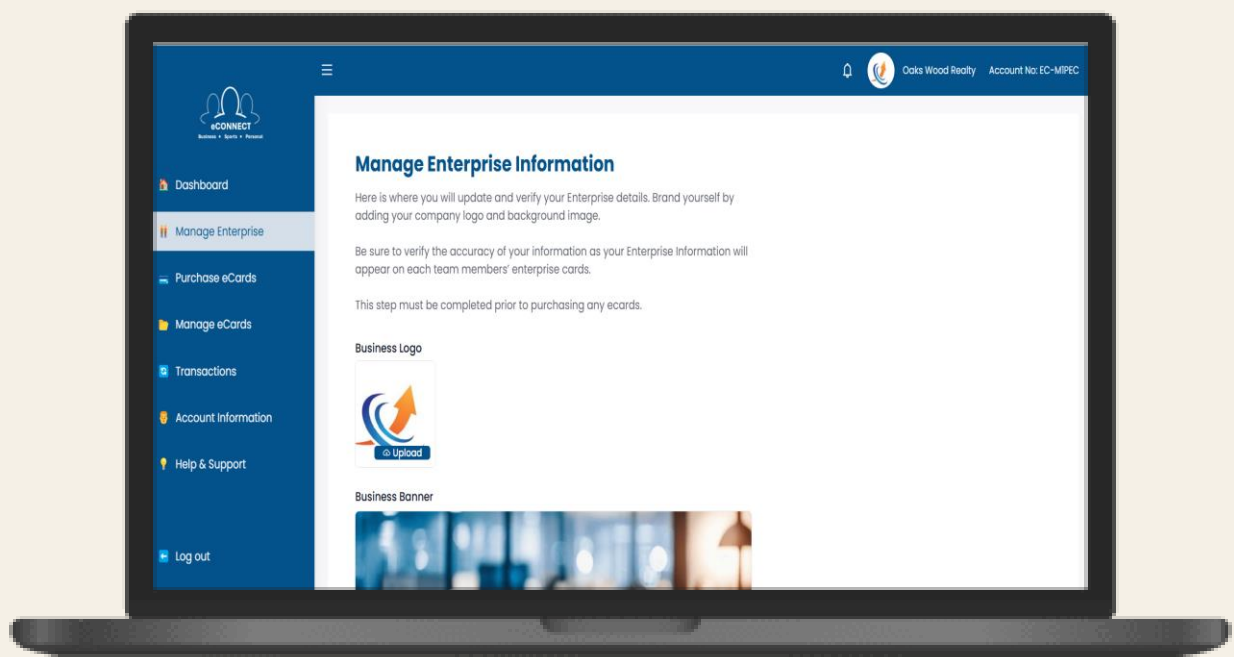


The first step after creating your eConnect Cards Enterprise Account is to update your company's information that will be displayed on the digital cards of everyone who is assigned a card from this Enterprise Portal account.

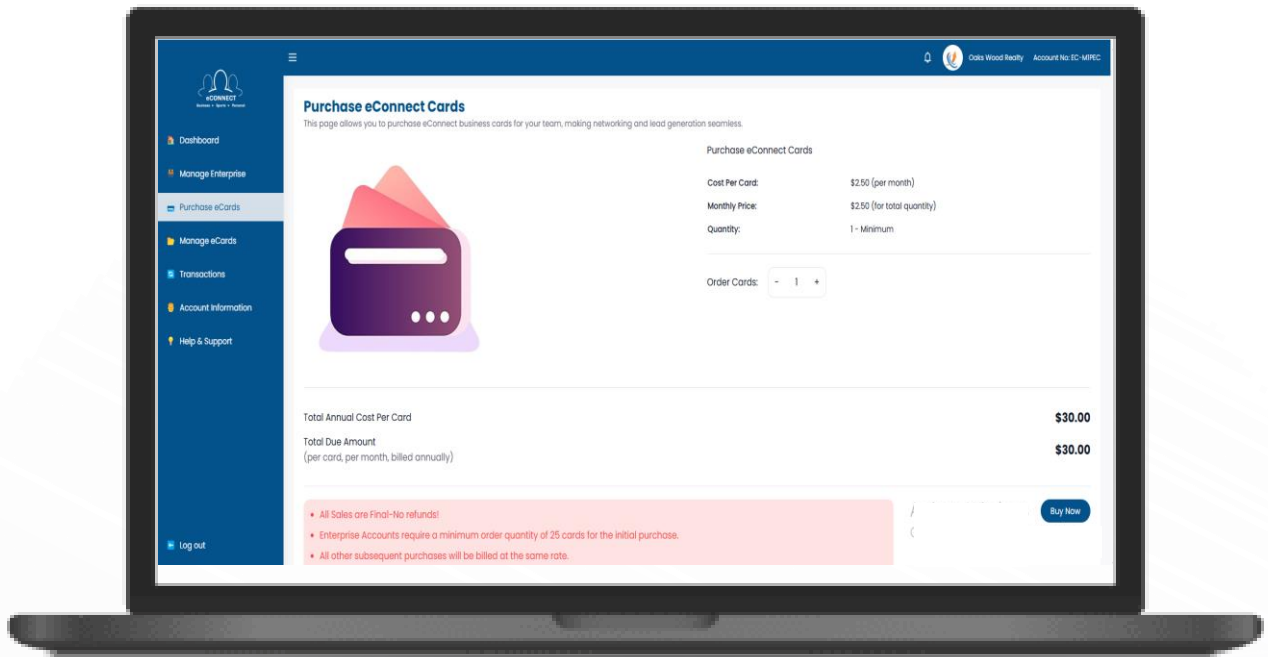
Here is where you can customize your cards and tell your company's story in an engaging manner. Share how your company is different from others who may be offering the same product or service. You get to brand your cards by adding a company logo, updating theme colors, share your company's contact information along with a brief description, and more.

Once you've completed making updates, click the 'Update' button to save your changes.

Tip: The recommended banner size is 1584x396.

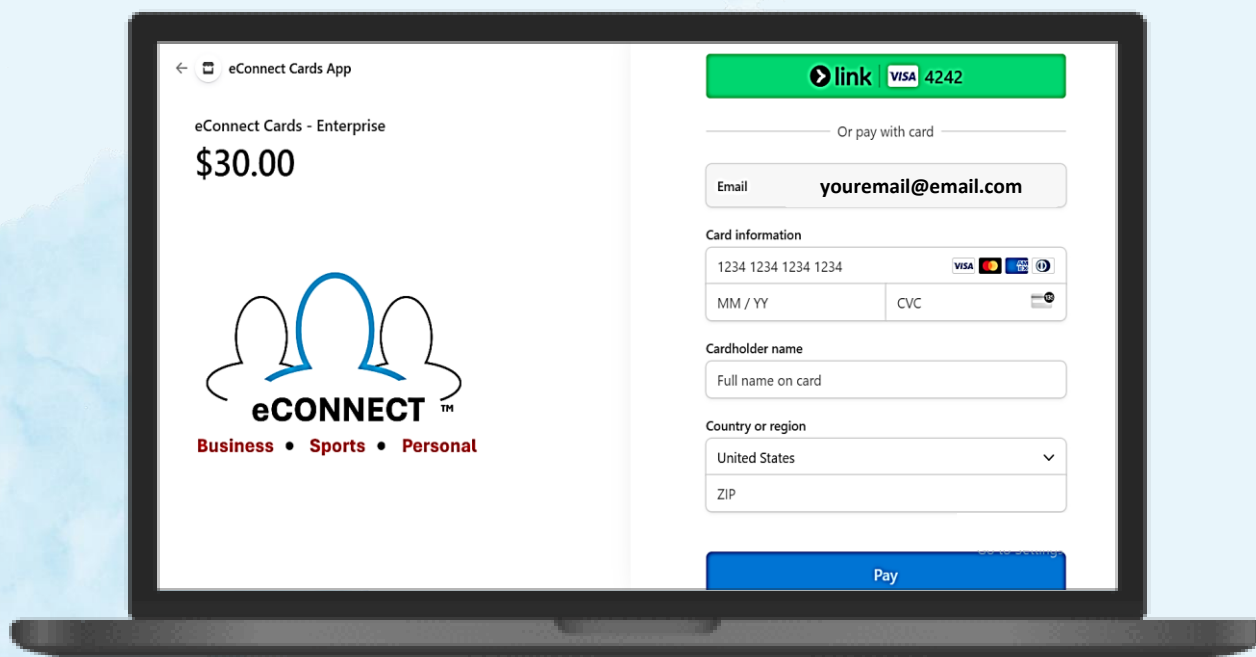


Purchasing eConnect Enterprise Cards



To purchase eConnect Enterprise Cards, click on the '**Purchase eCards**' tab, select the quantity of cards you wish to buy, and then click the '**Buy Now**' button to complete your purchase. Please note that all sales are final and non-refundable. The initial minimum order quantity is set at 25 cards; however, if you require a custom quantity for your small enterprise, feel free to reach out to our support team for assistance. All enterprise card purchases are billed annually.

Select your preferred payment method, provide your card information accurately, and proceed by clicking the **'Pay Now'** button to finalize your payment.



The screenshot shows the eConnect Cards App interface on a laptop. The left panel displays the transaction amount of \$30.00 and the eCONNECT logo with the text "Business • Sports • Personal". The right panel shows the payment method selection, with "link" and "VISA 4242" highlighted. Below this, there is a section for "Or pay with card" which includes an email field, card information fields (card number, MM / YY, CVC), cardholder name, country or region, and a ZIP code field. A blue "Pay" button is at the bottom right.

eConnect Cards App

eConnect Cards - Enterprise

\$30.00

eCONNECTTM
Business • Sports • Personal

link VISA 4242

Or pay with card

Email: youremail@email.com

Card information

1234 1234 1234 1234 VISA

MM / YY CVC

Cardholder name

Full name on card

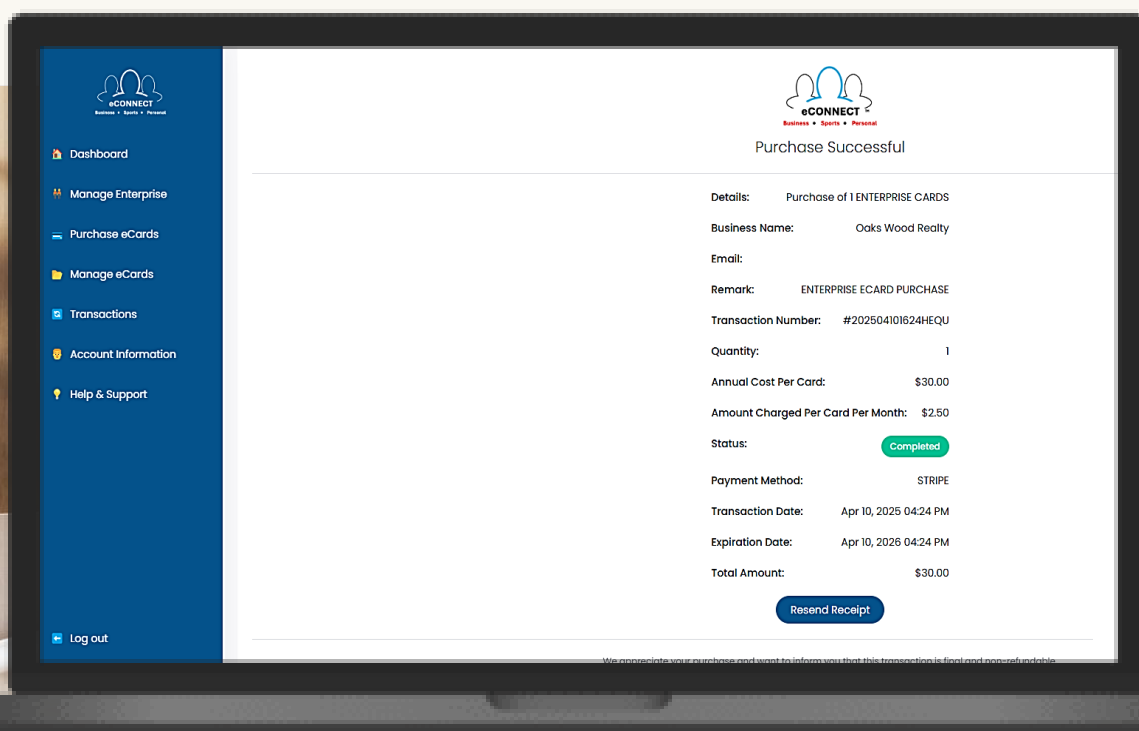
Country or region

United States

ZIP

Pay

Upon successful completion of your payment, the system will automatically redirect you to the **Transaction** tab, where your payment receipt and status details will be available for review.

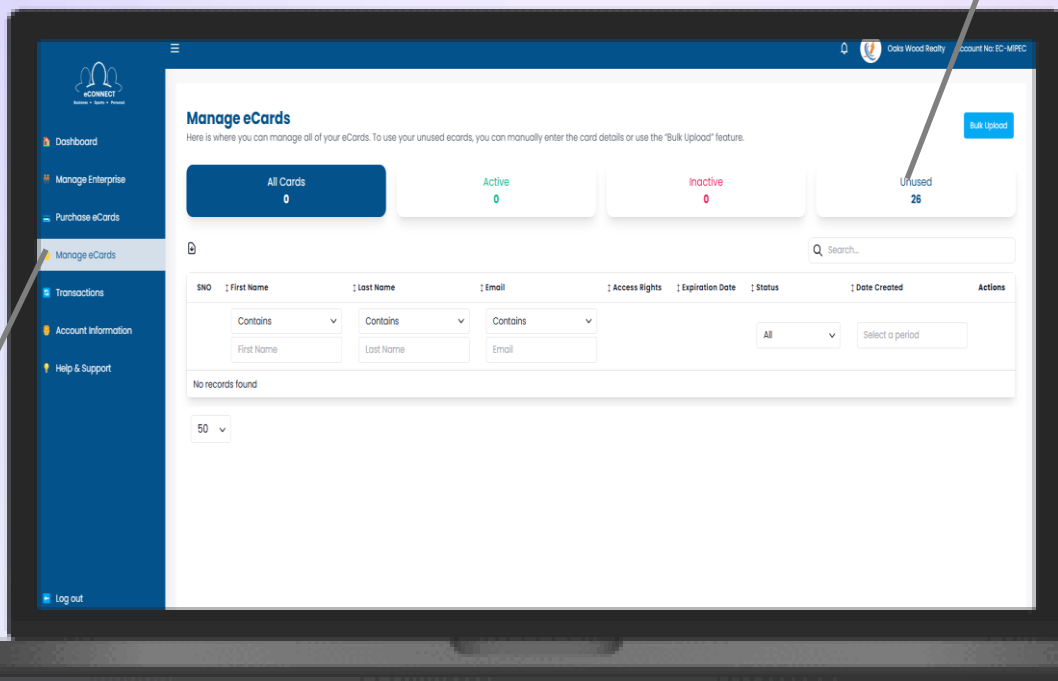


Your newly purchased enterprise cards will also be available under the **Unused Cards** section, ready for you to customize and assign. The cards will expire 1 year from the purchase date.

Accessing the Newly Purchased Enterprise Cards

2

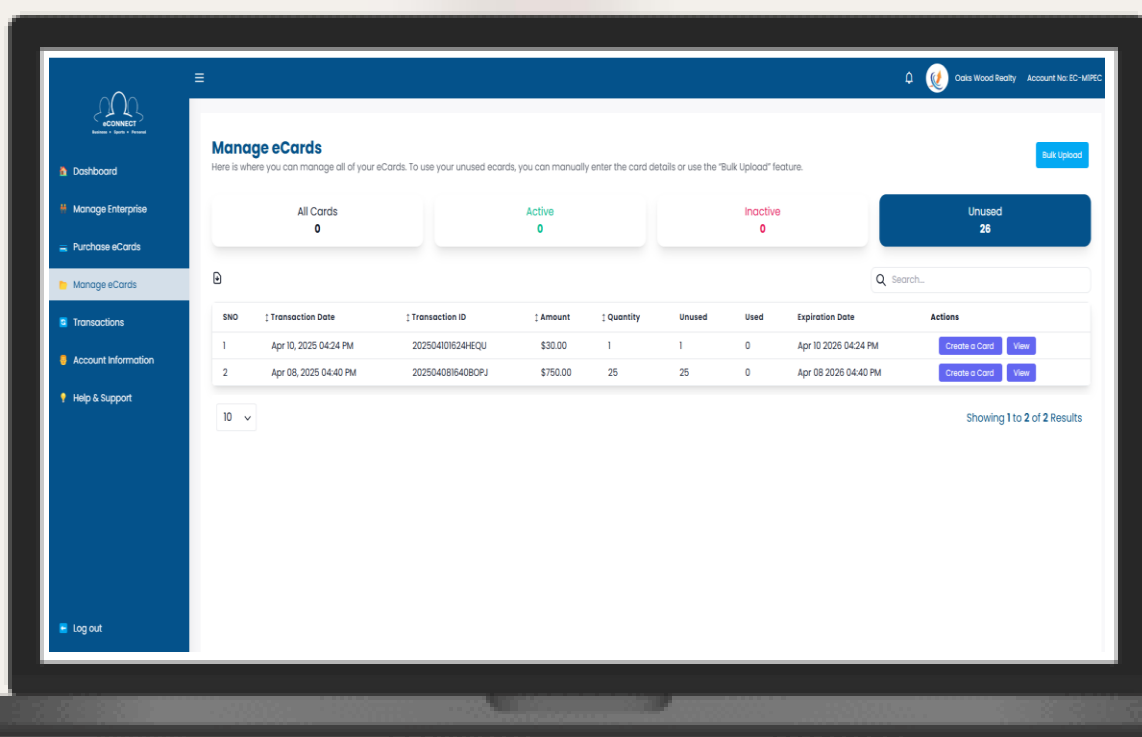
Click on the 'Unused' label



1

Select the 'Manage eCard' tab,

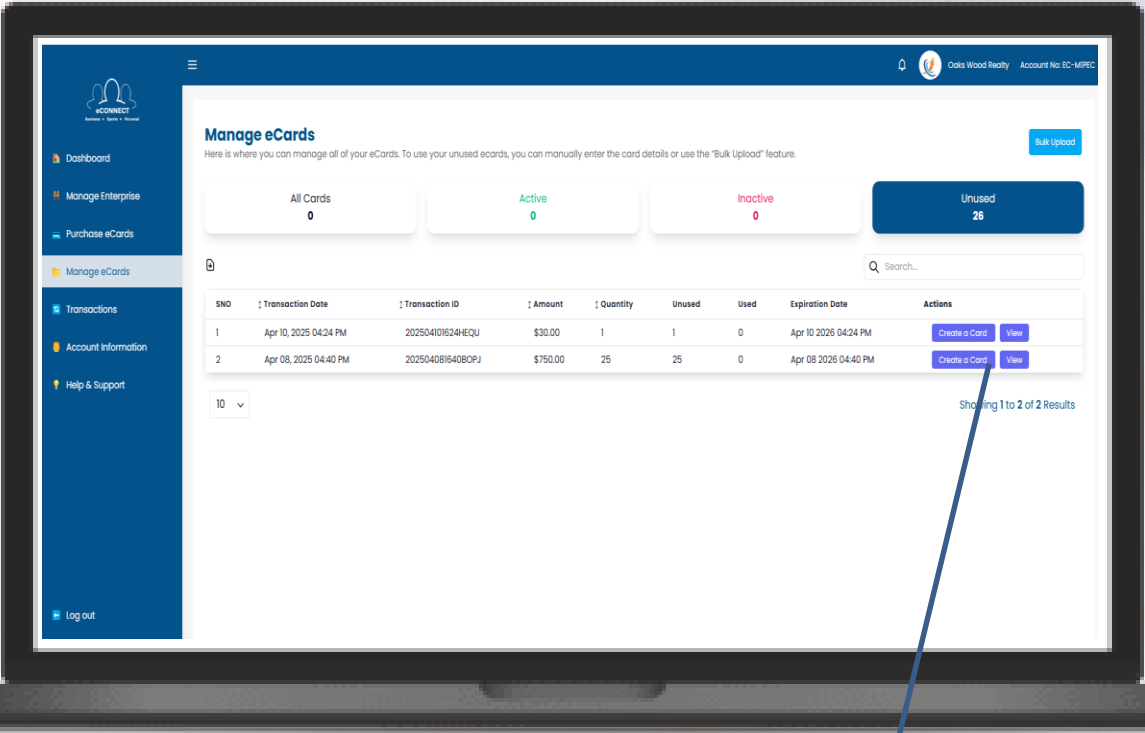
Here is a list of your recently purchased enterprise cards, which are now available for customization.



The screenshot shows the 'Manage eCards' page in the eCONNECT application. The page has a blue sidebar with navigation links: Dashboard, Manage Enterprise, Purchase eCards, Manage eCards (selected), Transactions, Account Information, and Help & Support. The main content area is titled 'Manage eCards' and includes a sub-header: 'Here is where you can manage all of your eCards. To use your unused eCards, you can manually enter the card details or use the "Bulk Upload" feature.' Below this, there are four summary cards: 'All Cards' (0), 'Active' (0), 'Inactive' (0), and 'Unused' (28). A 'Bulk Upload' button is located in the top right corner. A search bar is present above a table of transactions. The table has columns: SNO, Transaction Date, Transaction ID, Amount, Quantity, Unused, Used, Expiration Date, and Actions. It contains two rows of data. Below the table, there is a dropdown menu set to '10' and a status 'Showing 1 to 2 of 2 Results'.

SNO	Transaction Date	Transaction ID	Amount	Quantity	Unused	Used	Expiration Date	Actions
1	Apr 10, 2025 04:24 PM	202504101624HEQU	\$30.00	1	1	0	Apr 10 2026 04:24 PM	Create a Card View
2	Apr 08, 2025 04:40 PM	202504081640BOPJ	\$750.00	25	25	0	Apr 08 2026 04:40 PM	Create a Card View

Customizing and Assigning Your Unused Enterprise Cards



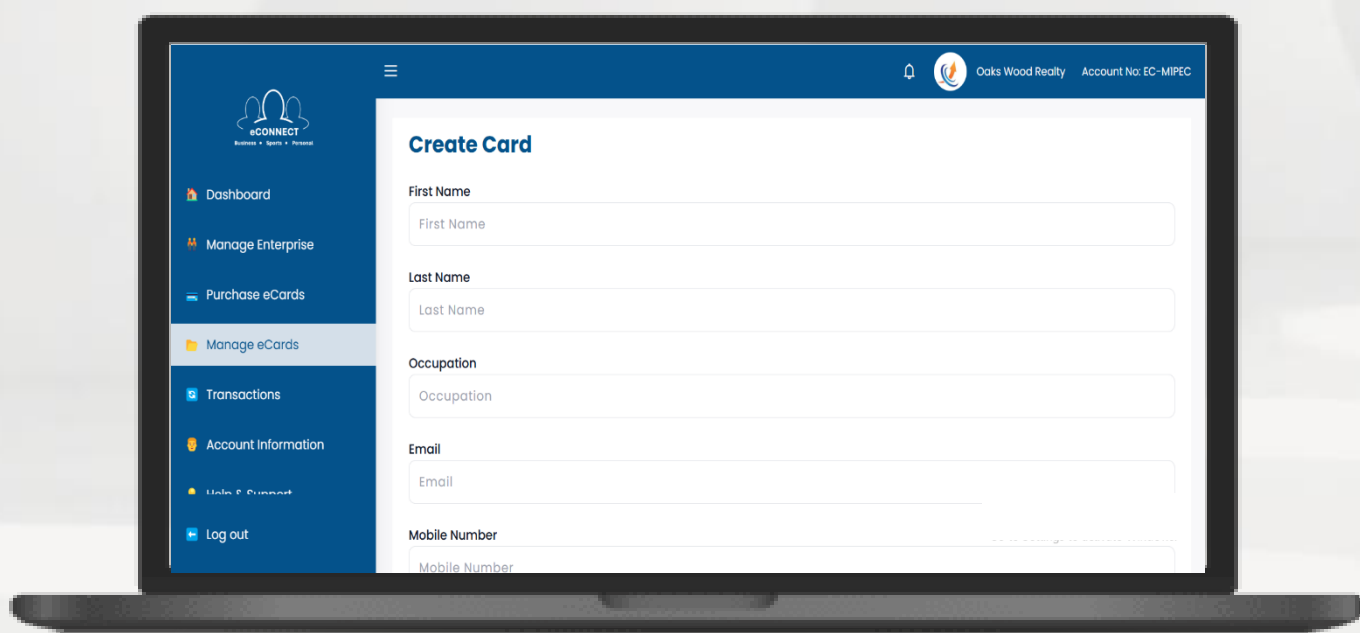
Click **'Create eCard'** to start customizing your card.

Here is where you can highlight details about the card holder – what they do, their experience, and level of expertise to help others understand their role in a way to facilitate engagement. There’s a 250 character limit for the ‘Bio’ section which shows up in the '**About**' on the eConnect Card.

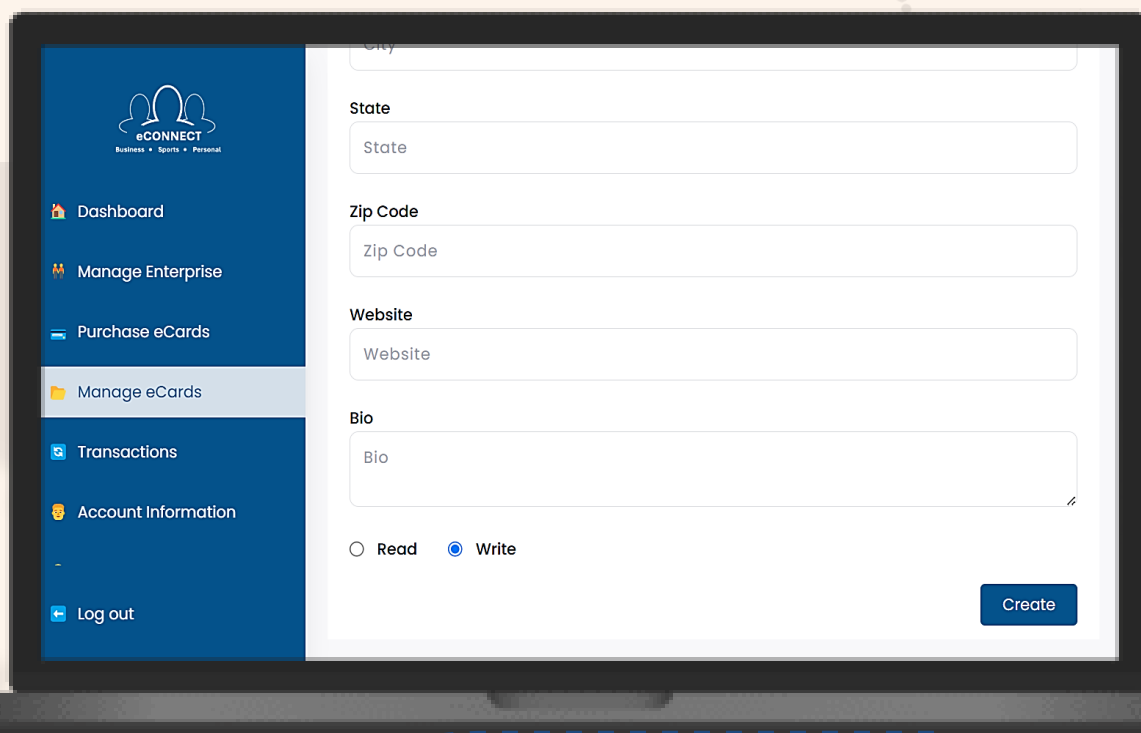
Notice that you also have the ability to assign a user “**Read**” or “**Write**” access to their card.

“**Read**” access only allows card holders to update their profile picture.

“**Write**” access allows card holders to update their profile image and personal information, but they cannot change any company information.



The screenshot shows a laptop displaying the eCONNECT web application. The interface has a dark blue sidebar on the left with the eCONNECT logo and navigation links: Dashboard, Manage Enterprise, Purchase eCards, Manage eCards (highlighted), Transactions, Account Information, Help & Contact, and Log out. The main content area is titled 'Create Card' and contains several input fields: First Name, Last Name, Occupation, Email, and Mobile Number. The top right of the application shows the user's name 'Oaks Wood Realty' and account number 'Account No: EC-MIPEC'.



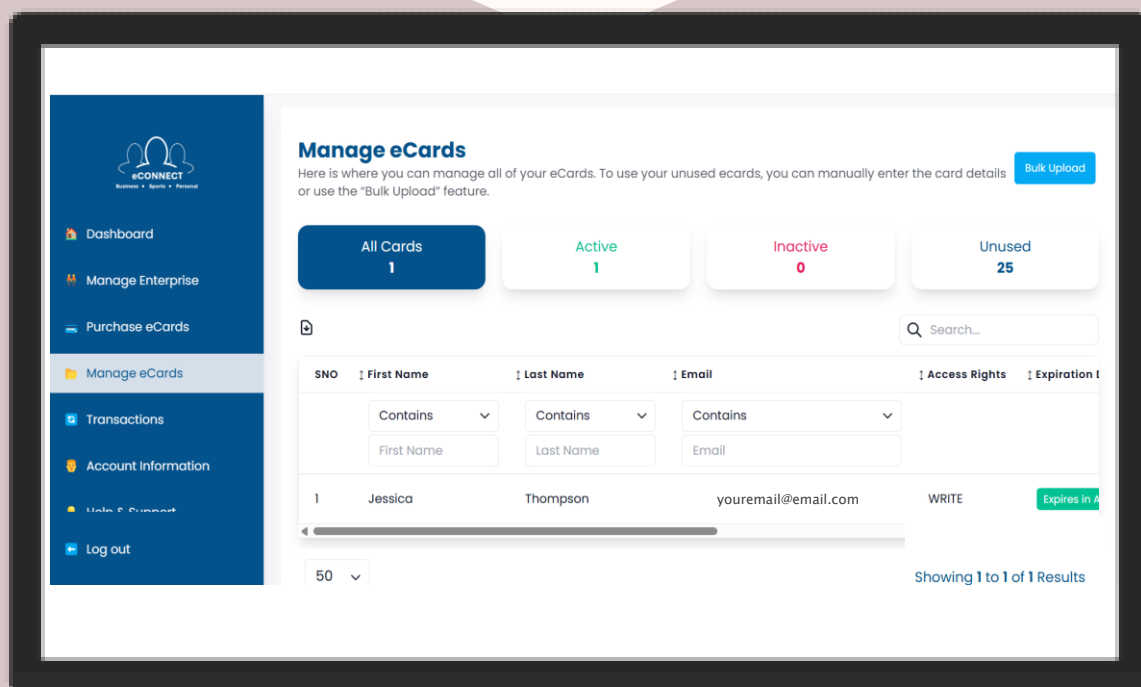
The screenshot shows the eCONNECT web application interface. On the left is a dark blue sidebar with the eCONNECT logo and navigation links: Dashboard, Manage Enterprise, Purchase eCards, Manage eCards (highlighted), Transactions, Account Information, and Log out. The main content area is white and contains a form for creating a card. The form fields are: City, State, Zip Code, Website, and Bio. Below the Bio field are radio buttons for 'Read' and 'Write', with 'Write' selected. A blue 'Create' button is located at the bottom right of the form.

When you're done entering the card holder's card information, click the '**Create**' button to create the card.

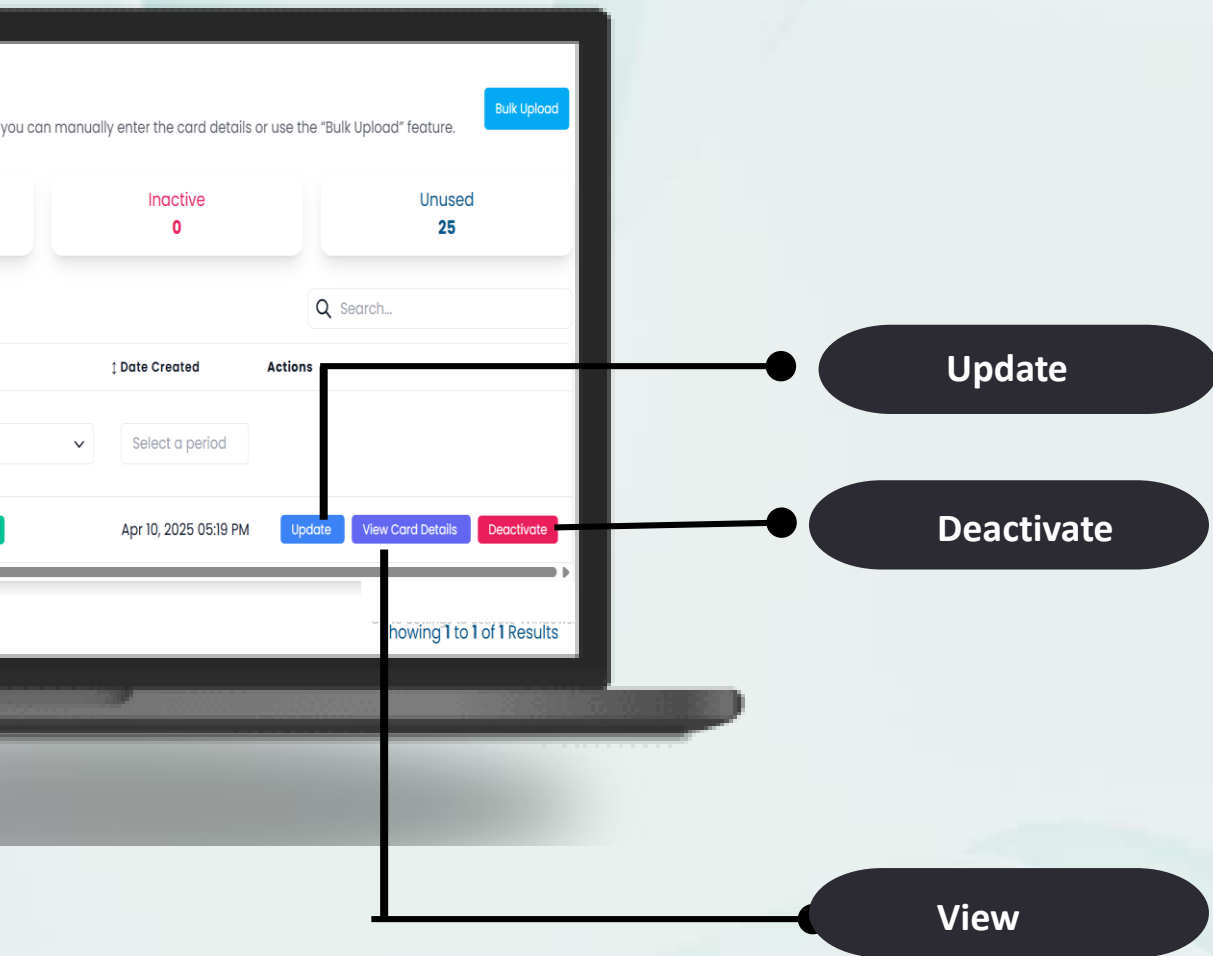
An email will automatically be sent to the card holder with instructions on how to access their card in the eConnect Cards App.

Your enterprise card has been created successfully and is now 'Active'.

To view this card, navigate to **Manage eCards** menu option and click on the '**Active**' tab. The newly created card will appear in the table.



Other Manage eCard Features



In addition to customization and assignment, there are several other key features you can use to manage your eConnect Enterprise Cards:

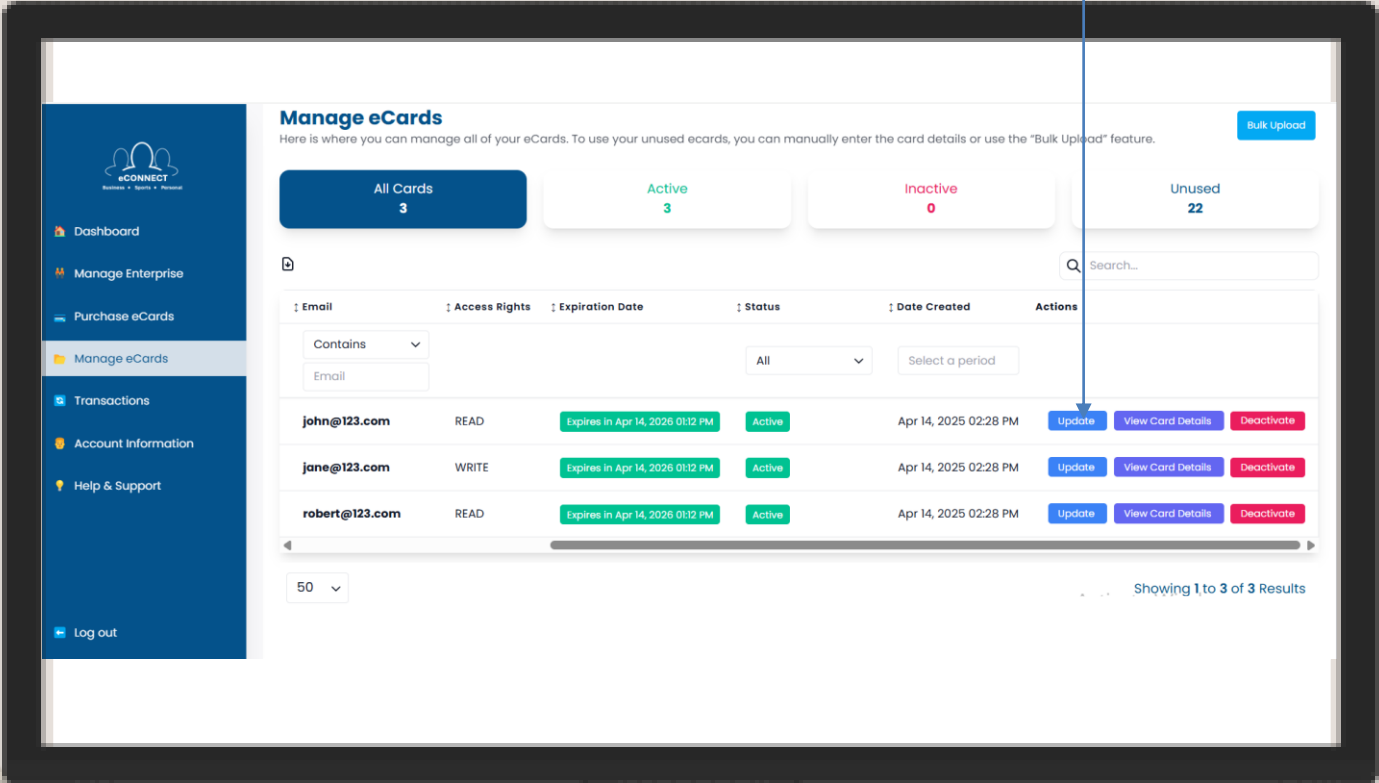
- 1.View** Card Details – Access detailed information about each card, including its current status, assigned user, access permissions and expiration.
- 2.Deactivate** Cards – Temporarily disable a card, preventing users from sharing it until reactivated.
- 3.Update** Cards – Edit the card details information for the card holder including permission assignment.

Updating an Enterprise Card



Method 1

Click on the **‘Update’** button of the card you wish to update.

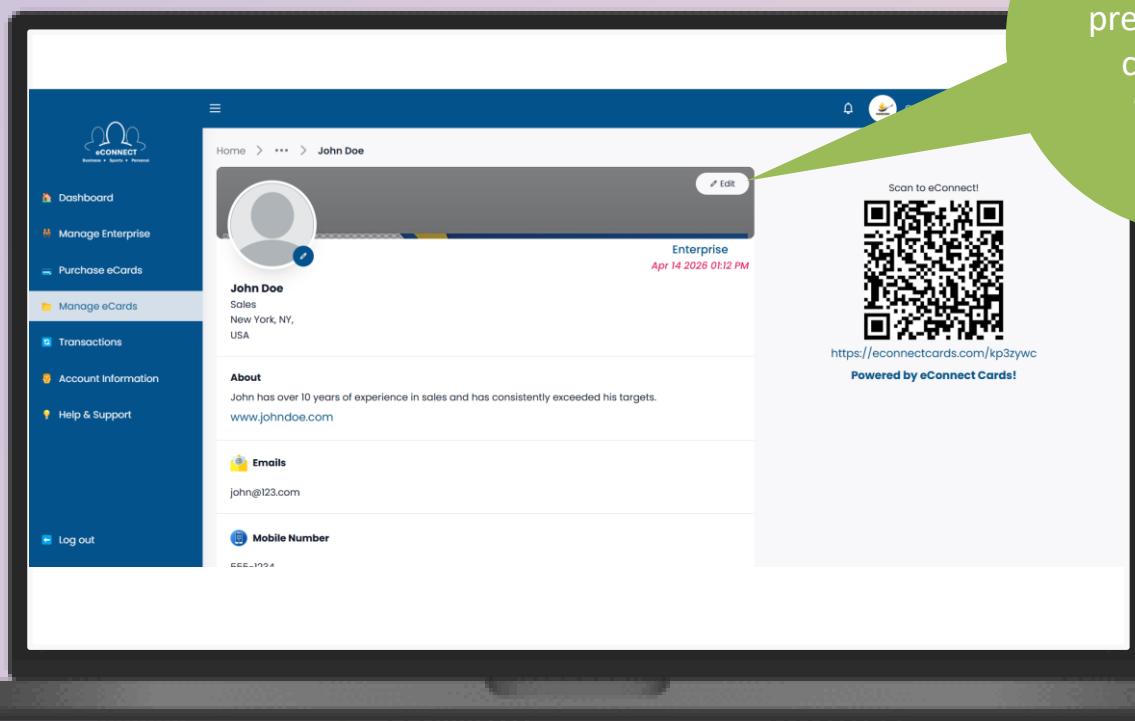


Method 2

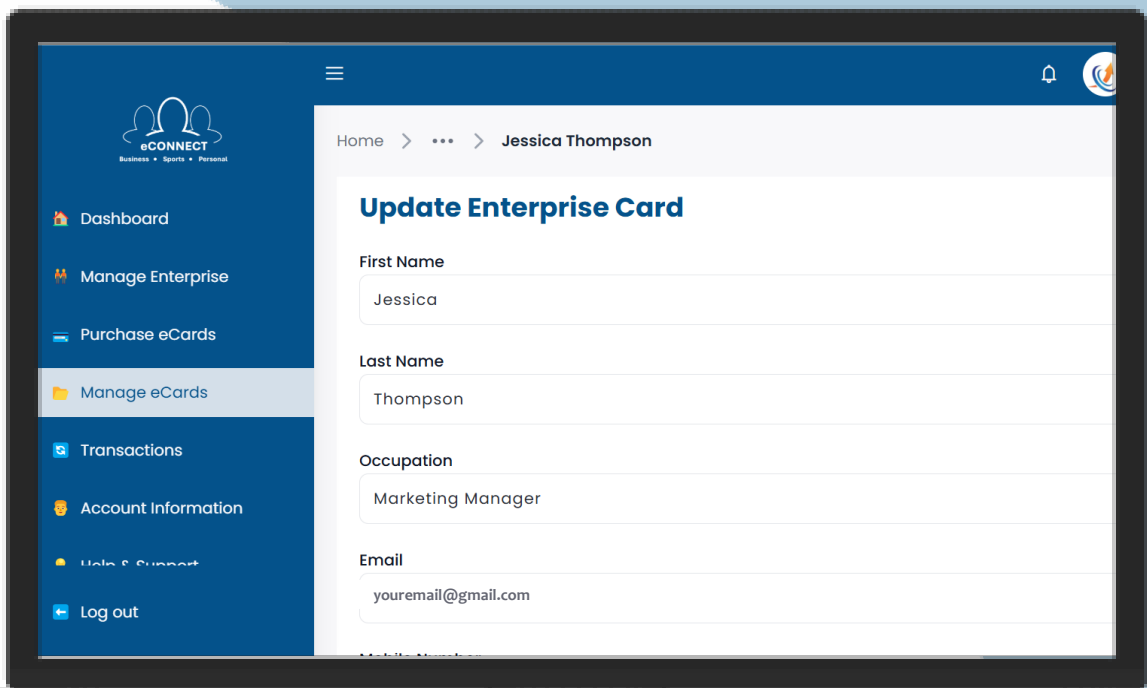
Click on the **Email Address** of the card holder you want to update.

SNO	First Name	Last Name	Email	Access Rights	Expiration Date
	Contains ▾	Contains ▾	Contains ▾		
	First Name	Last Name	Email		
1	John	Doe	john@123.com	READ	Expires in Apr 14, 2026 01:12 PM
2	Huna	Smith	jane@123.com	WRITE	Expires in Apr 14, 2026 01:12 PM

From the preview screen, click on the 'Edit' icon



After clicking either the **'Update'** button or the **'Edit'** icon, you will be taken to the card details page, where you can edit the information as desired. Once you've finished, click the **'Update'** button to save your changes.



Viewing an Enterprise Card Details



Method 1

Click on the **Email Address** of the card holder you wish to view.

SNO	First Name	Last Name	Email	Access Rights	Expiration Date
	Contains	Contains	Contains		
	First Name	Last Name	Email		
1	John	Doe	john@123.com	READ	Expires in Apr 14, 2026 01:12 PM
2	Huna	Smith	jane@123.com	WRITE	Expires in Apr 14, 2026 01:12 PM
3	Kelvin	Brown	robert@123.com	READ	Expires in Apr 14, 2026 01:12 PM

Method 2

Click the **‘View Card Details’** button to view card information.

your eCards. To use your unused ecards, you can manually enter the card details or use the "Bulk Upload" feature.

Bulk Upload

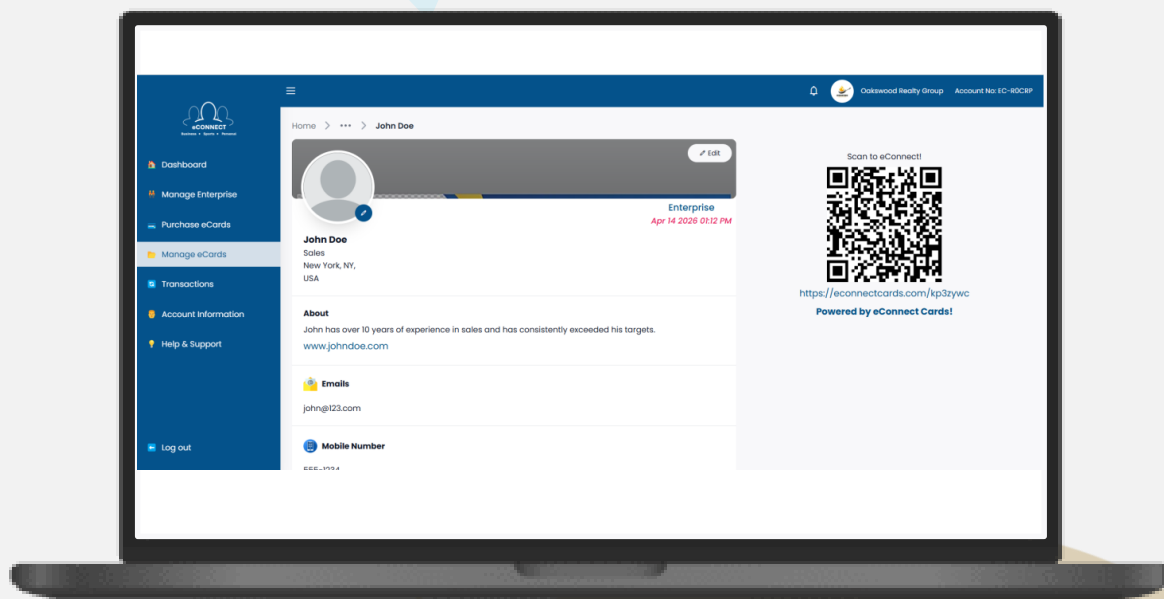
Active 3 Inactive 0 Unused 22

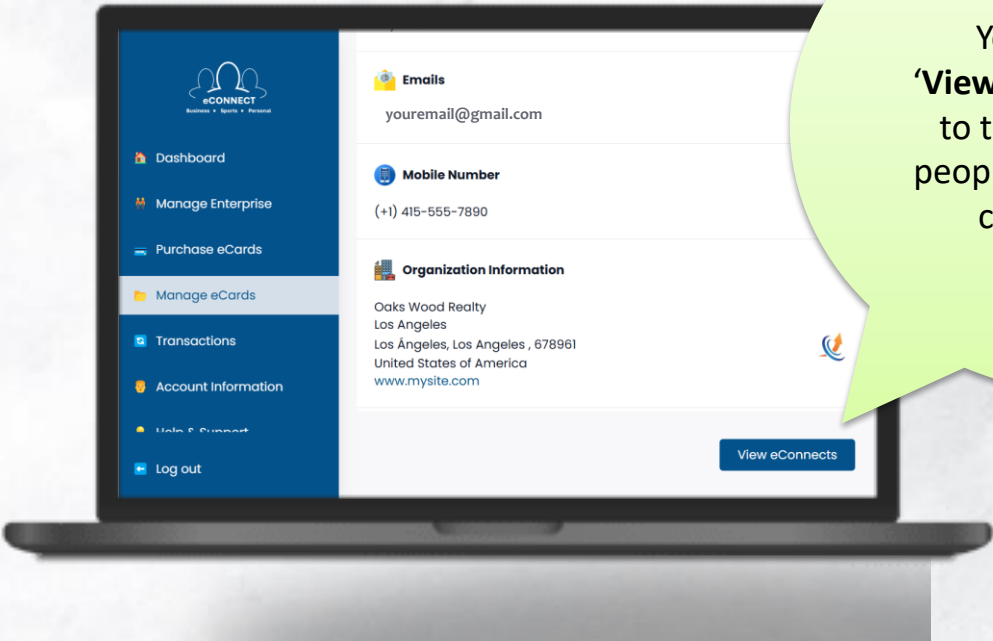
Search...

Access Rights	Expiration Date	Status	Date Created	Actions
		All	Select a period	
	Expires in Apr 14, 2026 01:12 PM	Active	Apr 14, 2025 02:28 PM	Update View Card Details Deactivate
	Expires in Apr 14, 2026 01:12 PM	Active	Apr 14, 2025 02:28 PM	Update View Card Details Deactivate
	Expires in Apr 14, 2026 01:12 PM	Active	Apr 14, 2025 02:28 PM	Update View Card Details Deactivate

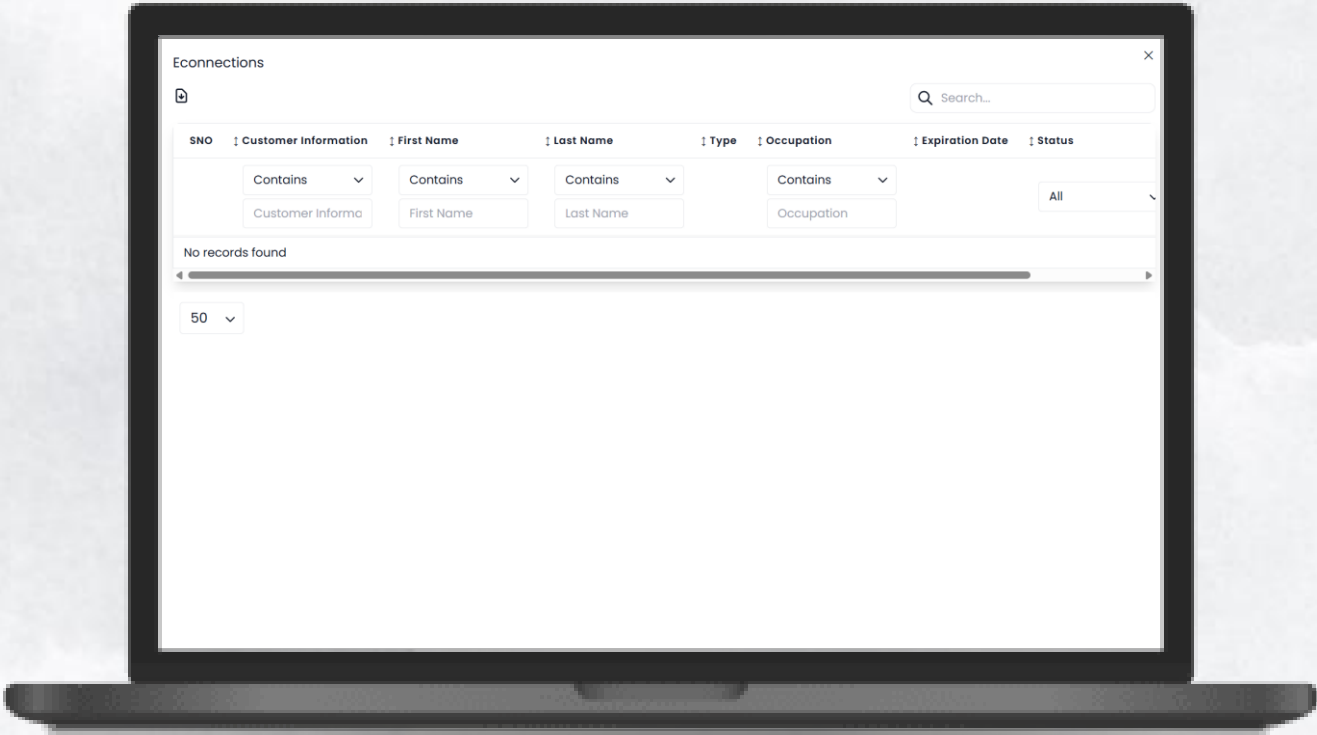
Showing 1 to 3 of 3 Results

You will be taken to the card details screen, where you can view all the information of the Enterprise card holder.

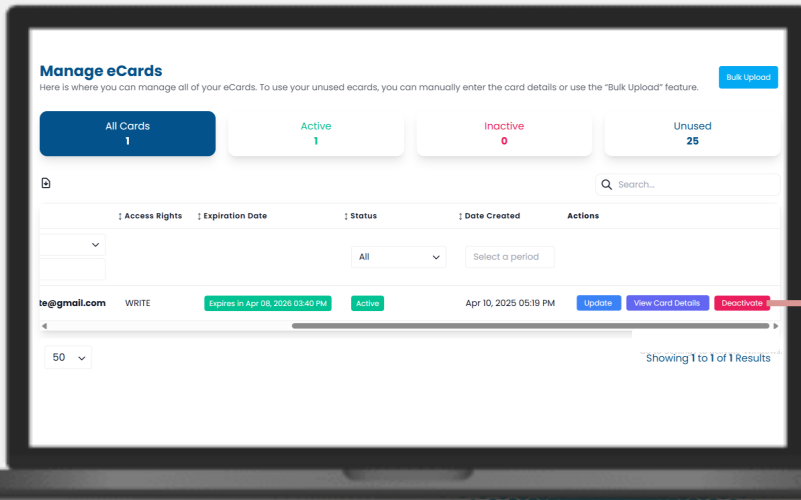




You can click the **‘View eConnects’** button to the view the list of people a card holder has connected with.

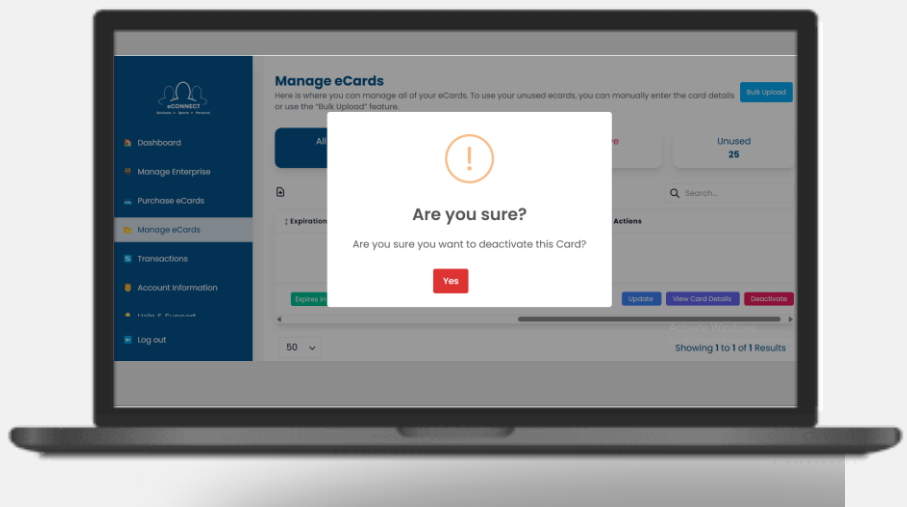


Deactivating an Enterprise Card



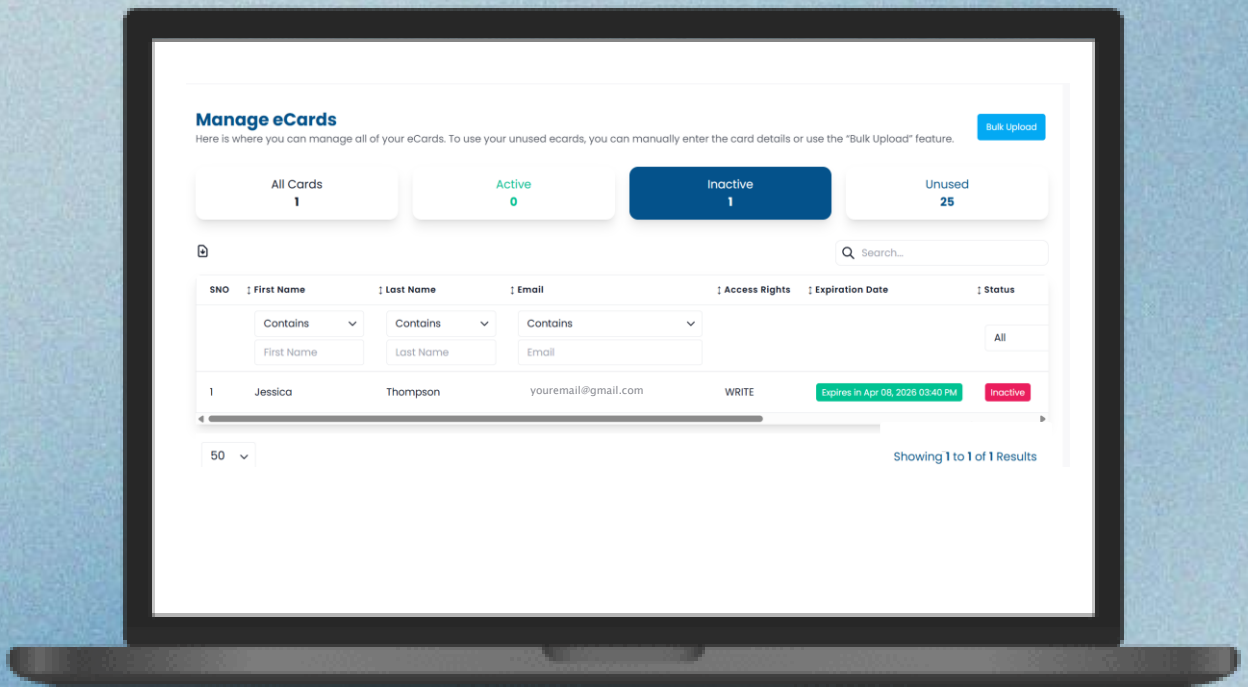
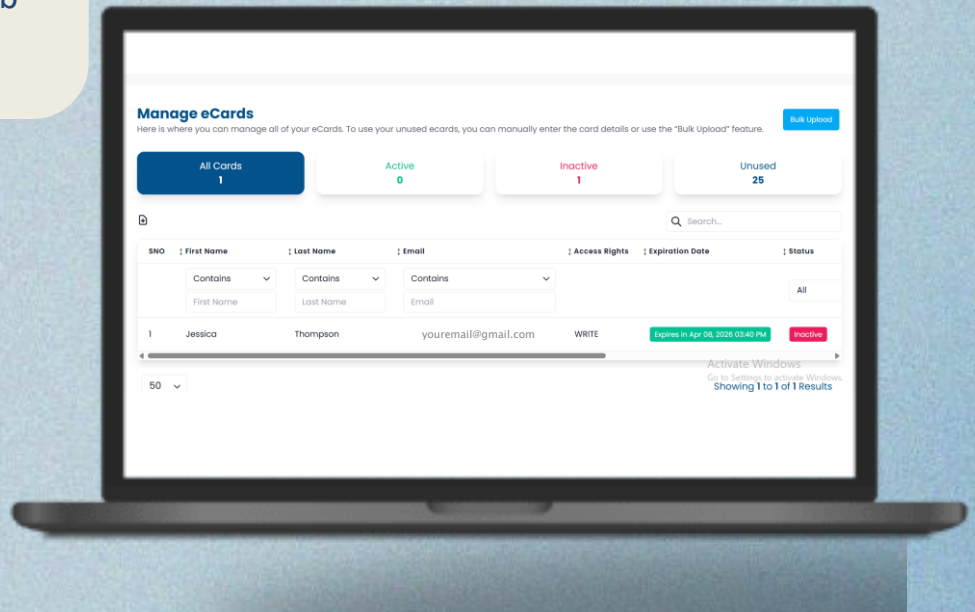
To deactivate a card associated with a card holder, click the **'Deactivate'** button. A confirmation prompt would be displayed to verify your action before proceeding

Click on the **'Yes'** button to confirm your action



Accessing the deactivated Cards

To see a list of deactivated cards, click on the 'Inactive' tab

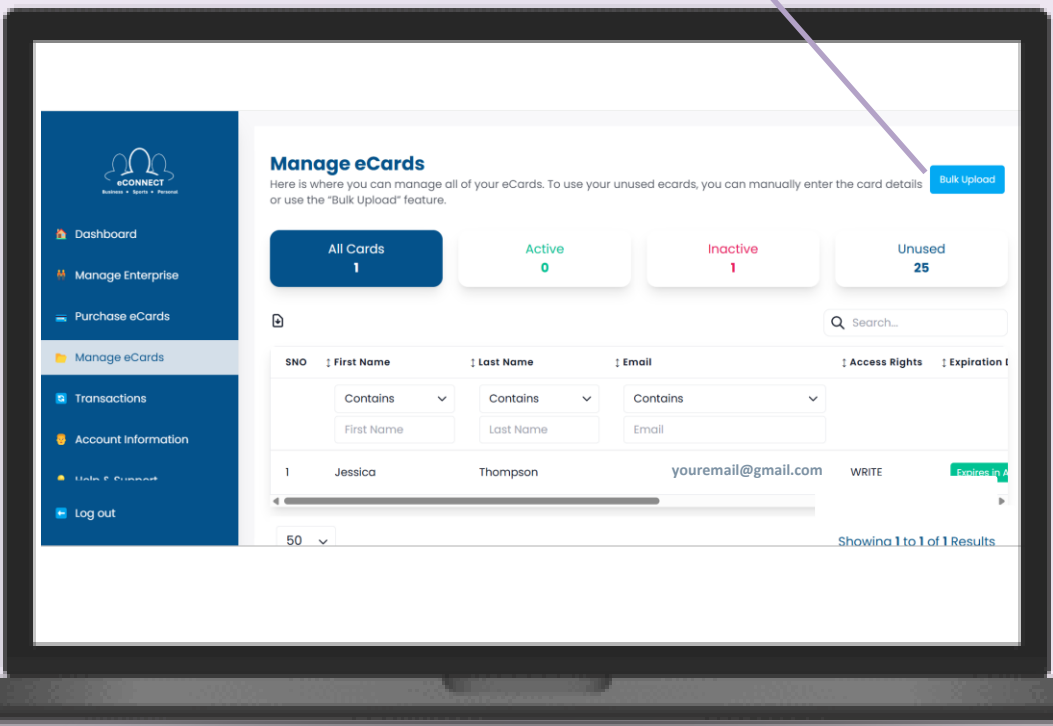


Creating Enterprise Cards through Bulk Upload

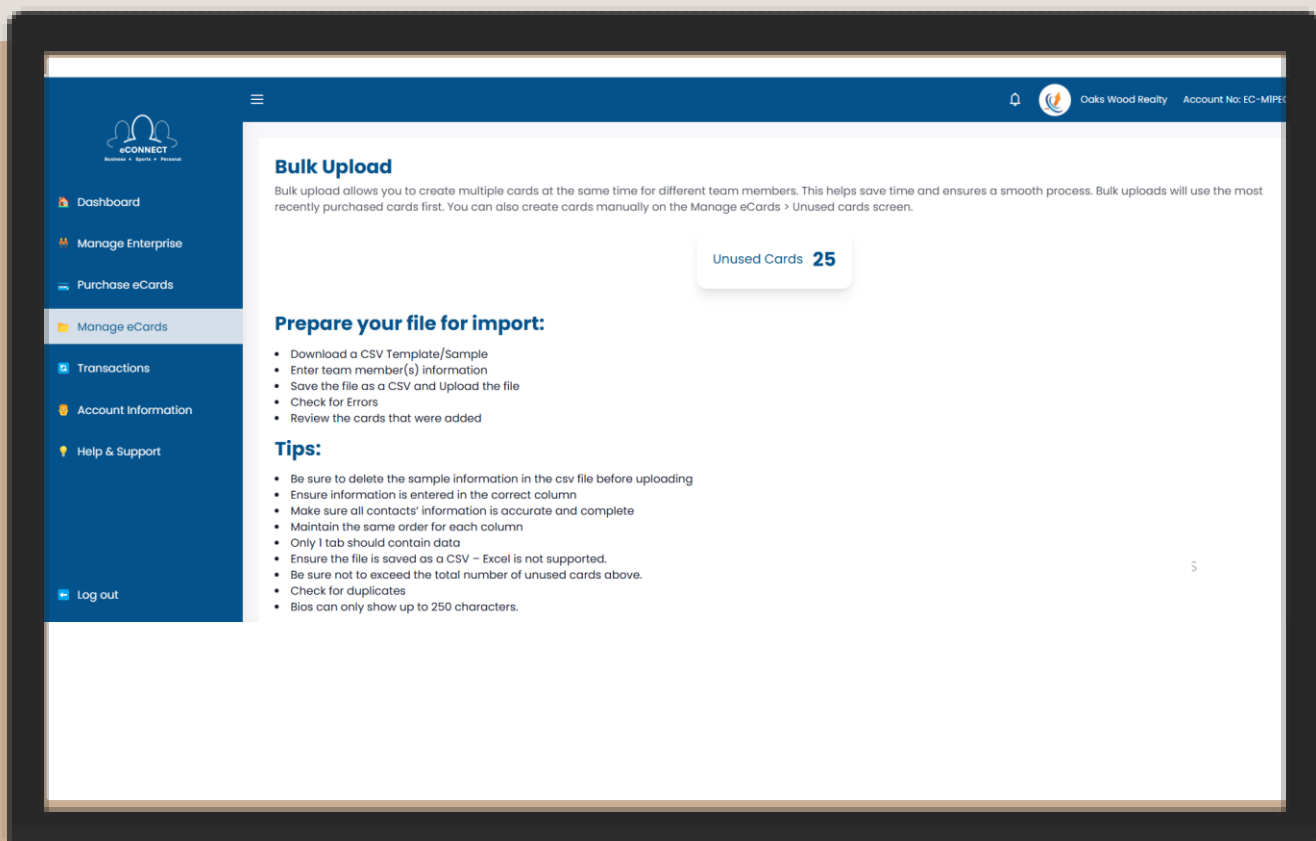


The **Bulk Upload** option on the Enterprise Portal lets you import card holders' details in a CSV file to create multiple cards at one time. After a successful upload, the system will use the imported details to create cards for each card holder on the portal. Ensure that the details in the file match the format of the sample template provided on the portal.

Click on the '**Bulk Upload**' button



Read the provided tips and follow the instructions to ensure your CSV file is properly formatted.

The screenshot displays the eCONNECT web application interface. On the left is a dark blue sidebar with a menu containing: Dashboard, Manage Enterprise, Purchase eCards, Manage eCards (highlighted), Transactions, Account Information, Help & Support, and Log out. The top header is dark blue with the eCONNECT logo, a bell icon, the user name 'Oaks Wood Realty', and the account number 'Account No: EC-MIP...'. The main content area is white and titled 'Bulk Upload'. Below the title is a paragraph explaining the bulk upload process. To the right of this text is a white box with the text 'Unused Cards 25'. Below the paragraph is a section titled 'Prepare your file for import:' followed by a bulleted list of instructions. Below that is a section titled 'Tips:' followed by another bulleted list of instructions. The page number '5' is visible in the bottom right corner of the content area.

Bulk Upload

Bulk upload allows you to create multiple cards at the same time for different team members. This helps save time and ensures a smooth process. Bulk uploads will use the most recently purchased cards first. You can also create cards manually on the Manage eCards > Unused cards screen.

Unused Cards **25**

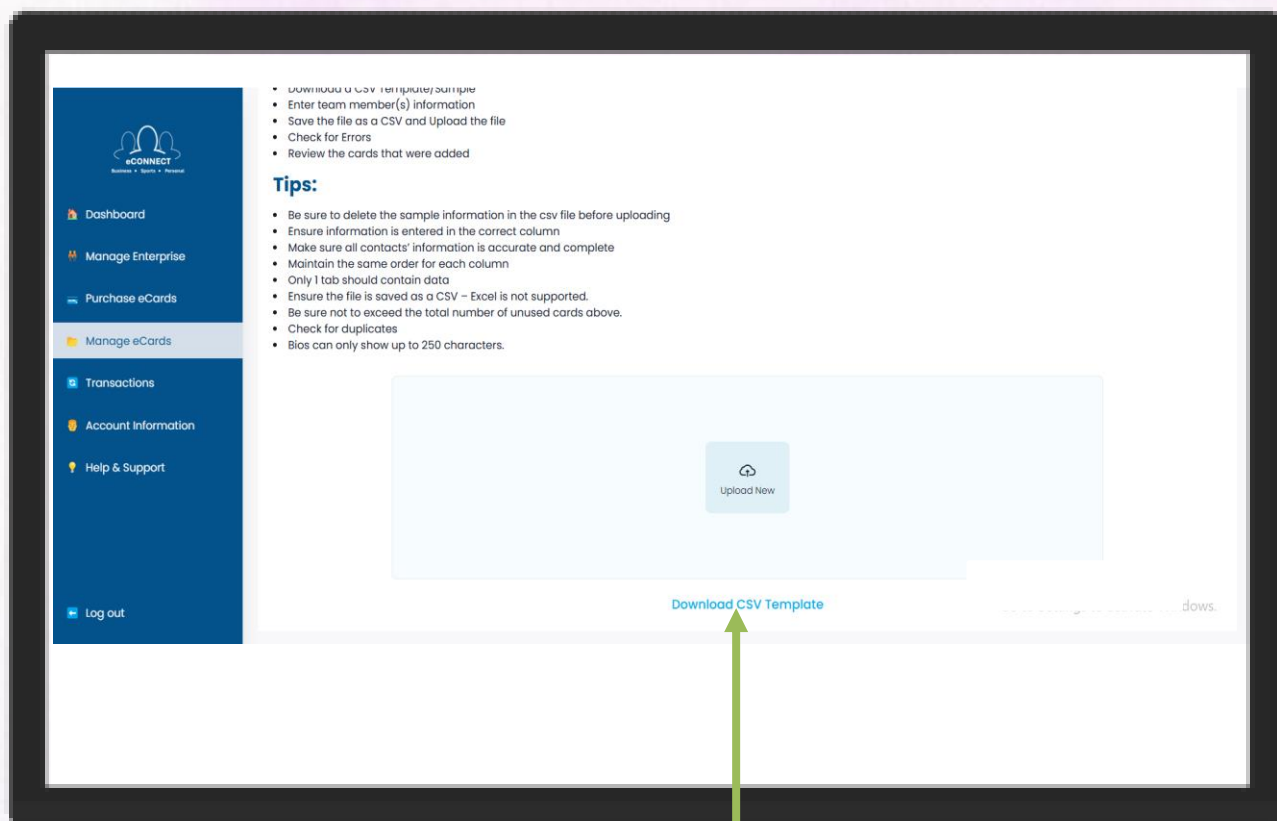
Prepare your file for import:

- Download a CSV Template/Sample
- Enter team member(s) information
- Save the file as a CSV and Upload the file
- Check for Errors
- Review the cards that were added

Tips:

- Be sure to delete the sample information in the csv file before uploading
- Ensure information is entered in the correct column
- Make sure all contacts' information is accurate and complete
- Maintain the same order for each column
- Only 1 tab should contain data
- Ensure the file is saved as a CSV – Excel is not supported.
- Be sure not to exceed the total number of unused cards above.
- Check for duplicates
- Bios can only show up to 250 characters.

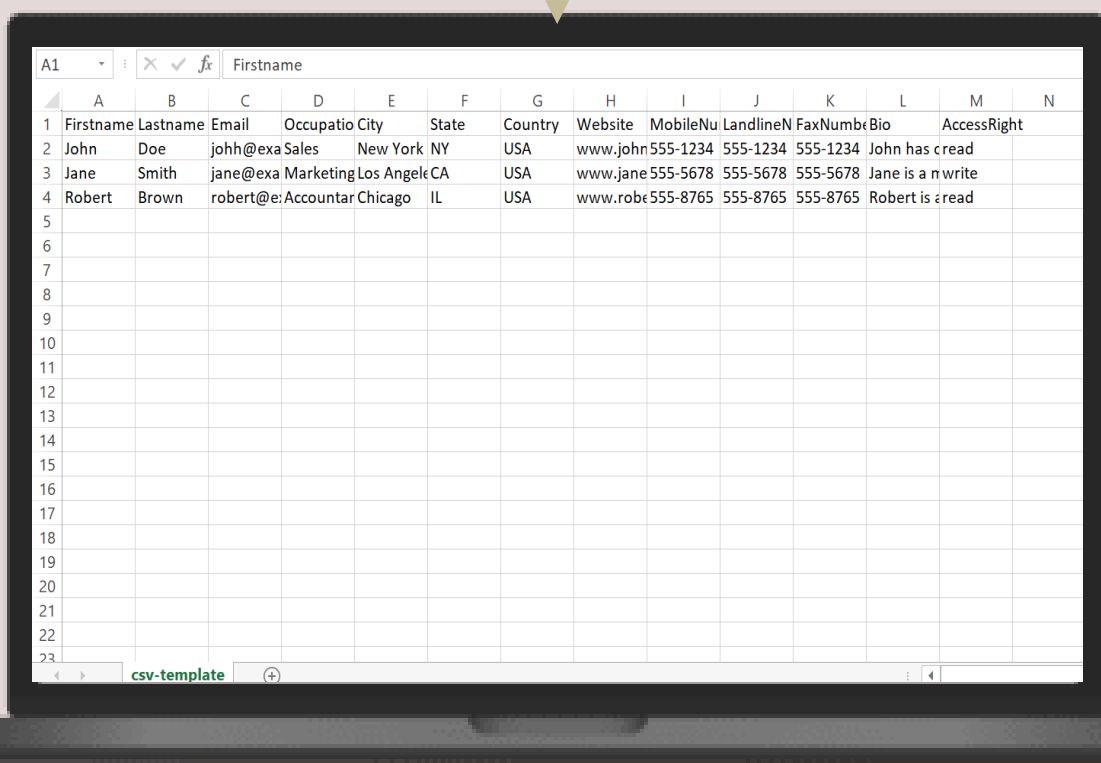
5



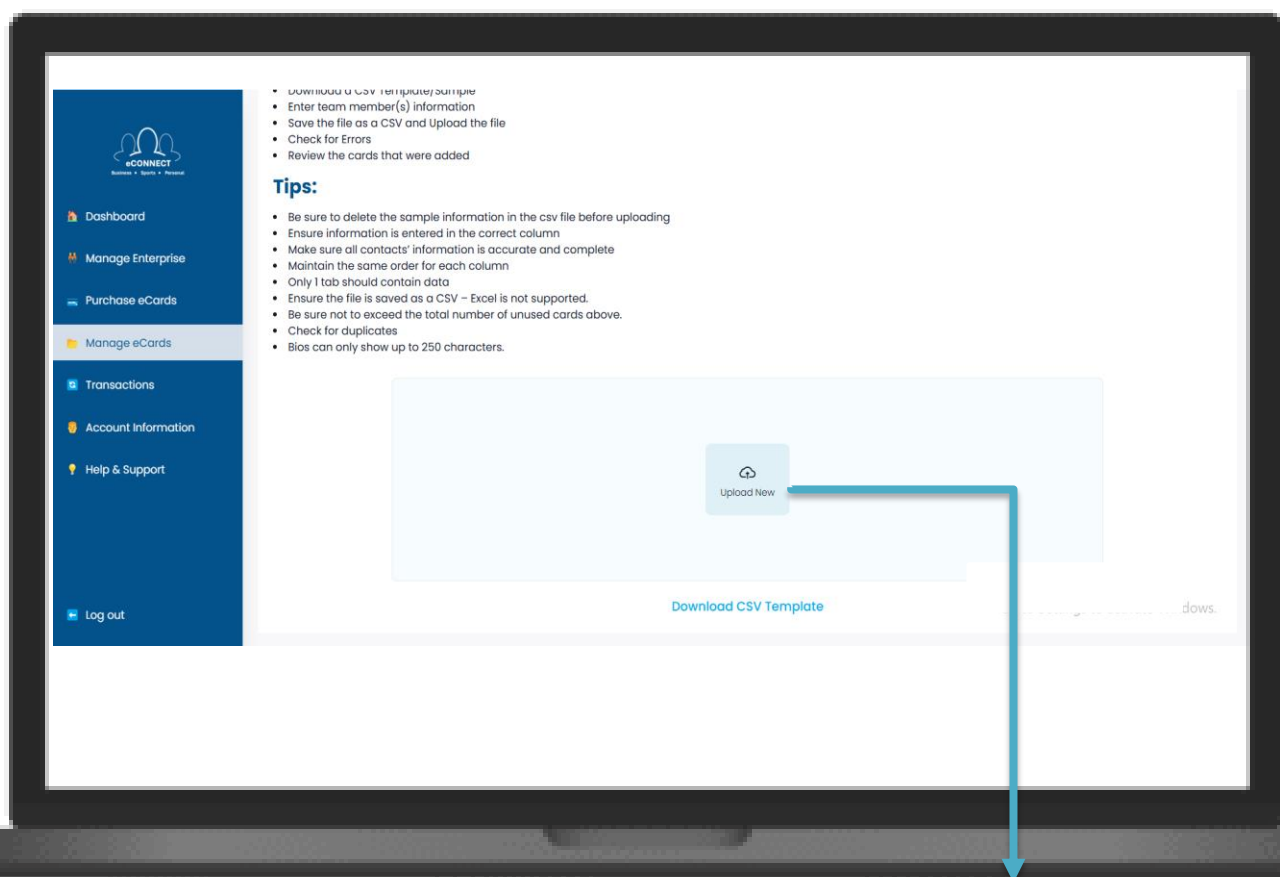
Click “**Download CSV Template**” to view the sample format. Use the template provided as a guide to prepare your CSV file for upload. After creating and formatting your file, you can upload it.

Please ensure that you adhere to the formats provided in the template when formatting your details.

Note: The entries are case sensitive. The way you enter the information is the way it will show up in the mobile app for the cardholder.



	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	Firstname	Lastname	Email	Occupatio	City	State	Country	Website	MobileNu	LandlineN	FaxNumbe	Bio	AccessRight	
2	John	Doe	johh@exa	Sales	New York	NY	USA	www.john	555-1234	555-1234	555-1234	John has c	read	
3	Jane	Smith	jane@exa	Marketing	Los Angele	CA	USA	www.jane	555-5678	555-5678	555-5678	Jane is a n	write	
4	Robert	Brown	robert@e	Accountar	Chicago	IL	USA	www.robe	555-8765	555-8765	555-8765	Robert is a	read	
5														
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Click on '**Upload New**' icon and select your prepared **csv** you want to upload. Be sure you have enough unused cards for the quantity of card holders entered on the CSV.

After selecting your file, a preview will be displayed showing the status of the uploaded file (e.g., **Valid** or **Invalid**).

Note:

- If the status is **Invalid**, click the '**Tips: How to fix invalid entries**' link to resolve the issues. Then reattempt your CSV upload and validate your entries before finalizing your import
- If the status is **Valid**, click the '**Import**' button to upload your entries.

CSV Upload Preview

This page displays a preview of the CSV upload and validates the information. If any invalid entries exist, correct them in the CSV file and re-upload the CSV file. Use the tips to ensure all guidelines are followed.

If the information is validated and looks accurate, please proceed with the import by clicking the blue 'Import' button at the bottom. Only 'Valid' rows will be imported.

[Tips - How to fix invalid entries?](#)

SNO	STATUS	FIRST NAME	LAST NAME	OCCUPATION	EMAIL	BIO
1	Valid	John	Doe	Sales	john@l23.com	John has over 10 years of experience in sales and has consistently exceeded
2	Valid	Huna	Smith	Marketing	jane@l23.com	Jane is a marketing expert with a passion for digital campaigns and brand
3	Valid	Kelvin	Brown	Accountant	robert@l23.com	Robert is a certified accountant with a keen eye for detail and a strong bac

Cancel

Import

Upon successfully importing the valid card holders details, an email will automatically be sent with instructions on how to access their card.

Manage eCards

Here is where you can manage all of your eCards. To use your unused eCards, you can manually enter the card details or use the "Bulk Upload" feature.

Bulk Upload

All Cards
4

Active
3

Inactive
1

Unused
22

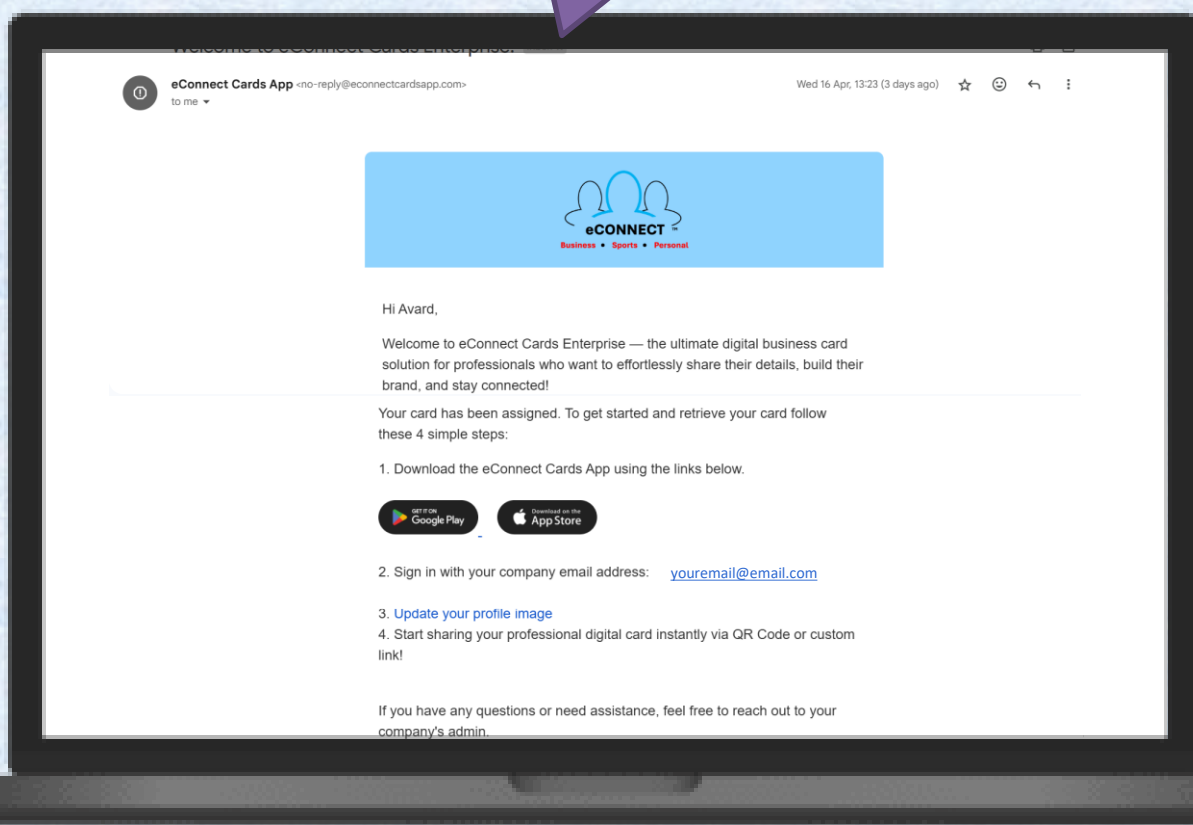


Search...

SNO	First Name	Last Name	Email	Access Rights	Expiration Date	Status
	Contains	Contains	Contains			All
	First Name	Last Name	Email			
1	John	Doe	john@123.com	READ	Expires in Apr 10, 2026 03:24 PM	Active
2	Huna	Smith	jane@123.com	WRITE	Expires in Apr 08, 2026 03:40 PM	Active
3	Kelvin	Brown	robert@123.com	READ	Expires in Apr 08, 2026 03:40 PM	Active
4	Jessica	Thompson	tom123@123.com	WRITE	Expires in Apr 08, 2026 03:40 PM	Inactive



Sample Email
Notification sent
to each registered
Card Holders.





**NEXT: Accessing the eConnect
Enterprise Cards on the Mobile
App**

Getting Started



Download & Install the App

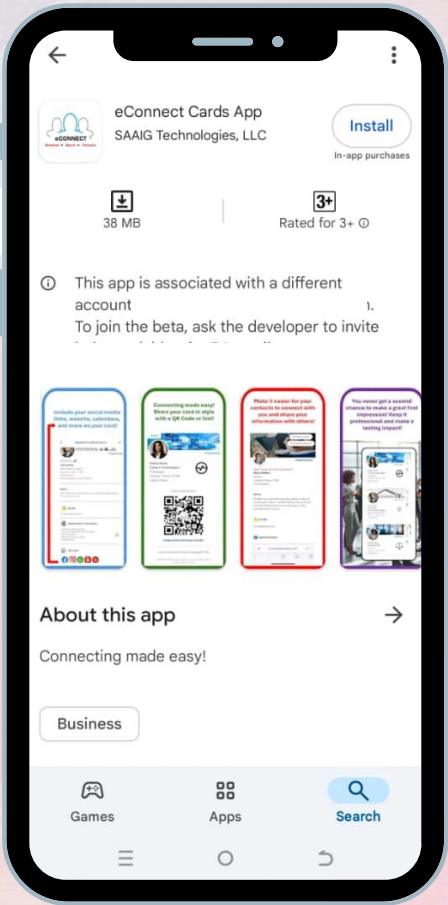
1 Open the Apple Store or Google Play Store

2 Search for "eConnect Cards App"

3 Locate the App

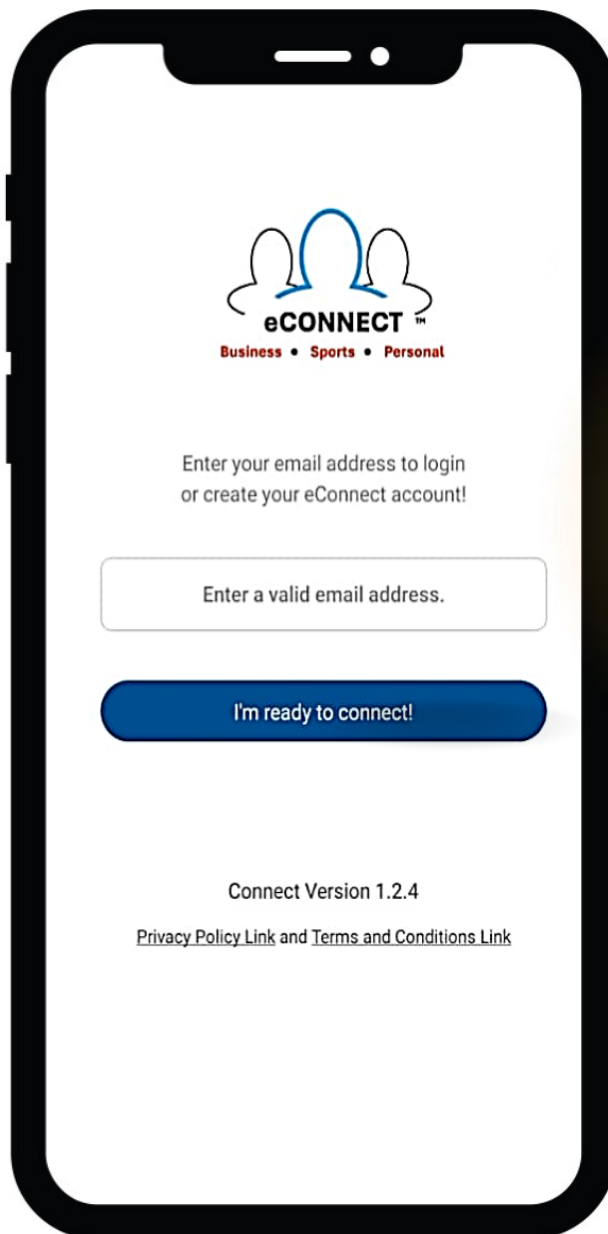
4 Tap "Install"

5 Open the App



Creating an Account

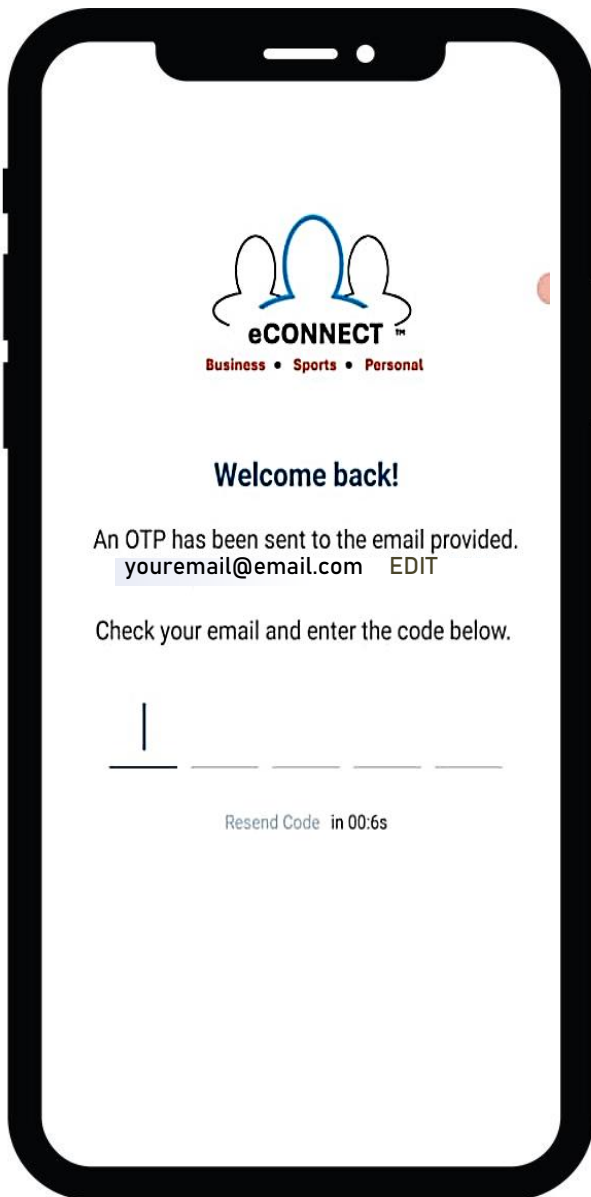
Sign up



The smartphone screen displays the eCONNECT logo at the top, followed by the text "Enter your email address to login or create your eConnect account!". Below this is a text input field with the placeholder "Enter a valid email address." and a blue button labeled "I'm ready to connect!". At the bottom, it shows "Connect Version 1.2.4" and links for "Privacy Policy Link" and "Terms and Conditions Link".

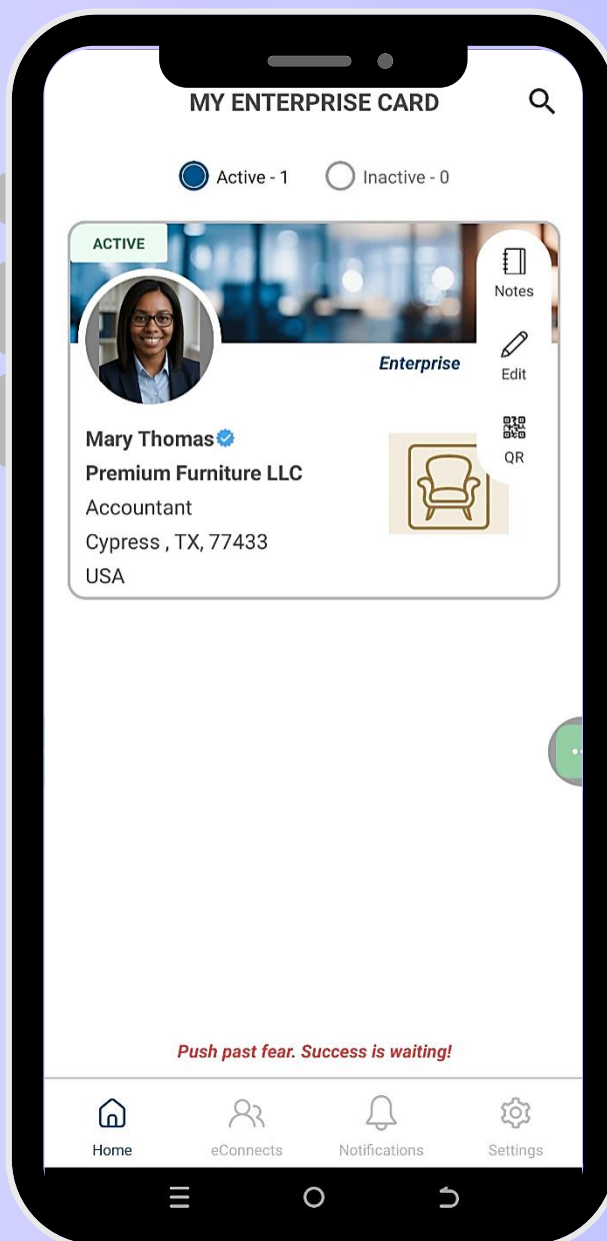
**Fill in your email address.
(Must match the one registered on the Enterprise Cards Portal as a Card Holder)**

Email confirmation

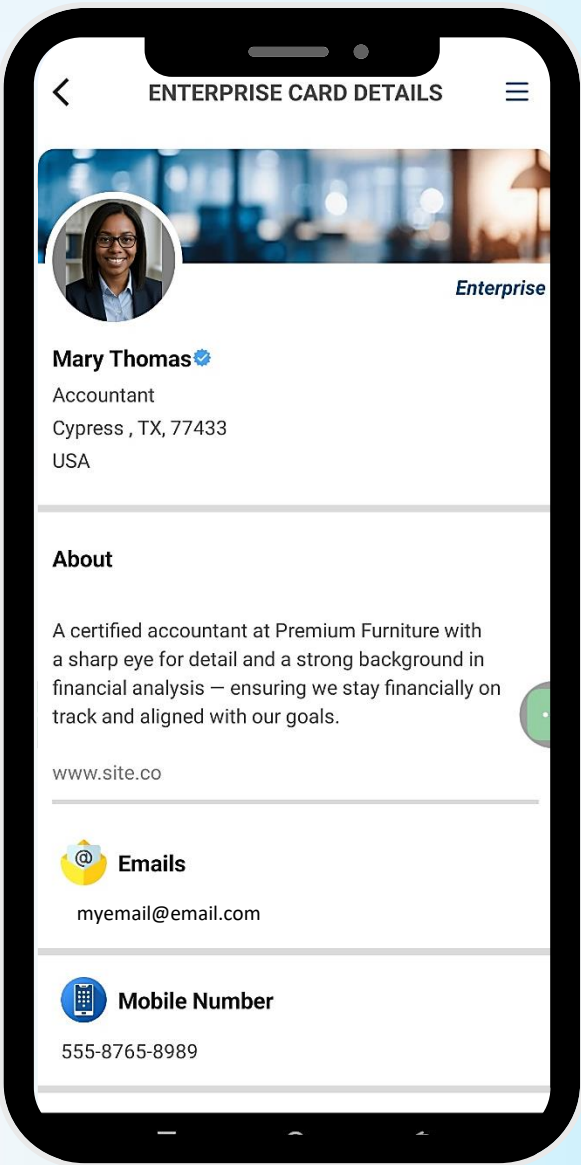
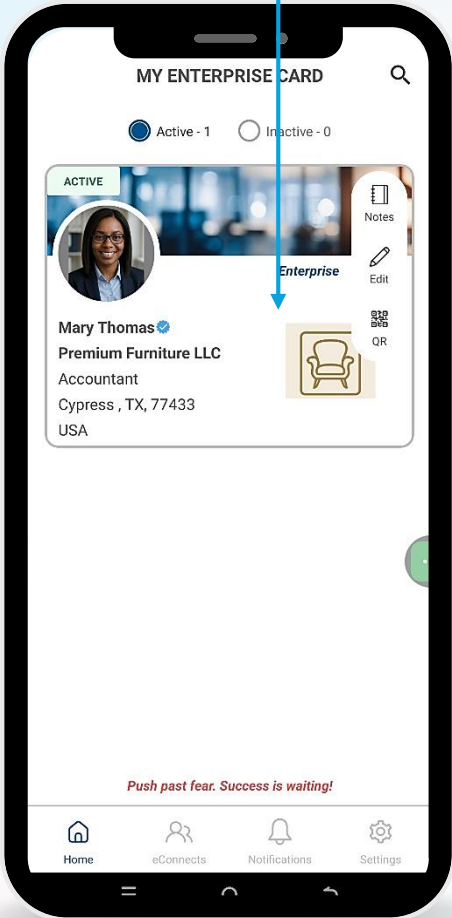


Enter the OTP to
verify your email
address.

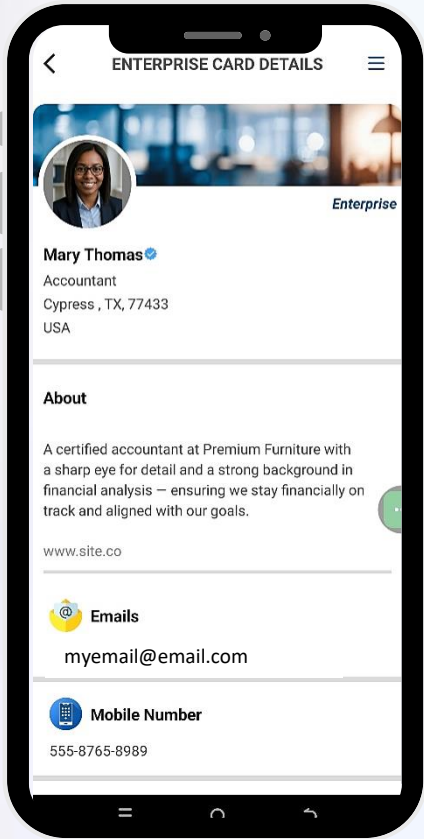
You now have access to
your Enterprise digital
card!



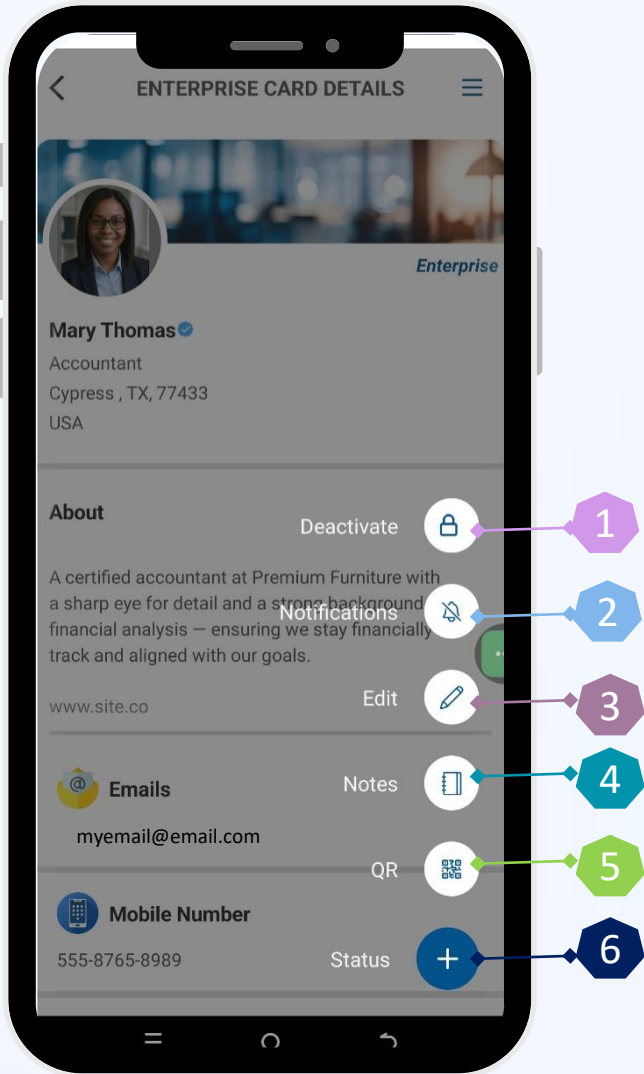
Click on the Card to view your details



Card Details Menu



Click on the **menu** icon to view the card menu.



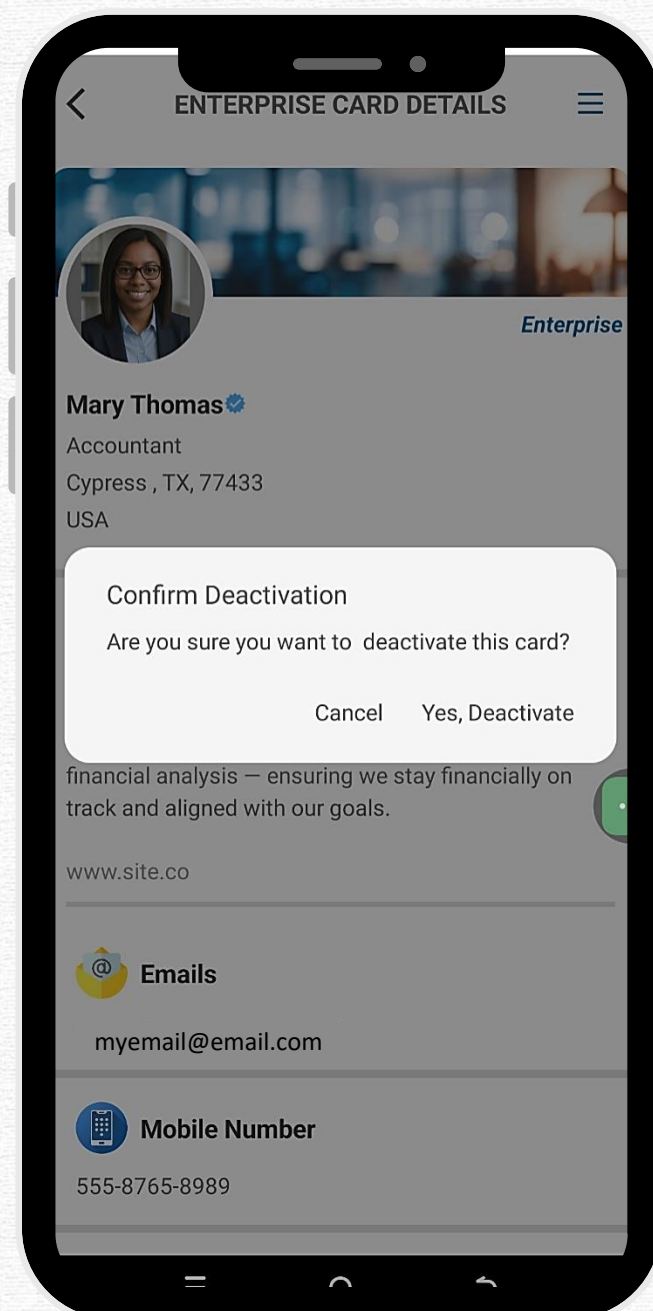
1

Card Deactivation:

To deactivate a card, follow these steps:

- Click on the **'Deactivate'** icon.
- When prompted, select **'Yes, Deactivate'** to confirm.

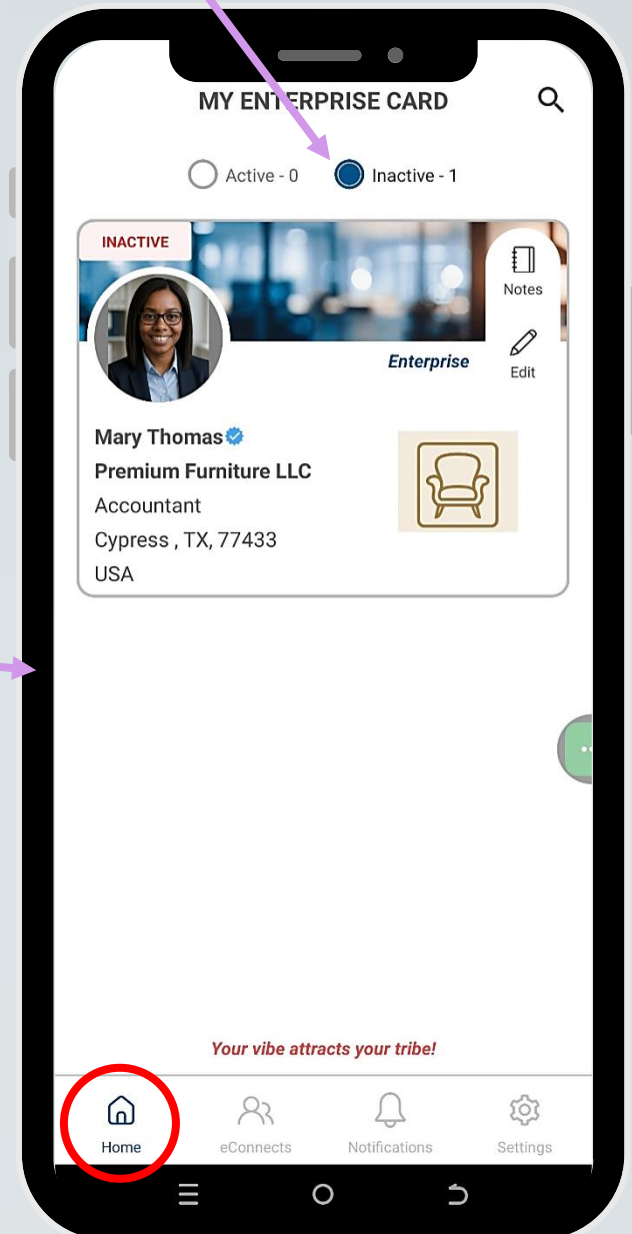
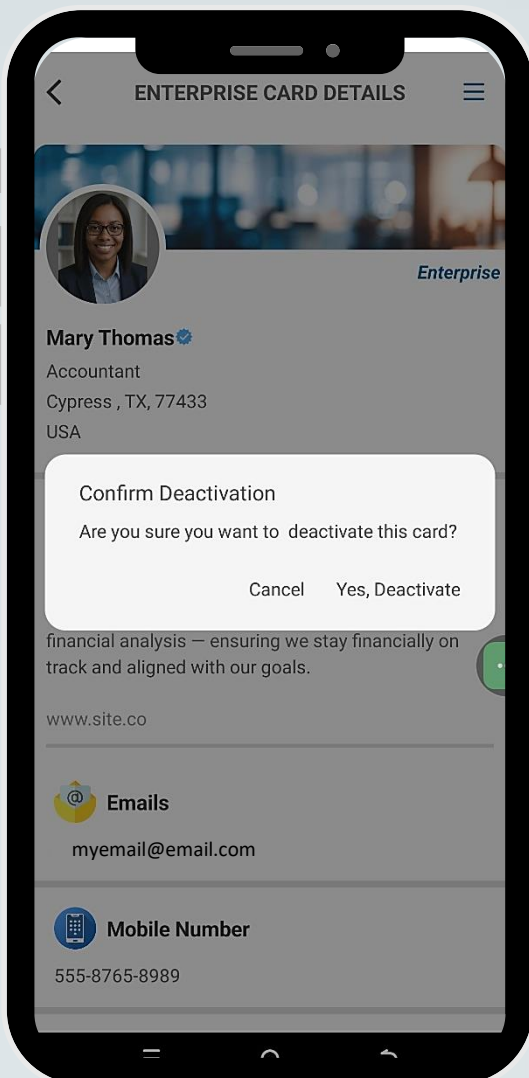
Note: All deactivated cards will be moved to the **Inactive Cards** tab until reactivated.



Inactive Cards

Inactive cards are any cards that have expired or marked deactivate by the card holder or Enterprise Manager.

To view inactive cards, click on the **Home** icon and select the **Inactive** radio button

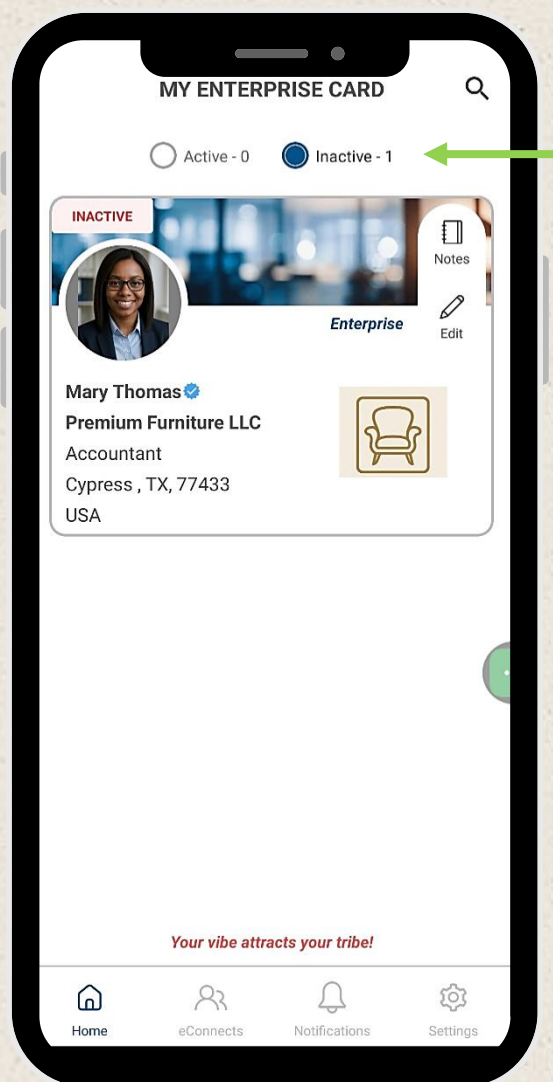


How to Reactivate a Card

If a card still has time available, it can be reactivated by following the steps below:

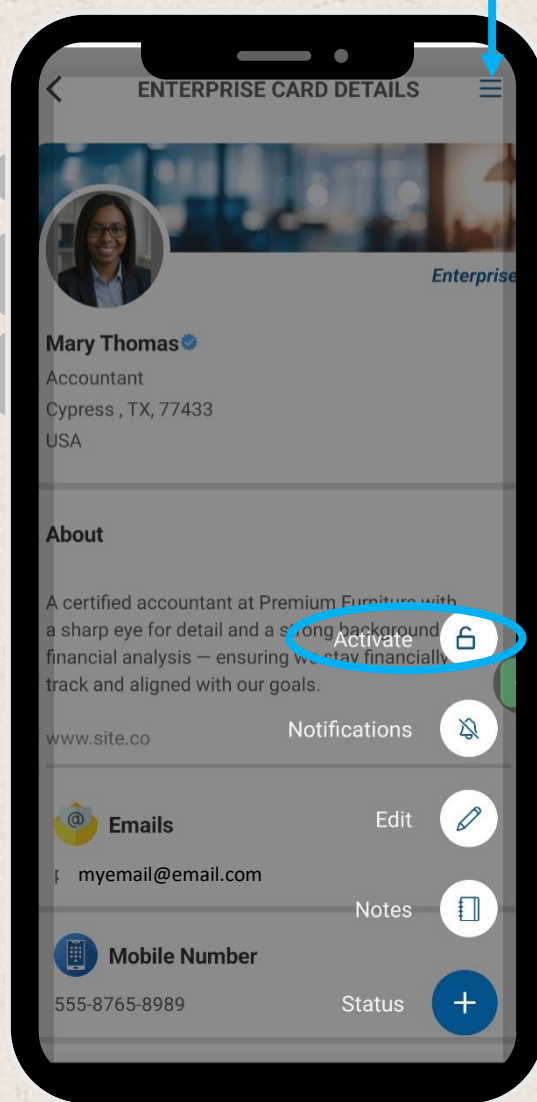
1

Navigate to the **'Inactive'** tab on the **Home** page and click on the card you wish to activate



2

Click on the **'Menu'** icon, and select the **'Activate'** option



How to Reactivate a card

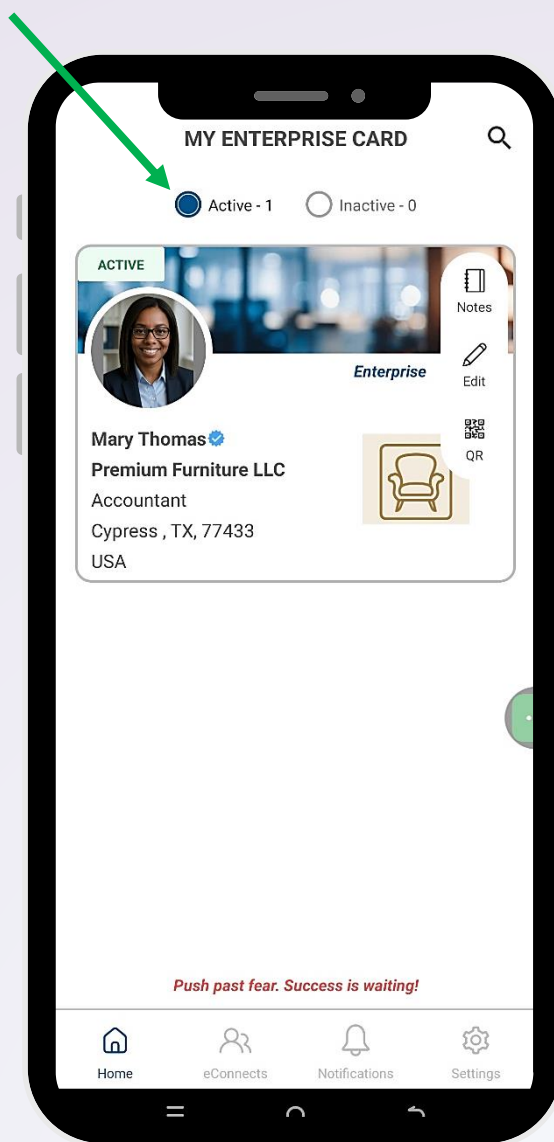
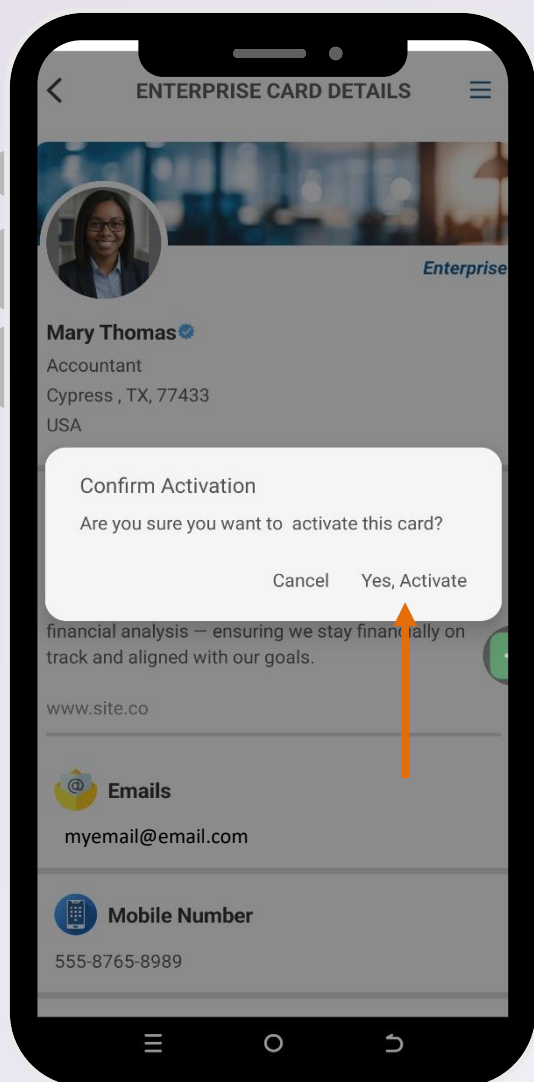
If a card still has time available, it can be reactivated by following the steps below:

3

Click the **'Yes, Activate'** option

4

Select the **'Active'** button to view the reactivated card



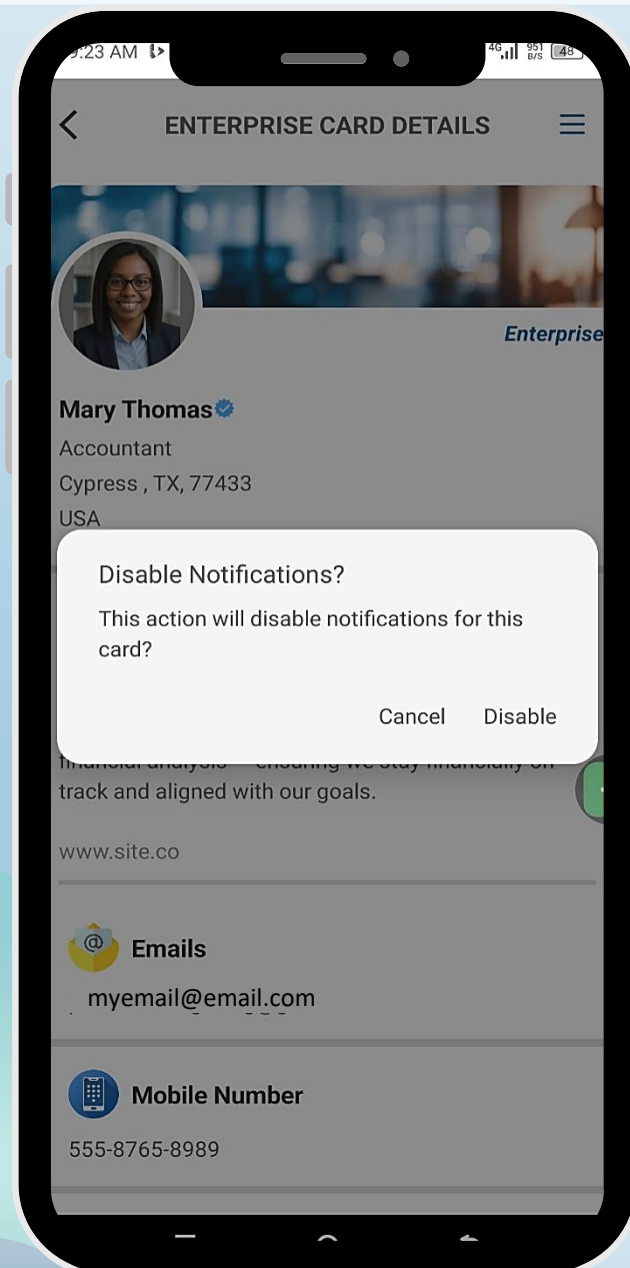
2

Updates Notification:

The notification feature allows users to enable or disable alerts when their connections make updates.

To manage notifications:

Click on the **'Notification'** icon to enable or disable update notifications for a particular eConnect.



3

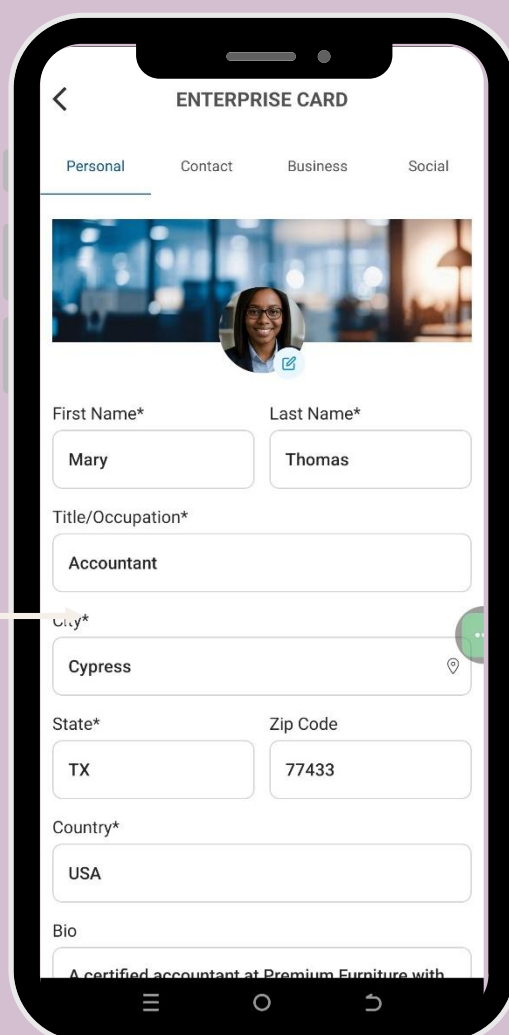
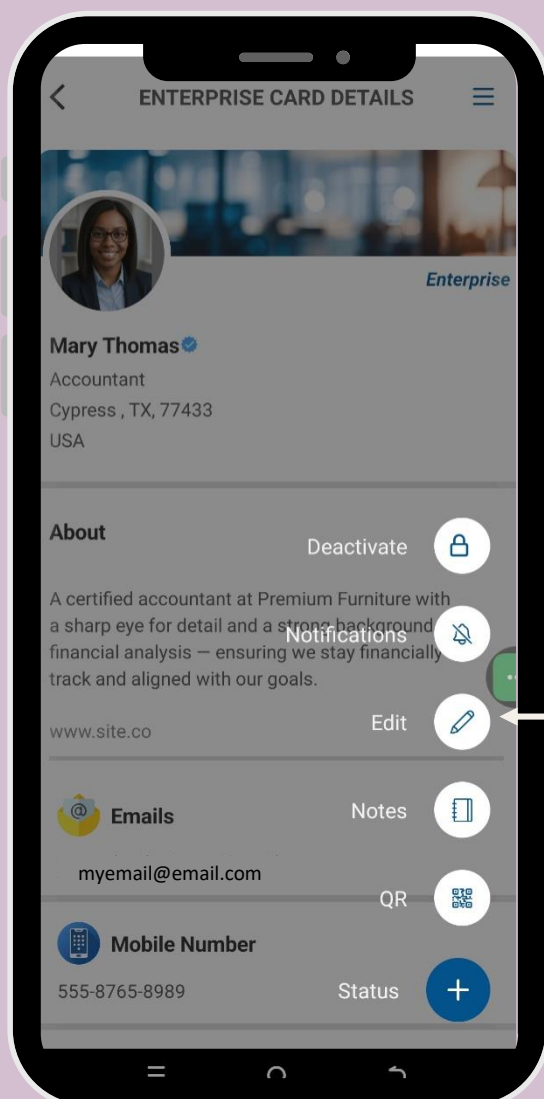
Edit:

The **Edit** function allows you to customize or update your eConnect Card, ensuring your information stays current and accurate.

To edit a card:

- Click on the **'Edit'** icon.
- Update the card details as needed.

Note: Only Card holders with 'Write' permission can edit their personal information. Others can only update the profile picture.



4

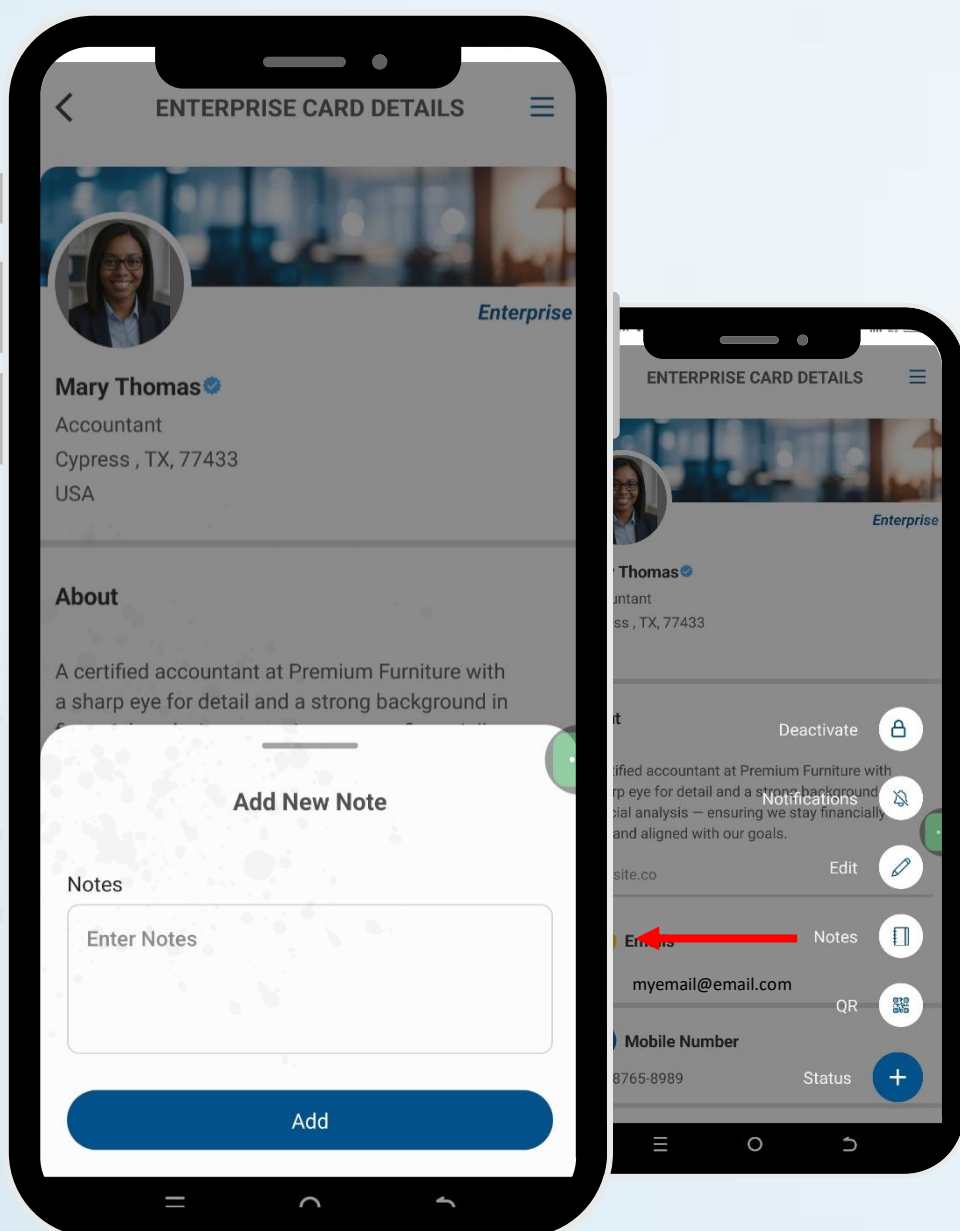
Notes:

The **Notes** feature functions as a digital notepad, allowing users to record and save meaningful events, important details, or personal reminders.

To add a new note:

- ☐ Click on the **'Notes'** icon.
- ☐ Enter your text.
- ☐ Click the **'Add'** button to save the note.

The date and time is automatically captured when a note is saved.



5

QR Code Sharing:

The **QR Code** feature allows you to connect and share your contact details effortlessly.

You can share your QR Code using one of the following methods:

Share QR code by scanning

This method allows others to instantly access your contact details by scanning your QR code

1

Share QR code as a link

You can share your QR code as a clickable link, allowing others to access your contact details easily.

2

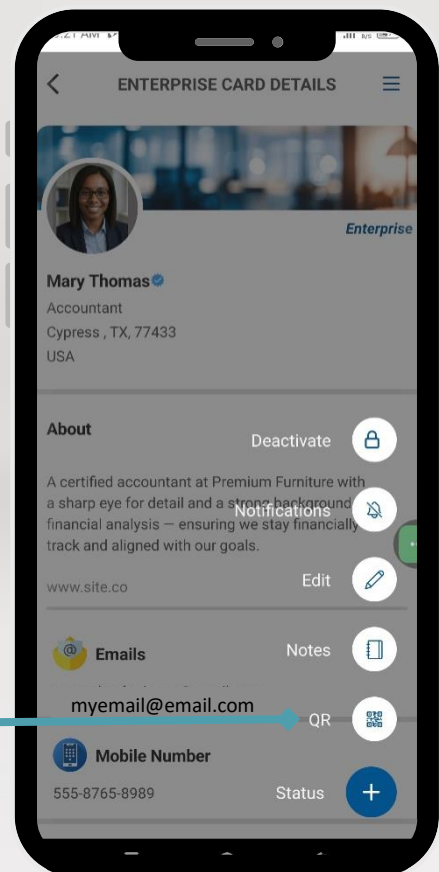
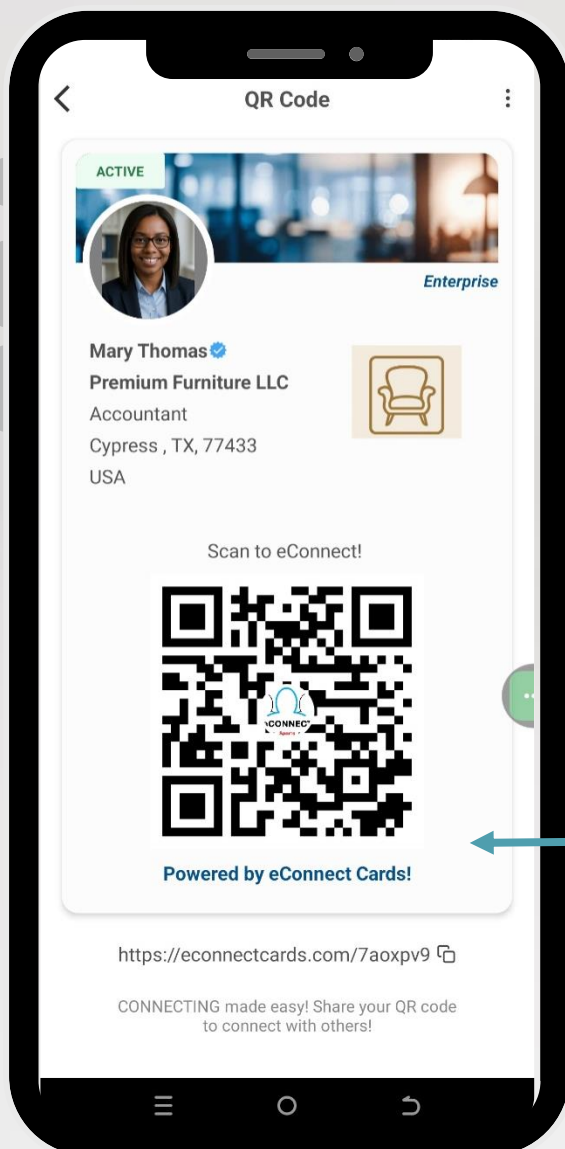
Share QR Code online

You can share your QR Code by putting it on social sites, websites, emails, etc.

3

5.1. Share QR Code by Scanning

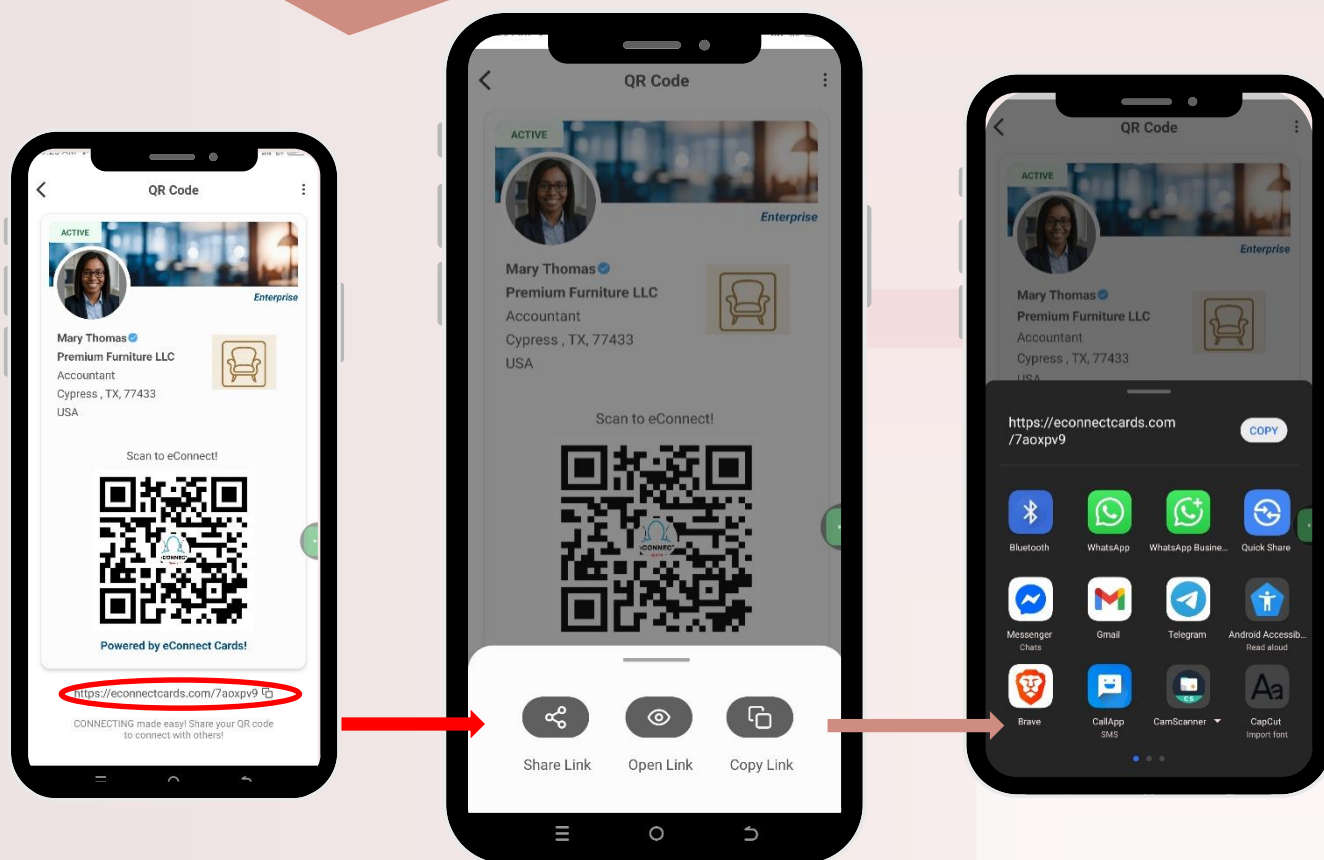
1. Open your QR Code from the app.
2. Ask the recipient to scan the QR code using their smartphone camera or a QR code scanner.
3. Once scanned, your contact details will be displayed and can be saved immediately.



5.2. Sharing your QR link

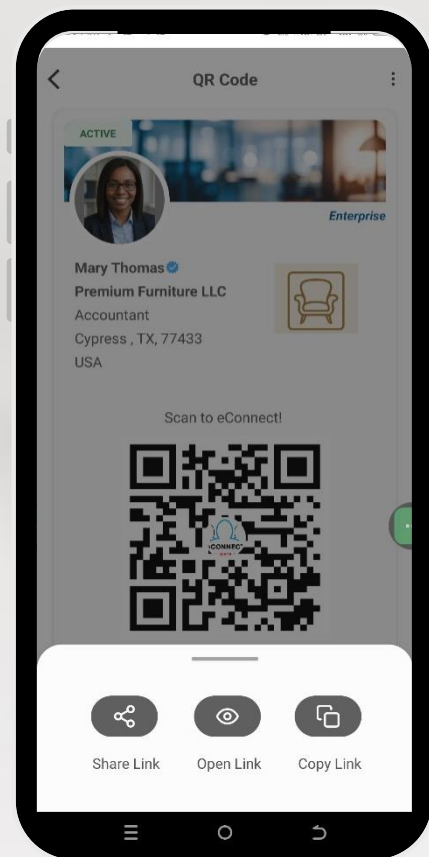
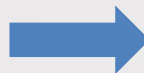
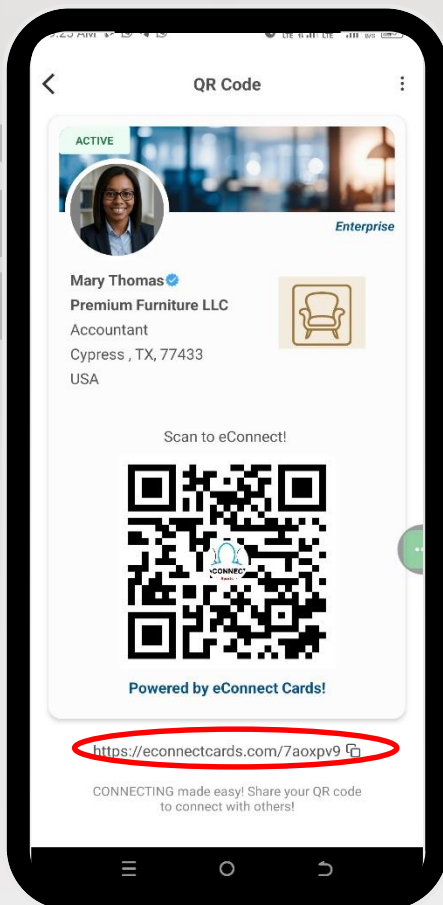
1. Open your QR Code in the app.
2. Click the QR link below the QR Code image
3. Select the 'Share as Link' option.
4. Copy the generated link and share it via email, messaging apps, or social media.

When recipients click the link, they will be directed to your digital contact card.



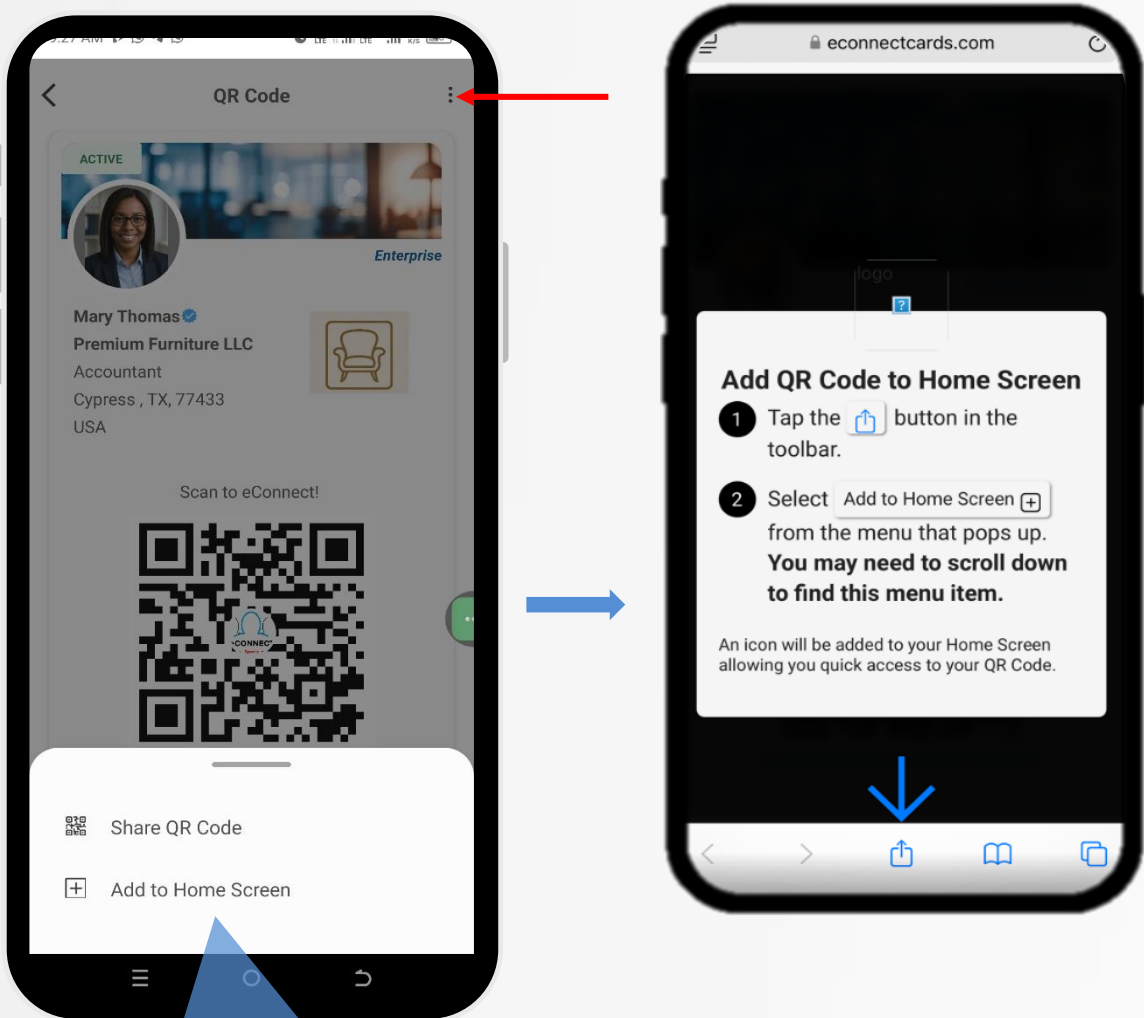
5.3. Share QR Code online

1. Open your QR Code from the app.
2. Copy your QR Code Link.
3. Paste the link on any of your online platforms



Adding QR to Home Screen

You can quickly access and share your QR code by adding it to your device's home screen.

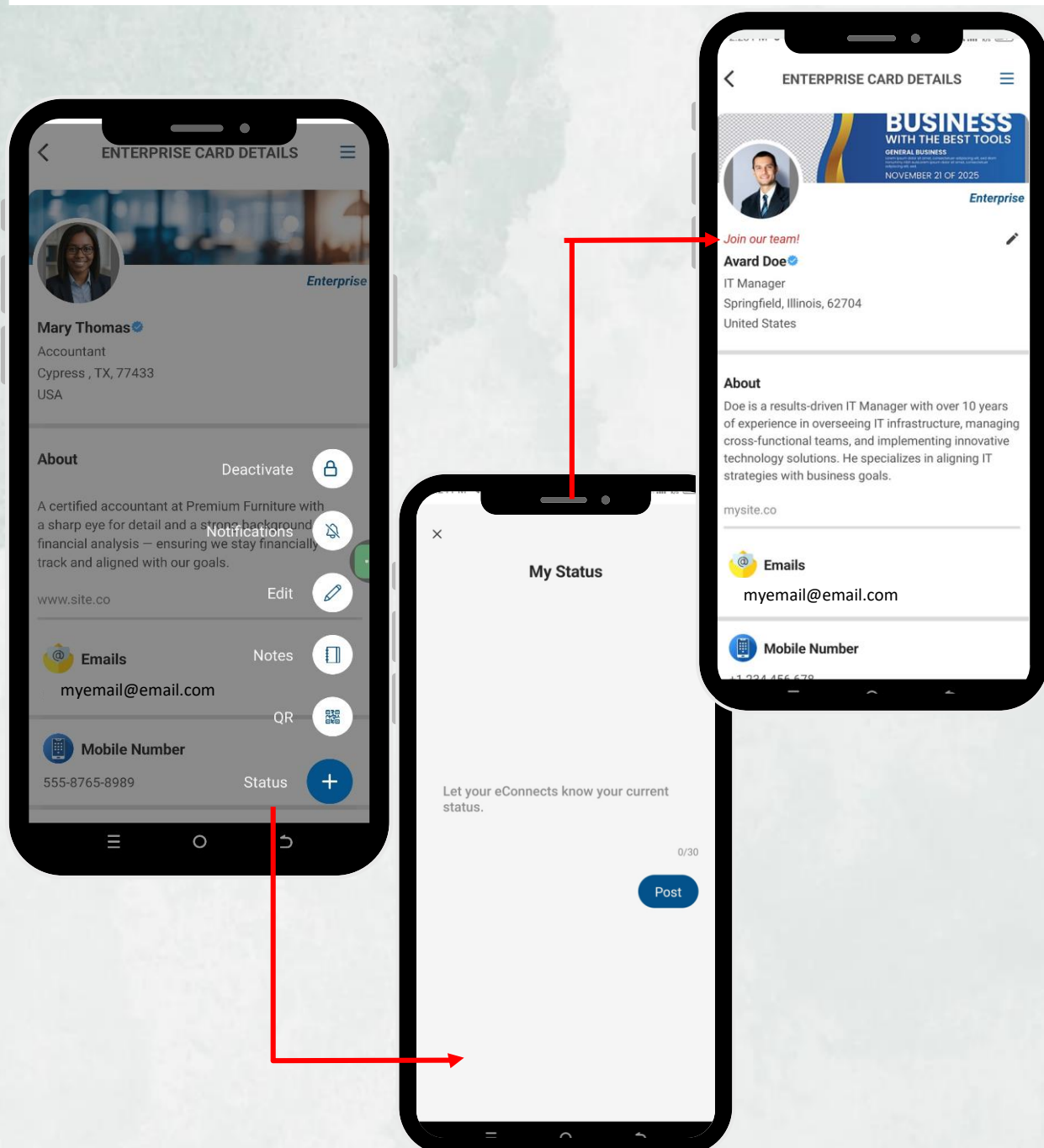


1. Open your **QR Code** in the app
2. Tap the menu icon, shown as three dots.
3. Select the **'Add to Home Screen'** option.
4. Follow the on-screen instructions to complete the setup.

Status:

This feature allows you to share real-time updates with your eConnects about anything you wish to share with your network. If the notifications are enabled, your eConnects will receive real-time notifications of your new status.

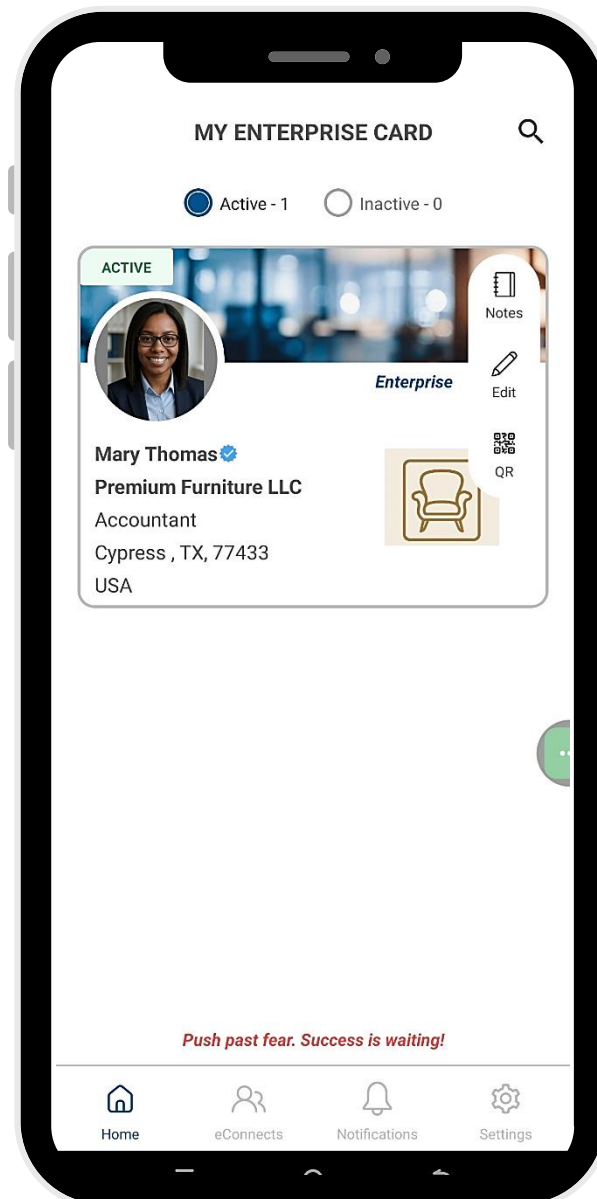
To update your status, click on the **'Status'** icon, update your status and press the **'Post'** Button to submit. After updating your status for the first time, an 'Edit' pencil will be located next to the status message to make quick status updates.



The "**Home**" button returns you to the landing page of the eConnect Cards App, giving you quick access to key features and functionalities.

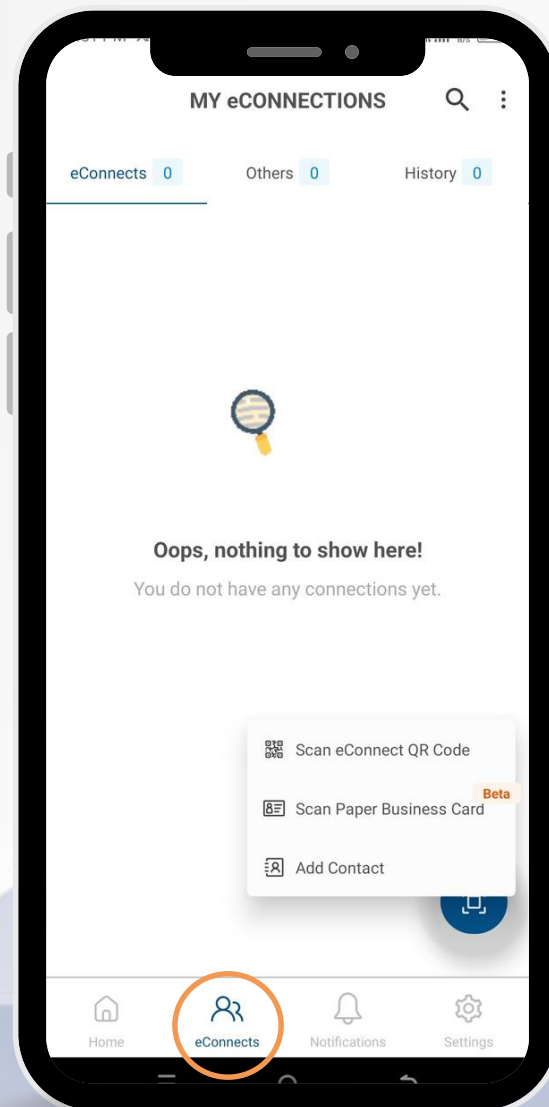
Other Menu Options:

- ❑ **Notes:** The **Notes** feature functions as a digital notepad, allowing users to record and save meaningful events, important details, or personal reminders.
- ❑ **Edit:** This allows you to customize or update your eConnect Card, ensuring your information stays current and accurate.
- ❑ **QR:** The **QR Code** feature allows you to connect and share your contact details effortlessly.



The eConnects tab is a directory of all of your contacts saved on the app. This makes it easy to access and manage your contacts all-in-one place. This directory includes:

- ✓ Contacts who have eConnected with you on the eConnect App
- ✓ Contacts that have exchanged their information with the card holder
- ✓ Contacts whose business cards have been scanned in by the card holder.
- ✓ Contacts that have been manually entered.



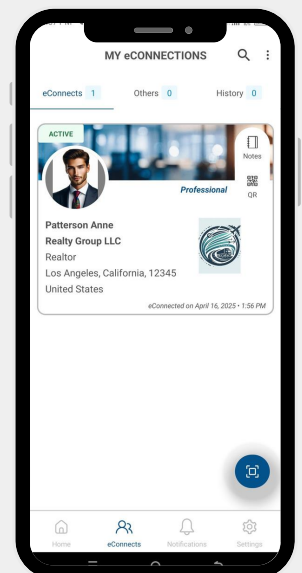
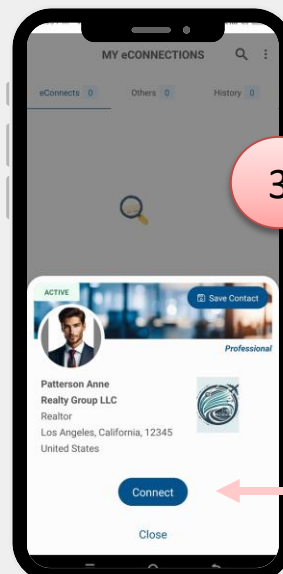
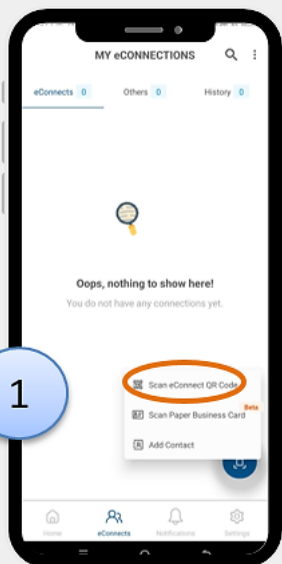
Managing Your eConnections

There are 4 ways to connect with others to expand your network. Let's walk through eConnecting with others via the eConnect App functionality.

eConnecting with Contacts:

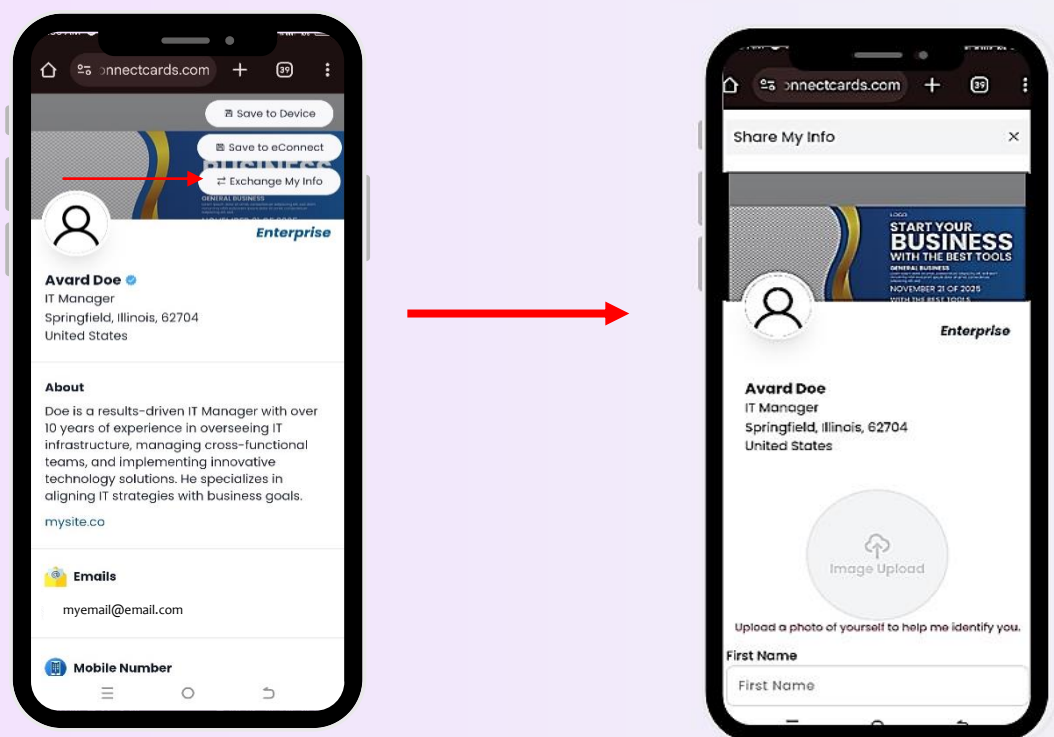
To connect with other eConnect Cards App users, follow these steps:

- ❖ Tap the **"Scan eConnect QR Code"** option.
- ❖ Scan the QR code of the person you want to connect with.
- ❖ Click the **"Connect"** button to complete the connection.



Successful
Connection!

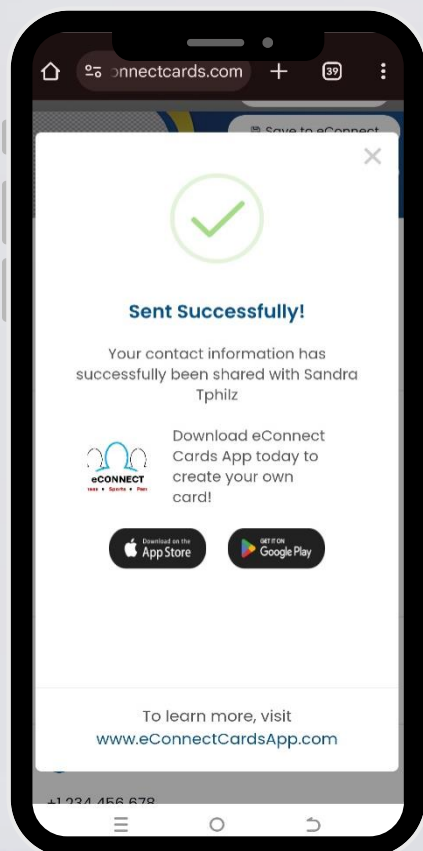
Use the **Exchange My Info** Option: The exchange my info option on the web view of your eConnect Card allows other people to share their contact information directly with you which is stored on the eConnect Cards App.



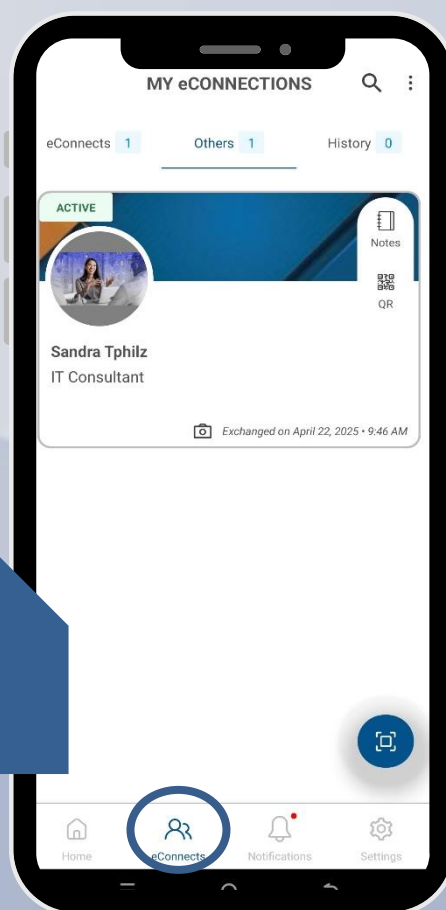
Open the QR link
on the web
browser and tap
the **'Share my Info'**
button

Fill the details
and click the
'Submit' button
to save
information

You have
successfully
shared your
information!



Your new connections
would be saved in the
eConnect section of the
eConnect Cards App



Scan Paper Business Card

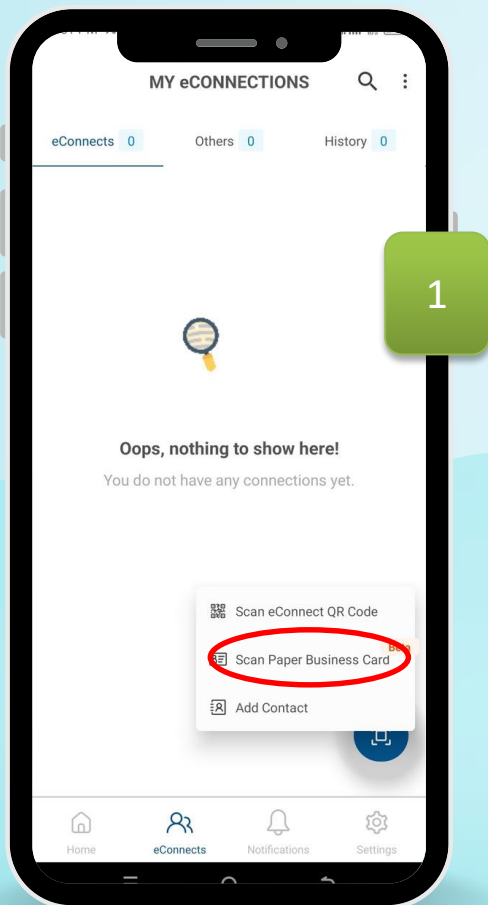
Scanning Paper Business Card:

This feature enables you to easily scan a paper business card and extract its details for seamless connection..

To scan a paper business card:

- Tap the **"Scan Paper Card"** icon.
- Align the card within the scanner frame and capture the image.
- The app will extract the details automatically for you to save or connect.

Note: Contacts added using the paper scan method will be listed under the **"Others"** tab.



Manually Add Contacts

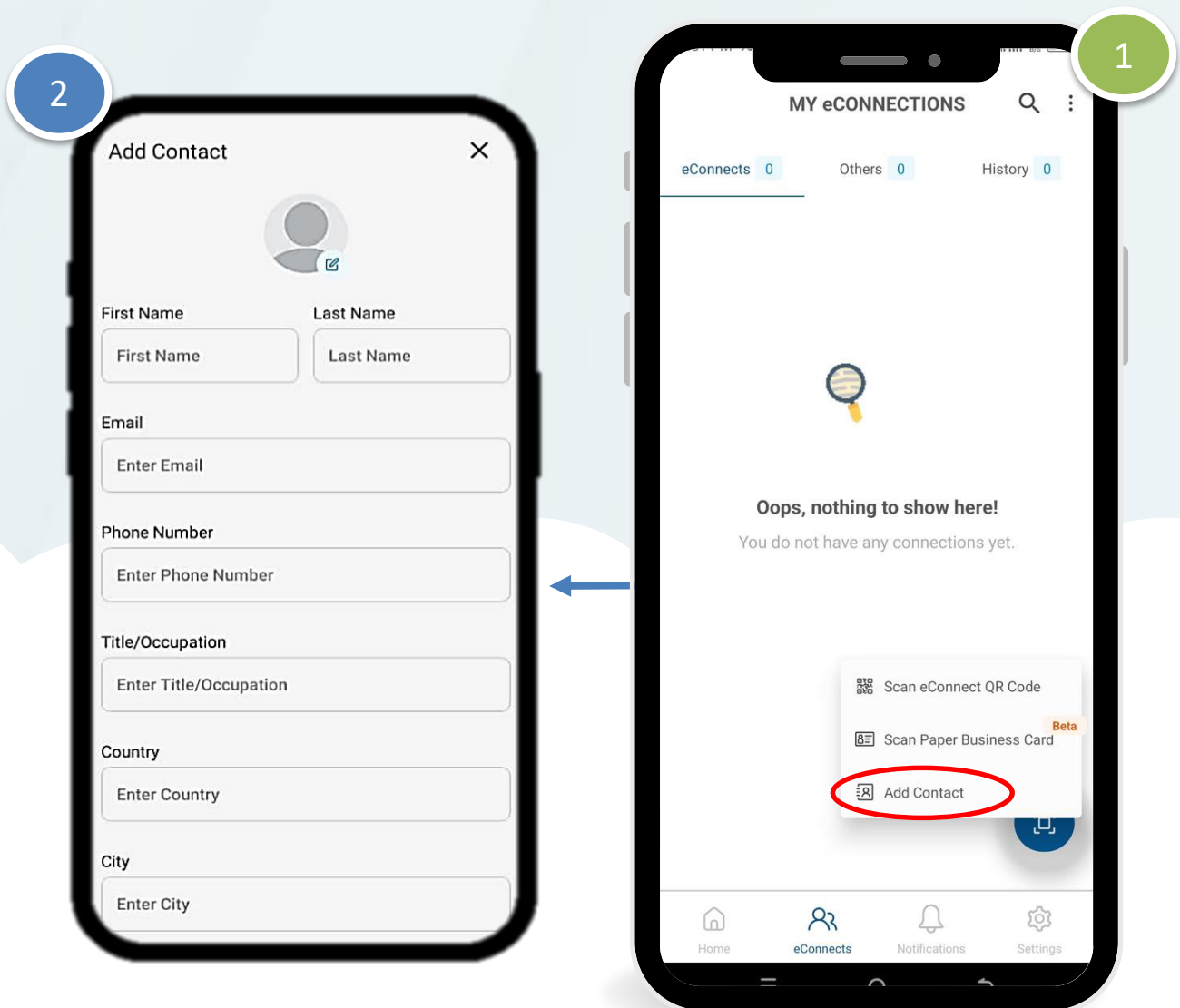
To manually add a new contact:

This feature enables you to manually add contact details.

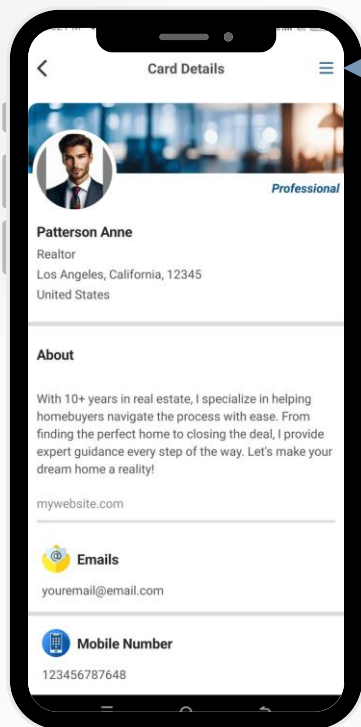
To scan a paper business card:

- Click the **"Add Contact"** button.
- Fill out the contact form with the required details.
- Click **"Save"** to store the contact in your list.

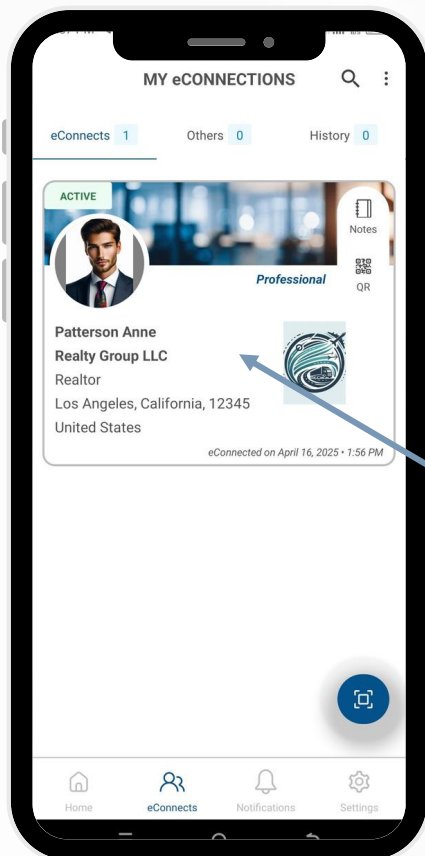
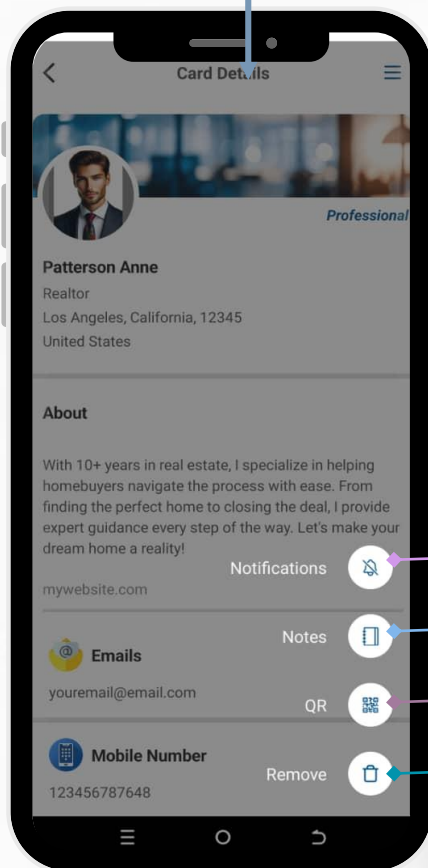
Note: *Contacts added using the paper scan method will be listed under the "Others" tab.*



My eConnections Menu



b. Click on the **menu icon on the card details to view menu**



a. Click to view connection details



Notifications

The **Notifications** button allows you to enable or disable notifications for updates from your connections.



Notes

The **Notes** feature allows you to add and store important details about your connections for easy reference.



QR

The **QR Code** feature enables quick and seamless connections by scanning or sharing unique QR codes.

Remove

The **Remove** button allows you to delete a contact from your connections list.



Notifications



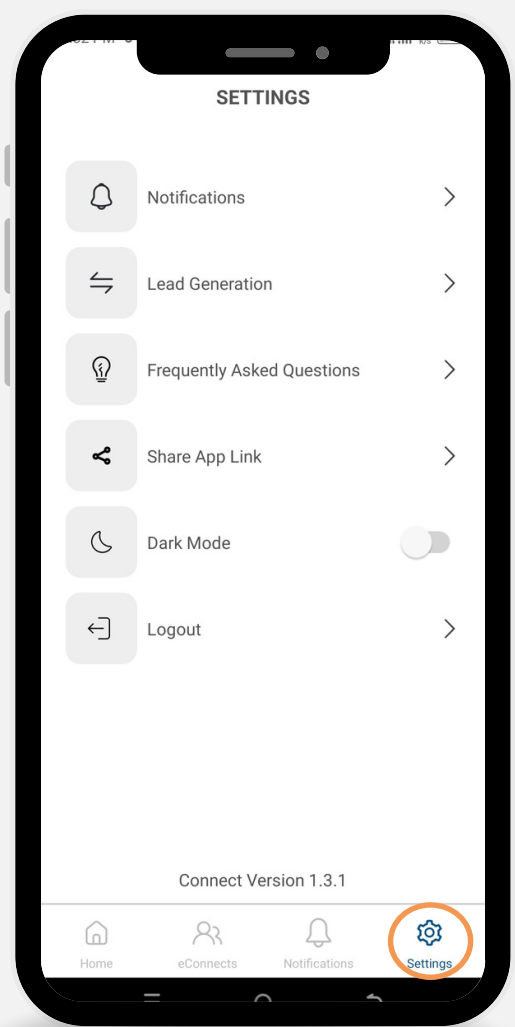
The **Notifications** feature keeps you informed whenever any of your connections update their cards, ensuring you always have the latest information. You have the ability to turn notifications on and off at the card level by clicking on the notifications from the menu to enable or disable alerts.



Settings



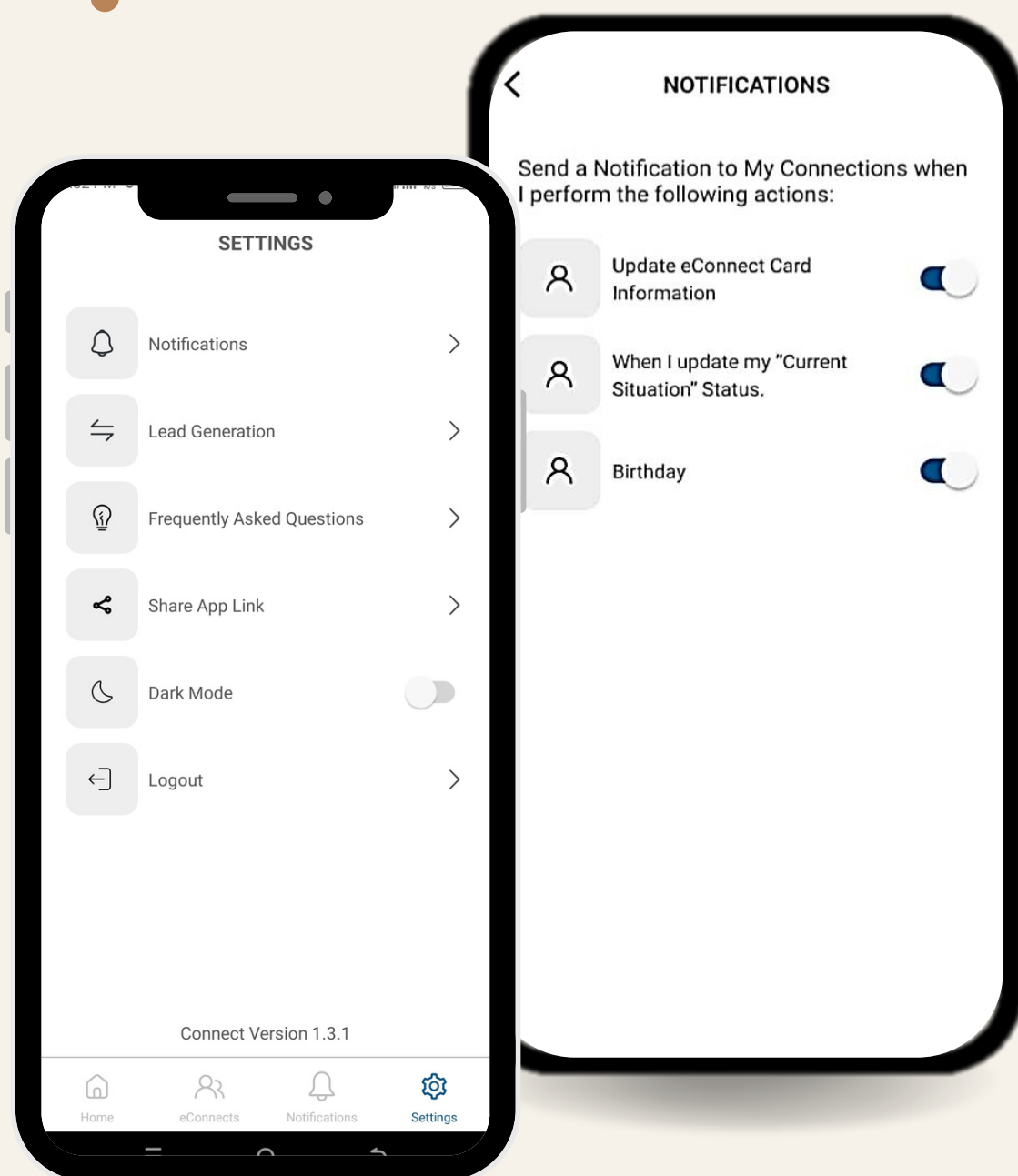
The **Settings** function for enterprise card holders allows you to personalize your experience on the eConnect Cards App based on your preferences such as when to receive notifications or to enable/disable the lead generation options.



Settings Menu

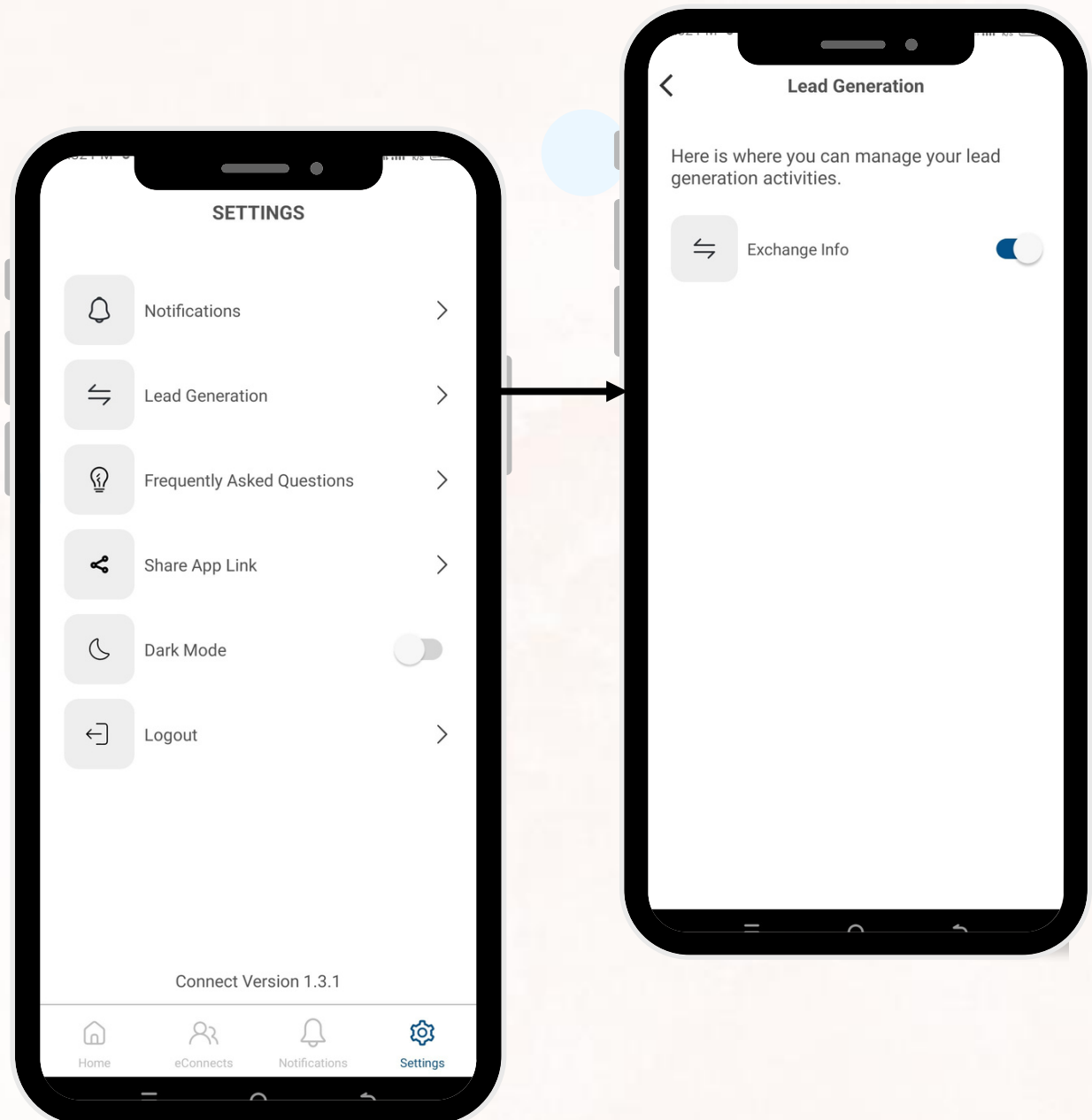
1. Notification

Select '**Notification**' to set general notification on the eConnect Cards App.



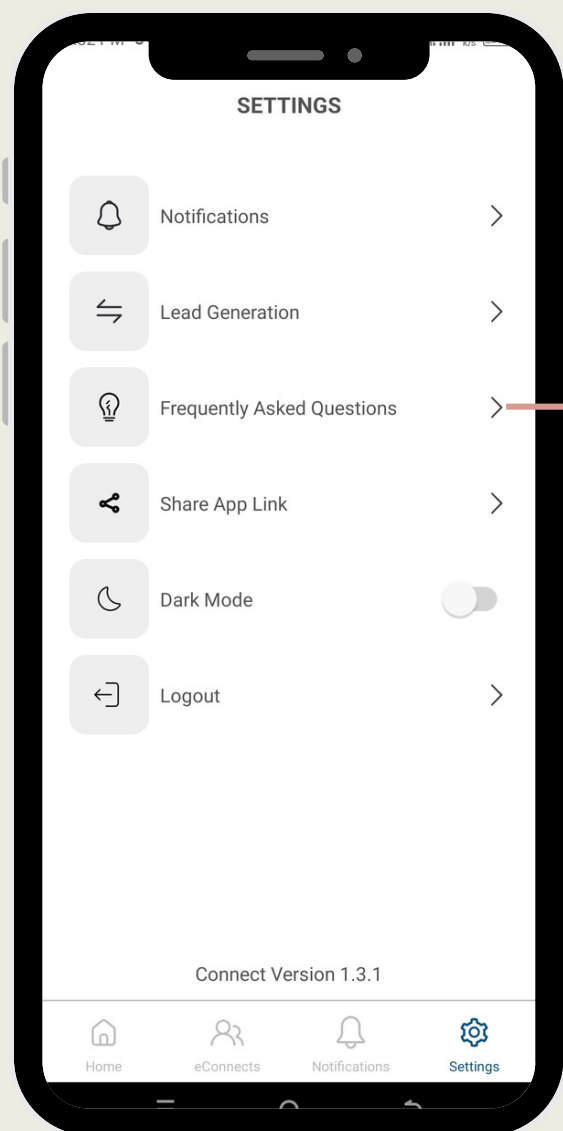
2. Lead Generation

Allows manual exchange of info



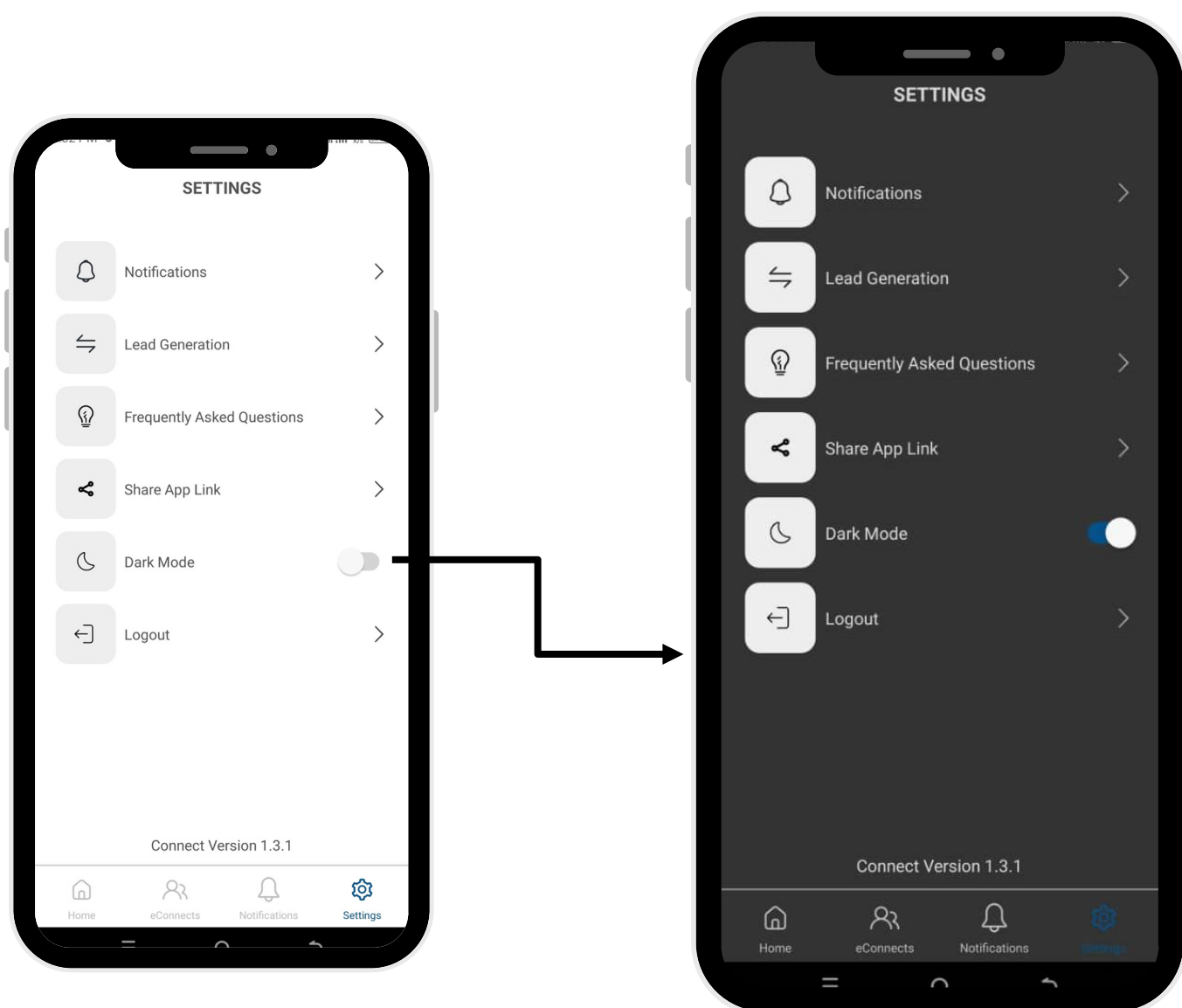
3. Frequently Asked Questions

Select "**Frequently Asked Questions**" to access support and find answers to common queries about the eConnect Cards App.



5. Change Color Mode

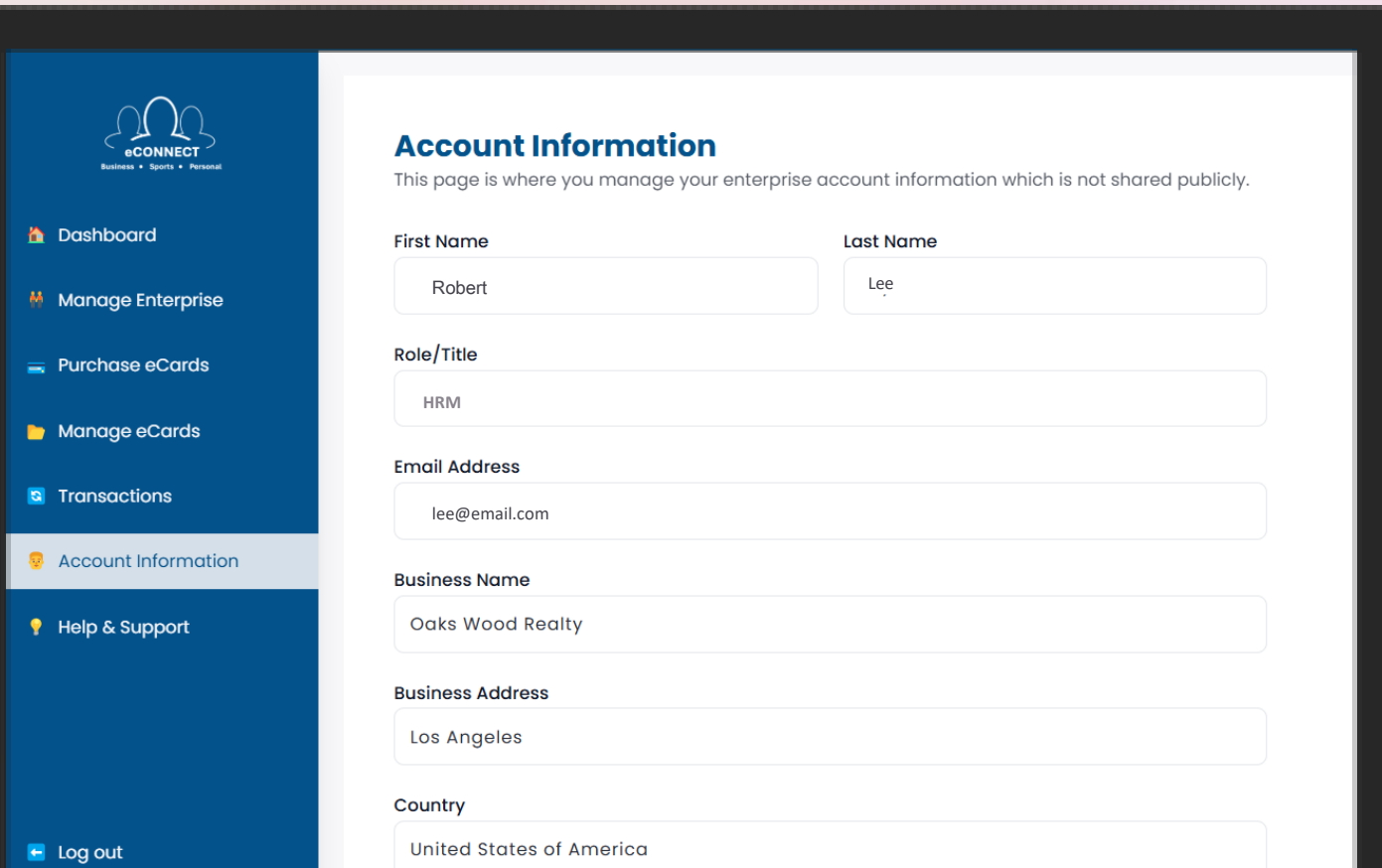
Select '**Dark Mode**' to switch the eConnect Cards App interface to a darker color scheme.




Account Information Update

The **Account Information** tab allows the Account Manager to make changes to both personal and organizational information.

After changing the information, you can click on the **'Update'** button to save changes.



The screenshot shows the eCONNECT web application interface. On the left is a dark blue sidebar with the eCONNECT logo and navigation links: Dashboard, Manage Enterprise, Purchase eCards, Manage eCards, Transactions, Account Information (highlighted), Help & Support, and Log out. The main content area is white and titled 'Account Information'. Below the title is a note: 'This page is where you manage your enterprise account information which is not shared publicly.' The form contains several input fields: First Name (Robert), Last Name (Lee), Role/Title (HRM), Email Address (lee@email.com), Business Name (Oaks Wood Realty), Business Address (Los Angeles), and Country (United States of America).



eCONNECT
Business • Sports • Personal

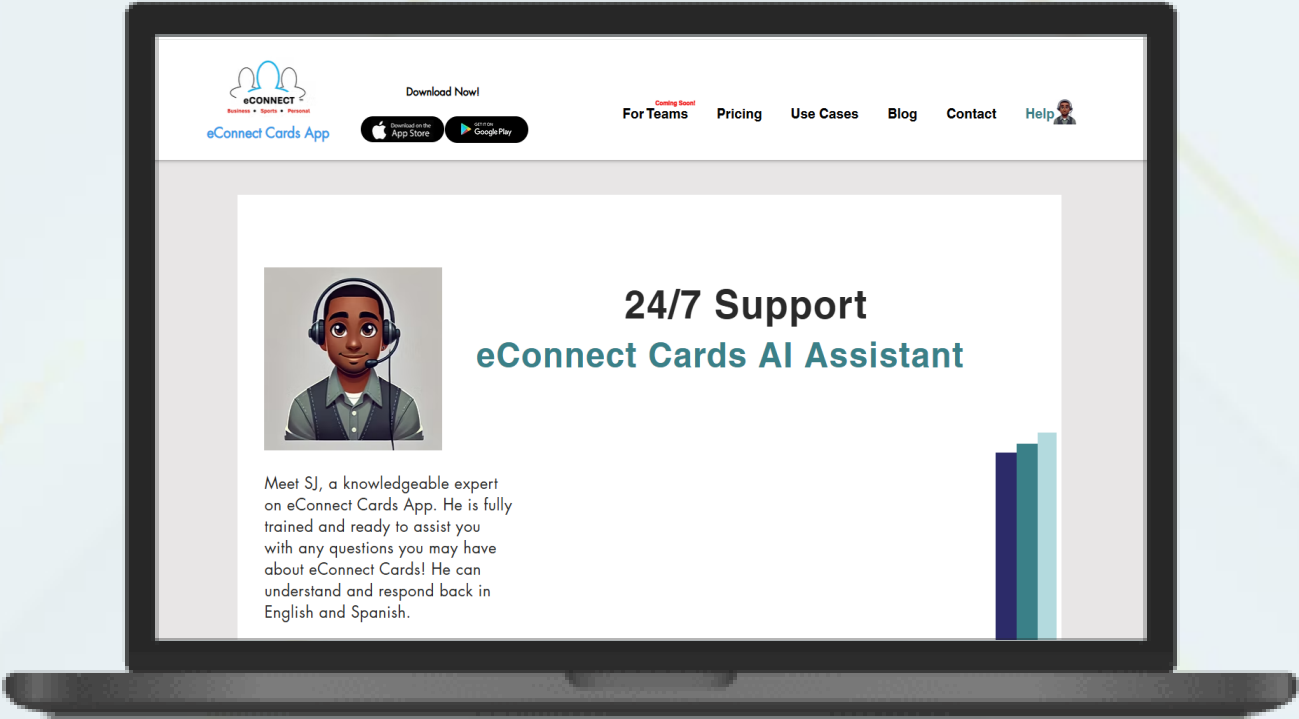
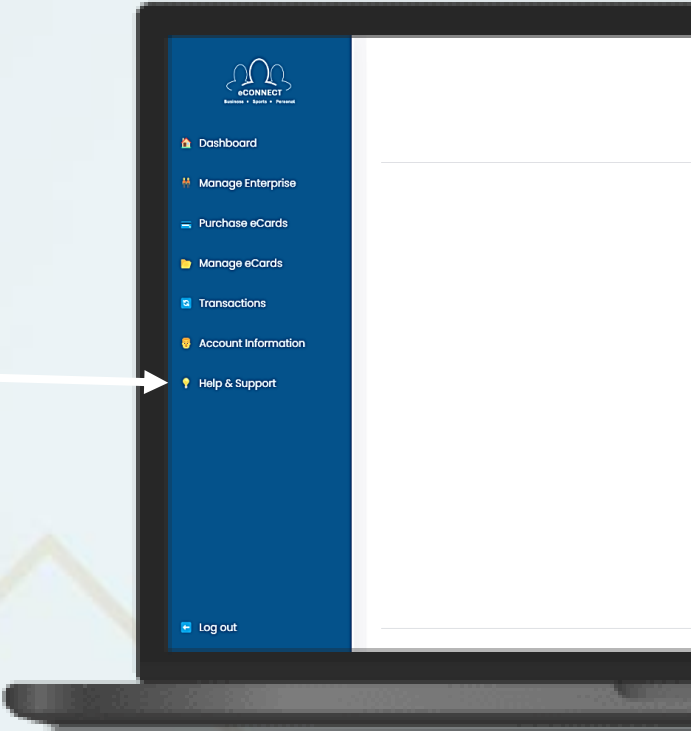
- Dashboard
- Manage Enterprise
- Purchase eCards
- Manage eCards
- Transactions
- Account Information**
- Help & Support
- Log out

Account Information

This page is where you manage your enterprise account information which is not shared publicly.

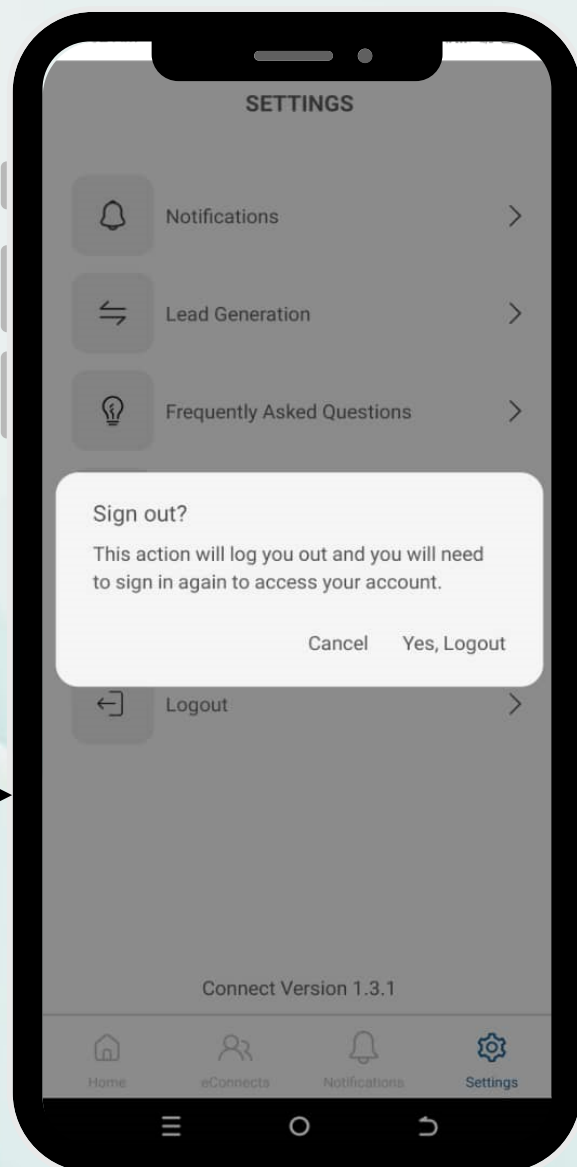
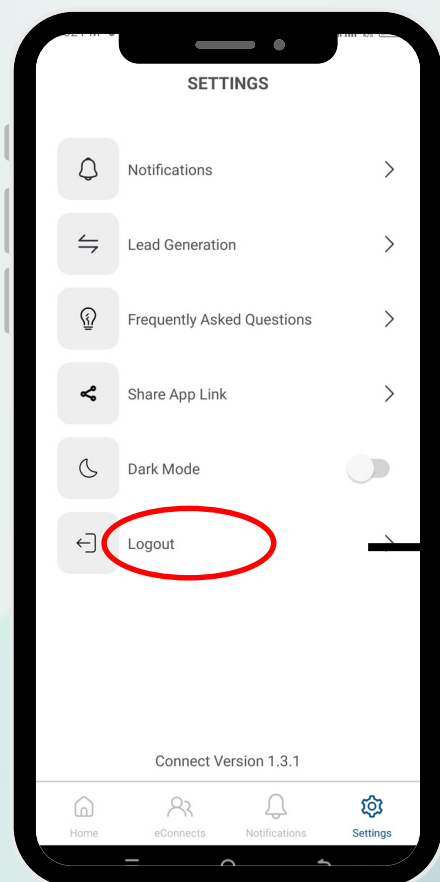
First Name	Robert	Last Name	Lee
Role/Title	HRM		
Email Address	lee@email.com		
Business Name	Oaks Wood Realty		
Business Address	Los Angeles		
Country	United States of America		

If you need assistance or have any questions, the **Help & Support** section provides a variety of resources to guide you. Here, you can find detailed step-by-step tutorials, troubleshooting tips, and more.



6. Sign Out

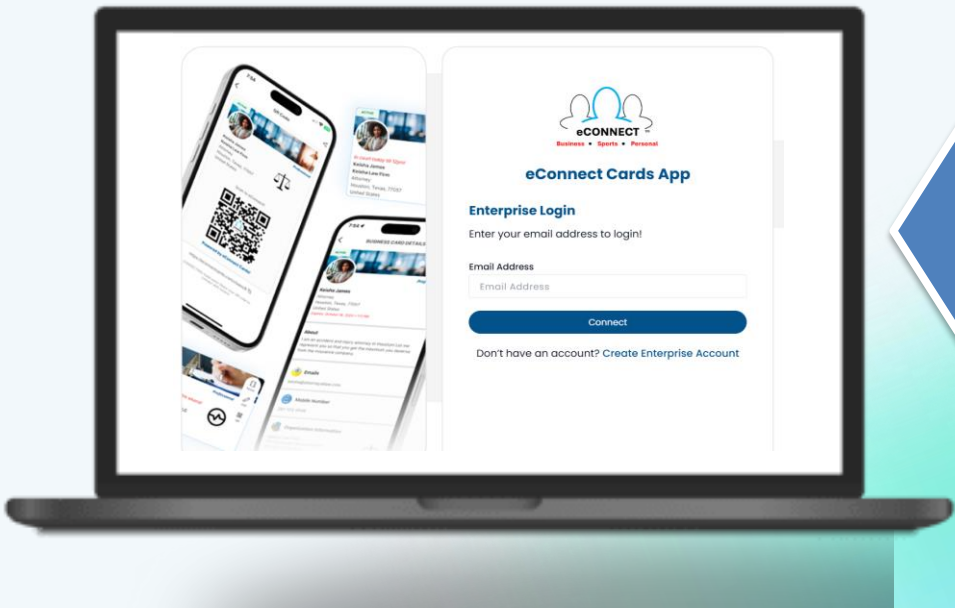
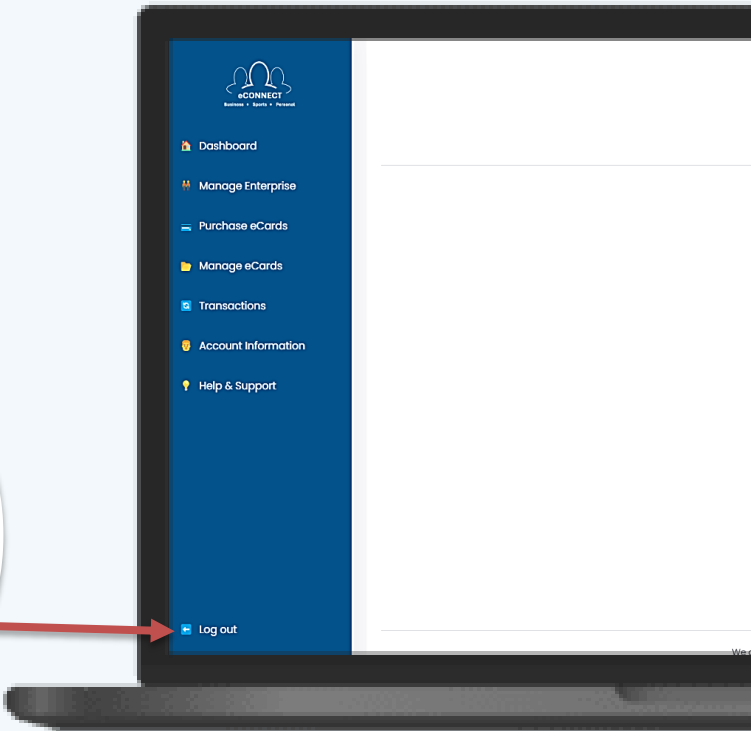
Click on 'Logout' to
sign out of the
eConnect Cards App



Logging Out of the Enterprise Cards App



Click the Log Out button to sign out of the eConnect Cards Enterprise Portal.

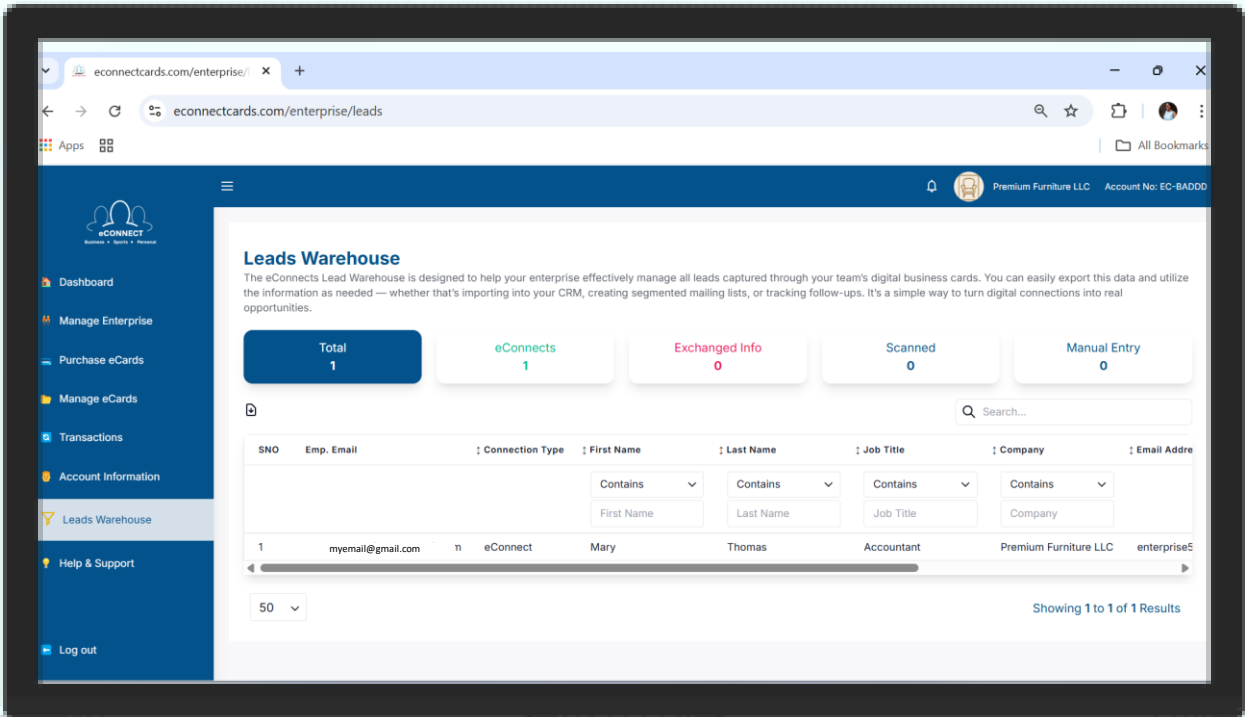


After logging out, you will need to validate your email address in order to re-access the portal.

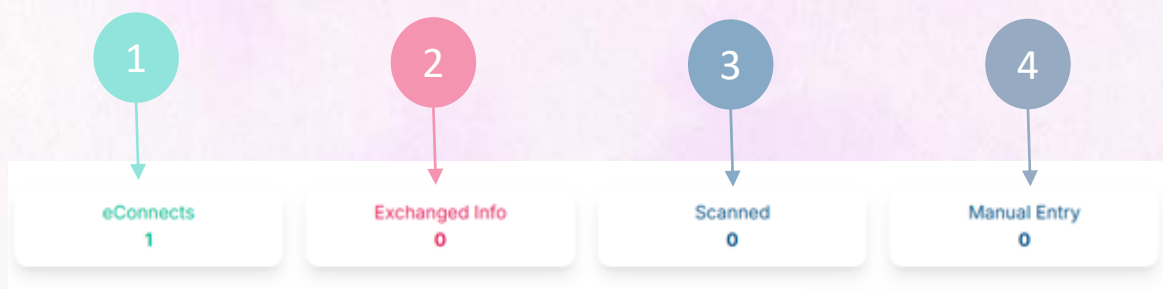
What's New?



The eConnects Lead Warehouse helps your enterprise to efficiently manage all leads gathered via your team’s digital business cards. With easy data export options, you can seamlessly integrate this information into your CRM, build targeted mailing lists, or monitor follow-up activity. It’s a streamlined solution for transforming digital connections into real business opportunities.



Lead Warehouse tabs



- 1 Displays a list of users from the eConnect Cards App you've connected with.
- 2 Here, you'll find eConnect users who have shared their contact details with you
- 3 This area shows econnections made by scanning of paper business cards using the app
- 4 Shows a list of contacts you have manually added to your eConnect directory

Contact Us

www.econnectcardsapp.com

support@econnectcards.com

SAAIG Technologies, LLC
Headquartered in Cypress,
Texas USA



**Available for
download on**

