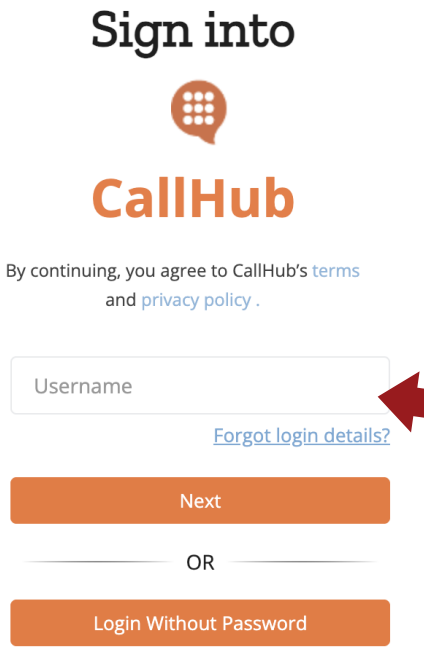
Shiva4Senate (S4S) Call Hub Instructions

- **Prerequisites** (You must have):
  1) Signed S4S Campaign NDA
  2) Created your personal Pledge Link
  3) Activated your CallHub agent ID
  4) (Optionally installed CallHub on your Phone)
     - It's slightly better on a computer with a good microphone

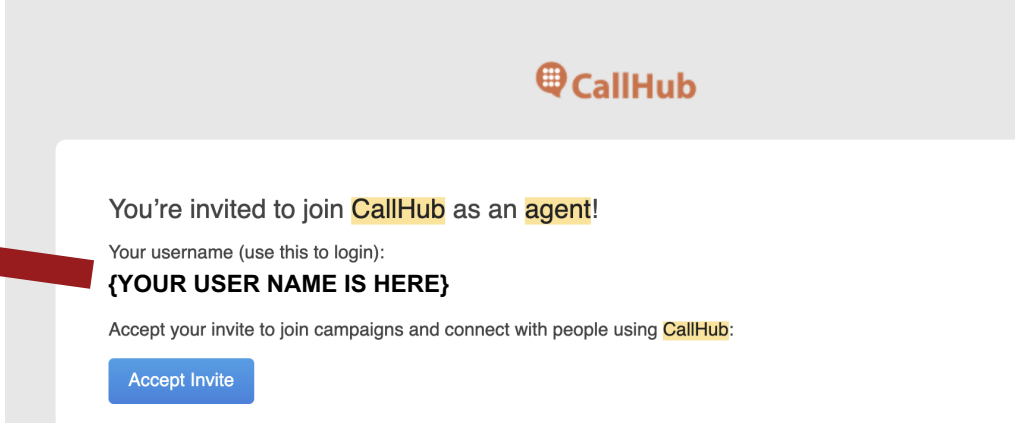
If you haven't done any of these steps look for messages from or ask your leader for help **BEFORE** moving on.

Sign into CallHub

- **Computer**: Use: https://na1.callhub.io/v2/agent-console/
- **Phone**: Use CallHub app

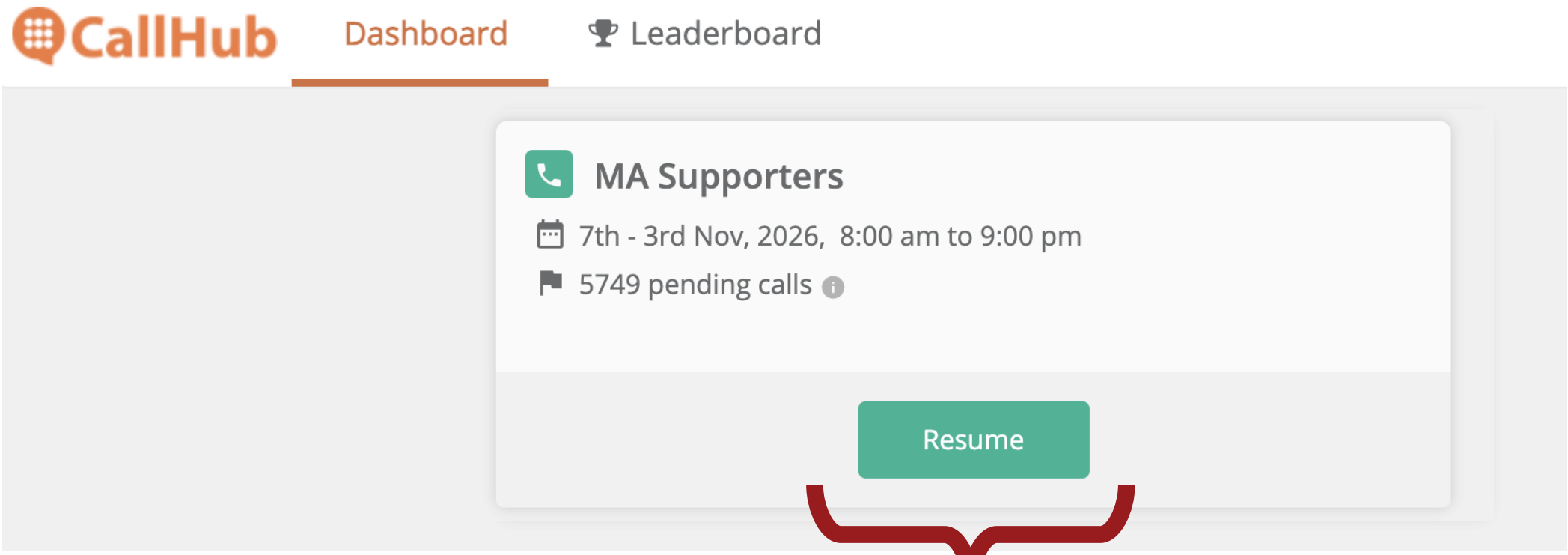


Use username from email with subject:
`*Welcome to CallHub - Activate your agent account now!*`



This Accept invite had you create a password please remember it and use it here

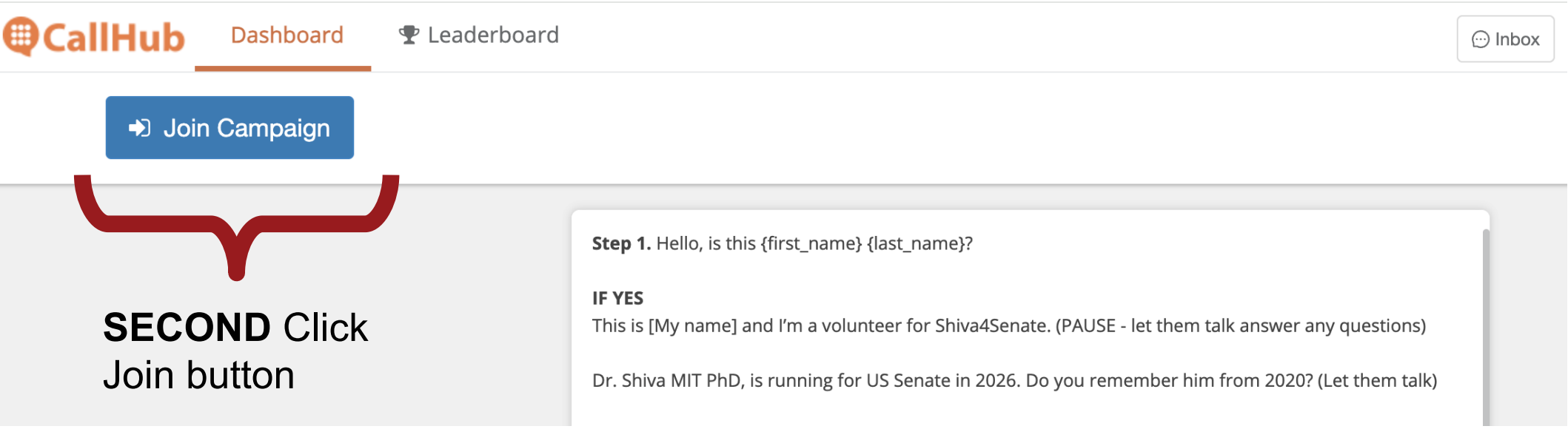
Resume a CallHub Campaign



Note Campaign Runs everyday from 8am-9pm **EST**
Double check what times that is for you

Click Resume

Join campaign

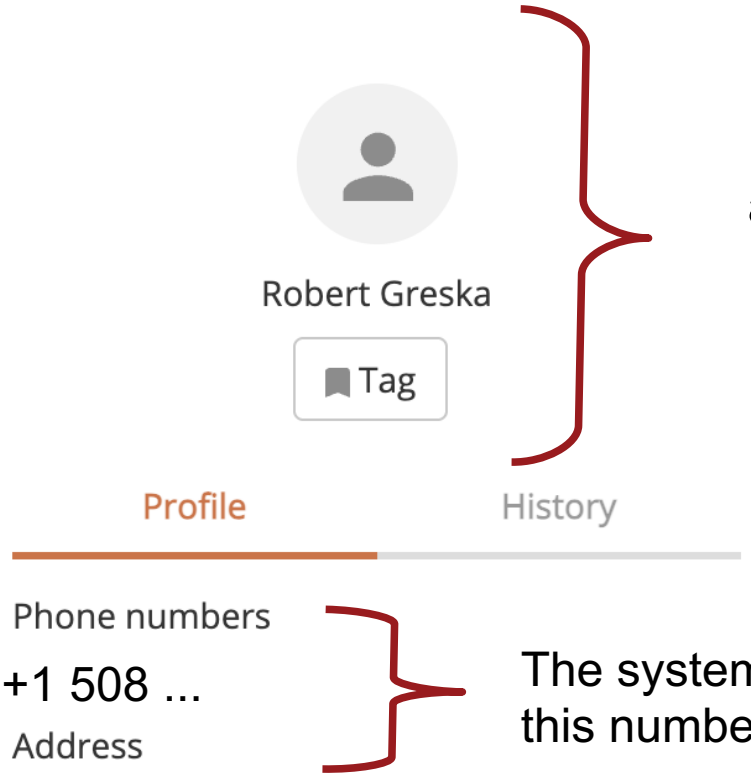


SECOND Click Join button

NOTE: This will immediately start dialing people!

FIRST take a moment to read the protocol if it's your first time

Note Person's name



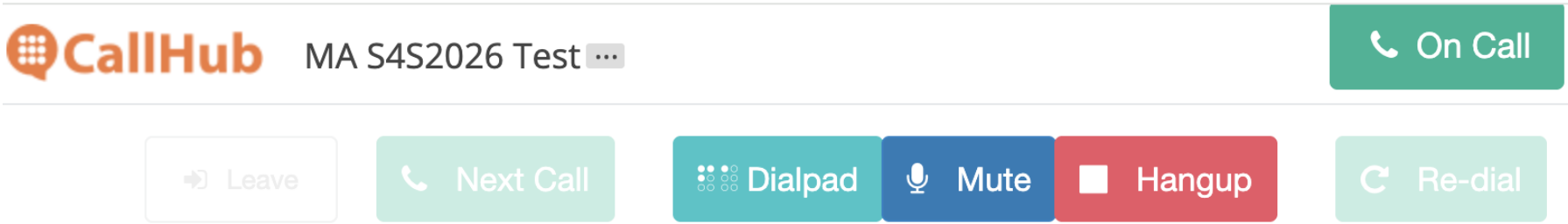
Note that the name might not always be up to date.

But this is hopefully the persons name you'll be asking for

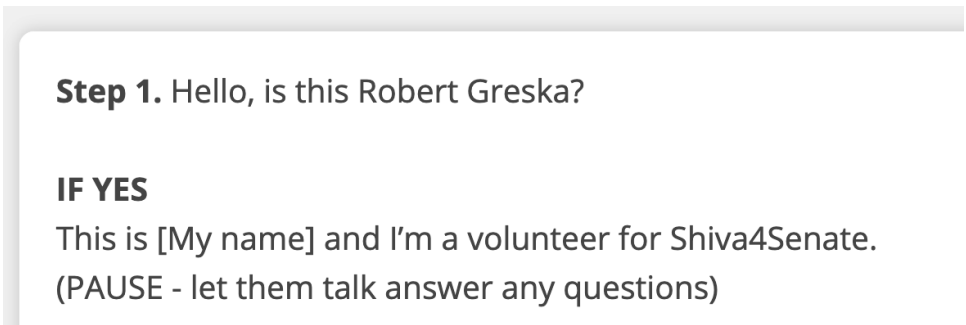
The system will auto dial this number for you

If they answer

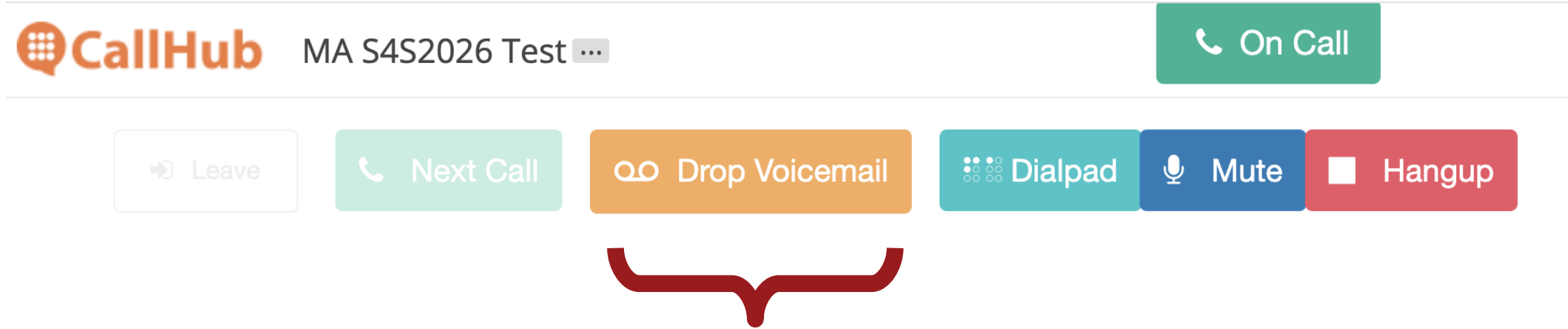
*Note you might not hear it ring



- If you get a person
  - Talk to them using the call script

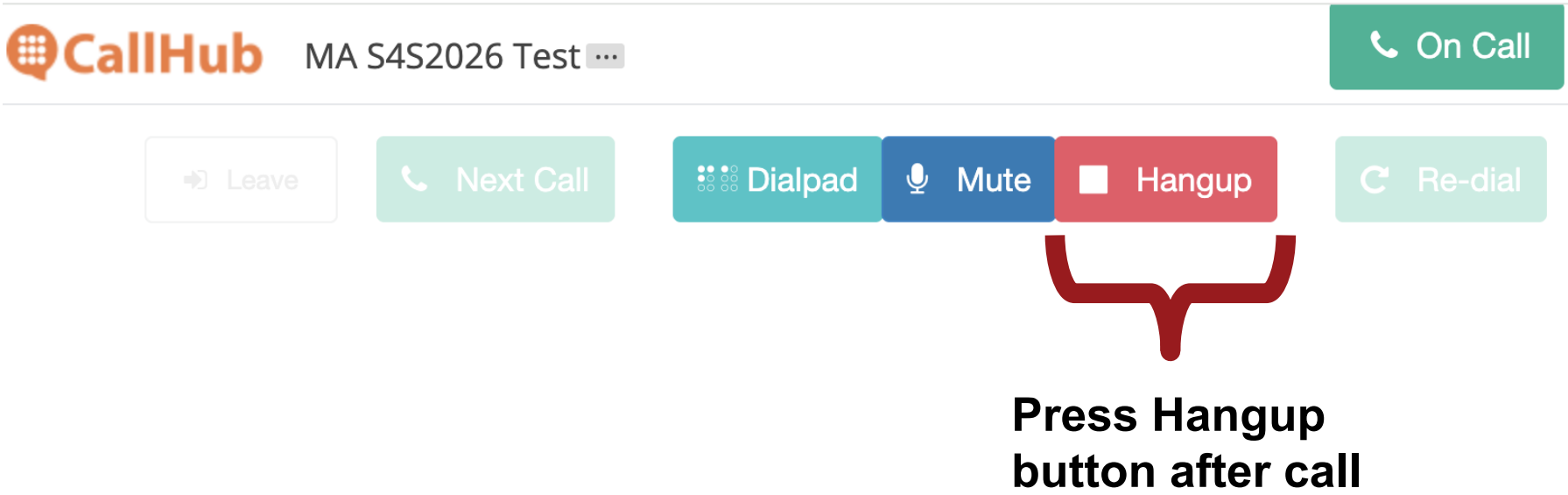


If no one answered: Drop voicemail

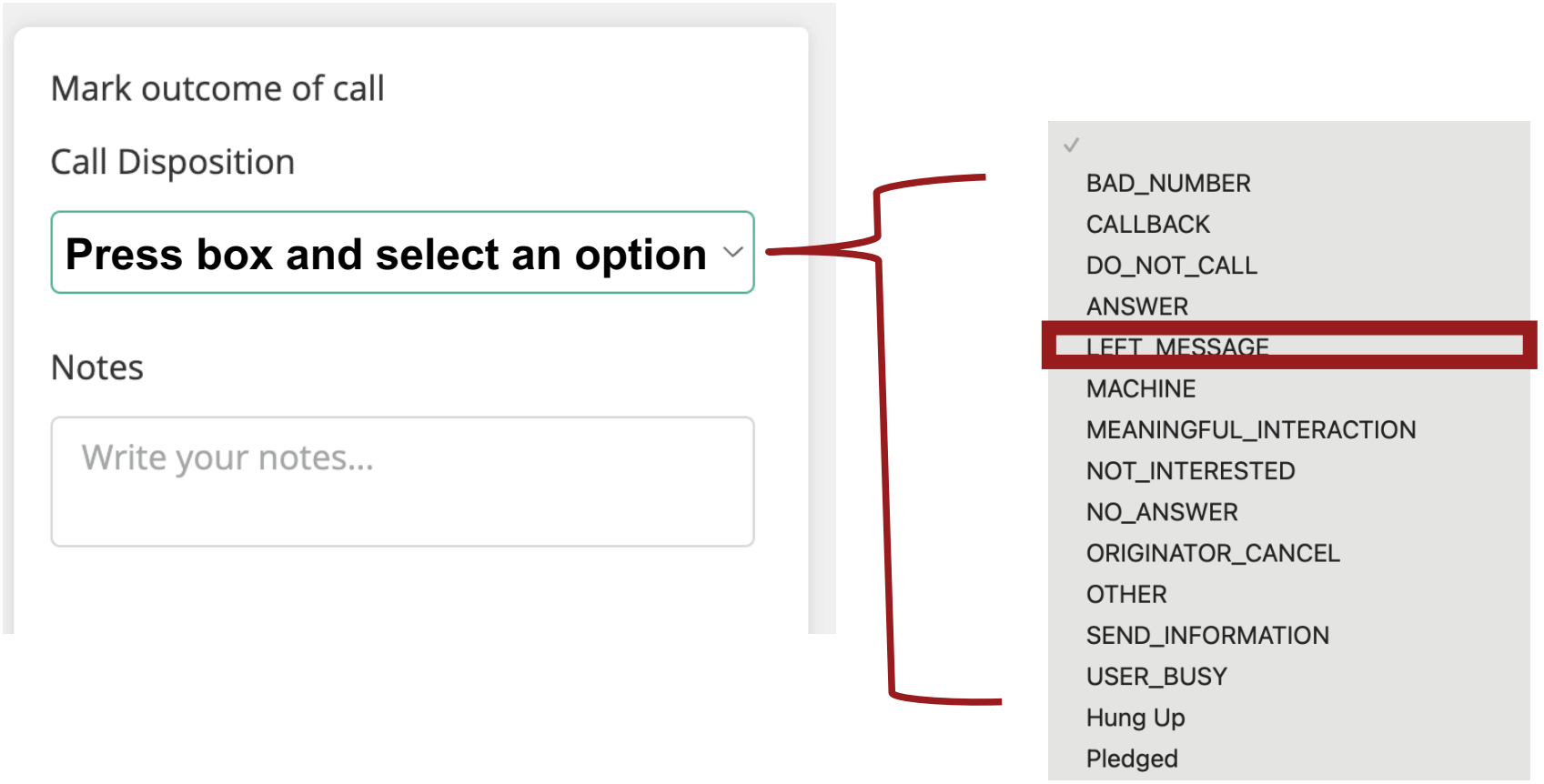


If you get directed to voicemail click the Drop voicemail button and the system will do leave one automatically!

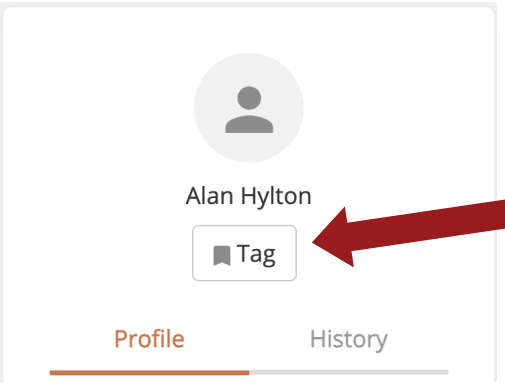
Hang up after call



Mark Call Disposition

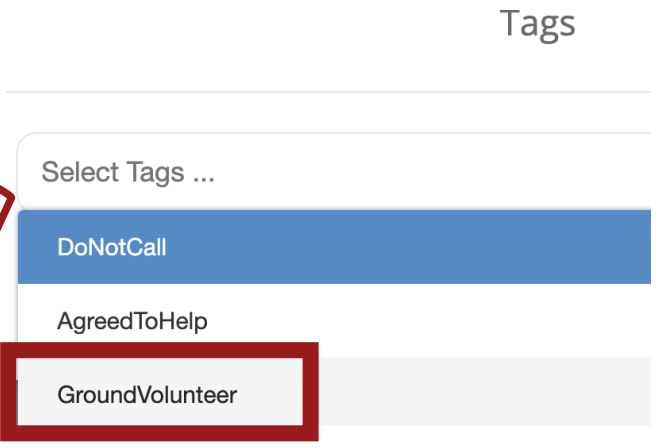


If they agree to be a ground volunteer



1) Click the Tag button next to the persons name.

2) Click “Select Tags” and then choose “GroundVolunteer”



3) Click the save button.



Save notes after call



This will save and **IMMEDIATELY** call the next person!

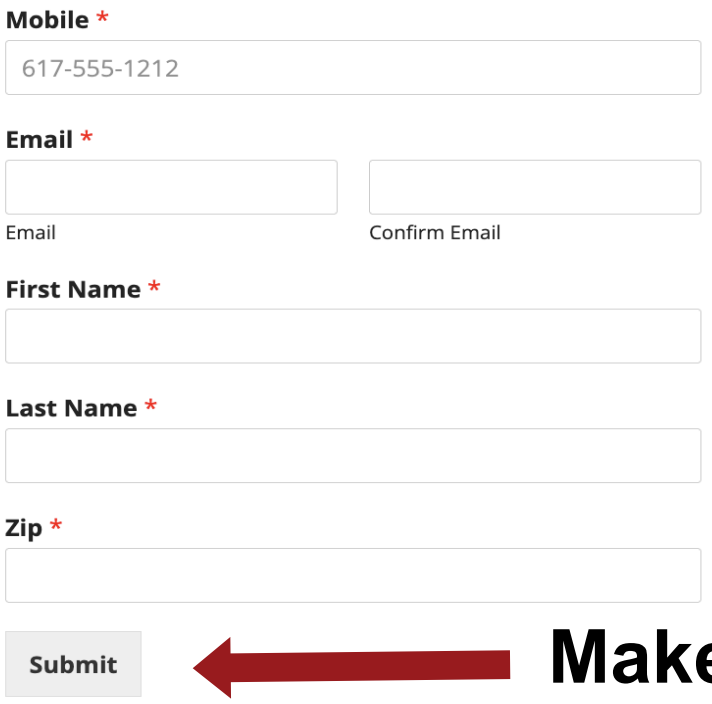


This will save the data and pause the campaign.

This is how you can exit the campaign.

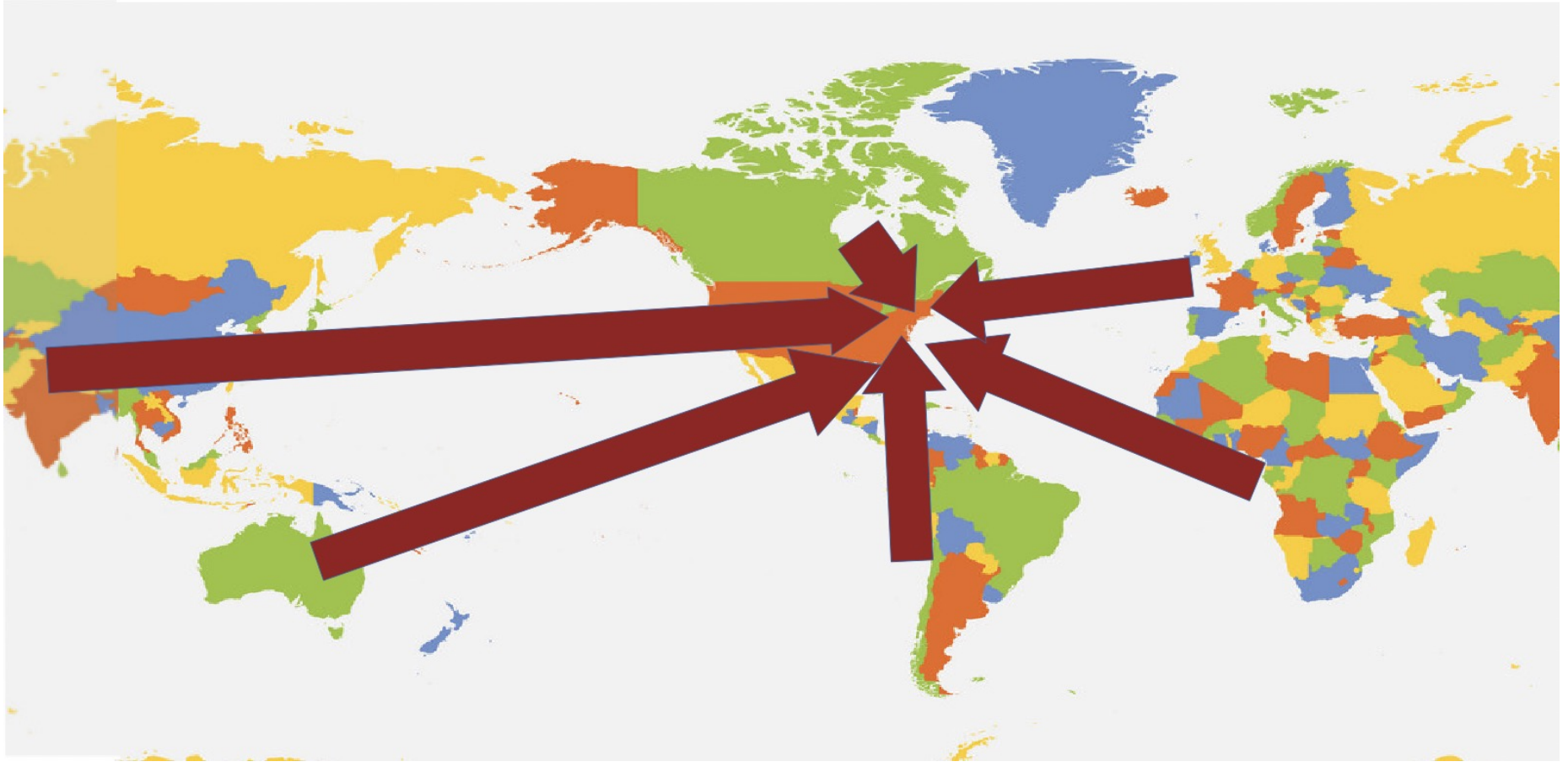
If you get a pledge:

- Make sure you get all the info requested info and enter it into your personal pledge link



Make sure you click submit!

Call Massachusetts From All Sides!



Campaign run time 8am – 9pm EST

*Double check when exact times for you are

