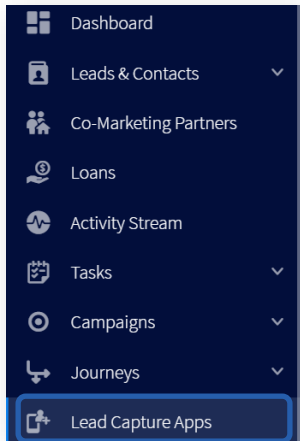


Getting Started



1. Login to Total Expert Now.
2. Access **Lead Capture Apps** at the top left in the main menu.

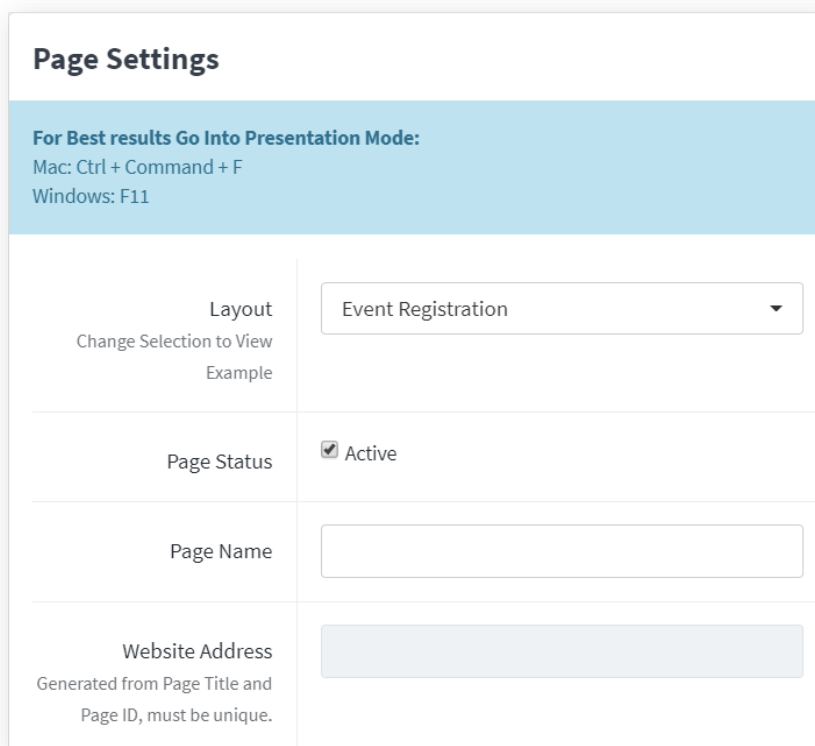
Note: All existing lead capture apps will populate on the canvas once you have selected **Lead Capture Apps**.

Create a Lead Capture App



+ Create

1. Select the **Create** icon to create a new lead capture app.
2. **Page Settings** will appear on the left side of the canvas.




Page Settings

For Best results Go Into Presentation Mode:
Mac: Ctrl + Command + F
Windows: F11

Layout Change Selection to View Example	Event Registration
Page Status	<input checked="" type="checkbox"/> Active
Page Name	<input type="text"/>
Website Address Generated from Page Title and Page ID, must be unique.	<input type="text"/>

1. Select the **Layout** for the landing page. Note that you can change the selection to view an example.
2. **Page Status** defaults to **Active**.
3. Enter a **Page Name**.
4. The **Web Address** is generated from the **Page Title** and **Page ID**, making it unique.

Create a Lead Capture App (Page Settings continued)

Lead Source Same as Lead Source . (Tip: Use the listings address)	<input type="text" value="Choose A Contact Source"/> Create New
Page Title	<input type="text"/>
Page Subtitle	<input type="text"/>
Show My Profile	<input type="text" value="Yes"/>
Background Image Click on the image to use a different one. Use a large image for better results.	

1. Choose a contact source for **Lead Source**. Best practice is to use the listings address.
2. Enter a **Page Status**.
3. Enter a **Page Subtitle**.
4. Select **Yes** or No to display your profile.
5. Use the existing background image or select a new one. Use a large image for better results.

Note: This is just one example of a lead capture app layout. The required fields, as seen in this example, will vary based upon the layout selection for the landing page.

[Save Landing Page](#)

Once you've entered all of the required Page Settings information, select **Save Landing Page** to save your lead capture app to your active/inactive Lead Capture Apps. This is located at the top left of the canvas.