

Connect - Getting Started

An introduction to MiniVAN

Why use MiniVAN?

MiniVAN is a great way to **canvass on the move**. There is **no need** to enter the data manually.

When would you need to use MiniVAN?

- When doorstep canvassing
- When recruiting helpers, volunteers or members

Need to download MiniVAN? To do this just search 'MiniVAN' on your app store and then 'INSTALL'



1 Getting Started

You have two options from here:

- **My List** (go to 1.1)
- **My Turfs** (go to 1.2)

My List vs. My Turfs

My Turfs is a feature that reduces clicks, and save time and effort. It is ideal for managing large amounts of canvassing.

1.1 My List

Firstly, on the 'My List' screen choose:



You'll see this along the top of the page with all the other icons

And it will take you through to the 'MiniVAN Export' (go to **1.3 MiniVAN Export** now if you've gone through My List)

1.2 Choosing MiniVAN from 'My Turfs'

From the homepage, on the 'My Turfs' screen find the turf you saved and *click the icon* (circled) next to it



1.3 MiniVAN Export-using MiniVAN Campaigns

MiniVAN Campaigns are a way to easily export lists to your canvassing. When you are on the 'MiniVAN Export' page you'll see this screen:

The screenshot shows the 'MiniVAN Export' form with the following fields and annotations:

- Canvasser/Deliverer:** Hudson, Ben. Annotation: "Type the surname of the canvasser" with an arrow pointing to the text.
- List Name:** My List 08/15/14 06:44. Annotation: "Give your list a name" with an arrow pointing to the text.
- MiniVAN Campaign:** Tory Facing Canvassing (Eng). Annotation: "Choose 'Canvassing' or 'Doorstep Recruitment' campaign" with an arrow pointing to the dropdown menu.

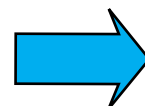
Want your own MiniVAN campaign?

If none of these campaigns meet your requirements you can always add a new one by selecting 'Add New'. This guide won't cover adding a new campaign but it is available if you visit the OSKAR [Quick Sheet](#)

Click '**Send Now**' and it will go straight to your canvassers' phone. *Note that to select a canvasser, they must have logged in at some point in the past using the MiniVAN app.*

Did you know?

On MiniVAN you can view the *exact time and date* MiniVAN canvass data was entered.

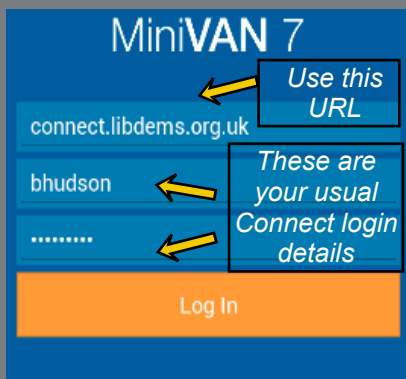


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2 Using MiniVAN on your phone

Now your canvasser should be able to view the list on their phone.



You now choose 'My Voters' (assuming that is where the list was generated)

As soon as they login they will see all the lists that have been sent to them (*this is why the list name is really important!*)

Canvassers select the list and choose 'Download List' and it will display the list on the screen.

How can I filter the list?

VIEW LIST BY	You can view by:
Households	• Households
People	• People
Map	• Maps

Odds and Evens?

Just choose the at the bottom of the page and select your option.

2.1 How to canvass using MiniVAN

The canvasser chooses the people they wish to speak to and the script that was setup will appear. You can select the answers by clicking on the title of the question, followed by the answer given.

Example:

GE canvass (Eng)	
No Response	✓
Definite Lib Dem	
Probable Lib Dem	
Conservative	
Soft Conservative	
Labour	

Once everyone has been spoken to or the canvassing has finished go back to the main menu (by clicking on the logo in the top left) and, half way down, choose 'Sync'. This **uploads the data** inputted up to Connect. A Connect Manager will now need to Commit the data to the database using the MiniVAN icon on the main Connect screen.



Next steps...

This data is now live!

Use it to:

- See how many contacts you've made with **Voter Contact Summary**
- See the answers voters have given to key questions in your campaign **Question Summary**
- See what's happening to your support with **Counts and Crosstabs - Switch Analysis**