

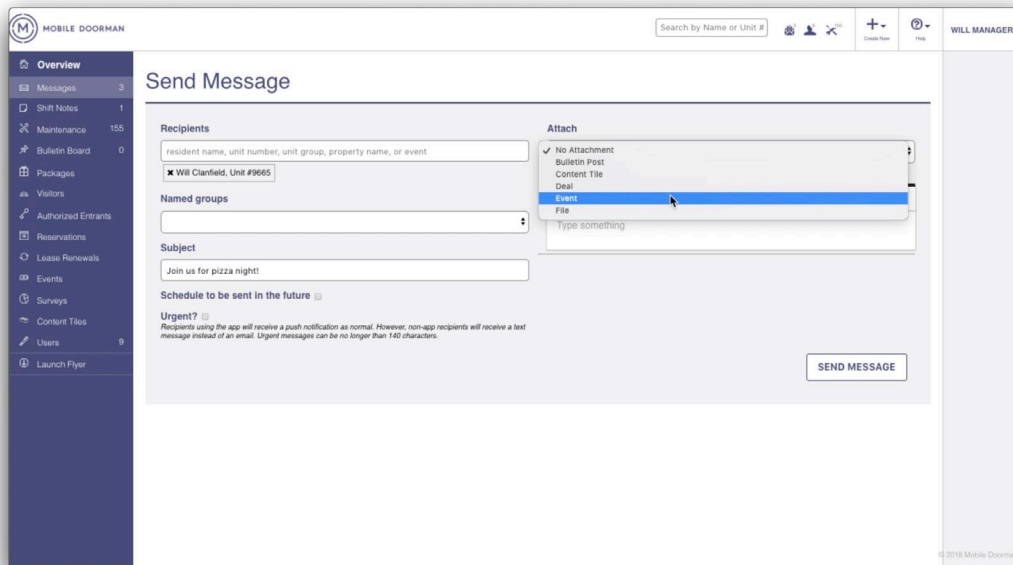


**MOBILE DOORMAN**  
*University*

# How-To Send Content Cards to Residents

## **Welcome to Mobile Doorman University**

Now with Mobile Doorman, property managers can send colorful and customized messages to residents by attaching content housed within their community's app.



**Step 1:** Go to [manage.mobiledoorman.com](http://manage.mobiledoorman.com), log in with your email address and password (*If you don't know it, click forgot password*)

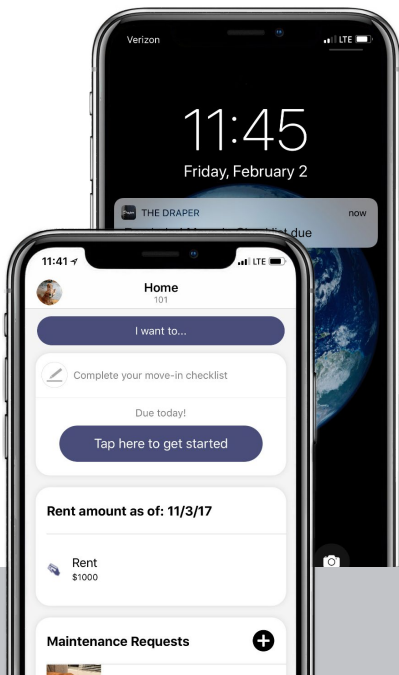
**Step 2:** Click on *Messages* in the left-hand navigation bar

**Step 3:** Click on *Compose* in the top-right corner of the page

**Step 4:** Enter the name of the residents you want to receive the message (*enter the name of the community to send a building-wide message*)

**Step 5:** Select the type of content card you want to attach to the message, then locate the specific content card you wish to include

**Step 6:** Type out the message you want to include with the content card, then press *Send Message*



**Interested in more?**  
Visit [www.MobileDoorman.com](http://www.MobileDoorman.com) today