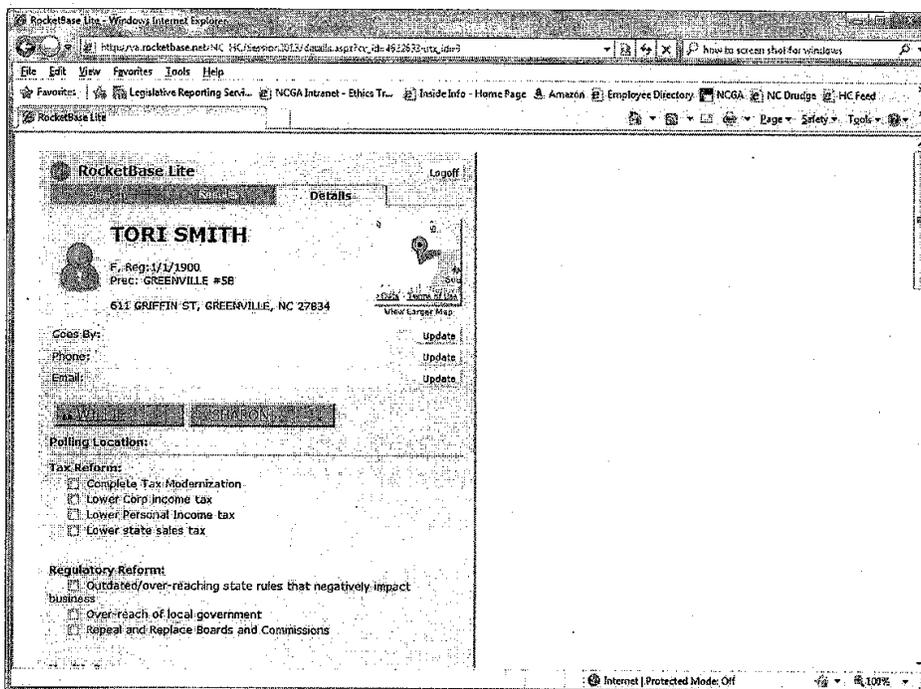
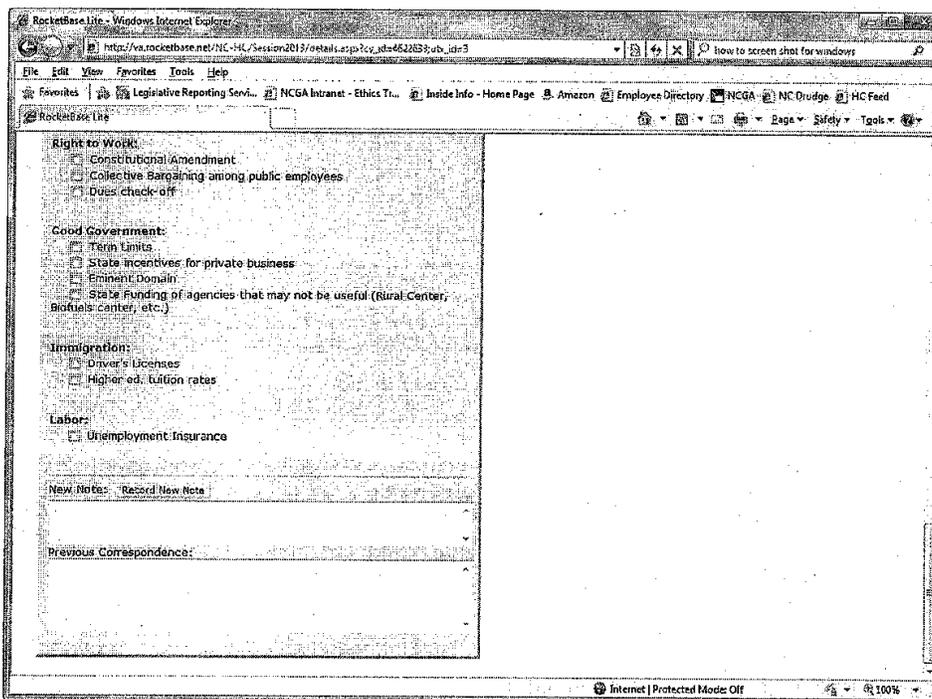


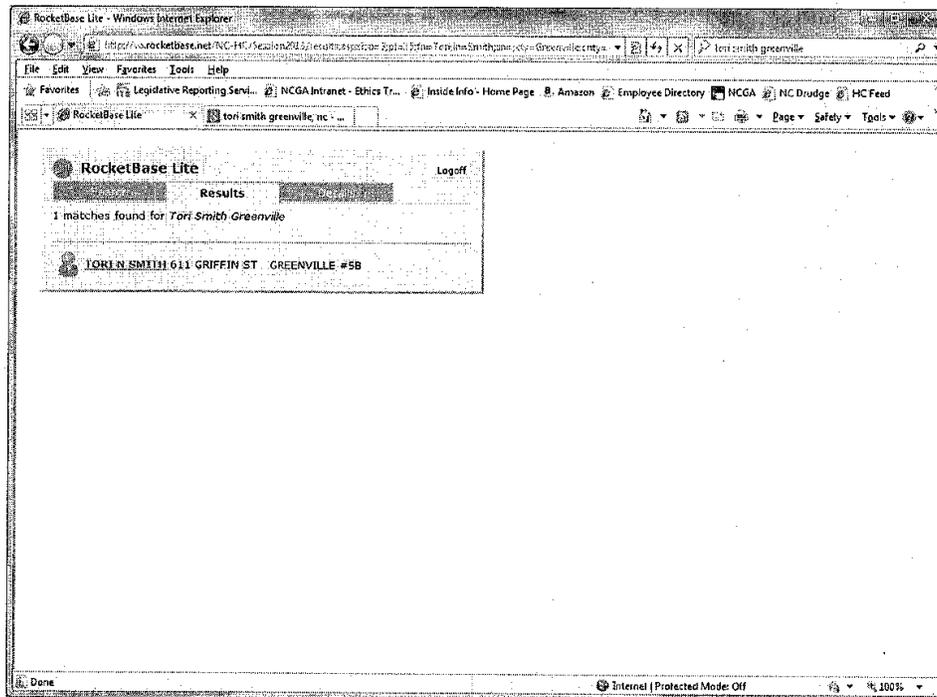
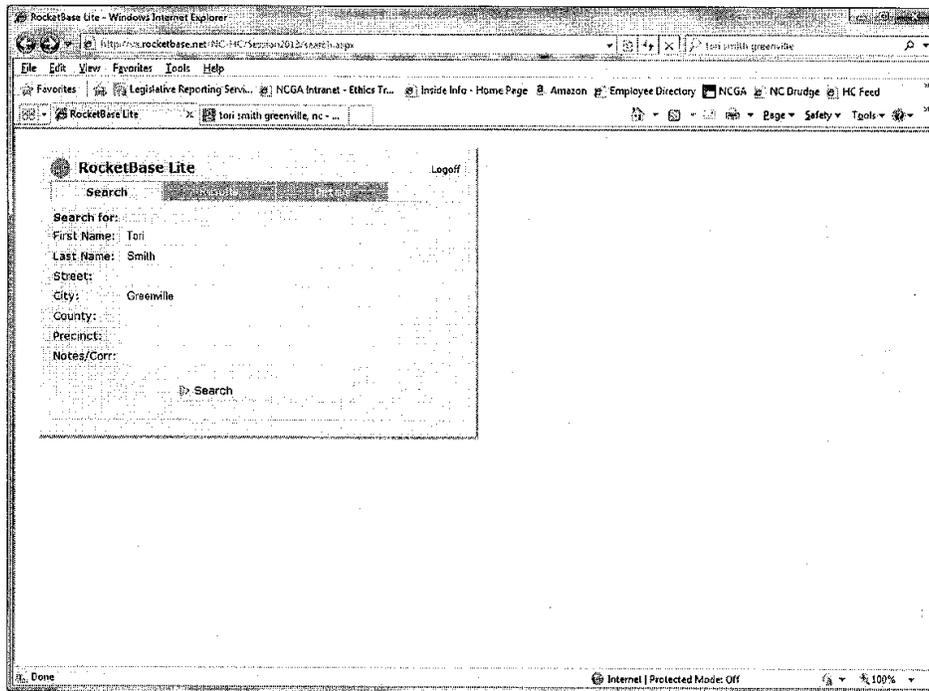
Step #5. When you select your constituent record, you have the ability to pull up a long list of issues that they could be calling about. Scroll and select the issue they want to discuss.



Step #6. If the issue isn't listed or you wanted to make a note, you can do so in the field below.



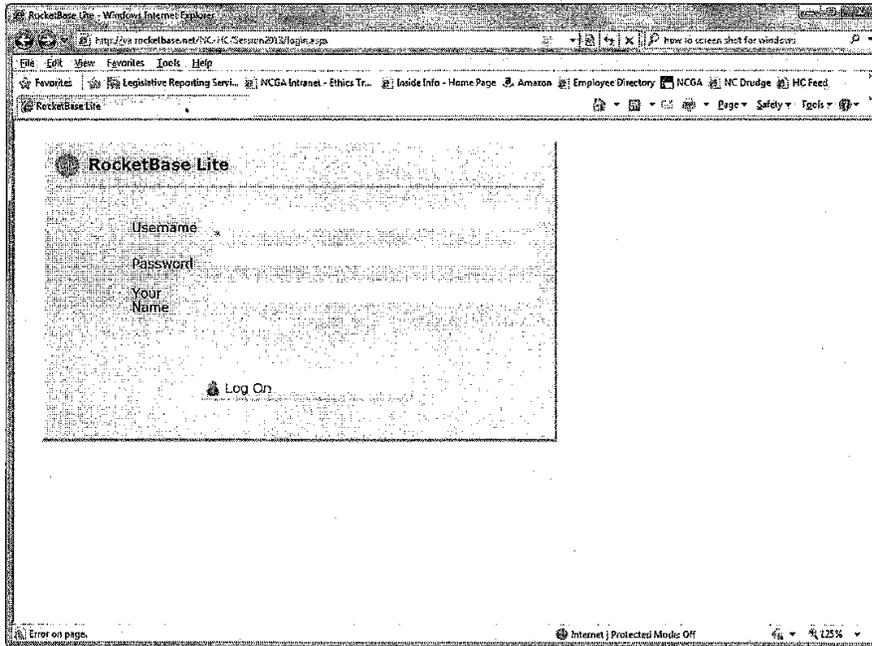
Tip: In talking to the constituent, getting more information (like zip code or county could help narrow results). See below for an example of the same name with one additional piece of information.



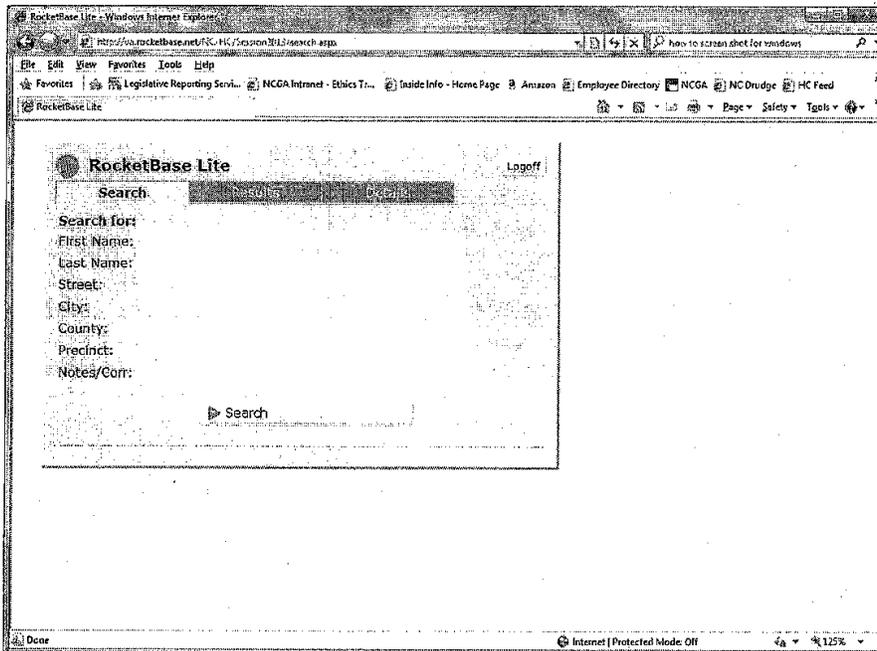
# House Republican RocketBase Workshop

Step #1. Log in. Use the following URL to access the RocketBase log-in screen. Use your log in name and password and full name, then click "Log On".

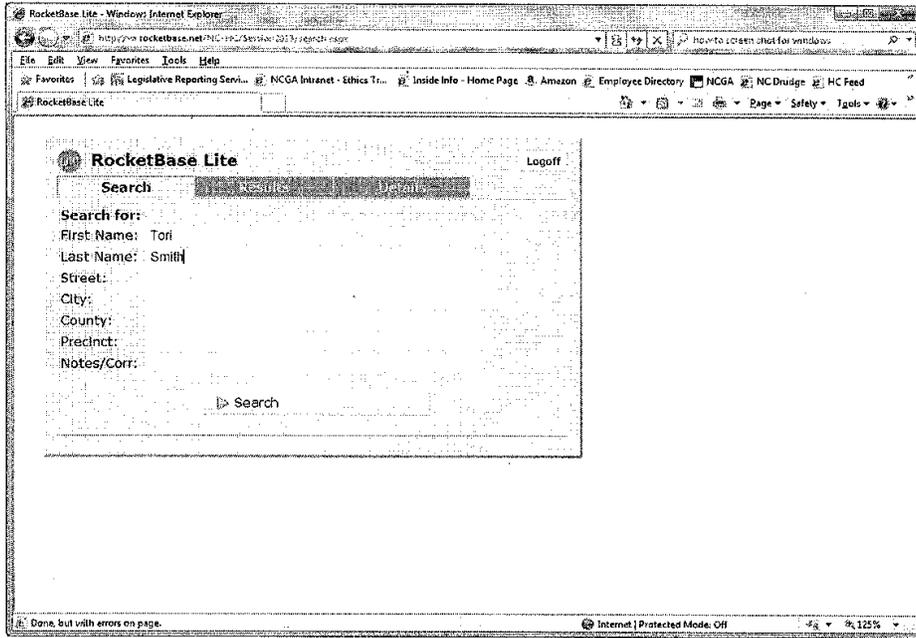
<http://va.rocketbase.net/NC-HC/Session2013/login.aspx>



Step #2. After logging in, you will see the following screen. In order to access a constituent record, you need to enter first name and last name. (The software will detect nicknames. eg: "Andy" for "Andrew")



Step #3. Enter the name of the constituent.



Step #4. Generic names yield broad results.

