Smart Business Card Tap Access Guide

Tap Access Overview:

Tap Access Connect creates an innovative solution that simplifies and assists organizations in sharing their information with customers. Tap Access allows users to build and edit their own virtual business card which is then created utilizing QR and NFC technology. This allows organizations to then host their own personalized webpage through Tap Access.

Creating Your Own NFC Business Card and Webpage:

When creating a new virtual business card with Tap Access, start by selecting one of our customized templates that fits your organizations approach. This template will help guide organizations in creating their own personalized webpage which includes enterprise information, website URL, and hours of operation. Maintenance and editing of the webpage can be done at any time, free of charge.

Enabling NFC and QR Technology on Devices:

Activate NFC technology on your devices to enable information sharing. The procedures for different devices including Samsung and Apple may vary. Many newer devices have NFC already enabled. The NFC and QR technology require the device to be awake to function. Utilize the QR code scanning option if NFC connectivity is unavailable.

-Samsung Smart Phone

1. Launch the Settings application.
2. Tap Connections
3 Tap NFC and contactless payments
4 To activate NFC, toggle it on

-Apple Smart Phone

1. iPhone X, from the top right hold down and drag.
2. Older iPhones swipe up from the home screen.
3. This opens the Command Center for iPhone.
4. Locate the NFC icon and enable it.
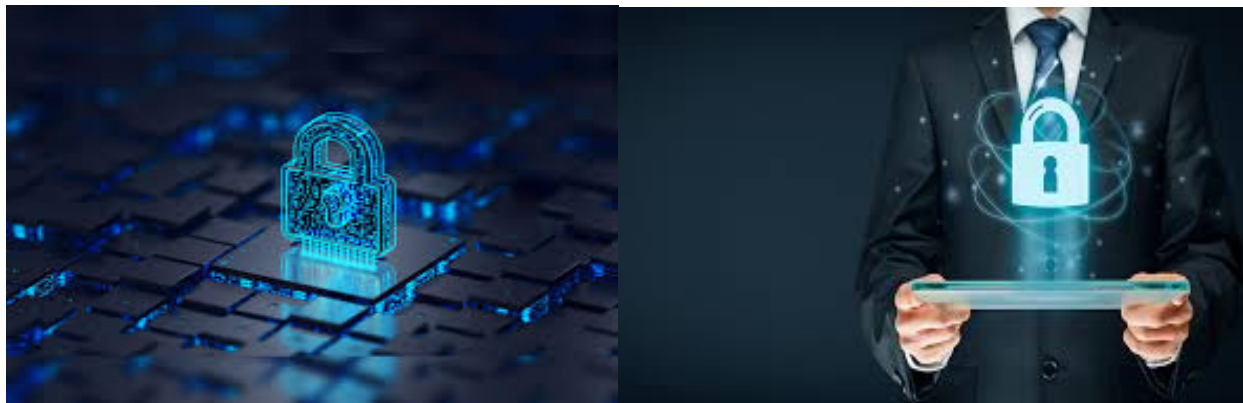5. Newer iPhones have NFC automatically enabled.

Accessing the Webpage Through QR and NFC Technology:

Enabling NFC technology on devices allows organizations to share information with customers. With Tap Access's Smart Business Card, simply place the card near the front or back of the device to transfer information.

Near Field Communications (NFC)

Near Field Communication or NFC, **is a short-range wireless technology that** enables communication between devices when they are placed in close proximity. **NFC is widely used for data exchange and contactless payment, including debit** and credit cards. NFC may also be utilized in healthcare sectors to safely retrieve **patient data, track medical supplies, and identify patients.** NFC technology includes built-in security features to protect data transmission, including encryption and authentication.

Webpage Editing with VCard Features

After logging into Tap Access, navigate to our VCards section which is located on the left-hand side of the dashboard. Users are able to maintain and edit their webpage free of charge, at any time. Tap Access offers many features that assist organizations in sharing their contact information with customers. These options include but are not limited to:

-Customized Template
-Hours of Operation
-Special Custom QR Code
-Services Provided by Organization
-Products Offered by Organization
-Contact Details including Name, Address, Email
-Overview of the Company, Current Occupation

-VCard Name, Webpage URL
-Testimonials/Reviews
-Company Website URL
-Schedule an Appointment
-Gallery/Images
-Social Media Links
-Terms and Conditions