Quick Start Guide to:

Creating a New Contact

This Quick Start Guide outlines the steps for creating a new contact in the Swiftpage List Manager.

2. Enter your account details at the top of the screen and click Submit.
3. Once you are on the Swiftpage Connect Portal, click List Manager.
4. Click the New Contact tab.

5. Enter the new contact’s information in the form (note: you must include an email address, first name, last name, or company). Click Create Contact.