
vCard Setup

1. When setting up the event, select vCard/MeCard under the Capture Source Encoded tab.
2. Next define the desired Capture Source Fields under the Capture Source Fields tab.
3. You will then be presented with the vCard Fields tab to begin mapping the proper vCard fields.
4. By default, the Event Wizard attempts to map the fields; however, some information may still need to be filled in. Modifying an existing event configuration that was previously not a vCard capture source will not auto map the fields. This needs to be done manually during the vCard Fields step.
5. For example, while mapping the Email field, it is required to specify which type of email address is within the vCard.

Email

Email

In this case, work email was required.

Select preferred Email

Home Work Internet

6. If by chance your field is not on the list, simply click the New Rule button at the top of the screen and map the required field.