

Summary: The App Builder allows you to control the look and navigation for your mobile app. This is how you add images for the district and each of your schools

Prerequisites: Admin user

Steps

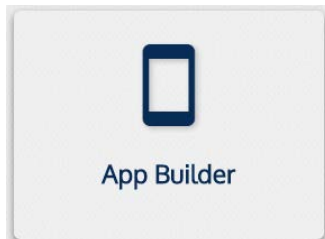
1. Login to the CMS, then click on the **eSV2Go App option**



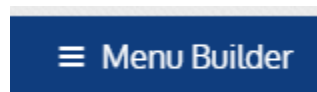
2. In the upper right, **select the section** you are going to work on



3. On the Home screen, click on **App Builder**.



4. **Menu Builder**



Sections and Menu Items

5. **Sections** are useful for sorting the Menu Items into groups so its easier for users to find.

6. To create a new **Section**, click this icon on the app



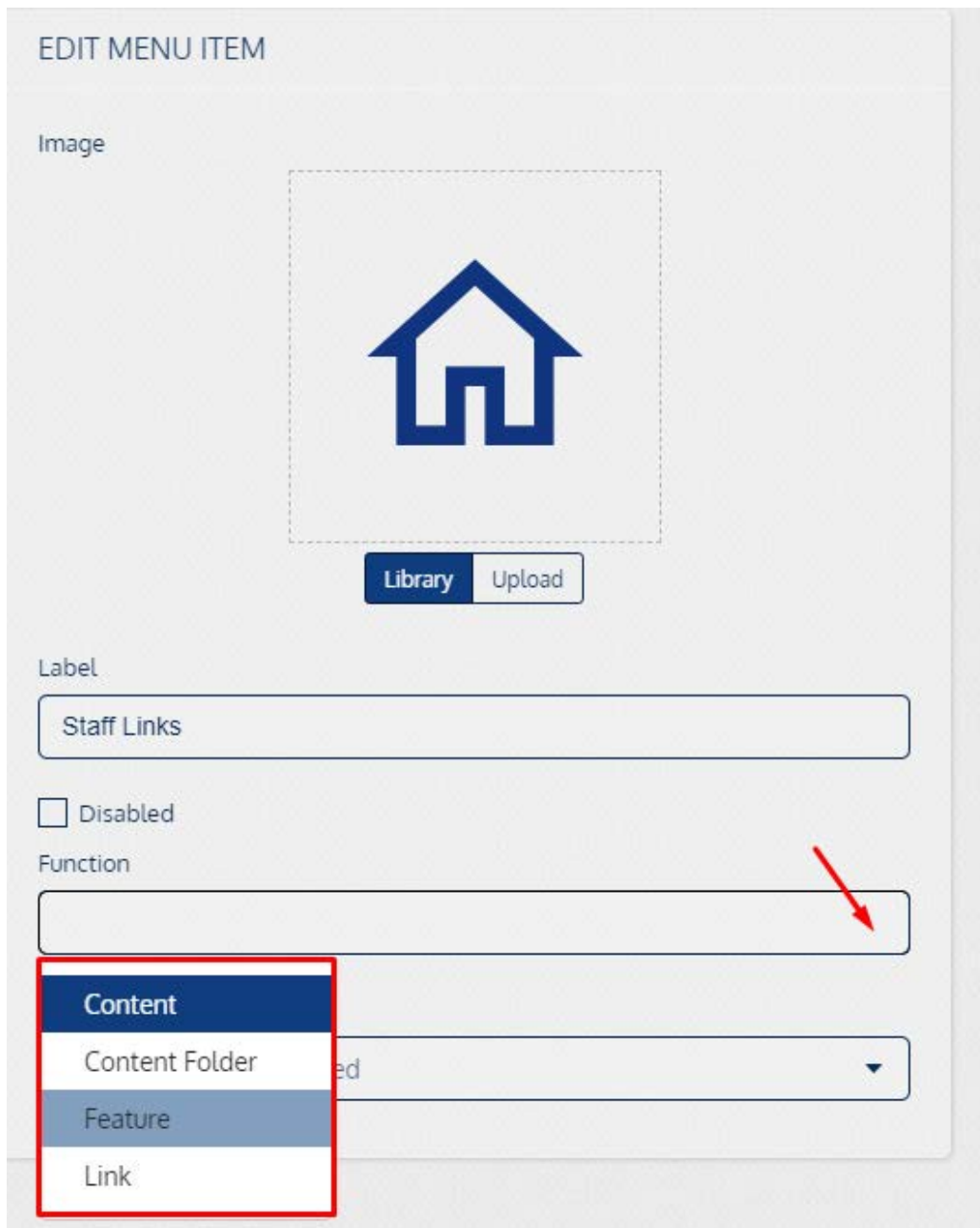
7. Name the new Section and click **Save** at the bottom of the app

8. Sections can be sorted by clicking the up or down arrows. They can be deleted by clicking the X or renamed by click on the Section title.



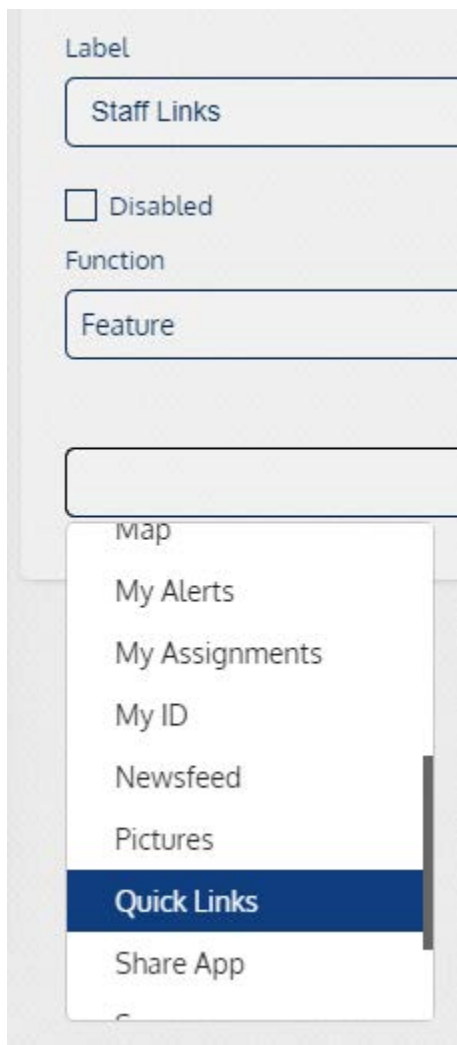
Note: The only section that cannot be deleted or moved is the **very top section**. That can ONLY be renamed

9. **Menu items** can be added by clicking on the Plus sign when hovering on a Section
10. A window will open asking you to **Label** the new menu item, and choose the **Function**. There are only 3 options



11. Depending on the Function, you will be asked for more information.

- a. A **Link** will require an (entire) url and an option to open externally (outside the app). This is useful if the website won't open properly in the app itself.
- b. A **Content Folder** will require you then navigate to and choose a folder you have created
- c. A **Feature** will require you then choose the feature to add



12. Now choose an icon **Image**. You can choose from the icon **Library** or **upload** your own

13. When done click **Save**

14. You can move your new Menu Item up and down in the Section or move to a different section. Grab the crosshairs on the item to move it.



15. Click the X to delete. **There will be NO warning that you are about to delete an item**