**VOX POPS STEP-BY-STEP GUIDE**

The below is a step-by-step guide for how to use the phone to record vox pops whilst on shift.

* Pick one of the phones
* Sign out whichever phone you pickup on the Phone Register
* To turn on: click the top button (small button) on the right side of the phone
* The screen should light up
* Swipe up the screen from bottom to top and key pad should appear
* Enter 2017 and ✓
* You should then be on the main screen
* Open the Camera app
* In the app click the icon that looks like a phot camera and a list will appear
* Select Video
* Click the red button to begin recording
* Record the answers given by the attendee you are speaking to
* Click the red stop button to stop recording