

Keap Mobile: Contact notes

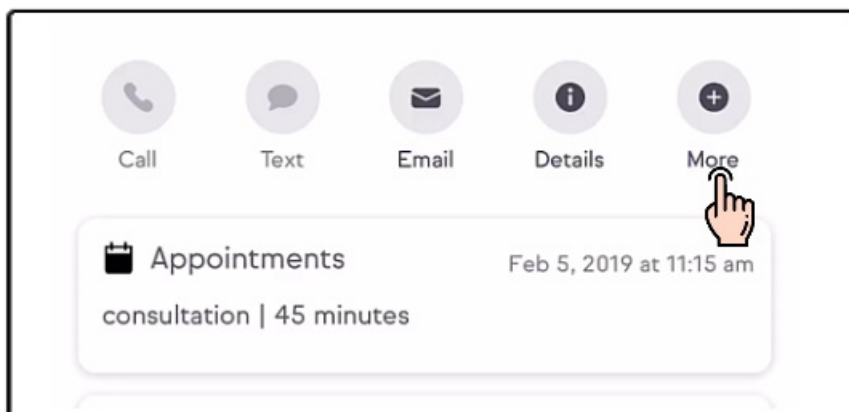
This article applies to:

[Install Keap Mobile](#) to your iOS or Android device

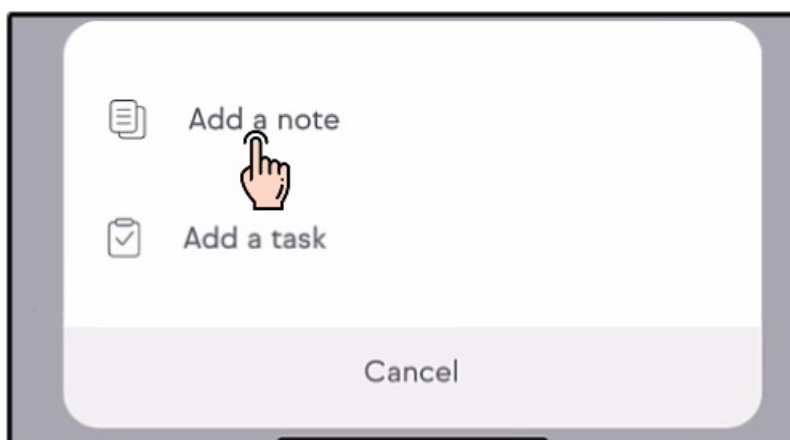
Our mobile app lets Keap users add or access customer info, tasks, and notes on-the-go, keeping you prepared and ensuring you make a winning impression with customers. Mobile reminders and alerts prevent you from missing important to-do's.

Adding notes in a contact record

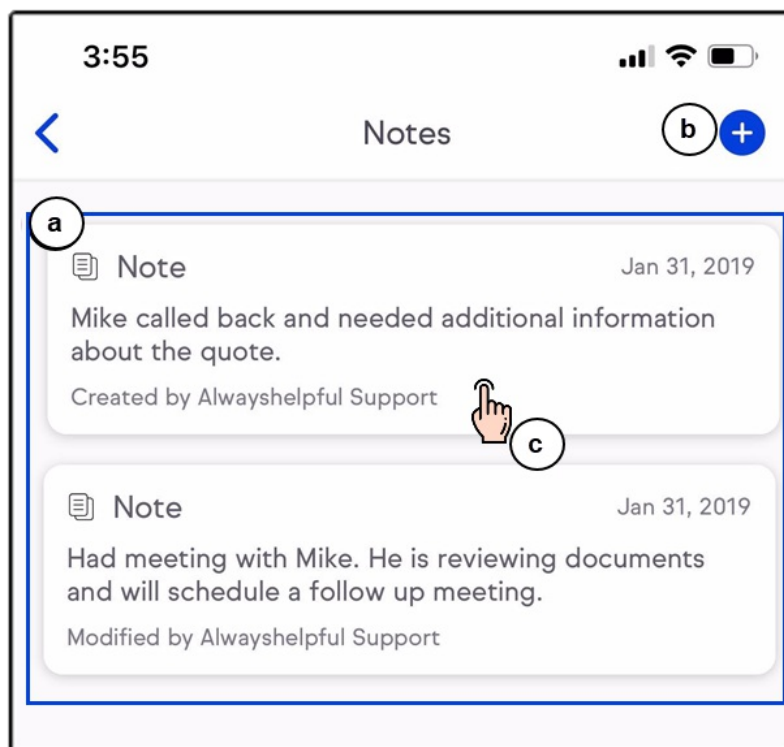
- Navigate to Contact
- Tap on the More button
- Tap on Notes



- Tap on Add a note

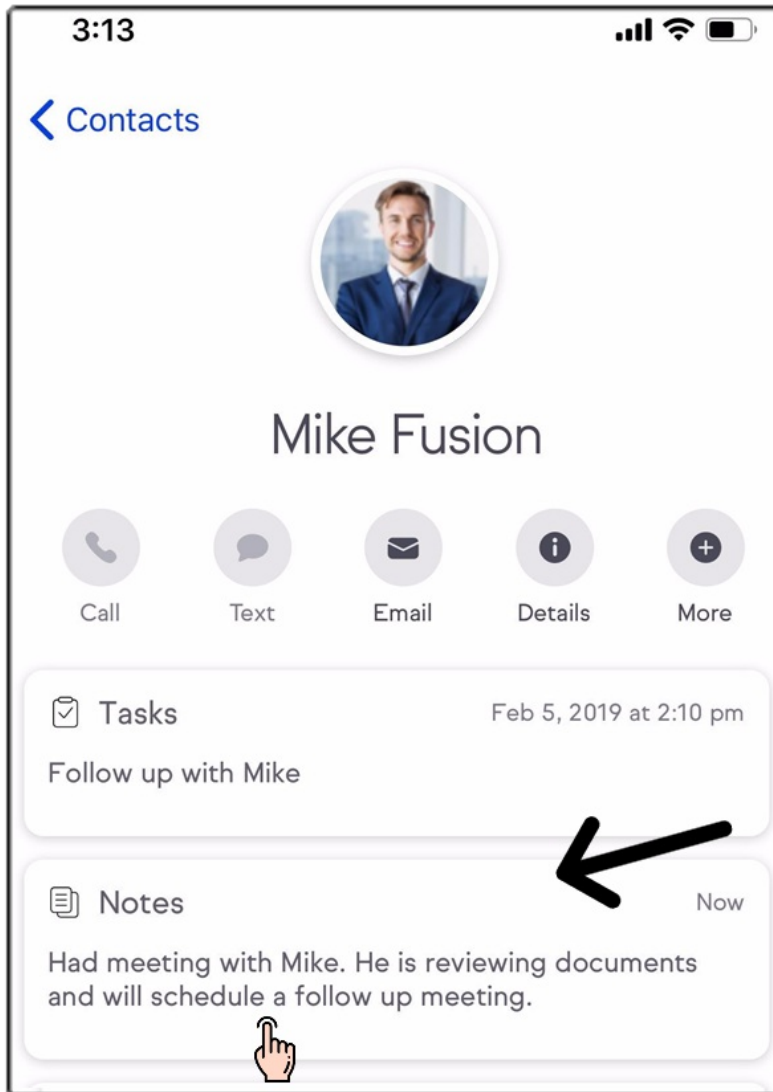


- Fill in note
- Tap Done

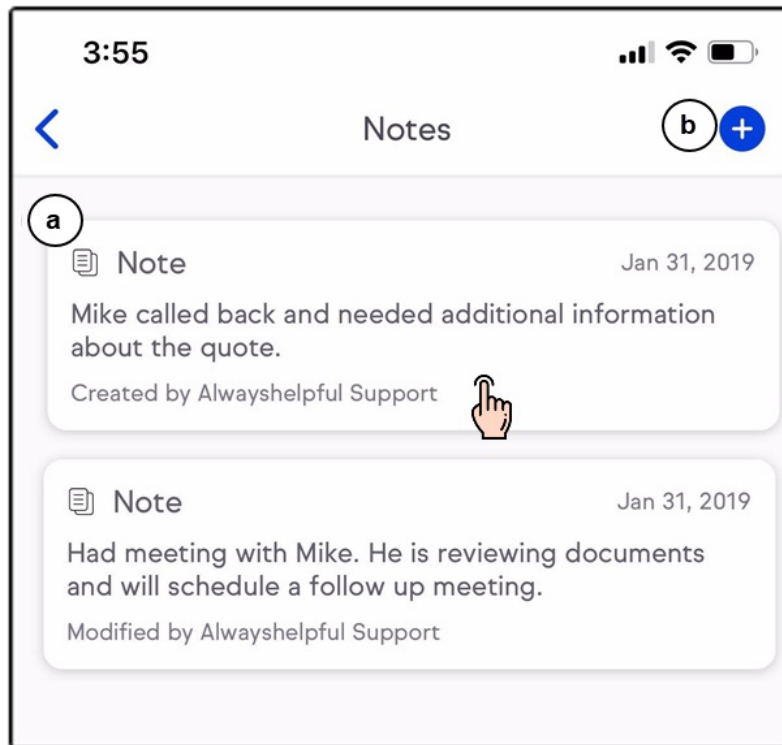


Note activity

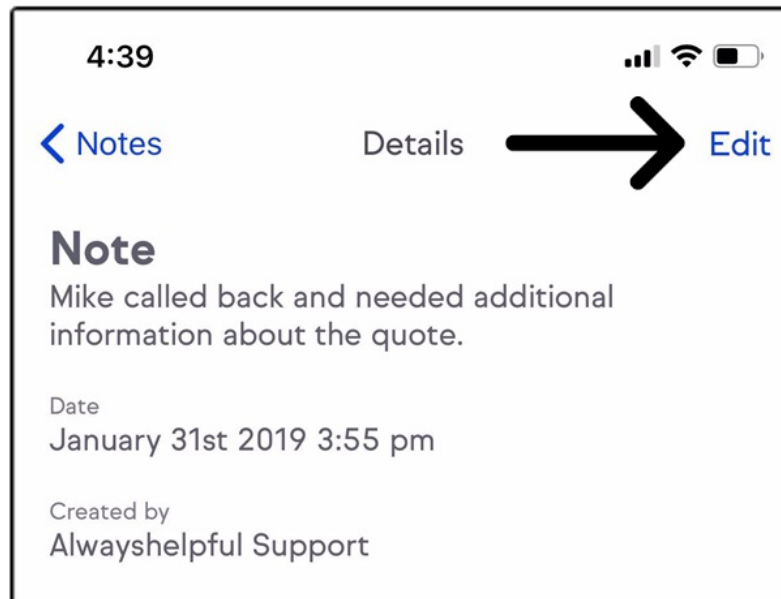
- Navigate to Contact
- Once a Note is created for a contact, tap on the Notes Activity card



- a. View list of all contact notes
- b. Click + to add additional notes
- c. Tap on a specific note to see the details



d. From details you can edit



e. Edit or delete

3:12



Cancel

Edit note

Done

Had meeting with Mike. He is reviewing documents and will schedule a follow up meeting.



Delete note