This article applies to:

Install Keap Mobile to your iOS or Android device

You can create, edit, and delete tags right from your mobile app. Just click into the details of any contact record, tap on any tag and choose to edit your tags.

## Add a tag

- 1. Navigate to a contact record
- 2. Tap More

10:07	79			al LTE 🖲
<		К	C	Customer
		Katie	Cox	
	Call	Text	Email	o Me
6.00				
• U eř	p next What's Take th Foll	s next for he next ste	Katie? p now Not no	2 months ago
• U P	p next What' Take th Foll	s next for he next step low up	Katie? p now Not no Yity ye	2 months ago
• U °	p next What' Take th Foll N Her	s next for he next step low up	Katie? p now Not no Vity yo see all of y out Katie.	2 months ago

3. Tap Add a tag



4. Select a tag from the list

## Edit or delete a tag

- 1. Navigate to a contact record
- 2. Tap More



3. Tap Add a tag



4. Tap Manage



5. Select a tag from the list



6. Modify and save changes to the tag or delete it



## Delete multiple tags

- 1. Navigate to a contact record
- 2. Tap More



3. Tap Add a tag



4. Tap Manage



5. Tap Edit



- 6. Select the tags to delete
- 7. Tap Delete

