

Delphi Digital Vital Information Manager [Text Larger](#) | [Text Smaller](#)
Welcome Angus

FAMILY FINANCIAL & LEGAL HOUSE INSURANCE MEDICAL PERSONAL ASSOCIATION

You are logged in as a Primary Member | [Log Out](#)

Basic Tools
File Import Tools
Manage Documents
Sharing Tools
Advanced

Welcome to Delphi Digital's VITAL INFORMATION MANAGER (VIM). VIM is the first comprehensive online management tool for key family and household information including:

- **FAMILY MEMBERS & CAREGIVERS** — Children, Adults, Special Needs Children & Adults and Elderly
- **MEDICAL** — Doctors, Medications, and Health Records
- **FINANCIAL & LEGAL** — Bank, Credit Card, Taxes, Investments and Legal Documents
- **HOUSE** — Emergency/Safety Information, Utilities and Household Maintenance
- **INSURANCE** — Brokers, Life, Auto, Homeowners, Fire/Earthquake and Medical Insurance
- **PERSONAL** — Personal Interests, Pet Care, Car Information and Important Contacts/Dates

By storing and making available key information from secured servers, many family/household issues and emergencies can be handled faster and more efficiently - which helps decrease stress levels and benefits both individuals and the corporations who have purchased VIM for their employees.

Use the tools on the left to manage your members, viewers and documents.

In the Know
Learn **Help**
How To ... Tutorials on how to use VIM. Learn how to upload documents from your computer, create your own documents from our forms and how to share selected documents with others by creating viewers and

To Add a “Member”, begin by Clicking “Sharing Tools”

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Click "Member Tools"

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Member Tools

Basic Tools
File Import Tools
Manage Documents
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Advanced

Member Documents
Press this button to view your Member's Documents
[View](#)

Edit Account
Press this button to edit your account
[Edit Account](#)

Add Member
Press this button to add a new Member to your account
[Add Member](#)

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How To ...
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Once you have

Under "Add Member," Click "Add Member"

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Add Member

Please enter the desired name and press 'Create New'. This will be the name used to login.

Login Name:

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Create and Type Login Name and Click “Create New”
By example, you created “Martha Demo” as the Login Name.

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Add Member

Please edit user information and press save.
Your information is protected via a secure protocol.

Data entered in these forms will be used to provide default content for forms you will be creating later.
Filling out a few extra fields here will save you time and effort later.

* Required Fields

Member Name: **Martha Demo**

Member Type: Standard Member Proxy Member

*First Name:

MI:

*Last Name:

*Password:

*Confirm Password:

*Primary Email:

Alternate Email:

In the Know

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Once you have people to share your documents

Complete requested information, Click "Save"

For Info on Proxy vs Standard Member, See Next Page or above Question Marks "?"

Primary Member – The most important role is the owner of the account. This is you. Primary Members can create and upload content and view all the content of the account. They can also create and manage all other Members and Viewers.

Proxy Member – The Proxy Member is a highly trusted person such as a spouse or attorney who would be allowed to act on the owner's behalf if the Primary Member were unavailable. These members can do anything on the account (including adding/changing/deleting files) except edit the Primary Member's own account information or create more Proxy Members.

Standard Member – Standard Members are typically children who have information that they would want to store on the system. The Standard Member can upload and create documents. They can only view documents that were made by themselves or were shared to them by the Primary Member. Standard Members cannot create other Members or Viewers. Beware, the Primary member can view all documents uploaded or created by a Standard Member.

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Your member has been successfully created.

Add Member

Please enter the desired name and press 'Create New'. This will be the name used to login.

Login Name: [Create New](#)

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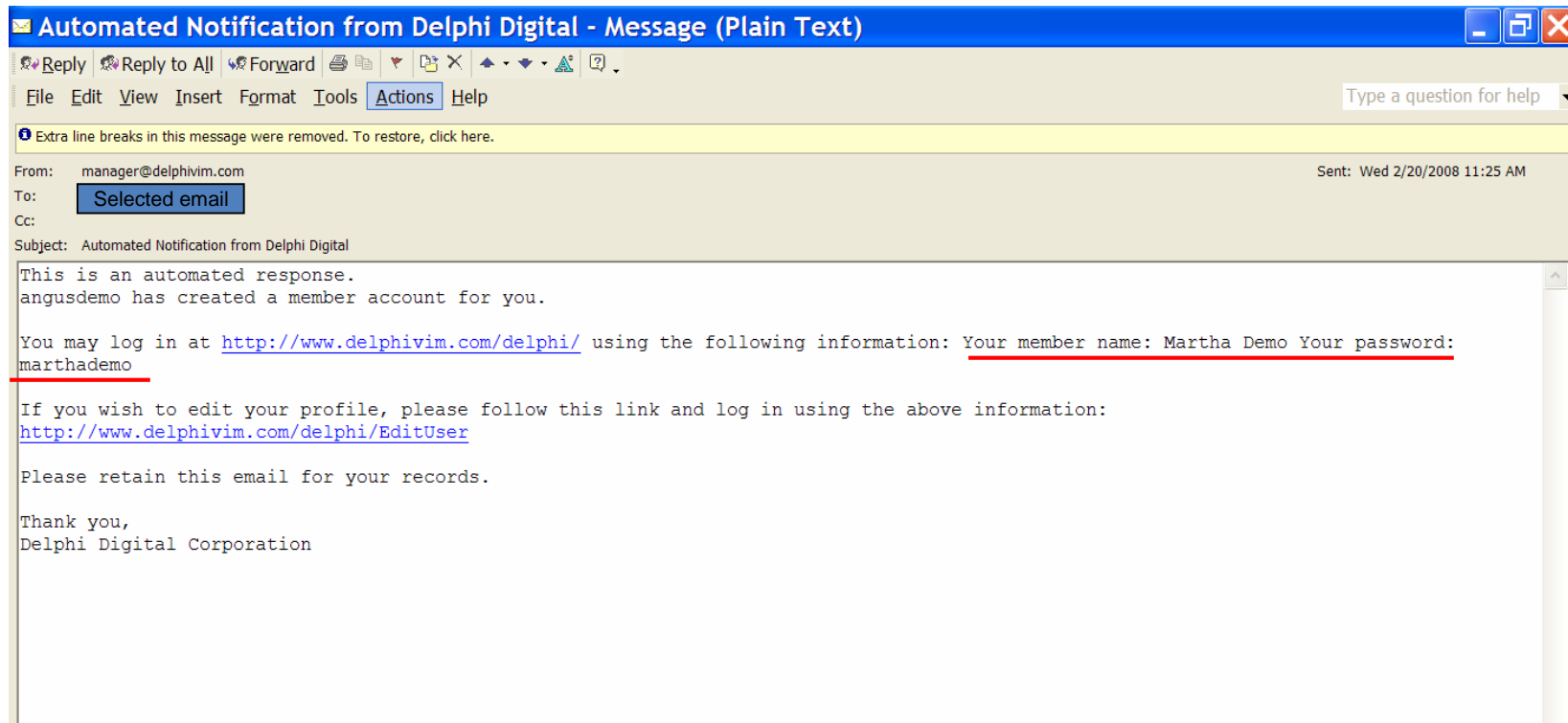
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Confirmation of Added Member



Here is the Email Confirmation to the Added Member