

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

FAMILY FINANCIAL & LEGAL HOUSE INSURANCE MEDICAL PERSONAL ASSOCIATION

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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 Create a New Category in VIM,
First, Click “Advanced”**

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[File Import Tools](#)
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[Category Tools](#)

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Click "Category Tools"

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Display Categories

[Add Category](#) Add a new document category.

Categories for member: **angusdemo**

Action	Category	Default
Delete	Soccer Team Roster/Schedules	n

Legend:
[Delete](#) Delete this Category.
(Warning all entries in this category will be set to other.)

[Return to Home Page.](#)

In the Know

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How To ...
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Click "Add Category"

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Add Category Information

Membername: angusdemo

Category Name:

Default Category: Yes No

Warning setting the default category will unset another default category.

[Add Category](#)

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How To ...

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Create and Type in your Category Name

Select "No" if you DO NOT want this to be the Lead Category (or Default) in the Category Drop Down Box

Click "Add Category"

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Display Categories

Add Category Add a new document category.

Categories for member: **angusdemo**

Action	Category	Default
Delete	Soccer Team Roster/Schedules	n
Delete	Music for Graduation	n

Legend:
Delete this Category
Delete (Warning all entries in this category will be set to other.)

[Return to Home Page.](#)

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Your Category has been Added to the Category List

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Store Documents

Please enter document name(s) including the extension and the document type(s) if known.

Document Name	Category
Processional March.m4p <input type="button" value="Browse..."/>	24HourTracking
<input type="text"/> <input type="button" value="Browse..."/>	MaintenanceUtilities
<input type="text"/> <input type="button" value="Browse..."/>	MasterShoppingList
<input type="text"/> <input type="button" value="Browse..."/>	Medical
<input type="text"/> <input type="button" value="Browse..."/>	MedicalAuthorization
<input type="text"/> <input type="button" value="Browse..."/>	MedicalBenefits
<input type="text"/> <input type="button" value="Browse..."/>	MedicalEmergency
<input type="text"/> <input type="button" value="Browse..."/>	MedicalEmergencyInformation
<input type="text"/> <input type="button" value="Browse..."/>	MedicalPolicy
<input type="text"/> <input type="button" value="Browse..."/>	MedicationAllergies
<input type="text"/> <input type="button" value="Browse..."/>	Medications
<input type="text"/> <input type="button" value="Browse..."/>	Music for Graduation
<input type="text"/> <input type="button" value="Browse..."/>	MutualFunds
<input type="text"/> <input type="button" value="Browse..."/>	OlderAdultActivities
<input type="text"/> <input type="button" value="Browse..."/>	OlderAdultDates
<input type="text"/> <input type="button" value="Browse..."/>	OlderAdultDoctors
<input type="text"/> <input type="button" value="Browse..."/>	OlderAdultEmergencyInfo
<input type="text"/> <input type="button" value="Browse..."/>	OlderAdultHealthTracking
<input type="text"/> <input type="button" value="Browse..."/>	OlderAdultHospitalizationsPast
<input type="text"/> <input type="button" value="Browse..."/>	OlderAdultMedications
<input type="text"/> <input type="button" value="Browse..."/>	OlderAdultPersonalCareRoutine

[Return to the home page.](#)

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Click "Basic Tools" and then Click "File Import Tools."

Browse your hard drive for the appropriate File and Click "Music For Graduation" under Category Drop Down Box

Click "Store"