

Adding a technician to your listing

On the Business plan every technician you pay for gets a pin of their own. Every step from signing in to the pin being placed, and what to press when you take somebody on or off.

The seats you paid for are already yours.

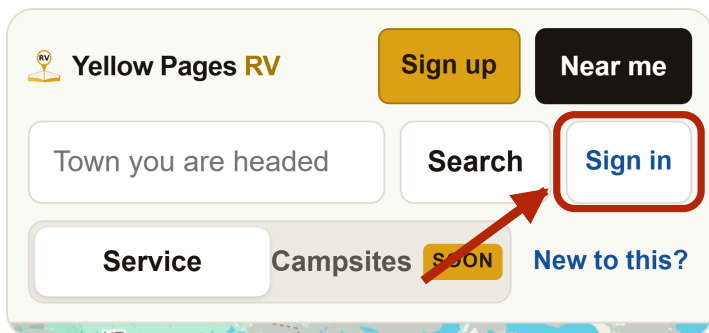
Placing a technician you paid for at signup costs nothing more. The button at the top of your profile says how many are placed and takes you straight to the next one.

Saving never changes what you pay.

Pressing Save changes places pins and keeps what you typed, nothing else. The only thing that adds to your bill is the button marked "costs more", and it shows you the price and asks first. The only thing that takes a technician off your bill is Remove this technician, which asks first too.

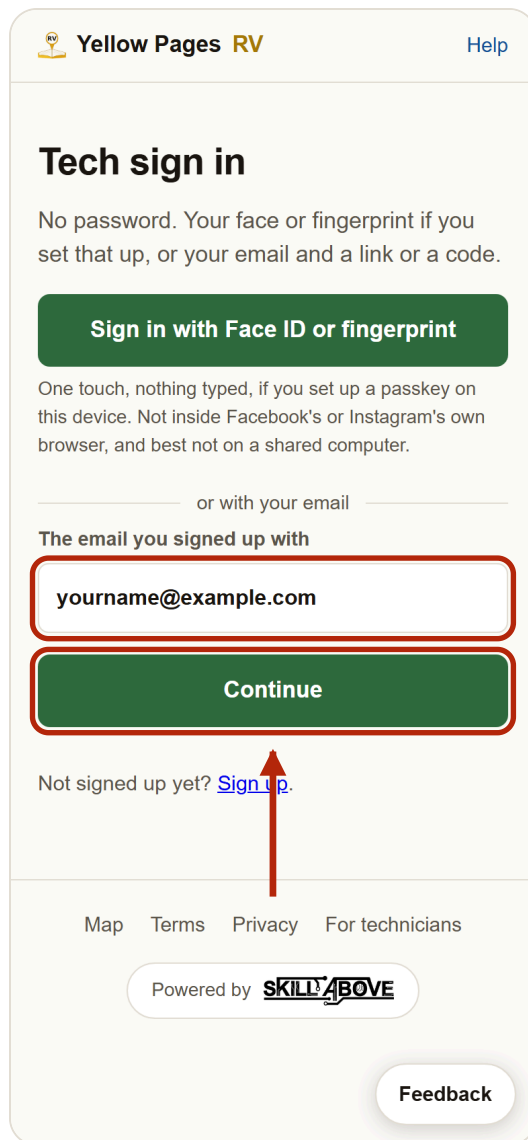
1 Go to yellowpagesrv.com and press Sign in.

It is at the top right of the map. There is no password, and nothing to remember except the email you signed up with.



2 Type the email you signed up with, then press Continue.

The same one your receipt came to. If you have set a passkey up on this device, press the green button above the box instead and you go right in.



3 Pick a link or a code.

Email me a link if you will open the email on this same device. Email me a code if your email is on your phone and you are signing in on a computer.

 **Yellow Pages RV** [New to this?](#)

Tech sign in

No password. Type your email and pick how you want to be let in.

Signing in as **guide-example@yellowpagesrv.com**
[change](#)

Email me a link

No typing. Signs in the device that opens the email.

Email me a code

Six digits to type here. Read it on your phone, type it on this screen.

Not signed up yet? [Sign up](#).

[Map](#) [Terms](#) [Privacy](#) [For technicians](#)

Powered by 

[Feedback](#)

4 Open the email.

It carries what you asked for: the code, or the link, never both. It works once and stops working after 30 minutes. If it does not appear in a minute, look in junk or spam.

From Yellow Pages RV <no-reply@yellowpagesrv.com>

Subject **Your Yellow Pages RV sign in code: 483 921**

Your sign in code is **483 921** Type it on the sign in page within 30 minutes. It works once. If you did not ask to sign in, you can ignore this. Yellow Pages RV

5 If you chose the code: type it and press Sign in.

Read it off your phone, type it on the screen you are signing in on. Then you are in.

 **Yellow Pages RV** [New to this?](#)

Tech sign in

No password. Type your email and pick how you want to be let in.

Check your email for a six digit code.

If that address has an account, the code is on its way. Type it below within 30 minutes. It works once. Look in your spam folder if it does not turn up.

The code from the email

[Ask for another](#)

Sign in

Not signed up yet? [Sign up.](#)

[Map](#) [Terms](#) [Privacy](#) [For technicians](#)

Powered by **SKILL ABOVE**

Feedback

6 If you chose the link: press it, then press Sign me in.

Your email has a green Sign me in button instead of a code. Press it, and the page it opens asks for one more press, on that same device.

 **Yellow Pages RV**

One more tap

Press the button to finish signing in. We ask because some email systems open links automatically to check them, and that would use up your link before you got here.

Sign me in

7 You are in. Under your business name, the button says how many technicians are placed. Press it.

It reads something like **1 of 3 technicians placed. Place the other 2**. Your own pin is the one already placed. Pressing the button adds a pin box for the next technician and moves the page down to it, so there is nothing to hunt for.

Yellow Pages RV Help Map Sign out

Example Mobile RV Service

1 of 3 technicians placed. Place the other 2

Signed in as guide-example@yellowpagesrv.com

Printables

On the map Credentials verified

Owners in your area can see you right now.

☐ **Hide me on the map for now**
This is the only switch. Off takes your listing and your pin off together, and on brings them back. Your subscription keeps running either way and you keep being billed.

This listing costs you nothing.
It was set up for you, so there is no subscription and nothing to cancel. Everything else on this page works exactly as it would for anybody else.

Save changes See my listing

See my page Something wrong?

8 Type the town they work from and pick it from the list.

The new pin box is headed Technician 2. Type the town or zip code in **Which town is this** and pick from the list, and their pin lands there. Put each technician where they actually work from, because their pin is where owners see them.

Technician 2 Show on map Remove this technician

Which town is this

Town or zip code

Type the town or your zip code and pick from the list, and the pin lands there. A zip drops the pin in the middle of the zip and names the nearest town, because a town name is what owners type. Every town comes up, so type your own even if it is a small one. The towns around it go on your page automatically, and anywhere two of your areas overlap we only list a town once.

Whose pin is this

Frank

Just for you. Owners never see it. With several technicians spread out it is the difference between moving Frank's pin and moving Mark's by mistake.

What owners see

Clermont, FL

This fills in from the town you picked and that is fine to leave alone. Worth changing if a region reads better than one town, like

Save changes See my listing

See my page Something wrong?

9 Put their name in Whose pin is this.

Just for you. Owners never see it. With several technicians spread out it is the difference between moving one person's pin and moving another's by mistake.

The screenshot shows a mobile app interface for a technician's pin location. At the top, it says "Technician 2" with two buttons: "Show on map" and "Remove this technician". Below this is a section titled "Which town is this" with a text input field labeled "Town or zip code". A paragraph of text explains that the user should type a town or zip code to place a pin. Below this is a section titled "Whose pin is this" with a text input field containing the name "Frank". A red arrow points to this field. Below this is a section titled "What owners see" with a text input field containing "Clermont, FL". A paragraph of text explains that this field is filled in from the town picked. At the bottom, there are four buttons: "Save changes" (green), "See my listing", "See my page", and "Something wrong?".

Technician 2 Show on map Remove this technician

Which town is this

Town or zip code

Type the town or your zip code and pick from the list, and the pin lands there. A zip drops the pin in the middle of the zip and names the nearest town, because a town name is what owners type. Every town comes up, so type your own even if it is a small one. The towns around it go on your page automatically, and anywhere two of your areas overlap we only list a town once.

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Clermont, FL

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Save changes See my listing See my page Something wrong?

10 Say how far they travel, then press Save changes.

The miles box is further down the same pin box, the same as your own. Be honest with it: an owner who calls because the circle said you cover them, and hears you cannot get there, has wasted their time and yours. Save changes is the green button at the bottom of the screen. Pressing it places the pin and changes nothing about what you pay.

11 Back at the top, the button now counts them. Press it again for the next one.

It reads **2 of 3 technicians placed. Place the other one**. When everyone is placed it reads 3 of 3 and stops being a button.

Yellow Pages RV [Help](#) [Map](#) [Sign out](#)

Example Mobile RV Service

2 of 3 technicians placed. Place the other one >

[Printables](#)

Signed in as guide-example@yellowpagesrv.com

[On the map](#) [Credentials verified](#)

Owners in your area can see you right now.

☐ **Hide me on the map for now**
This is the only switch. Off takes your listing and your pin off together, and on brings them back. Your subscription keeps running either way and you keep being billed.

This listing costs you nothing.
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[Save changes](#) [See my listing](#)

[See my page](#) [Something wrong?](#)

12 The other way in: the empty rows in the card.

Scroll down to the card headed **Your technicians and where they work**. Under your own pin, every technician you have paid for and not placed is a row of its own, **Technician 2. Not placed yet**, with a **Place this technician** button. It does exactly what the button at the top does.

Technician 2. Not placed yet.
Paid for already, so placing them costs nothing more. Press the button, name them, pick the town they work from, and press Save changes.

[Place this technician](#)

Technician 3. Not placed yet.
Paid for already, so placing them costs nothing more. Press the button, name them, pick the town they work from, and press Save changes.

[Place this technician](#)

[+ Add a technician](#)

Rigs and work [Why this matters](#)
Shown on your listing under this same heading. Owners can filter the map to any one kind of work, so every box you tick below is a search you appear in, and every box you

[Save changes](#) [See my listing](#)

[See my page](#) [Something wrong?](#)

13 The card also says how many you are paying for and how many are placed.

A paid seat with no pin on it is normal. It means you have not named that person yet, and it is not a warning. Leave it until you know where they work. The link **Stop paying for one of them** is the only thing in that box that touches your subscription, and it asks first.

Your technicians and where they work

Why this matters

Drag the pin to move it, and set how far you travel. If a circle promises the wrong thing, draw the area instead. Saving also counts as confirming your area, so it stays live on the map.

One pin per technician. You are paying for **3** technicians and using **1**. Each pin is a person, not a place you sometimes park, so put each one where that technician actually works from. If somebody is off, or a pin is spare, switch that one off rather than leaving it on the map for an owner to call.

You are paying for 2 technicians you have not placed yet.

When you know where each of them works, press Place this technician on their row below and put a pin there. It costs nothing more: those seats are already yours.

[Stop paying for one of them](#)



Save changes

See my listing

See my page

Something wrong?

14 Taking on one more than you paid for.

Once every seat has a pin, the button at the bottom of the card reads **+ Add a technician (costs more)**. Press it and a panel shows what you pay now, what you would pay after, and what is charged today, before anything happens. Nothing is charged until you press **Yes, add a technician**. Not now closes it and changes nothing.

15 Taking somebody off.

Press **Remove this technician** on their pin. It asks first, and it says plainly what happens to the money: the unused part of what you already paid stays with us as a credit against your next bill, it is not refunded to the card, and nothing is charged today. Then it shows the new rate. Keep the technician closes it and changes nothing. Pressing Save changes never removes anybody.

? Still stuck?

If the button at the top does not say how many are placed, reload the page once. If it still does not, or a technician you paid for is not showing as a row, write to support@yellowpagesrv.com with your business name and a person will fix it.