



Getting familiar with your Surge365 Back Office!

MENU SURGE THREE SIXTY FIVE Surge365 Demo Welcome Email ⚙️

👤 Sponsor
👥 Team Builder
🌐 Regional Builder
📢 Marketing Director
👑 Founder's Circle

S365 MOBILE APP

GET ACCESS TO THE **SURGE365 MOBILE APP!**

EARNINGS

\$2928.55 WEEKLY EARNINGS

\$366.50 MONTHLY EARNINGS

QTO Status: 54 of 3 → YES

0/4 TOWARDS TEAM BUILDER BONUS

99 TOWARDS \$10,000 BONUS

1 & Prep: 36 of 3 → YES

S365 SUBSCRIPTION

WHOLESALE TRAVEL SUBSCRIPTION ACCESS

SURGE365 CARES

CLICK HERE for more information!

VORTEX

CLICK HERE FOR ACCESS TO INFORMATION AND REPORTING!

RECENT TEAM ACTIVITY

- Personal
- Team
- Regional Team

Team: [Name] 1 day ago

[Name] is a new Travel Member in [Name]'s Team Builder Team.

[Name] is a new Travel Member in [Name] Team Builder Team.

[Name] was promoted to Team Builder in [Name] Team Builder Team.

[Name] is now a SBA in [Name] Team Builder Team.

1 2 3 4 5 ... 9 10

See all team activity

YOUR ACHIEVEMENTS

Your Current Rank: **Team Builder**

69/70 TOWARDS REGIONAL BUILDER

TRAVEL AGENCY ACCESS

Career Path Access

SOCIAL MEDIA

f t g+ You Tube

TAXBOT

Get the most out of your SBA business with

Click here for details!

JUMP SCHOOL

CLICK HERE to register for a Jump School near you!

2018 CONVENTION

August 16-18, 2018

CLICK HERE TO REGISTER!

MY WHY

What's your why? Click here to enter what drives you to succeed. Visible to your upline.

S365 ACADEMY

RECENT NEWS

Big Congratulations to Janice Parker!
April 17, 2018

Hey Surge365! Help us give a big congratulations to Janice Parker! Janice has qualified for her **THIRD \$10,000 Bonus!** [Click here](#) to visit Facebook and congratulate Janice!

2018 Convention 5-Star Challenge!
April 11, 2018

On last night's April Momentum Call, the 5-Star Legend Challenge was announced. Winners at each Star level (1-5) will be recognized with their names on a Championship banner for all to see! Achieve 5-Star level, and you will be recognized with a one-of-a-kind custom trophy! [Click here](#) for the 5-Star Challenge details over on the Surge365 Wavebreak Blog!

Convention Registration in LIVE!
April 11, 2018

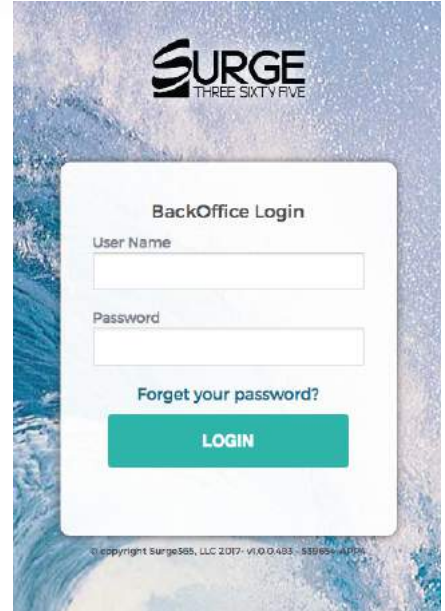
Registration for the 2018 Surge365 International Convention is now LIVE! Register now right here from



Getting familiar with your Surge365 Back Office!

Logging in to your Surge365 Back Office

You can log in by going to my.Surge365.com and entering the User Name and Password you selected during the sign-up process. This information can also be found in your Welcome Email from Surge365.



Your Home Page

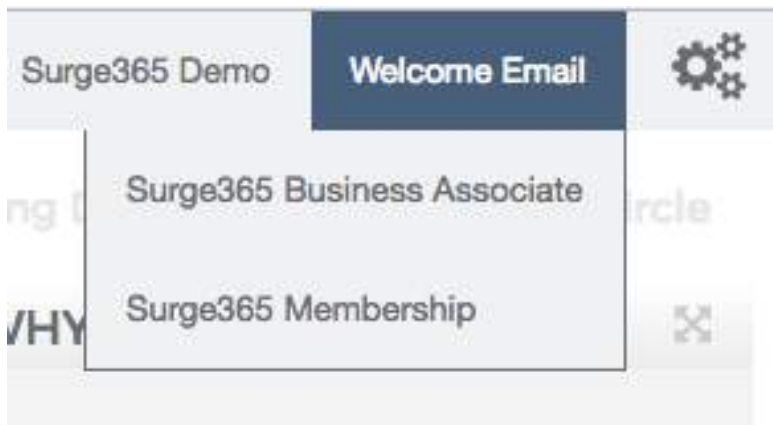
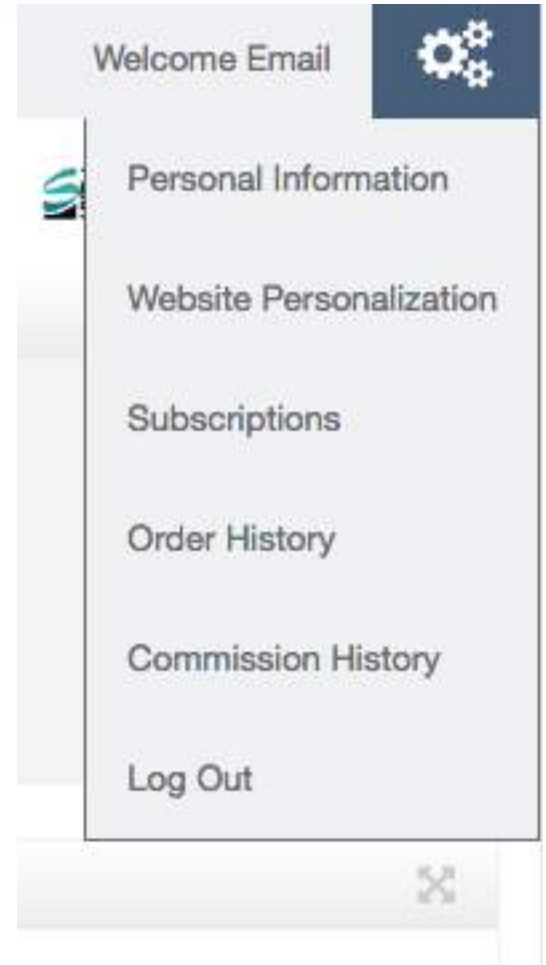
The home page of your Surge365 Back Office contains a variety of modules that give you access to everything you need to run your Surge365 business.

These modules can also be rearranged by selecting the double arrow X in the upper right corner of each module.

Getting familiar with your Surge365 Back Office!

Your Account Settings

Whether it is changing your website personalization, looking for your commission history, or editing your subscriptions, you can easily do all of this and more through your Account settings located in the upper right corner of your Surge365 Back Office.



Welcome Email

Need to locate the Welcome email you received when you signed up for Surge365 as an SBA or purchased a product? Don't worry, we've got you covered here! Just hover over "Welcome Email" in your Back Office and select the email you want to view. This email contains your URL, log in information and other details to get you going.

Getting familiar with your Surge365 Back Office!

Viewing Your Personal Information

Hover over your name next to Welcome Email and you'll be able to quickly view your Personal Information. Need to make an update? No worries, just select "Edit" below and you'll be able to make any changes to your information.

Surge365 Demo

Surge365 ID: [REDACTED]

Name: [REDACTED]

Secondary Name:

Tax ID: ***** [REDACTED]

Phone Number: [REDACTED]

Alternate Phone Number: [REDACTED]

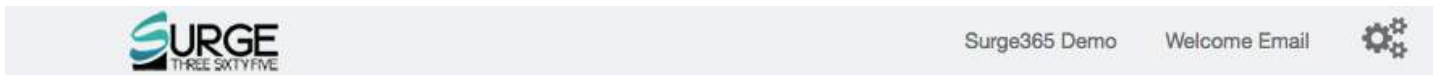
Fax Number:

Cell Number: [REDACTED]

Email: [REDACTED]

Store Name: [REDACTED]

Edit



Locating Your Upline Support

Utilizing your upline for support in your Surge365 business is a key to take your business to the next level. You'll notice a row of small icons above the modules in your Surge365 Back Office. Each icon is clickable and will display the name, phone number, and email address for each member of your Upline.

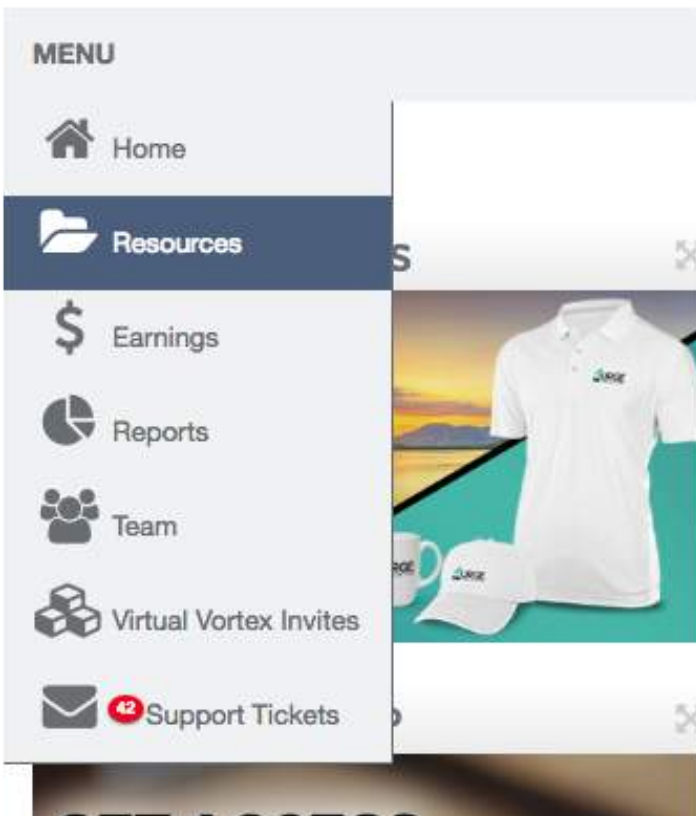
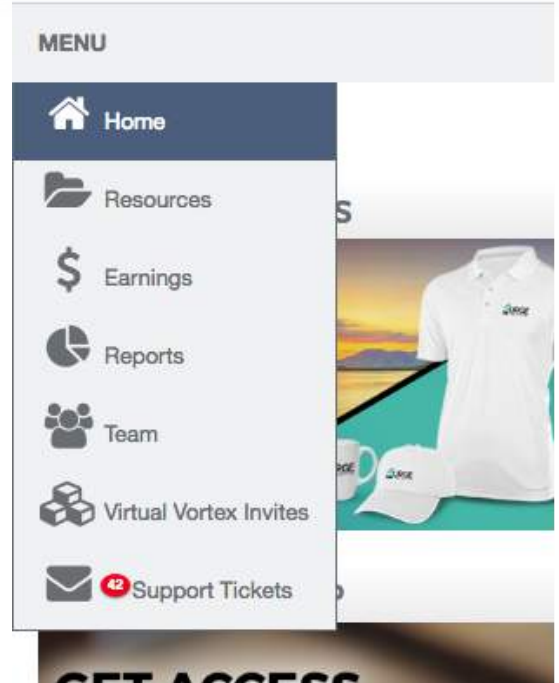


Getting familiar with your Surge365 Back Office!

Diving into your Back Office Menu

Your Surge365 Back Office has a wealth of information available to help you build and manage your Surge365 business.

A lot of this information is located under the Menu option and we're going to take a look at each section under Menu.



Menu > Resources

In the Resources section of your Surge365 Back Office, you'll have access to various tools to help you in your Surge365 business. From Business Forms to SBA Documents to Recognition, Presentations, and Videos, this is your go-to spot!

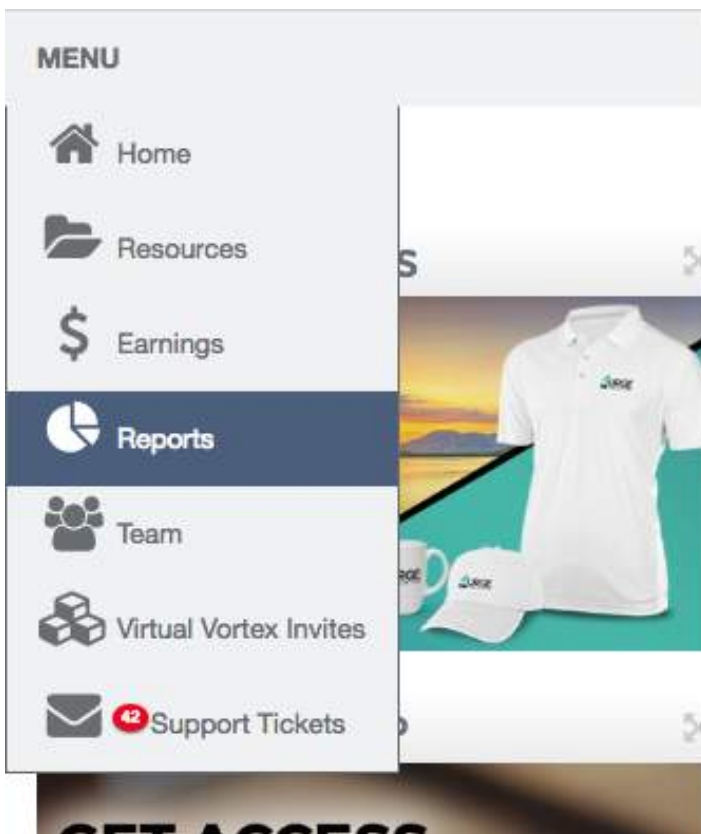
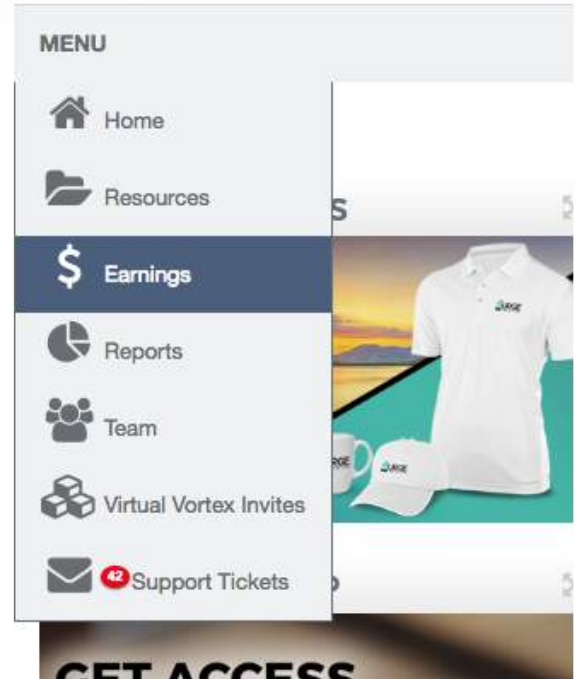
It's also where you will find the very important P&Ps (Policies & Procedures) to help you correctly run your business.

Spanish materials are also available in these sections.

Getting familiar with your Surge365 Back Office!

Menu > Earnings

In the Earnings section of your Surge365 Back Office, you'll have access to view your Commission History. You can view the details of a particular pay period by selecting the date.



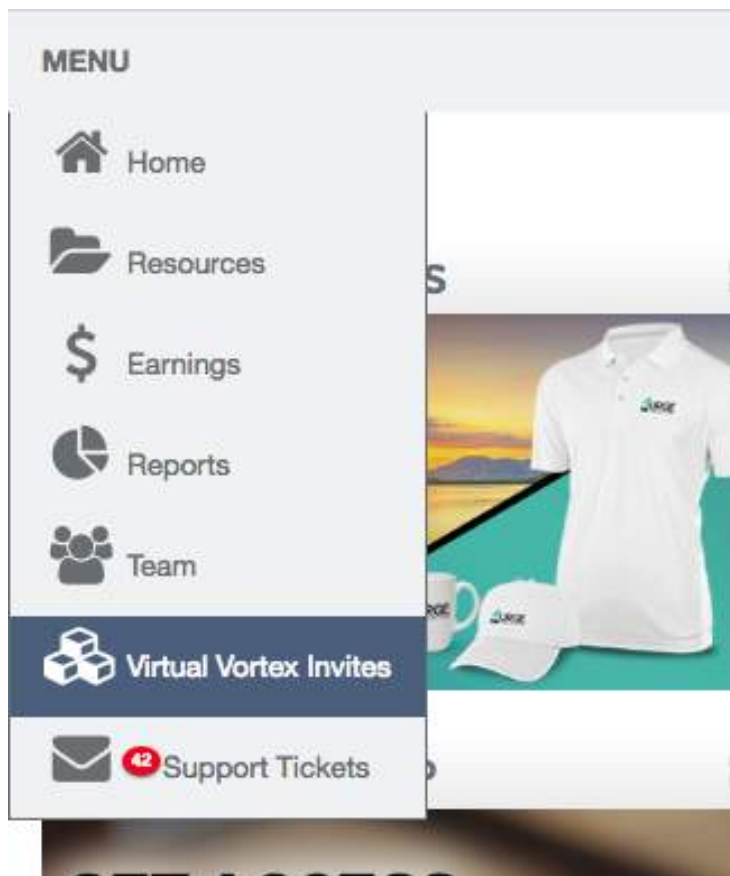
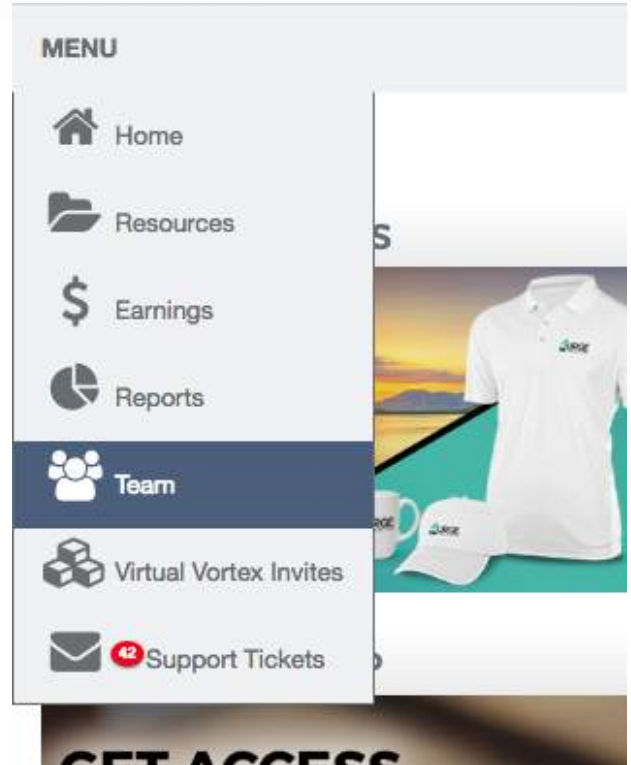
Menu > Reports

In the Reports section of your Surge365 Back Office, you'll have access to various Personal and Team Reports needed to help you run your Surge365 business. Reports that are unlocked will appear in color. Hover over the report for information about it. Locked reports will appear gray in color. To find out what's needed to unlock a report, hover over it for more details.

Getting familiar with your Surge365 Back Office!

Menu > Team

In the Team Reports section of your Surge365 Back Office, you'll have access to view your downline by using the searchable genealogy or by a hierarchical view.



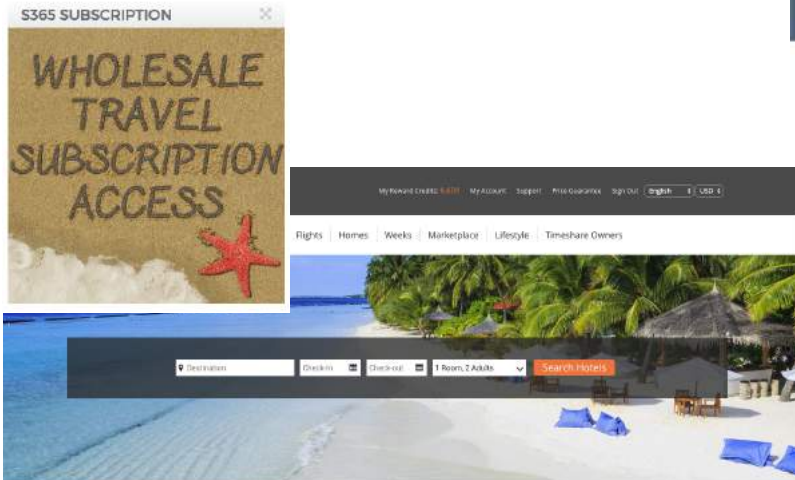
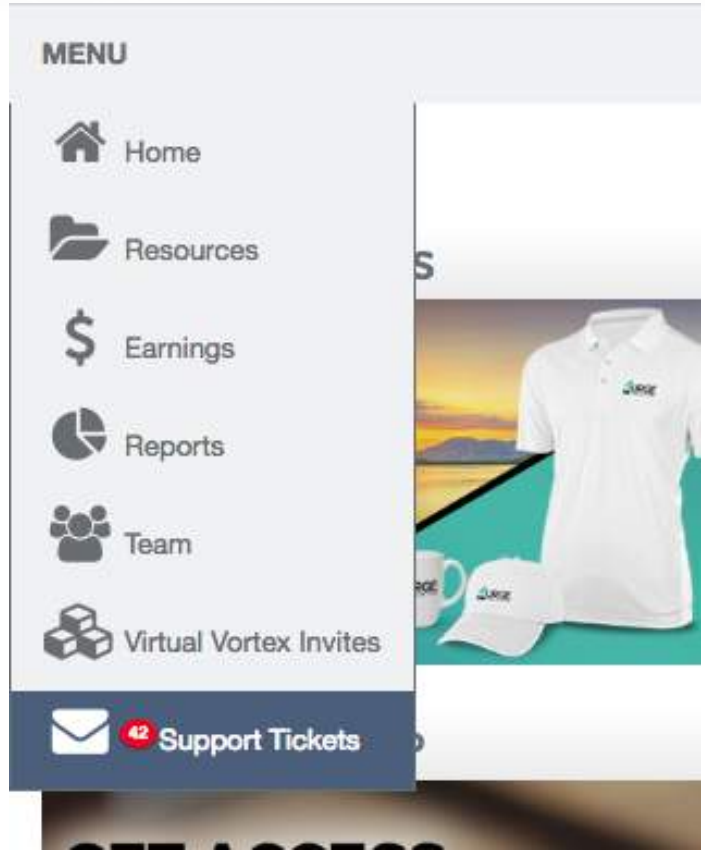
Menu > Virtual Vortex Invites

Virtual Vortex Invites allow you to send an invitation for someone to have the ability to set up a FREE Vortex Customer account! This will give them access to more than 400,000 hotels and resorts, discounts on activities and excursions, cruises, weekly resort stays, and so much more!

Getting familiar with your Surge365 Back Office!

Menu > Support Tickets

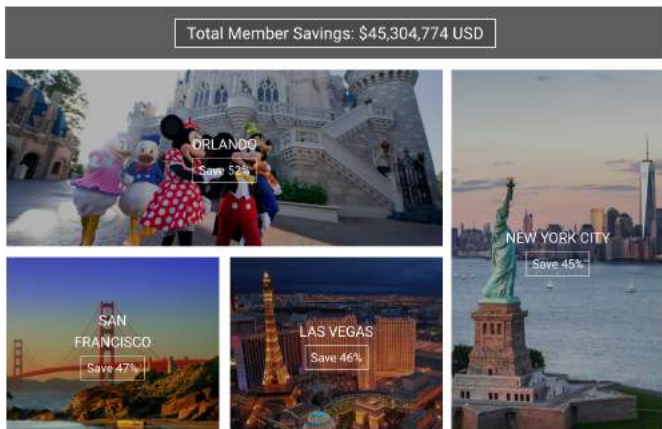
Have a question for a member of your Support Team but it's the weekend? The Support Tickets feature is the perfect spot to ask your questions. This feature is available 24/7/365 in your Surge365 Back Office. Once entered, a member of our Support Team will respond to your question during normal business hours.



Vortex Membership

You are going to love being a Vortex Member in Surge365, where you'll be taking your family travel to the next level! You have exclusive access to a members-only insider pricing platform offering exclusive weekly specials and a 150% price guarantee.

Live Chat



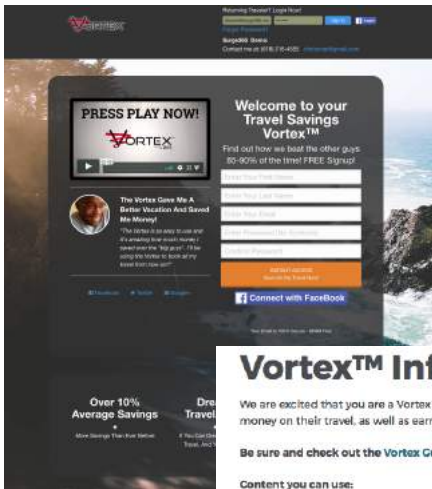
To access your special members-only insider pricing platform, all you need to do is log in to your Surge365 Back Office and select the Wholesale Travel Subscription ad on your home page.

Getting familiar with your Surge365 Back Office!

Travel Agent Program

Your Vortex Platinum purchase also includes access to the Travel Agent Program in Surge365, where you'll have everything you need to make money in the world's largest industry!

To access your Travel Agent Account, all you need to do is log in to your Surge365 Back Office and select the Travel Agency Access ad on your home page. Travel Agent program is only available to residents located in the U.S. and Canada.



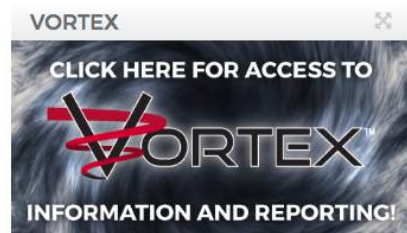
Vortex Travel Site

The Vortex Travel Site uses a patent pending algorithm that is designed to give your Customers savings on all of their travel 85-90% of the time. And not only do your customers save money, but you'll be earning Cash Rewards!

With the Vortex, you'll be able to earn Cash Rewards online 24/7/365!

To access your special Vortex information and reporting, all you need to do is select the Vortex ad on the home page of your Back Office.

If you're wondering how to get started, be sure to download the Vortex Getting Started Guide!



Getting familiar with your Surge365 Back Office!

Surge365 Academy

You don't want to miss these important training videos from Surge365 President Chris Cokley! You will also be able to download important documents that are referenced throughout the different sections.



Surge365 Apparel & Tools

We have partnered with Vistaprint to provide you with beautifully designed, company-approved business cards with the Surge365 and Vortex logos. Order logo apparel, banners, promotional gifts, and more.

Click on the Apparel & Tools ad in your Back Office to see all the marketing materials available.

Getting familiar with your Surge365 Back Office!

Surge365 Mobile App

The Surge365 Mobile App allows SBAs to send videos to prospects, enroll new members, initiate 3-way opportunity calls, access their Back Office with its wealth of information and training, keep track of leads, view upcoming events, and receive real time corporate alerts.

The Surge365 Mobile App is available to iPhone and Android users and is free with your SBA subscription.



Taxbot

Looking to make your tax savings easy? Would you like to find hidden tax savings year round? You can do this and more with Taxbot! A subscription to Taxbot and the Taxbot app is included in your \$10/month Surge365 Business Associate fee!

Take tracking your SBA business to the next level with Taxbot!

Start by selecting the Taxbot ad and creating your account right here in your Back Office.

Getting familiar with your Surge365 Back Office!

Surge365 Cares

Care is defined as looking after and providing for the needs of another. Our Founders started Surge365 with a burning desire to provide individuals with a vehicle to change their lives physically, emotionally, spiritually and financially. And they have done just that. Thousands of lives have been changed!

Now Surge365 is determined to do more. We want to give our associates an opportunity to partner and promote 501c3 non-profit organizations that are making a difference in the lives of others.



Earnings

The Earnings module will give you a quick overview of your SBA business. You can easily see what your weekly and monthly earnings are, along with your QTO status and your progress toward a \$1,000 or \$10,000 Bonus!

If you also have a Vortex subscription it will show your progress toward becoming 3 & Free.

Getting familiar with your Surge365 Back Office!

Recent News

The Recent News section is the spot where you can find the most recent communication that has been sent out from the Surge365 Home Office.

Be sure you keep on eye on this section so you don't miss out on any important communications.

RECENT NEWS

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April 17, 2018

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Convention Registration in LIVE!

April 11, 2018

Registration for the 2018 Surge365 International Convention is now LIVE! Register now right here from your Back Office and SAVE!

JUMP SCHOOL



CLICK HERE
to register for a
Jump School near you!

Jump School

Surge365 Jump School is designed to help you jump start your business and prepare you mentally to win!

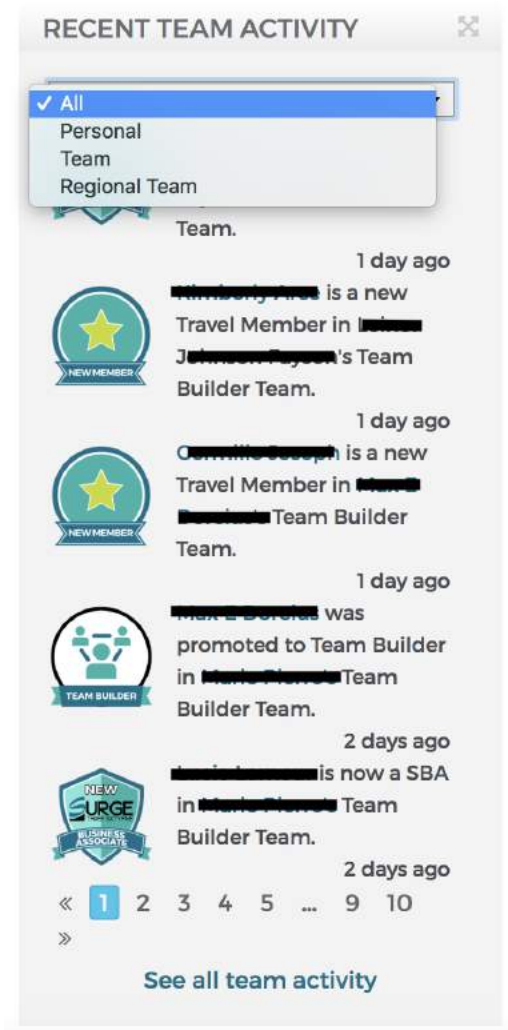
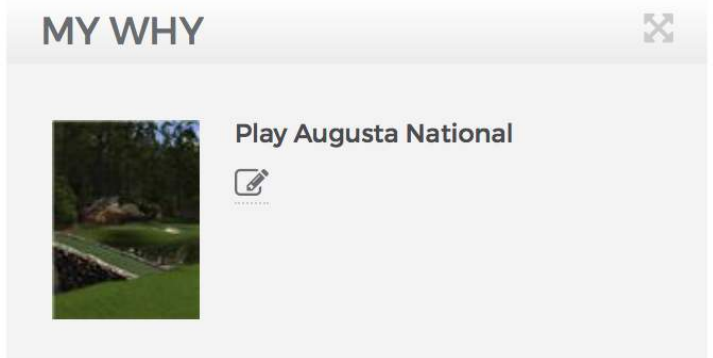
At Jump School you will learn the benefits of being a Travel Agent, learn how to make money building a team, hear from industry professionals about the tax advantages of owning a home-based business, learn how to use our systems and tools, learn how to earn vacations 50% faster, and learn about the power of what you purchased. You will receive a Jump School workbook and Jump School lapel pin, and improve your team's retention by their participation! All of this for just \$149!

Getting familiar with your Surge365 Back Office!

My Why

What's your 'Why?' Is it to retire early? Is it to go on that bucket list trip you've always wanted to take? Maybe it's to pay off student loans.

Whatever your 'Why' may be, the My Why module was created so every time you log in to your Back Office you will see your 'Why' and know what you are working toward in your Surge365 business.



Recent Team Activity

The Recent Team Activity module will display the sales and promotions that are happening in your team.

You can filter this information by selecting the drop-down arrow and the activity level that you would like to view.

Getting familiar with your Surge365 Back Office!

Your Achievements

The Your Achievements module will display your current SBA level and below will show your progress toward your next SBA promotion.



YOUR ACHIEVEMENTS

Your Current Rank:
Team Builder

69/70 TOWARDS REGIONAL BUILDER



SOCIAL MEDIA

f Twitter g+ YouTube RSS

Connect with us!

Whether you're looking to stay up to date on all of the latest Surge365 news and information, or you just want to stop by and say hey to the Surge365 community, you can connect with us on any one of our social media channels or visit the Surge365 Wavebreak Blog at <https://wavebreak.surge365.com/>

The links in this module will take you to the Surge365 social media sites.

You can also find these details in your SBA Welcome email (view that email by selecting it from the Welcome Email section in the upper right corner).