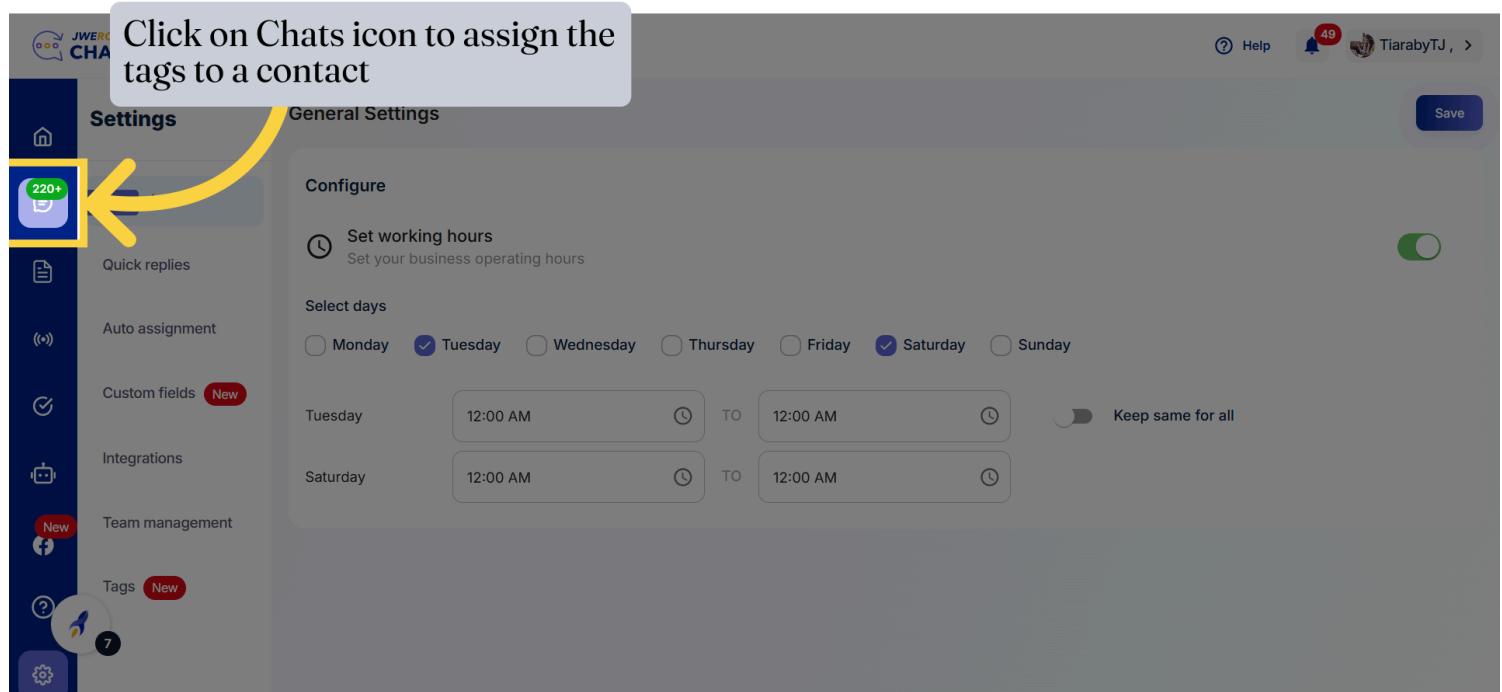


# How To Assign Tags



Go to [chats.jwero.ai](https://chats.jwero.ai)

1. Click on Chats icon to assign the tags to a contact



2. Select the contact to which you want to assign the tag and click on "+".

Chats

Rahul More

RM 21:53:32

0 Profiles

Tags

Broadcasts

Actions

CRM Task Note

Add tags

3. Select the tag from the available options.

Select the tag from the available options.

Add tags (26)

1 tags selected

Search tags

- Campaign 0 contacts
- test-shopify 1 contacts
- shopify 3 contacts
- Test 11 Oct 0 contacts
- Test Oct 1 1 contacts
- Exhibition 1 contacts

CRM Task Note

#### 4. Click on "Confirm" after selecting the tag.

Click on "Confirm" after selecting the tag.

CRM Task Note

#### 5. You will see this notification after successfully assigning the tag.

The screenshot shows the Jwero Chats application interface. At the top right, a yellow arrow points from a notification box to a callout box. The notification box contains the text "Tags updated" and "Tags updated successfully." with a "Close" button. The callout box contains the text "You will see this notification after successfully assigning the tag." Below these boxes is a contact card for "Rahul More" with a crown icon, handle "@rahulm.tanika", and 0 followers. The contact details section shows "0 Profiles" and a "Tags" section with a "Campaign" tag highlighted by a yellow box. The main chat area shows several messages and product cards for "12008an" and "12005ai". The bottom navigation bar includes icons for CRM, Task, Note, Info, Tasks, Notes, and Me.

Tags updated  
Tags updated successfully.

You will see this notification after successfully assigning the tag.

Rahul More  
@rahulm.tanika 0 followers

Tags  
Campaign

0 Profiles

0 Broadcasts

Actions

CRM Task Note

Info Tasks Notes Me