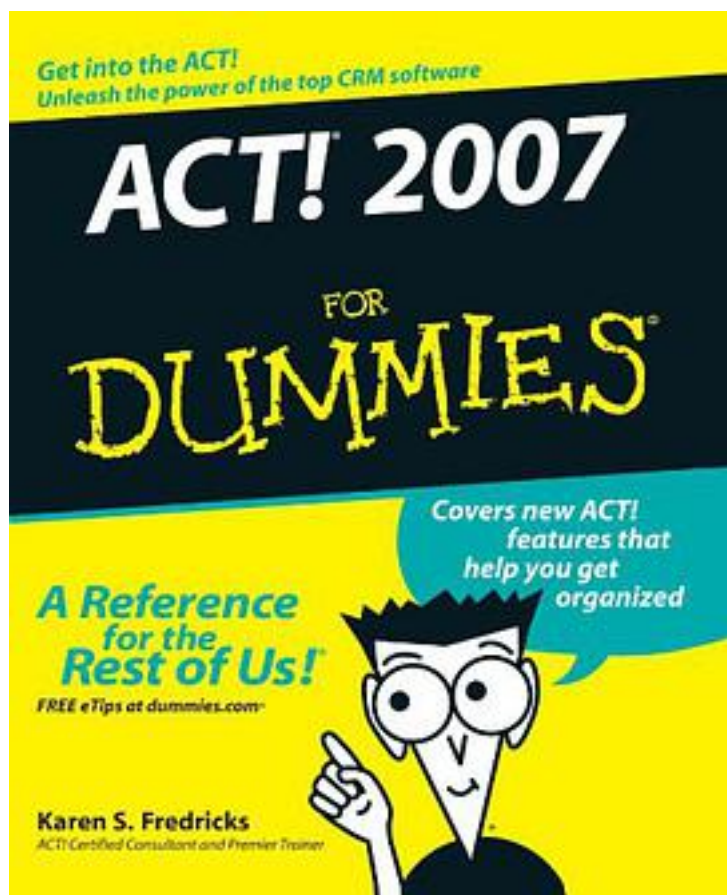


ACT! 2007 for Dummies



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著者:Fredricks, Karen S.

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Find out how to get the most from your ACT!

Manage your contacts, communicate, synchronize ACT! with Outlook, and more

You have a business or organization to run. ACT! is designed to make that easier, and this book helps you get your ACT! together. Here's how to set up ACT! 2007, enter and organize contact information, use ACT! to track activities, prioritize leads, and produce reports, and make it act exactly as you need it to.

Discover how to * View details on a particular contact

* Generate faxes, e-mail, or snail mail to a list

* Add fields to customize ACT!

* Handle backups and eliminate duplications

* Group and sort contacts

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