



Contact Management

FOCUS is a Contact Management Program designed for sales, marketing, and service providers. The program provides you a paper-less office because it eliminates manual tracking of your contacts. FOCUS is an extremely user friendly program

Built in Modules:

- ☑ Call Tracking, Provides you a running history of your contacts with prospects, clients, suppliers, etc.
- ☑ Meetings, Recall and Action scheduling.
- ☑ Customer Quotations preparation.
- ☑ Convert Quotations to Work Orders and finally Invoices.
- ☑ Time Sheets tracking for labor oriented jobs.
- ☑ Sales analysis report for the customer, for the company, or for each sales person.



A typical contact is defined by name, title, address, phone, fax, pager, e-mail, Internet address, etc. FOCUS is a professional level Contact Management program that gives you quick, easy access to Contact information while allowing you to customize the data you track and list. Virtually any combination of fields can be listed, sorted or used to search for a Contact Record.

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