



Training & Services from the Software Solution Shop

ACT! by Sage

Training

We offer comprehensive expert training on ACT! by Sage, helping with everything from installation and setup of your database through to:

- Working with Contacts
- Lookups & Searches
- Groups & Companies
- Importing Mailing Lists & Exporting Data
- Scheduling Activities
- Opportunities
- ACT! Dashboards
- Letters & Mail Merges
- Email Integration
- Duplicates & Global Changes
- Database Maintenance
- Synchronisation
- Creating a New Database and Defining Users
- Customising ACT! Fields
- Customising ACT! Layouts
- Using ACT! Report Designer
- Customising Menus & Toolbars
- The Sage Accounting Link

To receive training chose from:

- Onsite – Training at your premises
- Classroom training - At 1 of 11 Sage training centres throughout the UK

After you complete your purchase you automatically receive a training voucher worth up to £170.

Customisation

If you need any stationery designed or new reports created then we can help. We offer both a remote service or onsite help.

Installation

If you need help installing any Sage software then one of our technicians can visit you to make sure you are setup correctly.

If you are interested in training or services from the software Solutions Shop please e-mail info@SoftwareSolutionShop.com