How to .....

- 1.1 Find a Company/Contact Record
- 1.2 Add a Company
- 1.3 Add Further Company contacts
- 1.4 Add further personal details about a contact
- 1.5 Add accounts, etc. details
- 1.6 Complete a Company questionnaire
- 1.7 Complete a Contact questionnaire
- 1.8 Add a Vacancy
- 1.9 Use Contact Events
- 1.10 View Placements
- 1.11 Use Notes
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- 1.14 View Temp Details
- 1.15 View former employees or temp staff
- 1.16 Add a new account code to a company record

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