How to .....

- Find a Company/Contact Record
- Add a Company
- Add Further Company contacts
- Add further personal details about a contact
- Add accounts, etc. details
- Complete a Company questionnaire
- Complete a Contact questionnaire
- Add a Vacancy
- Use Contact Events
- View Placements
- Use Notes
- Use Groups
- Use Contact Trees
- Work with Documents
- View Temp Details
- View former employees or temp staff
- Add a new account code to a company record

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