Contact events

Refers to:

person form → Contact events tab

Click on the **Contact Events** tab to see all the contact history for the selected company contact.

- To open up the contact details click on the **Expand** button.
- To view all contact history for all company contacts click on the **For All Contacts** button.
- Process will open the Contact Event Selector form prefilled with these contact events, for reporting or analyzing.
- Add a new Contact Event by clicking the **Make Contact Event** icon.

Back to Online User Guides
back to How to .....