

# ACT 2012 -- 3 CD Training Set!

ACT! is easy to use, so why do you need training? The fact is the basics of ACT! are pretty simple, but to leverage your investment in ACT!, there are ways of doing things that you need to learn.

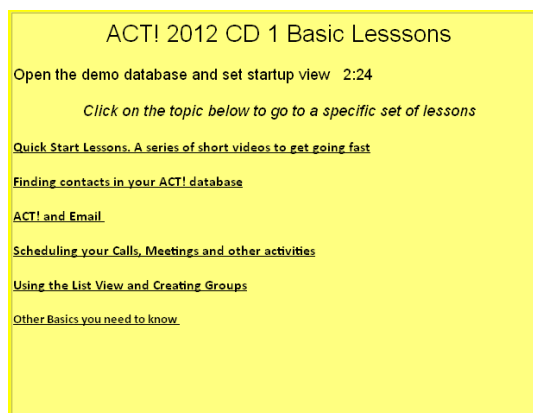
I have been training ACT! users for nearly 20 years, written 6 books on ACT! and what I have discovered is that the best way to deliver training is at the moment it is needed. So, my videos are menu driven, short and to the point most being less than 4 minutes long.

Want to send a customized email to 30 people? Want to figure out how to use Groups and the Id/Status field together to gain sales and marketing synergy? Want to automate many of the steps needed to close deals? Learn how fast!

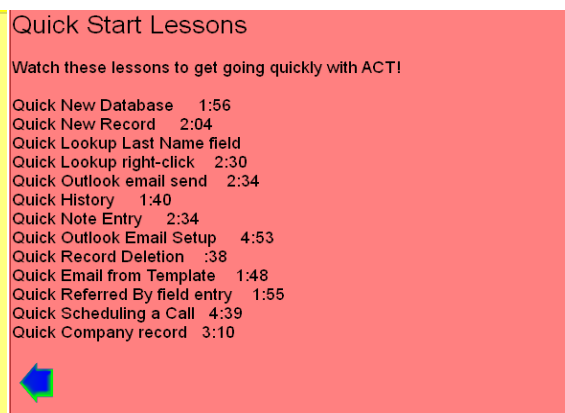
## ACT Basic Lessons:

Master the topics that get you successful with ACT! fast. Your learning is broken down into 40 short and to the point videos.

### Opening Menu



### Quick Start Lesson submenu



## ACT Advanced Lessons:

Two areas are covered in this CD. Learn to use more advanced aspects of ACT! such as email marketing and Smart tasks and learn how to setup and administer a shared ACT! database.

## ACT Addon tools CD

In this menu-driven CD I show you which addon tools to use for specific situations. For example, connect to QuickBooks to make a seamless back office system. Create and send direct mail postcards right from ACT! to a targeted audience. Link to other databases, using Smart Notes and many more addons are featured.

Did I mention that you get my Success with ACT! PDF that matches the lessons on the CD and has the printable step-by-step for each lesson? Watch, print and learn, FAST. Oh, and if you have questions you can email me for a personal answer!