



## ACT! by Sage 2008 (10.0)

### Improve Your Productivity

The #1 selling contact and customer manager for 20 years, ACT! improves productivity by helping you organize contact information, manage daily responsibilities, and communicate more effectively. With all your contact details at your fingertips, you can focus on what's important to your business — building stronger customer relationships.

ACT! is renowned for being easy to learn and use, and can be used out-of-the-box or customized to suit your needs. It also integrates with everyday tools like Microsoft® Outlook®, Excel®, and Word. With more than 2.7 million individual users, ACT! continues to lead the industry in helping customers like you connect and succeed.

### Keep Contact Details in One Place

For quick access to the information you need, centralize your important contact details with ACT! instead of relying on written post-it notes, multiple Excel spreadsheets, or worse — filed in your memory. ACT! not only enables you to access detailed contact information, but allows you to tie the details of your relationships to the Contact Record, impressing your prospects and customers with your knowledge about their unique circumstances. This kind of attention to detail helps build stronger relationships.

### Manage Daily Responsibilities

Don't let important activities slip through the cracks; manage all your daily responsibilities through scheduling and tracking activities within ACT!. If you work in Outlook, you can sync your ACT! and Outlook calendars, and view your schedule with one of many calendar views available in ACT!. Or, view your activities from the Task List. You can even set Activity Alarms to help stay on top of deliverables. Activities not completed will roll over to the next day. For activities with multiple steps, schedule an Activity Series to automate redundant tasks. Since activities are linked, a due date change to one will realign other, related activities. Now, you can track every call, meeting, or to-do for each contact so you stay on top of all important deliverables and improve your productivity.

### Communicate More Effectively

Communicate more effectively with your customers and prospects by creating and tracking all contact communications using ACT! integrated directly with Outlook<sup>1</sup> e-mail, or using the ACT! E-mail Client integrated with Lotus Notes<sup>®</sup> or Outlook Express. However you prefer it, when you send e-mail to your contacts, a history is created on the ACT! Contact Record for quick and easy referencing of contact e-mail correspondence. You'll also have a fast way to check the last time you communicated with a contact using the Last Communication fields to ensure you're staying in touch as frequently as appropriate.

### Easy to Learn and Use

With ACT! you'll be up and running quickly because ACT! is easy to learn and use, ensuring you accelerate your time to productivity. ACT! provides you with complete information on one screen, a tabbed interface, lots of right-click and one-click functionality, and robust look-up capabilities. And, because you'll have plenty of assistance at your fingertips with feature tours, online help, documentation, and more, you can count on ACT! to help you get up-to-speed in no time.

## #1 SELLING CONTACT AND CUSTOMER MANAGER FOR 20 YEARS

In 1987, ACT! broke new ground for business professionals looking to manage contacts and activities, build key relationships, and drive results. "Contact Management" software was born. Over the years, ACT! continued to evolve while remaining #1 in the industry. Today, ACT! by Sage has more than 2.7 million individual users and 38,000 corporate accounts in 25 countries. Helping business professionals connect and succeed — that's ACT!, now and into the future.

## KEY BENEFITS

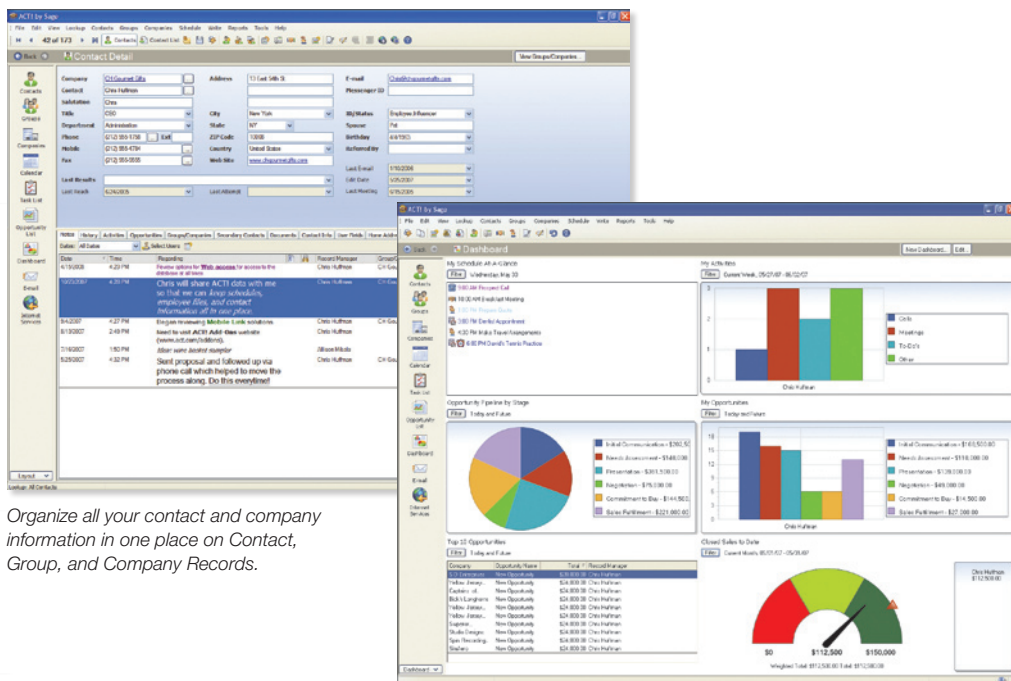
- Keep contact details in one place
- Group related contacts
- Find information quickly and easily
- Manage daily responsibilities
- Communicate more effectively
- Improve sales opportunity tracking and visibility
- Gain insight into your business
- Use out-of-the-box or customize for your business
- Integrate with everyday applications and accounting solutions
- Learn and use easily
- Access via mobile devices

## SHOULD YOU BE CONSIDERING ACT! BY SAGE PREMIUM 2008 (10.0)?

ACT! Premium offers a range of functionality specifically designed to meet the needs of larger teams of networked users<sup>2</sup>, including group scheduling and automatic Outlook calendar sync, advanced opportunity tracking and customization capabilities, and robust reporting options to provide insight into team performance.

### Inquire today!

- Call 1-866-795-3711
- Contact your ACT! Certified Consultant
- Visit [www.act.com](http://www.act.com)



Organize all your contact and company information in one place on Contact, Group, and Company Records.

Get an at-a-glance view of your top activities and opportunities and take action immediately with the Dashboard.

1 During setup, users must select if they want to access Outlook e-mail through the ACT! e-mail client or direct integration with Outlook. ACT! must be added as an Outlook address book to use this feature.

2 Published minimum system requirements are based on single user environments. Actual scalability and number of networked users supported will vary based on hardware and size and usage of your database. Sage Software scalability recommendations are based on in-house performance tests using the recommended server system requirements found at: [www.act.com/2008systemreq](http://www.act.com/2008systemreq). You must purchase one license of ACT! per user.

### Use Out-of-the-Box or Customized

As simple or as complex as you want, ACT! can be used out-of-the box or highly customized to suit your specific needs. It works the way you want it to work. For example, you can add fields and tabs as needed, customize the layout by changing colors or adding your logo, or by adding custom priority, activity, and history types. Because ACT! can be used by anyone with contacts, it fits the needs of a variety of industries and allows you to track everything from the most basic contact details to complex, highly specialized information to fit the needs of your business.

**Important Note for all customers:** Sage Software recommends you carefully review all ACT! system requirements at [www.act.com/2008systemreq](http://www.act.com/2008systemreq) to ensure your system meets these requirements. **Compatibility with ACT! Solutions:** ACT! 2008 cannot be used in conjunction with ACT! Premium 2008 (EX or ST Edition) or ACT! Premium for Web 2008 (EX or ST Edition). When used in standalone environments, ACT! Premium and ACT! Premium for Web solutions are only compatible with their respective same editions. When used in conjunction with each other, ACT! Premium and ACT! Premium for Web editions must be the same. **Regarding ACT! for Palm OS®:** ACT! 2008 (10.0) solutions are not compatible with ACT! for Palm OS® 2.0. **Regarding ACT! Add-on Solutions:** Certain ACT! add-on solutions may not be compatible with ACT! 2008 solutions. Please visit [www.act.com](http://www.act.com) or check with your add-on product provider to determine compatibility.

### About ACT!

The #1 selling contact and customer manager for 20 years, ACT! by Sage enables individuals and teams involved in selling or other contact-driven roles to improve productivity by helping them organize contact information, manage daily responsibilities, and communicate more effectively. With contact details at their fingertips, they can focus on what's important to their business - building stronger customer relationships. ACT! is easy to learn and use, customizable, and affordable for small businesses. With more than 2.7 million individual users and 38,000 corporate accounts in 25 countries, ACT! continues to lead the industry in helping customers connect and succeed.



End-to-end solutions. Expert advice. Premium support. That's Sage 360®.

Sage Software supports the needs, challenges, and dreams of 2.7 million small and mid-sized business customers in North America through easy-to-use, scalable and customizable software and services. Sage Software is a subsidiary of The Sage Group plc, a leading international supplier of business management software and services formed in 1981 and listed on the London Stock Exchange since 1989.

