

ACT!TM
PREMIER TRAINER

ACT!TM
CERTIFIED
CONSULTANT

INCLUDED

- User Guide
- Lunch
- Power User Certificate

COST: \$399

**One Day Session
9am - 4pm**

**Small Hands-On
classes**

**GUARANTEED or
Return for Free
within 90 days**



ACT! SOFTWARE TRAINING CLASS ADMINISTERING ACT!

SAGE PREMIER TRAINING CENTER COURSE OUTLINE

Basic Administration	Queries
Opening Databases	Lookup By Example
Configuring Workstations	Advanced Queries
Installing On Workstations	Creating and Populating
ACT! Preferences	Groups/Companies
Database Security	Adding Multiple Contacts
Security Roles	Groups/Companies
Password Management	Synchronization Maintenances
Team Management	Synchronizing Concepts
Field Security	Administrator Tools
Database Administration	Setting Up Synchronization
Backup & Restore	Remote Database User Tasks
Check & Repair	When Things Change
Scheduling D/B	Converting an Old ACT! Database
Maintenance and Repair	Questions and Answers
Dealing With Duplicates	
Remove Old Data	
Events	

Are you interested in taking advantage of ACT!'s most powerful features? Taught by a SAGE Certified ACT Premier Trainer and hands on so you can learn about data base security, administration and synchronization. This class is designed to fill you in on the most powerful features and cutting-edge capabilities for ACT! by SAGE.

**View dates or sign up www.jcscomputer.com
ACT! Now Call Toll Free 800/475-1047**

Class Date: _____

Payment Method:

VISA Master Card American Express Discover Please fax or e-mail paid invoice.

Credit Card Number

Cardholder Name

Credit Card Expiration

Phone

Cardholder Signature

Billing Address

City,

State, Zip Code

Payment in full is required for registration. You will receive confirmation for your requested class date once available space has been confirmed. Please wait on confirmation prior to making travel arrangements as classes do fill up. I have read & agree to the above terms and rates. JCS is authorized to apply charges to the above credit card for support services requested. Credit card or check accepted for On-sites & classes.

Fax to 800/467-7672 or call now Toll Free 800/475-1047 to register for class
P.S. Guaranteed or the next class is FREE! – ACT! Technical Support available