**Product: AION CRM – Quick Start Guide**

**1. Installation**

**To install AION CRM, download the setup from our official site and follow the on-screen instructions. System requirements: Windows 10+, macOS 11+, or Linux (Ubuntu 20.04+).**

**2. Login Credentials**

**Default admin credentials:**

**Username: admin**

**Password: aioncrm2024**

**3. Creating a New Contact**

**Navigate to the “Contacts” tab → Click “New Contact” → Fill in details → Click “Save”.**

**Document Title: Acme Corp – HR Policy Highlights**

**Section 1: Work Hours**

**Employees are expected to work 8 hours per day, Monday through Friday. Flexibility is allowed for remote workers with prior manager approval.**

**Section 2: Leave Policy**

**Employees are entitled to 20 days of paid leave annually, in addition to national holidays.**

**Section 3: Code of Conduct**

**All employees must uphold integrity, professionalism, and inclusivity. Discriminatory behavior will not be tolerated.**

**Section 4: Health & Safety**

**We follow strict workplace safety protocols and offer free annual health check-ups.**

**You can integrate AION CRM with Gmail, Slack, and Zapier using the “Integrations” tab in the dashboard.**

**5. Troubleshooting**

**If you encounter login issues, try resetting the password or clearing your browser cache. Contact support@aioncrm.io for help.**