






- : Show data through-PDF Viewer.
- : Prepare an email with the selected record as a file attached. PDF.

This list also provides the following actions by selecting multiple records simultaneously:

- : Download the selected records to a file in PDF format.
- : Display selected records in PDF format on the screen.
- : Prepare an email with the selected records attached as PDF files.

Filter Options

For more information about the filter options listed in the [ayuda general](#).

Forms records

This is the contacts application, with it you can add, modify and view all contact details classified in different tabs. Main, comments, file attachments, graphs and statistics on purchases, data on the registry modifications and assignments to folders data.

Data tab of the minutes

In this tab you can view and modify the main contact details. Here we relate all information fields.



Datos de la acta | Aceptados | Cancelados | Pendientes | Comentarios | Datos del registro | Carpetas | [Ayuda](#)

00079 - gravida mauris ut mi. Duis risus o

Campaña: [Sin campaña asociada]

Posible cliente: [Sin posible cliente asociado]

Cliente: Integer aliquam adipiscing lacus. Ut nec i

Presupuesto: [Sin presupuesto asociado]

Proyecto: mauris sit amet lorem semper auctor. M

(*) Inicio: 2014-01-02 01:34:32

(*) Fin: 2014-01-02 03:34:32

(*) Nombre: gravida mauris ut mi. Duis risus odio, auctor

Lugar: P.O. Box 563, 3769 Erat Street

(*) Asistentes: Amal Santos

(*) Temas: luctus et ultrices posuere cubilia Curae; Donec tincidunt. Donec vitae erat vel pede blandit congue. In scelerisque scelerisque dui. Suspendisse ac metus vitae velit egestas lacinia. Sed congue, elit sed consequat auctor, nunc nulla vulputate dui, nec tempus mauris erat eget ipsum. Suspendisse sagittis. Nullam vitae diam. Proin dolor. Nulla semper tellus id nunc interdum feugiat. Sed nec metus facilisis lorem tristique aliquet. Phasellus fermentum convalis ligula. Donec luctus aliquet odio. Etiam ligula tortor, dictum eu, placerat eget, venenatis a, magna. Lorem ipsum dolor sit amet, consectetur adipiscing elit. Etiam laoreet, libero et tristique pellentesque, tellus sem mollis dui,

[Editar](#) [Volver](#)

- **Campaigns:** To link the record to a particular marketing campaign.
- **Prospect:** To link the record to a possible individual customer.

- **Budget:** To link the record with a possible specific budget.
- **Customer:** To link the record with a particular customer.
- **Project:** To link the record to a particular project.
- **Home (*):** Start time of the meeting.
- **Fin (*):** End time of the meeting.
- **Name (*):** Name you want to give the minutes
- **Location (*):** Where the meeting is held.
- **Assistants (*):** Attending the meeting
- **Topics (*):** Topics to be discussed at the meeting
- **Predefined texts:** Ability to add predefined text box themes texts.

(*) **Required when creating or modifying a record fields.**

Remember: The minutes can be arranged by dragging them to the user folder you want.

Themes tab accepted

In this tab you can specify topics accepted during the meeting.

Themes tab canceled

In this tab you can specify topics canceled during the meeting.

Themes tab earrings

In this tab you can specify the issues that remain to be, for lack of time or otherwise.

Registry Data Tab

For more information about the filter options listed in the [ayuda general](#).

Tab Folders

For more information on Folder Options [ayuda general](#).