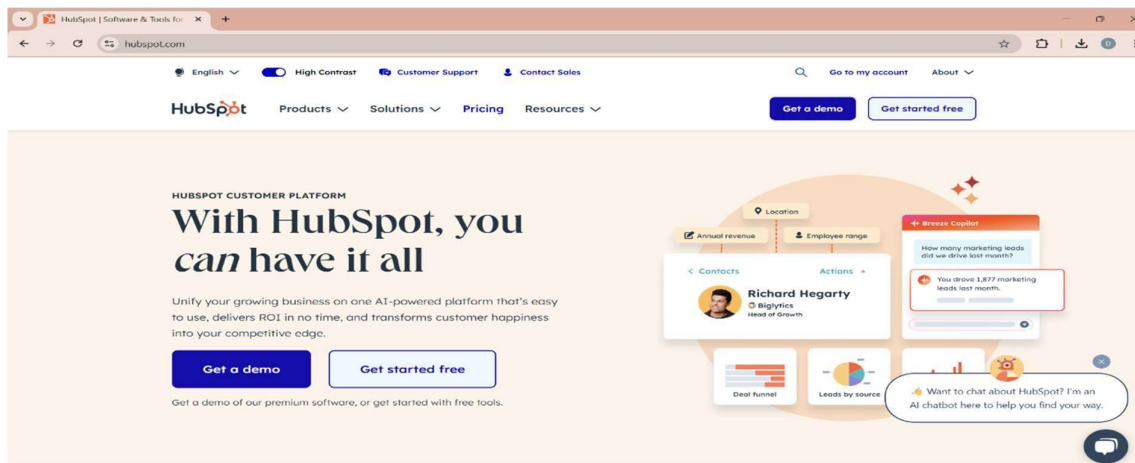


## CLOUD COMPUTING

Bhanu Prakash M(1BM22CS067)

### 1. Creating an Account in HubSpot CRM

- Visit HubSpot's website and click on "Get Started for Free."
- Sign up using your email or Google account, then verify your email.
- Set up your business details, such as company name, industry, and CRM preferences.



### 2. Managing Contacts

- Navigate to the "Contacts" section from the dashboard.
- Click "Create Contact" and enter details like name, email, phone number, and company.
- Organize contacts using lists and segmentation.
- Use filters to search and manage contacts efficiently.

**Contacts** 5 records

Data Quality Actions Import Create contact

All contacts Newsletter subscribers Unsubscribed All customers + Add view (4/5) All Views

Contact owner Create date Last activity date Lead status + More Advanced filters

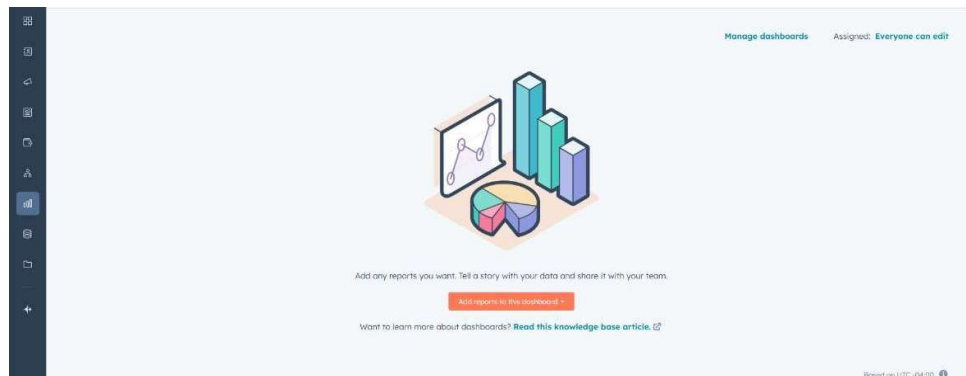
Search name, phone, email

|                          | NAME                    | EMAIL                       | PHONE NUMBER | LEAD STATUS | FAVORITE CONTENT TOPICS | PREFERRED CHANNELS |
|--------------------------|-------------------------|-----------------------------|--------------|-------------|-------------------------|--------------------|
| <input type="checkbox"/> | Divakar Babu            | divakar.cs22@bmsce.ac.in    | ---          | In progress | ---                     | ---                |
| <input type="checkbox"/> | Shubham Maloo           | shubham.cs22@bmsce.ac.in    | ---          | Bad timing  | ---                     | ---                |
| <input type="checkbox"/> | Govind Jaiaram Rathod   | govindjaiaram.cs23@bmsce... | ---          | New         | ---                     | ---                |
| <input type="checkbox"/> | Brian Halligan (Samp... | bh@hubspot.com              | ---          | ---         | ---                     | ---                |
| <input type="checkbox"/> | Maria Johnson (Samp...  | emailmaria@hubspot.com      | ---          | ---         | ---                     | ---                |

Prev 1 Next 25 per page

### 3. Exploring the Dashboard

- Access the dashboard to get an overview of CRM activities.
- Monitor deals, marketing campaigns, and sales performance.
- Customize the dashboard layout by adding or removing widgets

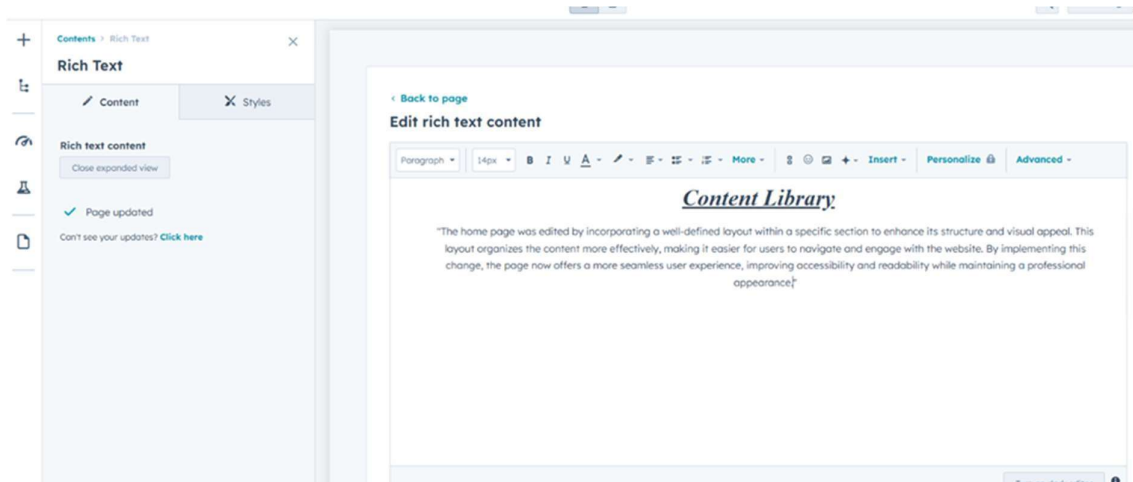


### 4. Choosing a Theme

- Go to HubSpot Marketplace and browse available themes.
- Select a theme that fits your business needs and branding.
- Click "Install" or "Use this theme" to apply it to your website.

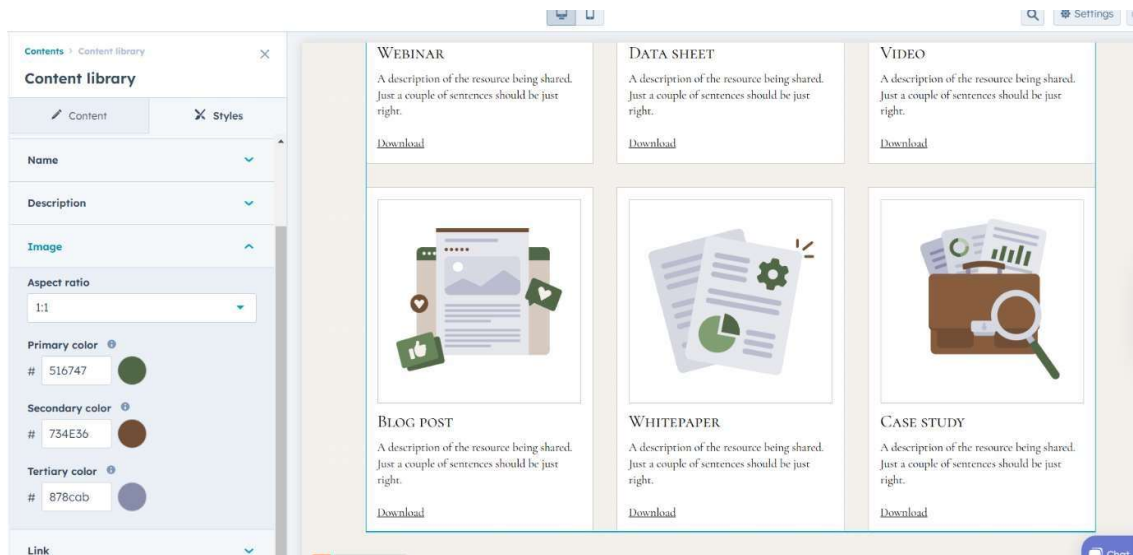
### 5. Adding Text

- Click on the "Text" module in the page editor.
- Type the desired content and format using the toolbar.
- Adjust font size, alignment, and color as per branding requirements.



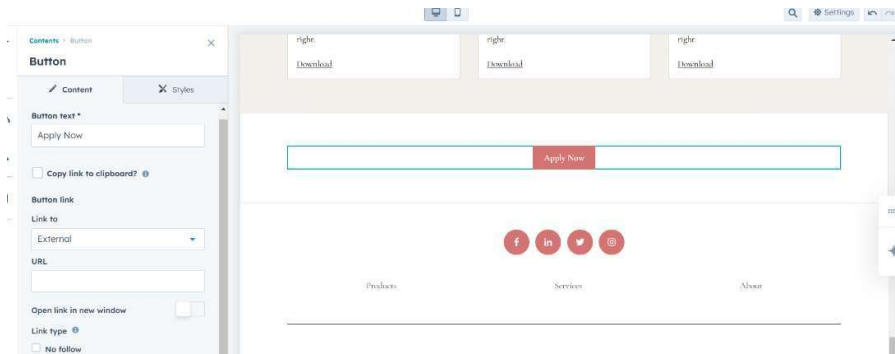
## 6. Adding an Image

- Click on the "Image" module in the editor.
- Upload or select an image from HubSpot's image library.
- Use the settings to adjust image alignment, size, and alt text for SEO.



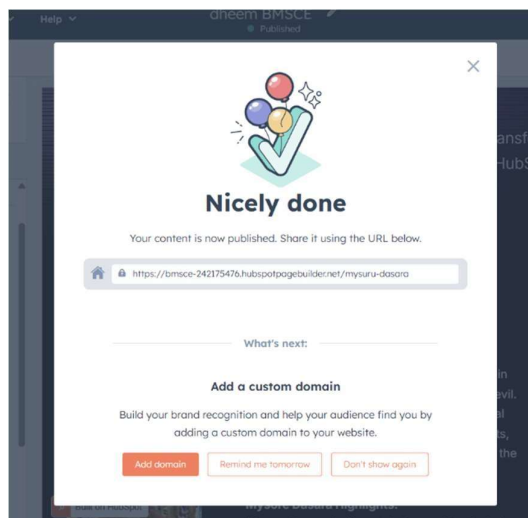
## 7. Adding Buttons

- Navigate to the "Buttons" section in the left panel.
- Click "Add Button" and enter the button text (e.g., "Learn More" or "Contact Us").
- Customize button styles, including color, shape, and hover effects.



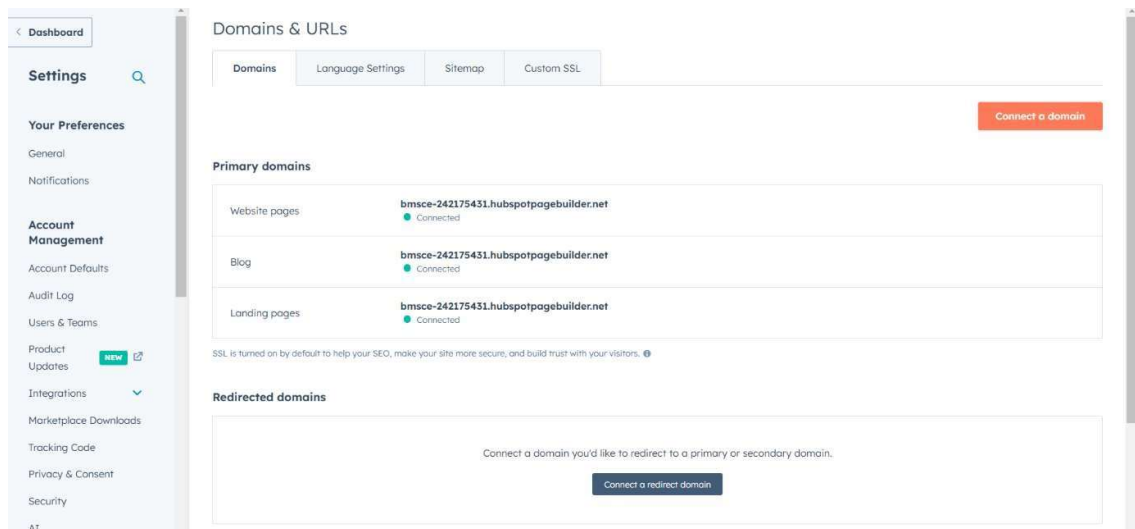
## 8. Publishing the Page

- Click "Preview" to see changes before publishing.
- If satisfied, click "Save" and then "Publish" to make the page live.



## 9. Updating a Published Page

- Navigate to the published page in the HubSpot editor.
- Make necessary changes to text, images, or layout.
- Click "Update" to reflect the modifications without republishing the entire site.



## 10. Managing Tasks

- Open the "Tasks" section from the CRM dashboard.
- Click "Create Task" and enter details such as task name, due date, and priority.
- Assign tasks to team members and track progress.
- Use filters to view pending, completed, or overdue tasks.

