

Sales and Marketing:

1. USA weekly office meeting notes with priorities (Sales targets, number of demos, weekly specials, marketing campaigns etc)
2. About FS
3. Company highlights
4. FlightScope Brand Selling Points
5. FlightScope's Purpose, Vision, Mission and Values
6. How to answer the phone
7. CRM Training (leads, opportunities, accounts etc)
8. Product comparison sheets
9. Product info - Features & Benefits & Key Selling Points
 - X3
 - Mevo+
 - Mevo
 - Range
10. Data Parameter Explanation - Application Training
11. Pricing (Upgrade pricing, volume discounts)
12. Order Form
13. College Bundle Deal
14. Simulation Options (E6 Connect, Golf Shotz, Creative 3D)
15. Support Agreement info and key selling points
16. Tour Player offer agreement and tournament schedule
17. Mevo Ambassador Program
18. Competitor information
19. List of sales reps and territories
20. List of FS Distributors
21. List of Advisory Board members
22. Other Sports - Baseball (Strike), Athletics (X3B) and Tennis (X3B)
23. Sales Terms & Conditions

Additional for Marketing:

1. Campaigns
2. Loan Agreements
3. Login details (websites, social media accounts etc)

Support:

1. USA weekly office meeting notes with priorities (Open Tasks and Cases, Repairs, Pro-active call list)
2. About FS
3. Company highlights
4. FS's Purpose, Vision, Mission and Values
5. How to answer the phone - customer service
6. Product info (X3, Xi Tour, Range, Mevo)
7. Product comparison sheets
8. Product Pricing (Upgrade pricing, volume discounts)
9. Weekly Sales Specials
10. Support Agreement info and key selling points
11. Integrated products and pricing (Simulation, FocusBand etc)
12. Mevo Ambassador Program
13. Competitor information
14. Reported issue per product per category with solution
15. List of sales reps and territories
16. List of Distributors
17. List of Advisory Board members
18. Internet/Wi-Fi info and password
19. How to access FS Google Classroom for training materials

Can be added:

1. What is quality?
2. Who is our customer
3. Signed certificate after training received (test?) - employee also to sign
4. Agenda for training schedule
5. Company Policy and Procedures
6. Leave Policy
7. Travel Policy
8. Internal Contact Details (Development, Software, Finance, HR etc - phone extension and email adres)
9. New appointments - Job responsibilities
10. Henri's welcome letter