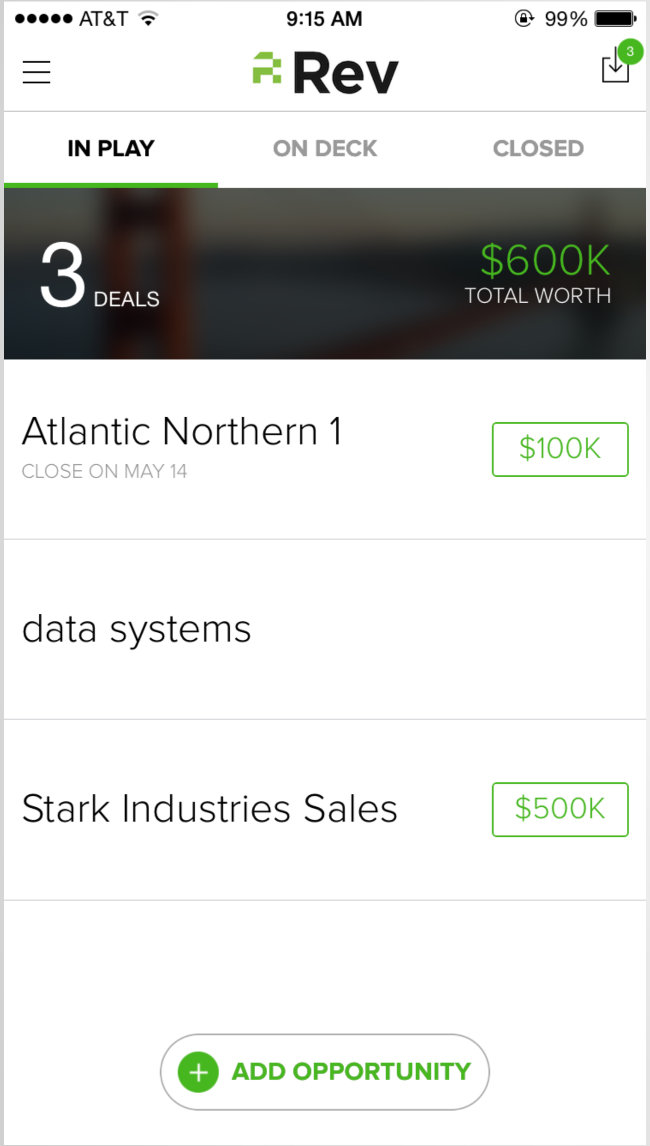
Rev

Quick Start Guide

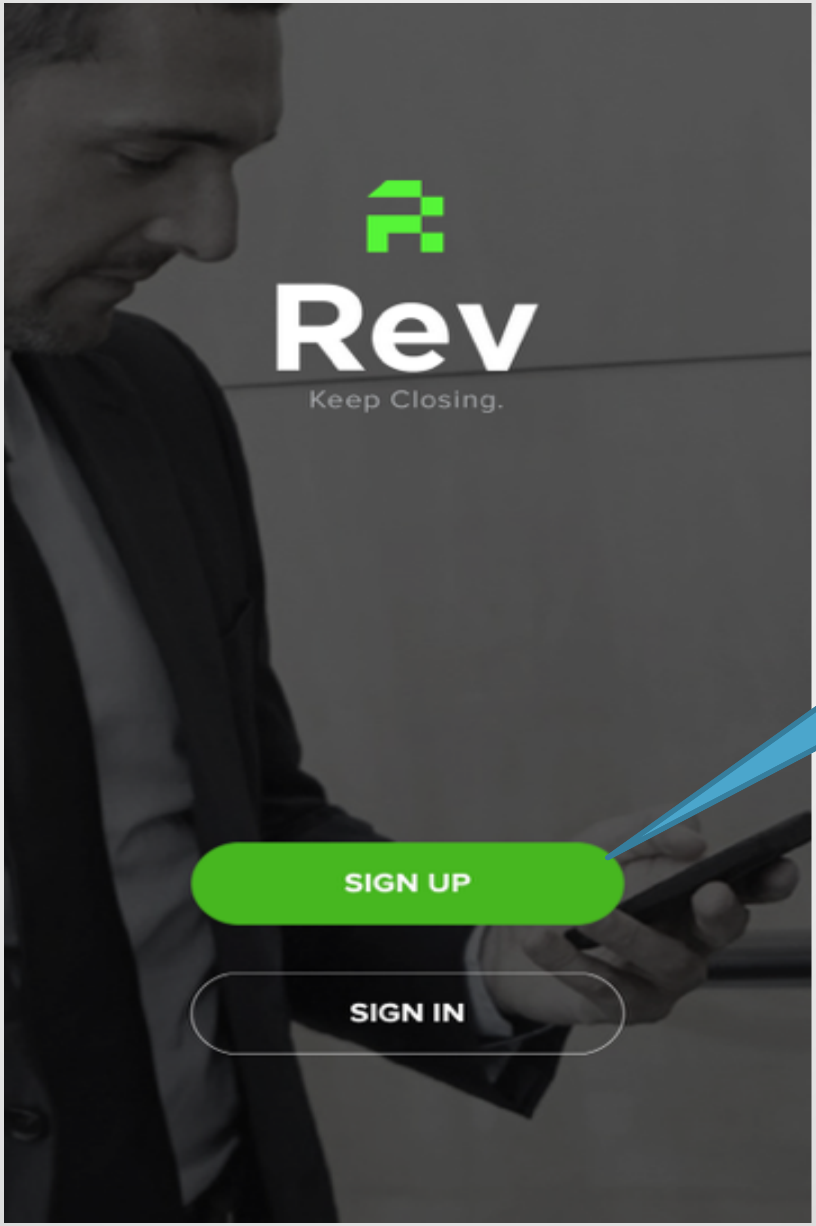
April 2015

Overview of Rev



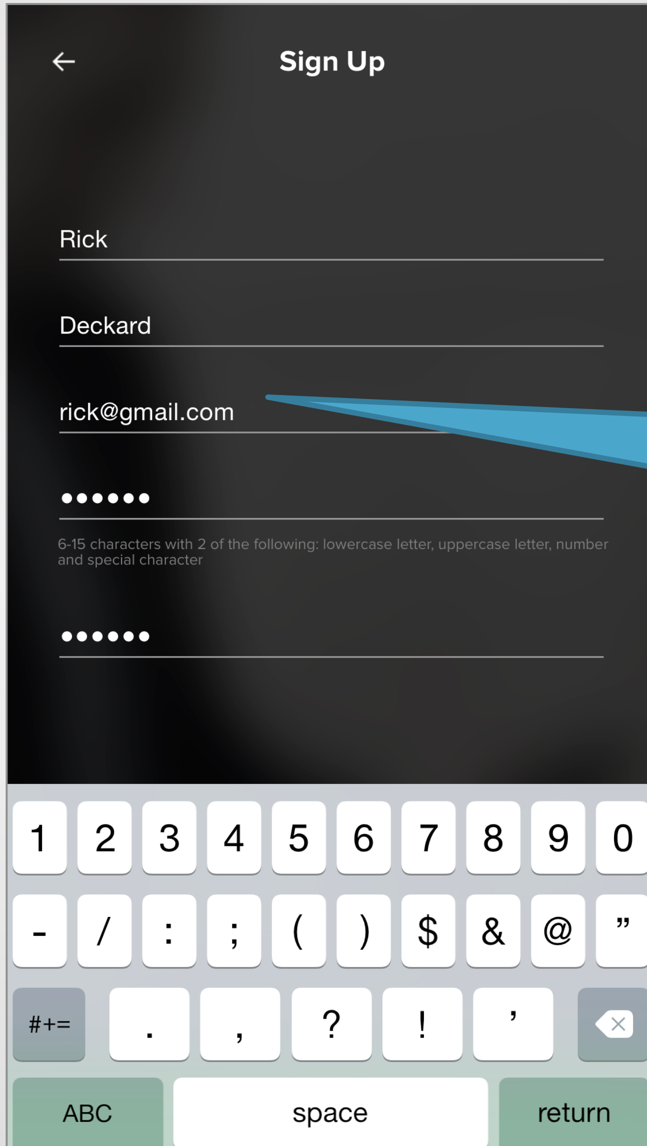
- A private workspace for your innovative ideas
- Allows you to set priorities for your opportunities
- Enables you to communicate without missing a beat
- Keeps track of all leads so you don't drop the ball

Sign Up



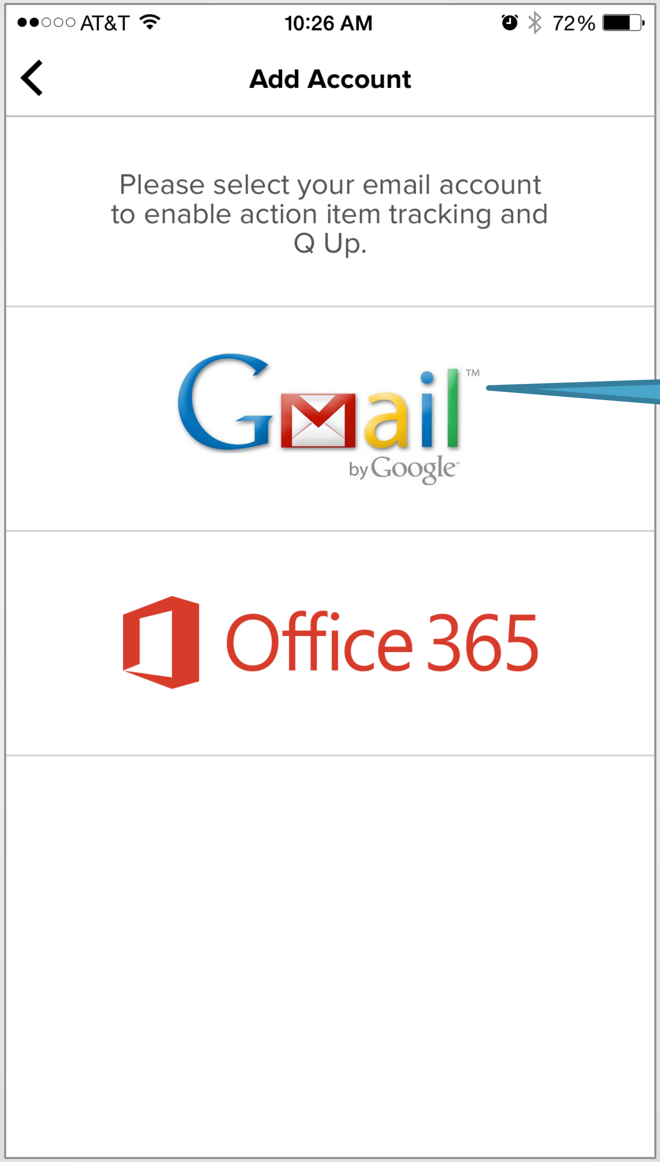
Sign up to create an account for first time users

Sign Up (2)



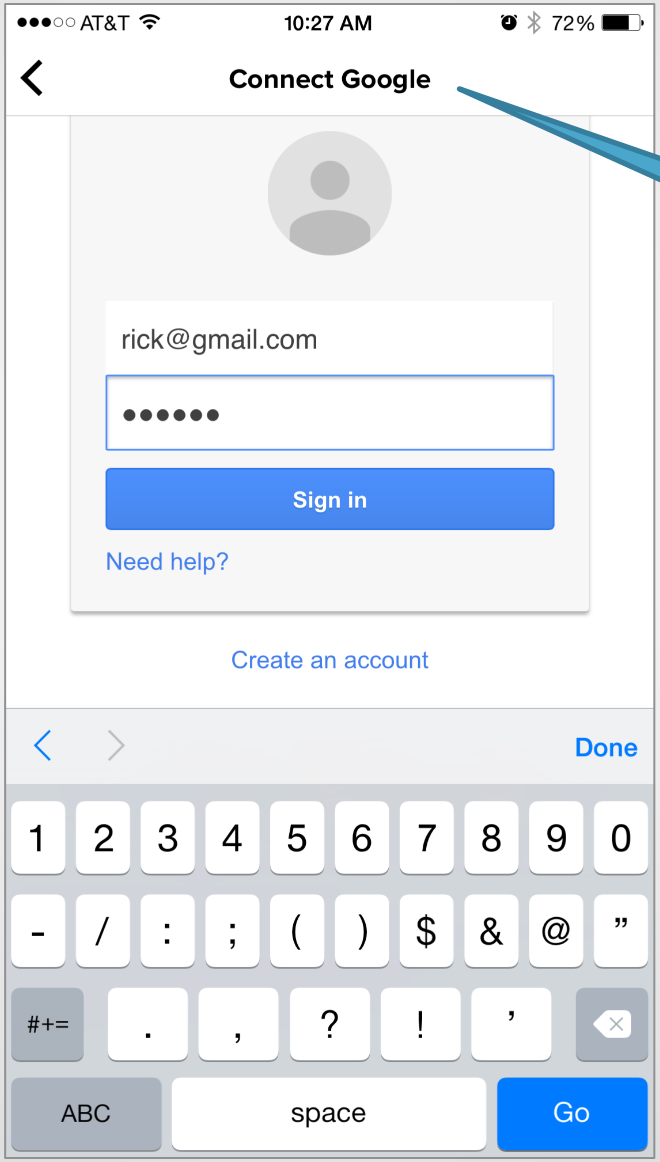
Use work email address (currently Gmail and Office365 supported). Select password for your Rev account.

Sign Up (3)



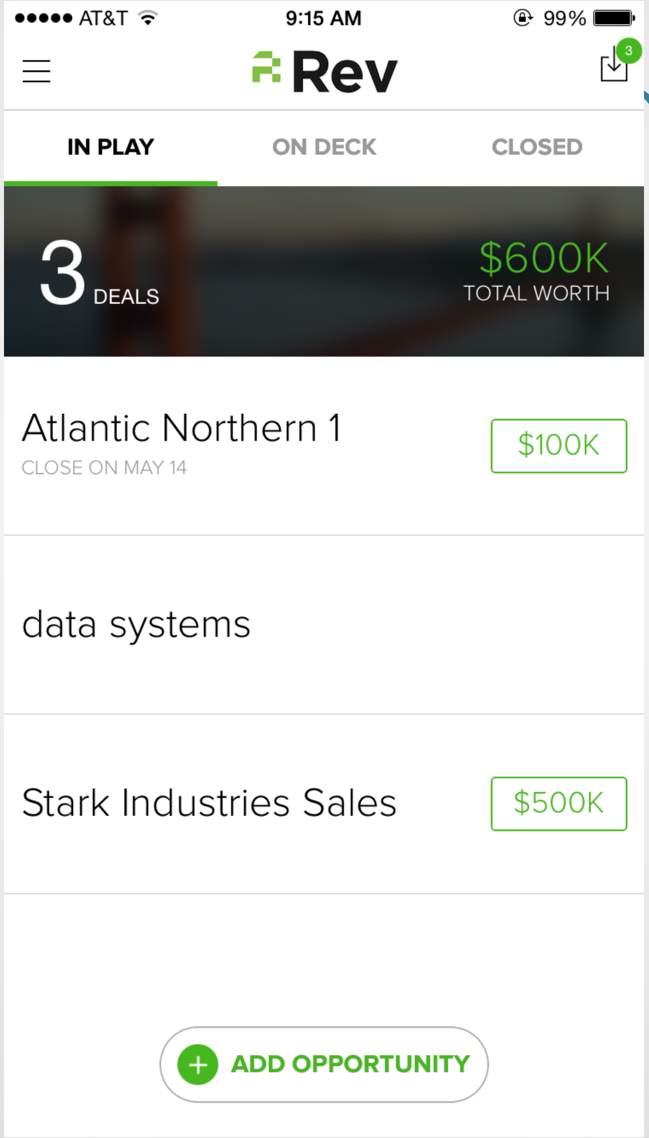
Select email provider
for work email address.

Sign Up (4)



Authenticate to work email to enable action item tracking.

Personal Opportunity List

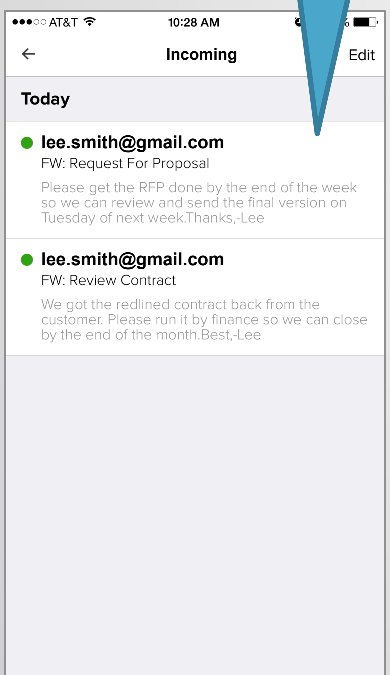


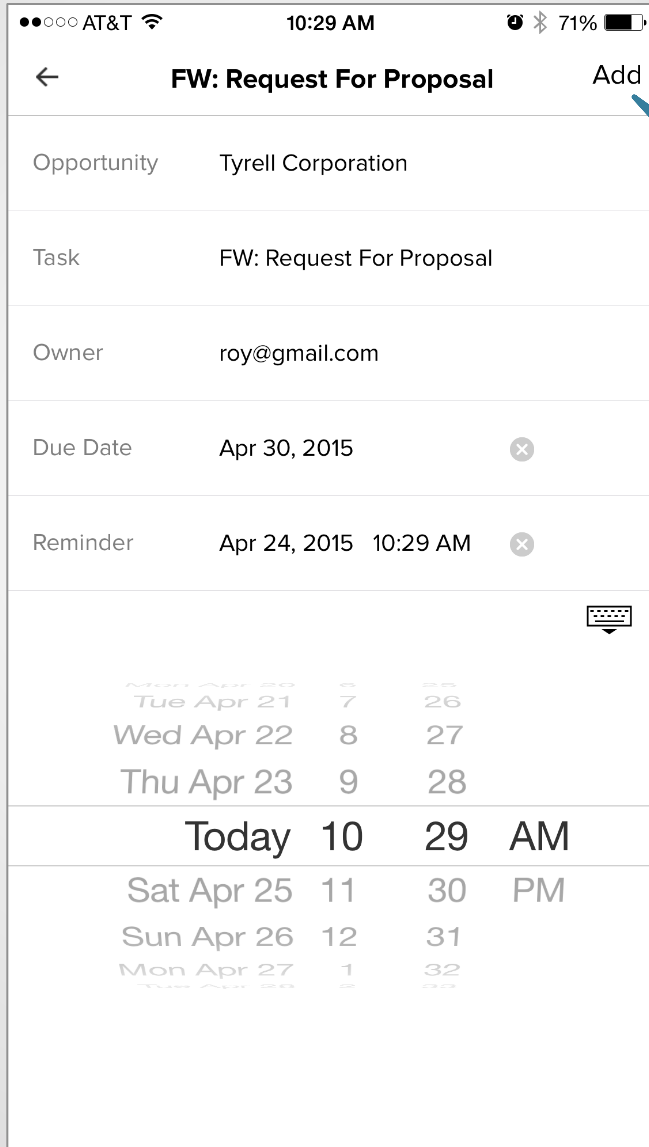
List of opportunities grouped by
- IN PLAY (what you are focused on selling now)
- ON DECK (your pipeline opportunities)
- CLOSED (won or lost)

Incoming messages (emails forwarded from your work email to rev@revmywork.com)

Attach opportunity emails

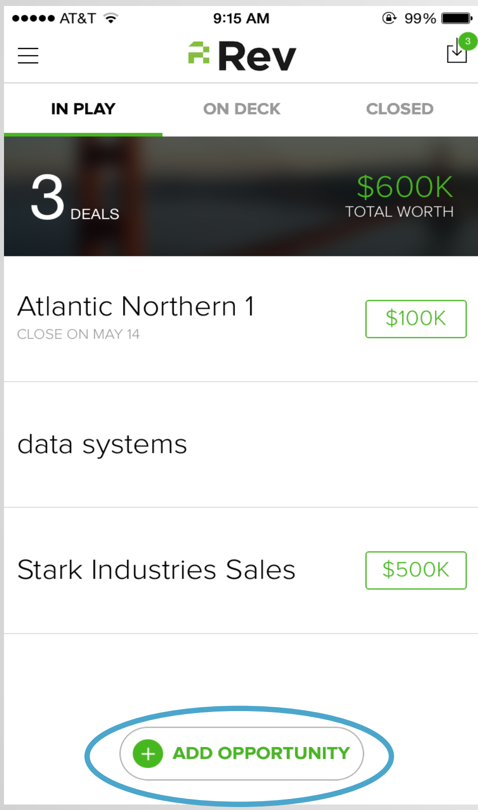
Emails forwarded from your work email to rev@revmywork.com to track communication

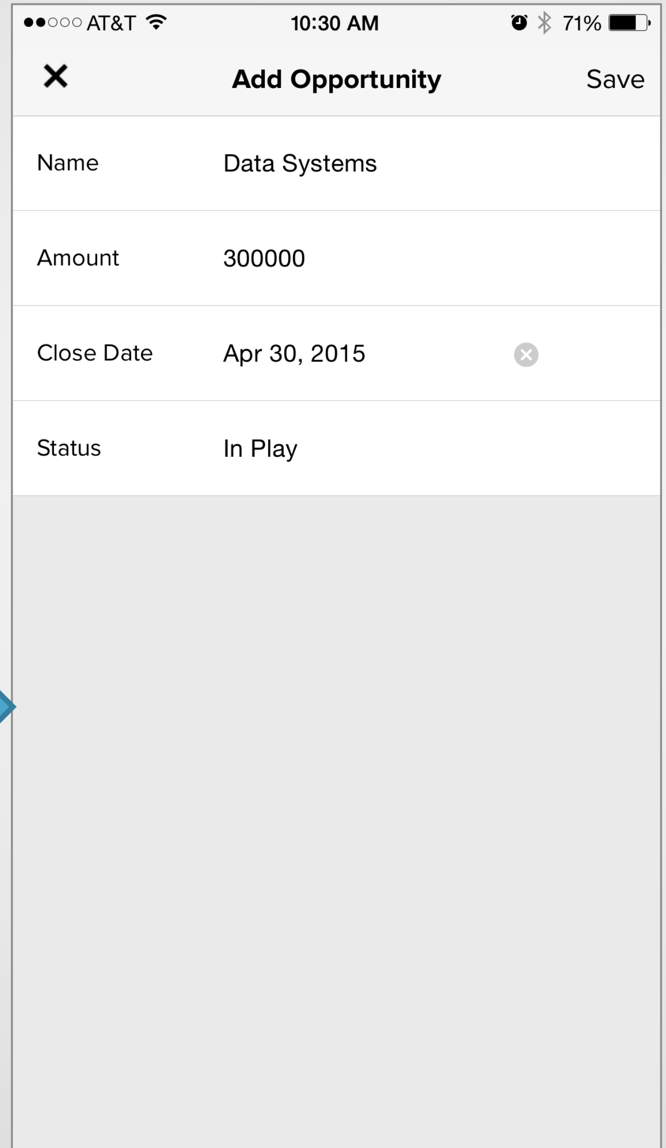




Assign to a new or existing opportunity and add as an action item to track

Add opportunities on the go

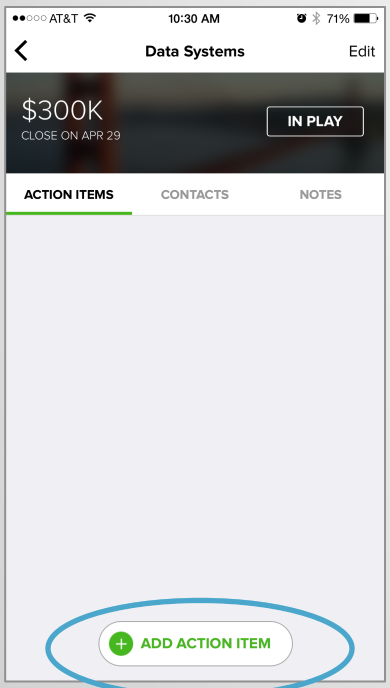


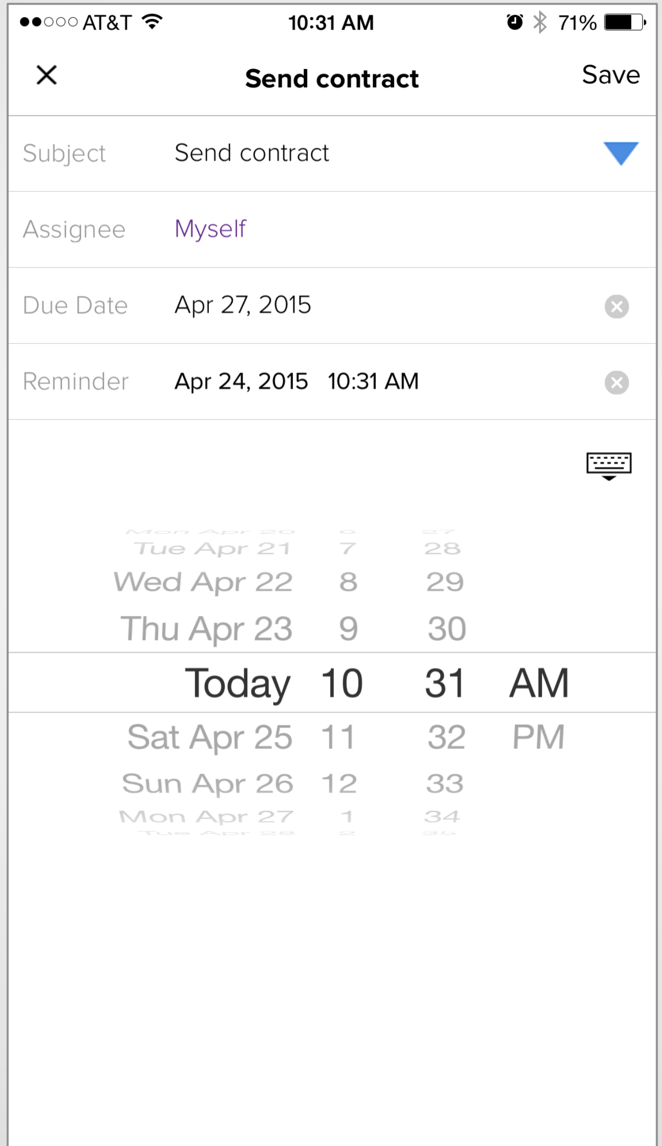


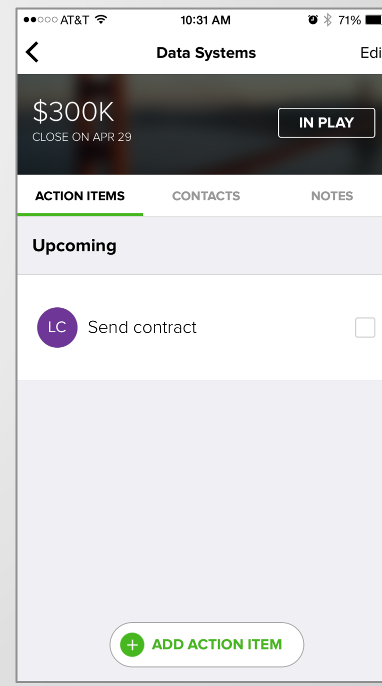
Create a new opportunity to track

Create action items that move deals forward

Create action items for others or myself. Assigning to others sends them an email while tracking communication history in app.

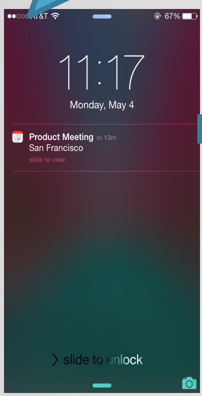




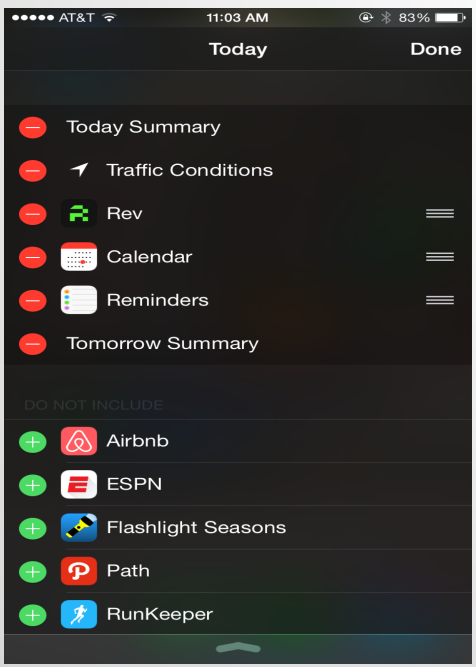


See what your daily schedule is

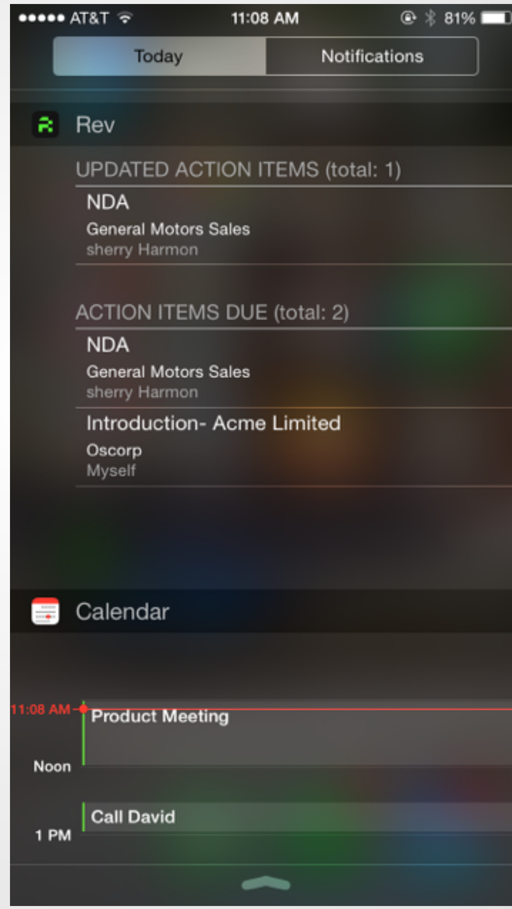
Slide down your today screen to check what you have going on today



Press edit and move Rev to the top of the list above Calendar



See if any action items assigned to other people have been responded too



See what actions you have to do today to stay on track

Thank you for taking the time to read through this guide. We greatly appreciate your support.

If you have any questions or feedback on either the application or the Quick Start Guide please contact:

Michelle: michelle@moduleq.com