



# ACT!™



## Powerful contact and customer management for your business

Features	ACT! 6	ACT! Professional	ACT! Professional for Workgroups
<b>Organise Your Data</b>			
Import Data From Outlook	✓	✓	✓
60 + Pre-defined Fields	✓	✓	✓
Layout Designer	✓	✓	✓
Enhanced Look and Feel		✓	✓
Limit access to data by user or team			✓
Automated database back up			✓
<b>Manage and Grow Business Relationships</b>			
Customise Drop-Downs	✓	✓	✓
Add Attachments	✓	✓	✓
Save Lookups	✓	✓	✓
ACT! E-mail Client	✓	✓	✓
Use ACT! as Outlook Address Book	✓	✓	✓
Internet Services	✓	✓	✓
Built-in Word Processor	✓	✓	✓
Mail Merge	✓	✓	✓
Linked Correspondence	✓	✓	✓
Notes and Histories	✓	✓	✓
Activity Tracking	✓	✓	✓
Groups	✓	✓	✓
Groups and 15 Levels of Subgroups		✓	✓
Field Types – Picture, Yes/No, Memo, E-mail		✓	✓
Company Records		✓	✓
Secondary Contacts		✓	✓
Share Notes and Histories Between Contacts		✓	✓
Rich Text Formatting		✓	✓
Eliminate Duplicate Records		✓	✓
<b>Stay on Top of Your Schedule</b>			
Activity Series	✓	✓	✓
Track Activities	✓	✓	✓
Built-in Calendar	✓	✓	✓
Task List	✓	✓	✓
Calendar Sharing	✓	✓	✓
Paper Organisers Templates	✓	✓	✓
Outlook Calendar Sync	✓	✓	✓
5 Calendar Views		✓	✓
Global Events		✓	✓
Custom Activity Types		✓	✓
Custom History Types		✓	✓
Custom Priorities		✓	✓
Grant Calendar Access		✓	✓

Features	ACT! 6	ACT! Professional	ACT! Professional for Workgroups
<b>Forecast and Track Sales Opportunities</b>			
Forecasting Tools	✓	✓	✓
Sales Reports	✓	✓	✓
Report Designer	✓	✓	✓
Opportunity List View		✓	✓
Multiple Sales Processes		✓	✓
Product List		✓	✓
Multiple Products per Opportunity		✓	✓
Opportunity Lookups		✓	✓
Instant Quotes		✓	✓
Interactive Pipeline Report		✓	✓
Quick Export to Excel		✓	✓
<b>Centralise Customer Information Securely</b>			
Accounting Integration	✓	✓	✓
Export Contact Data	✓	✓	✓
Outlook Calendar Sync	✓	✓	✓
Private Records	✓	✓	✓
Direct Synchronisation		✓	✓
5 Security Levels		✓	✓
Quick Print		✓	✓
<b>Database</b>			
SQL Server 2000 Desktop Engine		✓	✓
SQL Server 2000 Standard Engine			✓
50+ Users per database			✓
Store up to 100,000 or more contacts			✓
<b>Scheduling</b>			
User Availability			✓
Manage Resources (e.g. room/equipment)			✓
Meeting Invitations			✓
<b>Security and Synchronisation</b>			
Synchronise Pocket PC	✓	✓	✓
Synchronise Palm OS	✓	✓	✓
Advanced Synchronisation			✓
Team Management			✓
Contact Access			✓

# ACT! Technical Specifications

## ACT! v6

### Minimum System Requirements:

- Microsoft Windows® 98/Me/NT/2000/XP operating system
- Minimum 50 MB of free hard disk space
- CD-ROM drive
- 133 MHz processor or higher
- 64 MB of memory or higher

### ACT! v6 works with:

- Microsoft Outlook 2000/2002 (XP) and Outlook Express 5.5/6.0; Lotus® Notes™ 5.0
- Microsoft Word® 2000/2002 (XP)
- Microsoft Excel® 2000/2002 (XP)
- Microsoft Internet Explorer® 5.5/6.0
- Adobe Acrobat® Reader 5.0
- WinFax PRO 9.0/10.0
- Novell Netware 3.12 through 5.0; Microsoft Networks
- Palm™ OS® handhelds 3.5 or later

### ACT! v6 includes:

ACT!

## ACT! Professional & ACT! Professional for Workgroups

### Minimum/Recommended System Requirements:

**Minimum Requirements:** An IBM compatible computer with a 550 MHz Pentium III processor; 512 MB RAM; at least 500 MB of free disk space after Windows® has been installed; a copy of Internet Explorer version 6 or higher (this is included on the CD); an SVGA video card and monitor supported by Windows running at 800x600 pixels, with a minimum of 256 colours.

**Recommended Requirements:** An IBM compatible computer with a Pentium 1 GHz processor; 1GB RAM; at least 500 MB of free disk space after Windows has been installed; a copy of Internet Explorer version 6 or higher (this is included on the CD); an SVGA video card and monitor supported by Windows running at 1024x768 pixels, with a minimum of 24-bit true colour.

### Operating systems:

**ACT! Professional:** Microsoft® Windows XP Home, Microsoft Windows XP Professional, Microsoft Windows 2000 Professional, Microsoft Windows 2000 Server Standard Edition, Microsoft Windows Server 2003 Standard Edition, Microsoft Windows Server 2003 Enterprise Edition, Microsoft Windows Server 2003 Web Edition.

**ACT! Professional for Workgroups:** All above plus Microsoft Windows 2000 Advanced Server Edition.

### ACT! Professional and ACT! Professional for Workgroups works with:

Microsoft Outlook® 2000/2002/2003; Outlook Express 5.5/6.0; Eudora® 5.2/6.0, Lotus Notes 6.5; Internet Mail SMTP/POP3, Microsoft Office 2000/2002/2003, Microsoft Internet Explorer 5.5/6.0, Adobe® Acrobat® Reader® 5.0/6.0; Small Business Server 2003; Terminal Server; Citrix Presentation Server 3.0/4.0;

### ACT! Professional includes:

ACT! Professional, ACT! Link for Palm OS and ACT! Link for Pocket PC

### ACT! Professional for Workgroups includes:

ACT! Professional for Workgroups, ACT! Link for Palm OS and ACT! Link for Pocket PC

Registration and Product Activation of each ACT! Professional and ACT! Professional for Workgroups licence is required.

## ACT Professional Handheld

### Minimum System Requirements:

**Pocket PC Minimum Device Requirements:** Pocket PC 2000/2002/ Phone Edition (Windows CE 3.0 or higher); Windows Mobile 2003 for Pocket PC (Windows CE 4.0 or higher) (excluding Smartphone Operating Systems), Minimum 133 MHz or higher processor, Minimum 16 MB or higher memory, Minimum 500k free memory plus 1k for each contact, Microsoft ActiveSync 3.5 or higher.

**For more information on ACT!**

**please call 0845 245 0276**

**or visit [www.sage.co.uk](http://www.sage.co.uk)**