

**adminbase** Starter Version

has been developed especially for the smaller double glazing retailers that do not yet require all the features of our full version.

Our aim is to help all companies, to survive and grow in today's competitive market. Adminbase Starter will help you achieve that for less than the cost of setting up a database yourself.

**What Our Customers Say**

"We are absolutely delighted with the benefits AdminBase is bringing to our business! Previously we used various systems, none of which exactly met our needs and which resulted in time consuming duplication of effort and many difficulties in getting the information we needed to be in control. Since the implementation of AdminBase all that has changed and we now have accurate key information available at any time."

"We could not function without Adminbase. The ability to create targeted mailshots from Adminbase has achieved phenomenal results, Adminbase has paid for itself many times over."

# adminbase

## S t a r t e r

Management Software  
at an  
Affordable Price

**Only £295** plus VAT

*You won't believe the difference  
adminbase starter will make to  
your business*



Call us now for a free online demonstration

t – 01283 551005

f – 01283 511005

e – sales@abinitiosoftware.co.uk

www.abinitiosoftware.co.uk

**A Management System to Keep You On Track**

## Save Time

## and Improve

## Efficiency

- No more typing and retyping of names and addresses
- No hunting for files or searching through piles of paper
- Improve customer service by keeping them informed



- Have all your customer information stored in one place
- Have up to date details on your leads and contracts
- Keep on track with the help of analysis reports

## Information

## at Your

## Fingertips

## Lead Management

Writing customer details onto Lead forms and into Lead books is time consuming and prone to error. With AdminBase all information is stored in one place. You can have instant access to up to date information of the status of your leads and the ability to quickly produce appointment and quotation letters along with various analysis reports to help you track performance. Furthermore, all historical leads are stored for future mail shot campaigns.

## Contract Management

In AdminBase contracts are automatically transferred from Leads or can be entered directly. When a customer has more than one contract, each contract stays together with the one customer record to avoid unnecessary searching for their multiple contracts. Record contract values and produce letters to keep your customer informed at every stage of the order process. In addition any number of appointments for survey, fitting and other trades can be recorded on a contract. With all this information entered on every contract you can always know what work you have on hand and what work is scheduled.

Leads - Live [58 Stephens]

Lead No.: 58 | Date: 01/11/2005 | Wk: | Yr: | Taken By: Andy

Business Address: | Sales Area: North

First Name: Mr | S | Stephens | Salesperson: Clive Hurst

Second Name: | Sales Manager: Frank Gill

Salutation: Mr Stephens | Sales Director: David Francis

House Name: | Lead Source: Vans

No and Street: 14 Eastern Avenue | Sub Source: Showrooms

Locality: Tomesherite | Sub Sub Source: Person 2

Town: Collier Wood | Site Address... | Product Type: Aluminium

County: Hampshire | Directions... | Product Interest: Conservatory

Postcode: SB10 9QD | Search | Product Interest: Windows

Home Tel No: 01283 873445 | Dial... | Quote Type: Commercial

Work Tel No: 01283 551005 | Dial... | Payment Method: Cash

Mobile: 0709 100565 | Salesperson Notified: | Appointment: 01/12/2005 11:00 am | Appointment...

Fax: 01283 551011 | Demo Date: 24/01/2006 | Value: £20,000.00

Email: sales@abinitio.co.uk | Result Date: | Result: Alive

Customer Already Exists: | Next Action: | Office Ref: | Showroom Visit:

Cross Ref: |

### Comments

Unlimited notes can be recorded against each customer

### Analyses

Record the lead source, salesperson working the lead and what products are of interest

### Results

Know what stage each lead is at and set reminders for follow up

Browsing Customers [Customer 5285 ABERNETHY Contract No 13476]

Contract Details | Finance | Fitting

Contract No: 13476 | Contract Date: 02/12/2005

Week Received: 46 | Office Ref: |

Line No	Products	Product Name	Location	Qty
1	Upvc Windows	Upvc Windows		2
2	SFG	Softfit/Fascia/Guttering		1

Contract Type: Retail Conservatory

Installation Manager: 01John Ross

On Hold: | Cancelled: | Sales Information: (North. . . Cris Newport, Ad... | Fensa Window Count: 2 | Fensa Door Count: 0

Old Product Description: |

Reports Printed

Date / Time Printed	Initials	Report Name
23/12/2006 09:17:06		Final Letter
17/01/2005 10:02:25		Fitting Letter
12/01/2005 09:59:56		Order Acknowledgement Letter

### Products

Lists of products can be recorded on a contract

### Contract Types

Different contract types mean that letters can change to reflect different procedures

### Audit Trail

Letters are recorded as produced