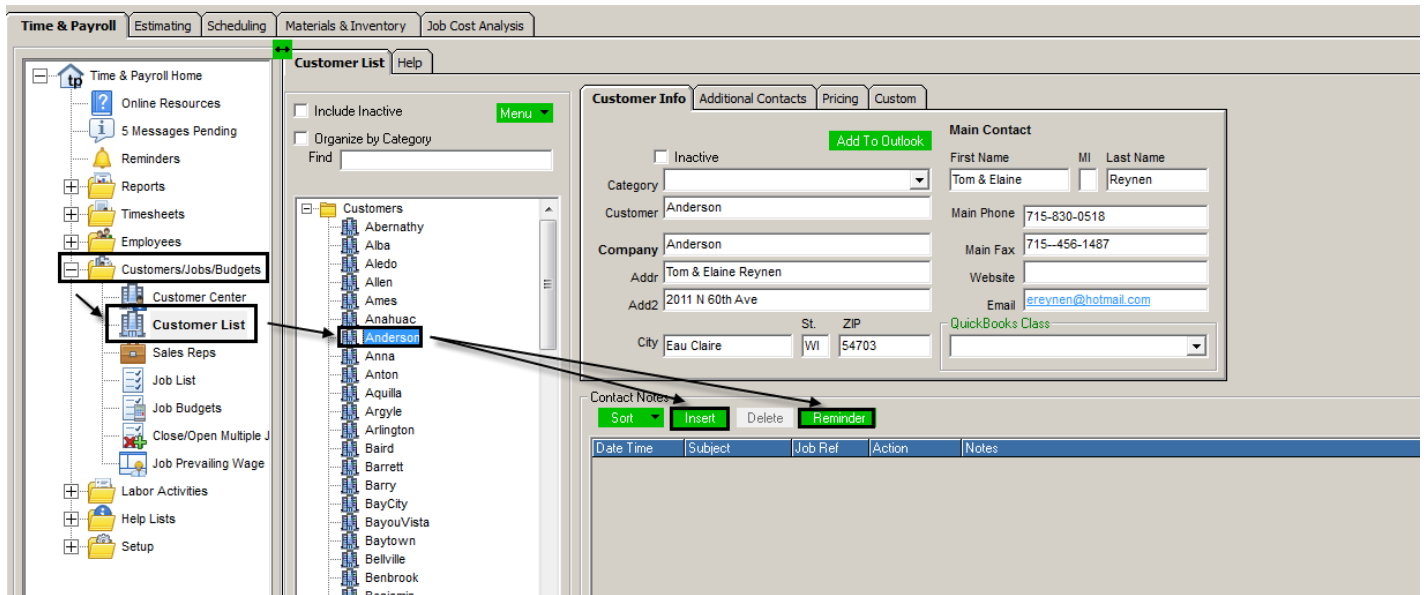


How To Set Customer Notes & Reminders



1. Go to the Customers/Jobs/Budgets folder
2. Open Customer List
3. Choose customer from list
4. Click the "Insert" button to insert a note
5. Click the "Reminder" button to set a reminder