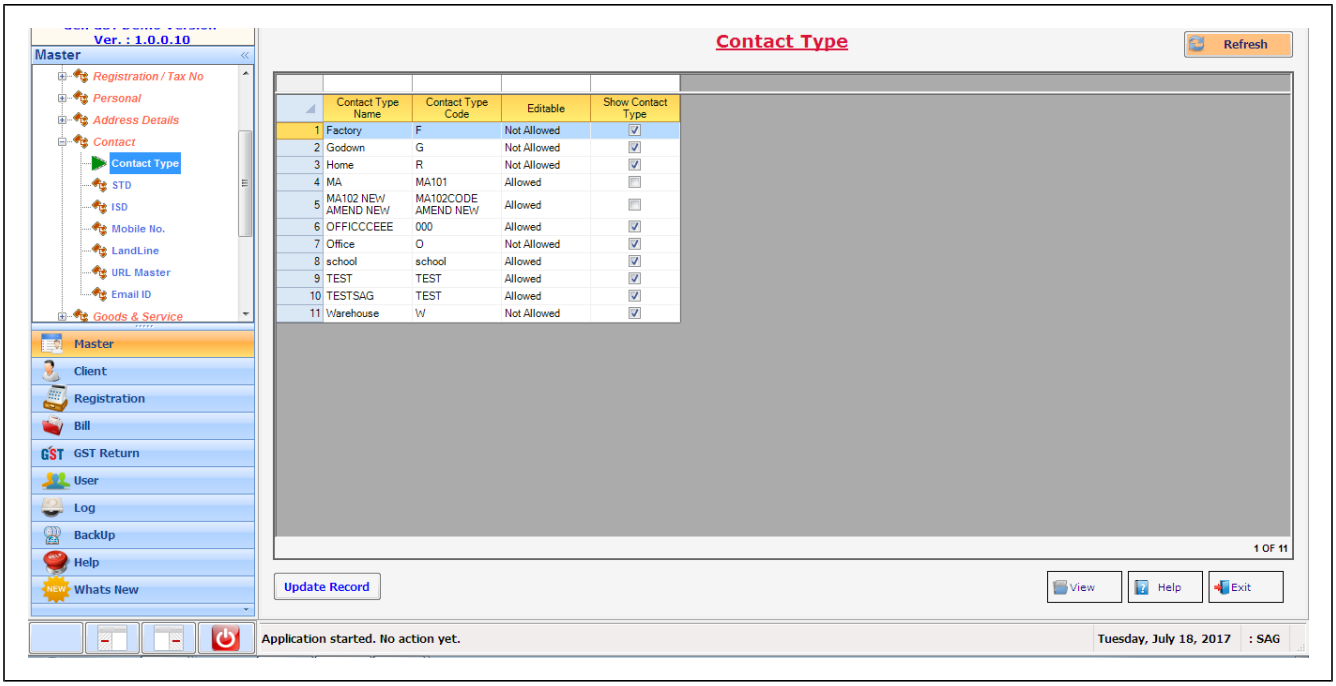
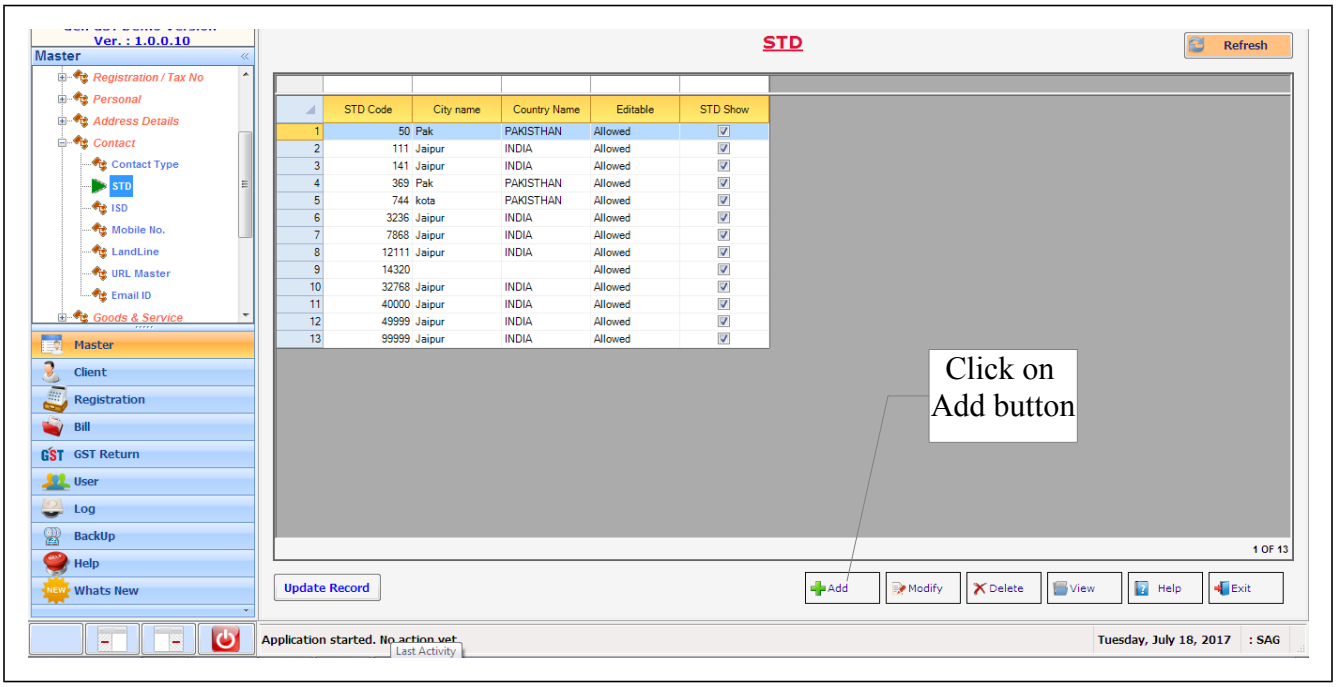
CONTACT

- Click on **Contact** in master tab where its sub menu details are exist like Contact Type, STD, ISD, Mobile No. etc

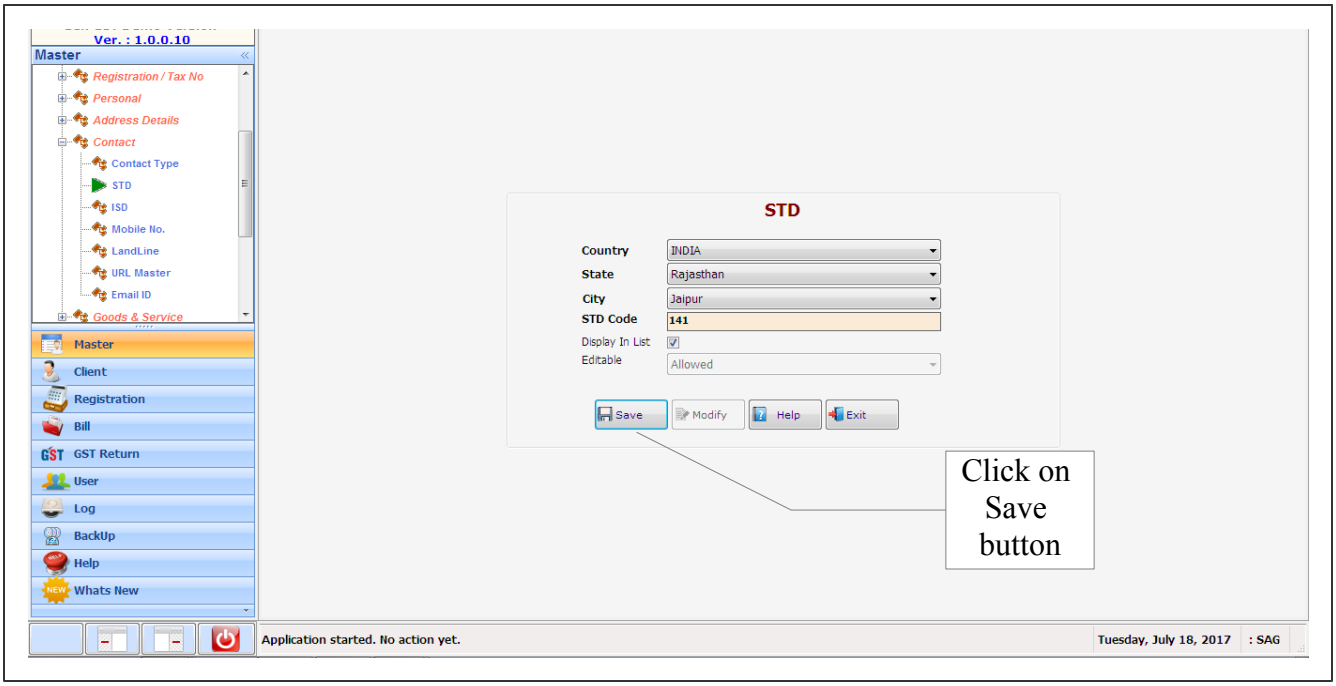
- **Contact Type-** We have provided a feature by which user is able to view the details of different types of contact like Factory, Godown, Home, Office etc.



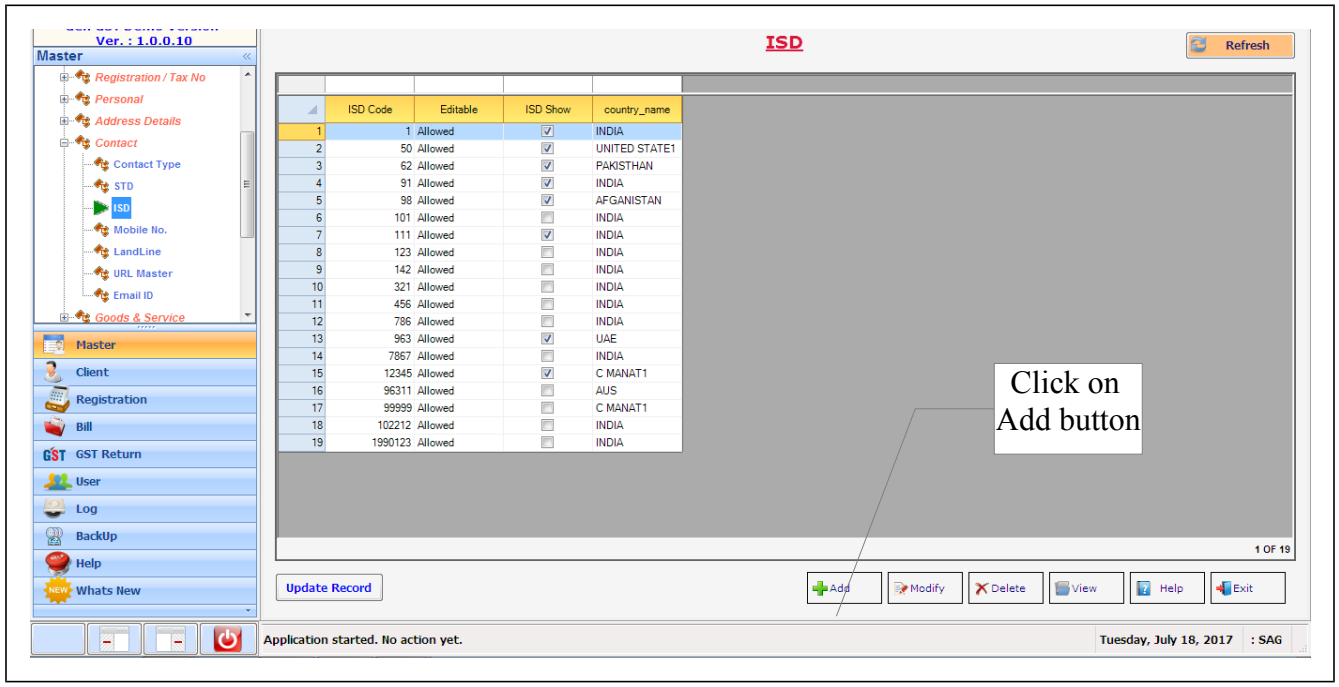
- **STD**-is used for Creating Masters, in which user is able to add the details of STD code.



- In order to add a new STD Code, Click on add and enter the required details. After entering all the information, save your details by clicking on save button.

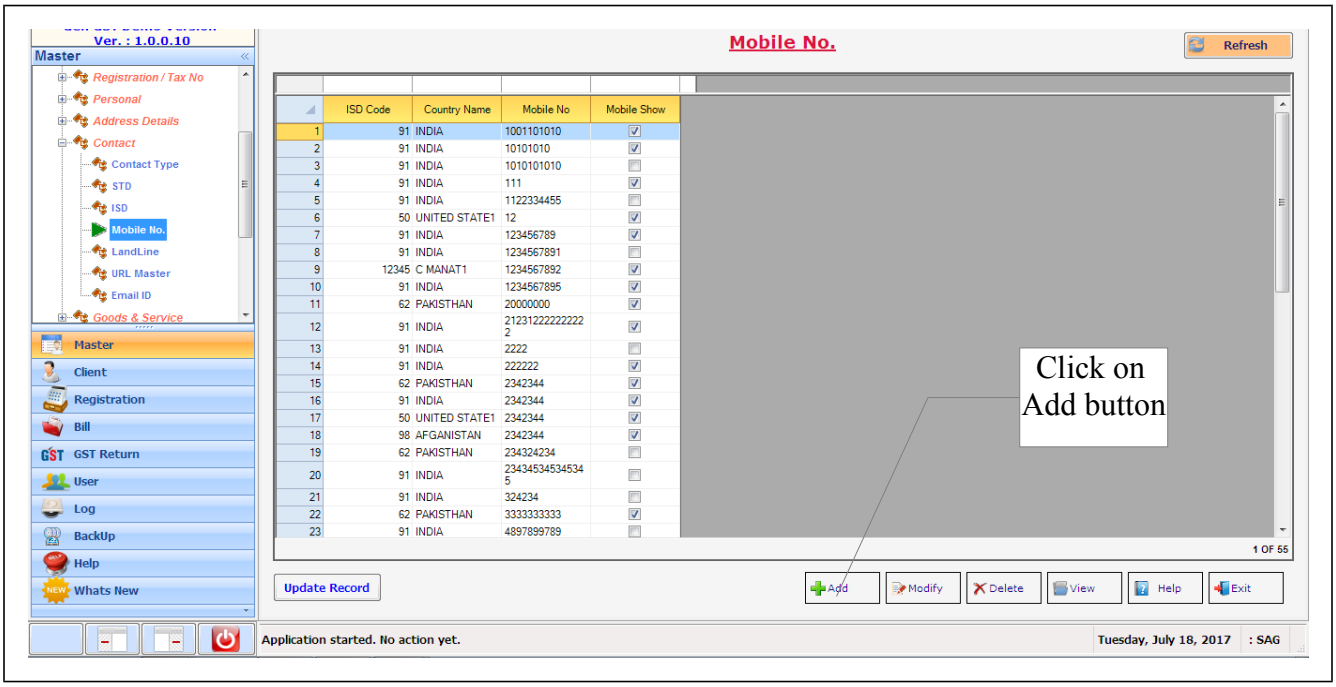


- **ISD-** It is used for Creating Masters, in which user is able to add the details of ISD code.

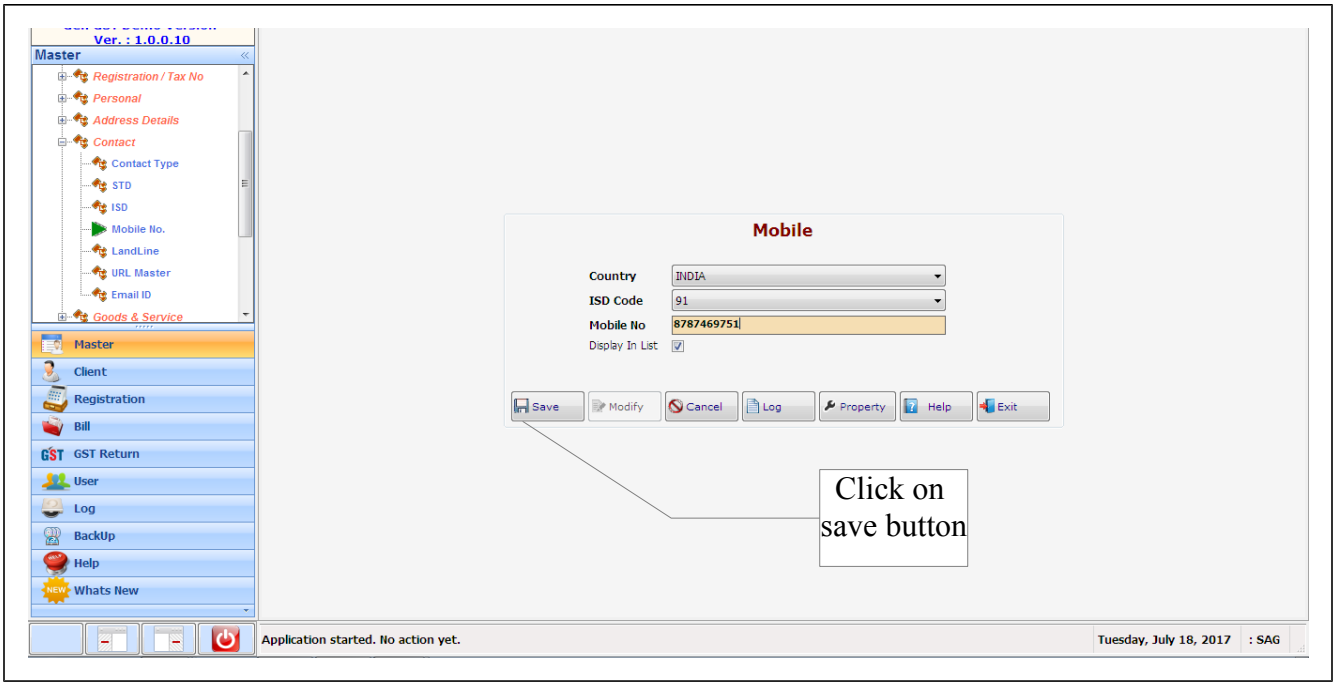


- In order to add a new ISD Code, Click on add and enter the required details. After entering all the information, save your details by clicking on save button.

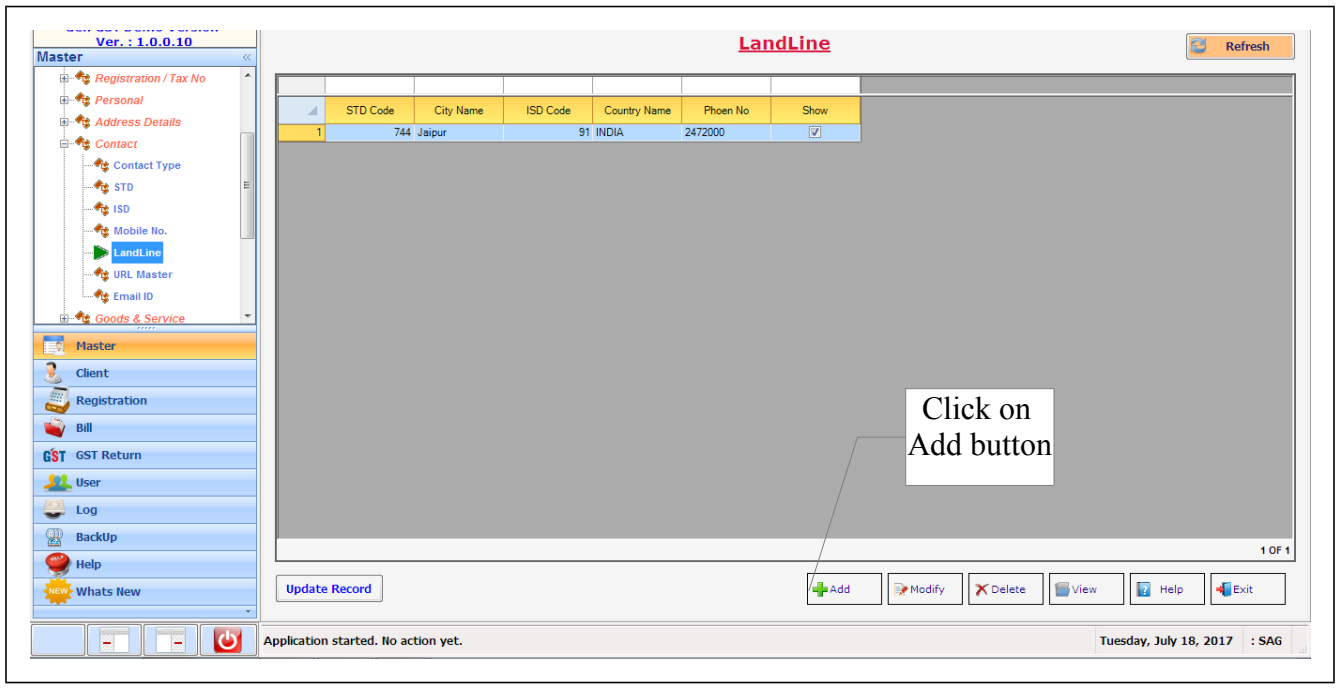
- **Mobile No.-**It is used for Creating Masters, in which user is able to add the details of Mobile No. These masters will help you in creating contacts of individuals, clients, etc.



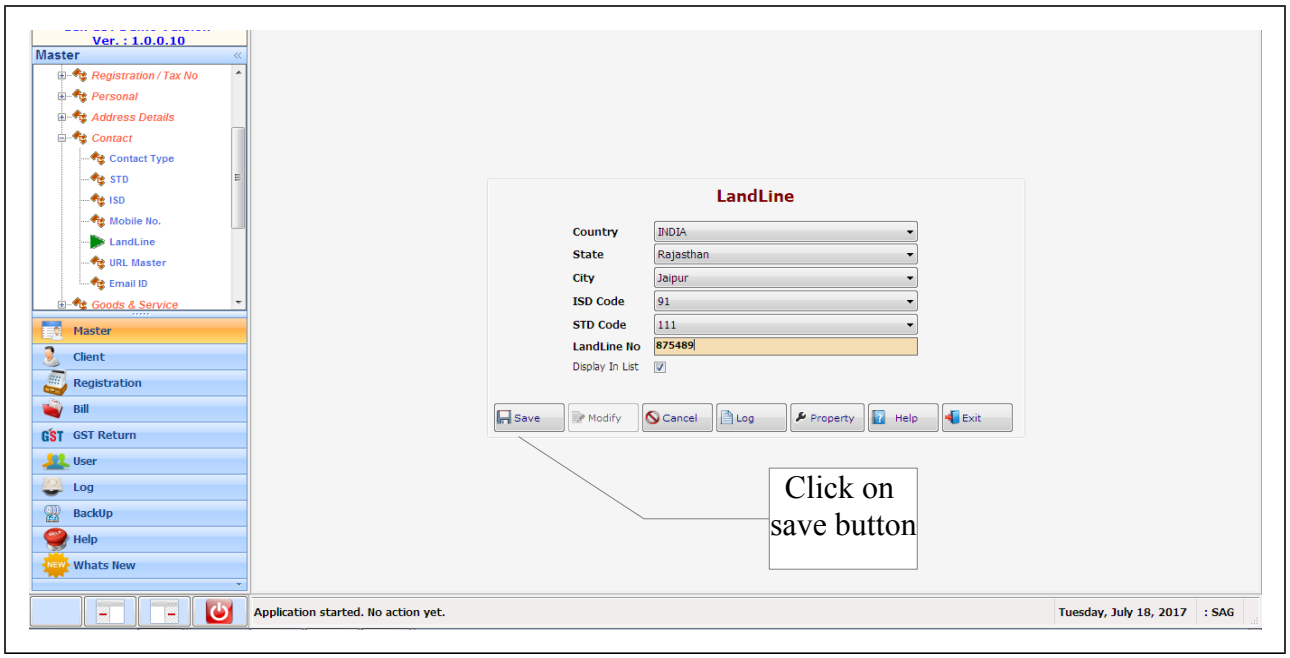
- To add a new mobile no. click on Add and a new panel will be opened where the user will enter the Mobile Details.



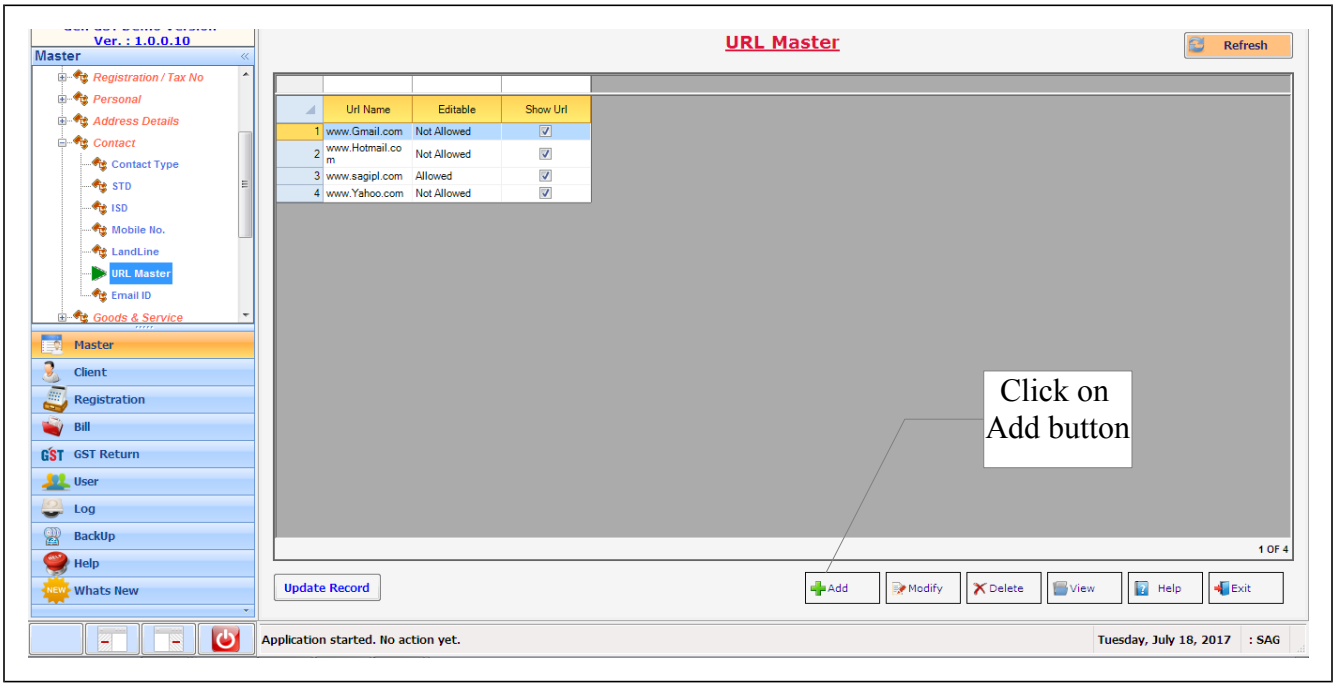
- **Land Line No.-**It is used for Creating Masters, in which user is able to add the details of Land line No..



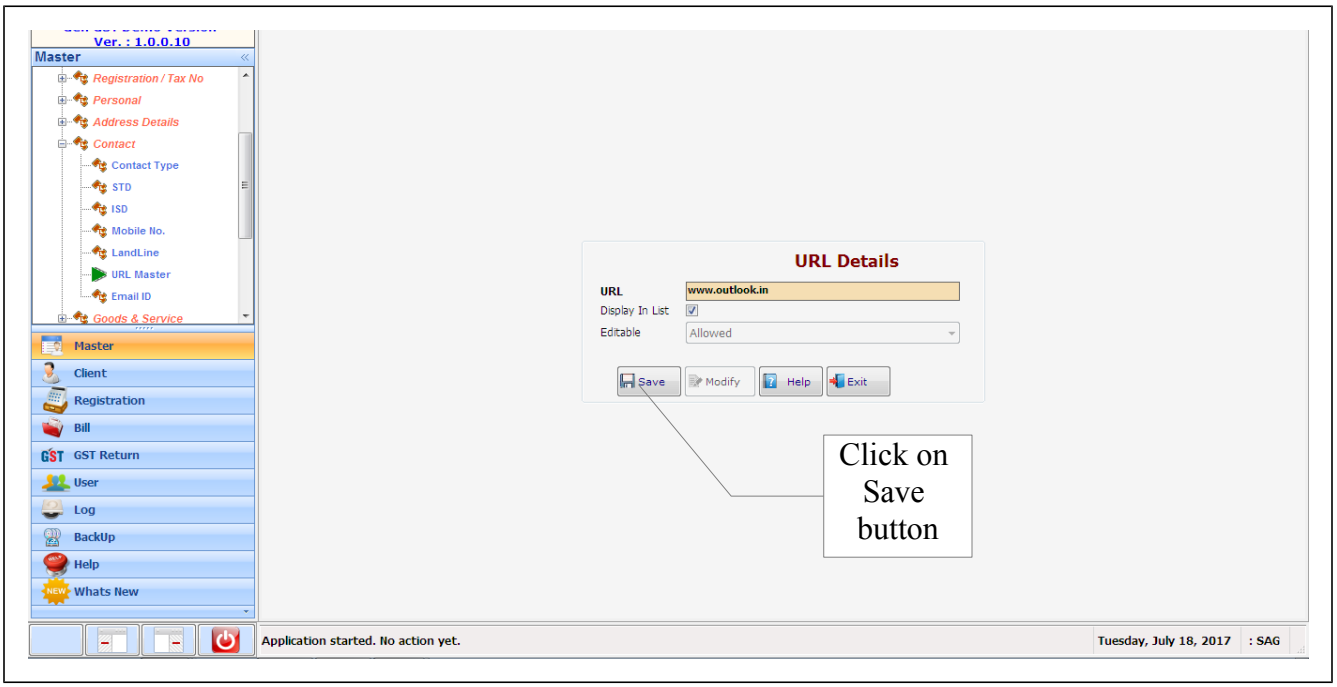
- To add Land line no. click on Add and a new panel will be opened where the user will enter the Land line Details.



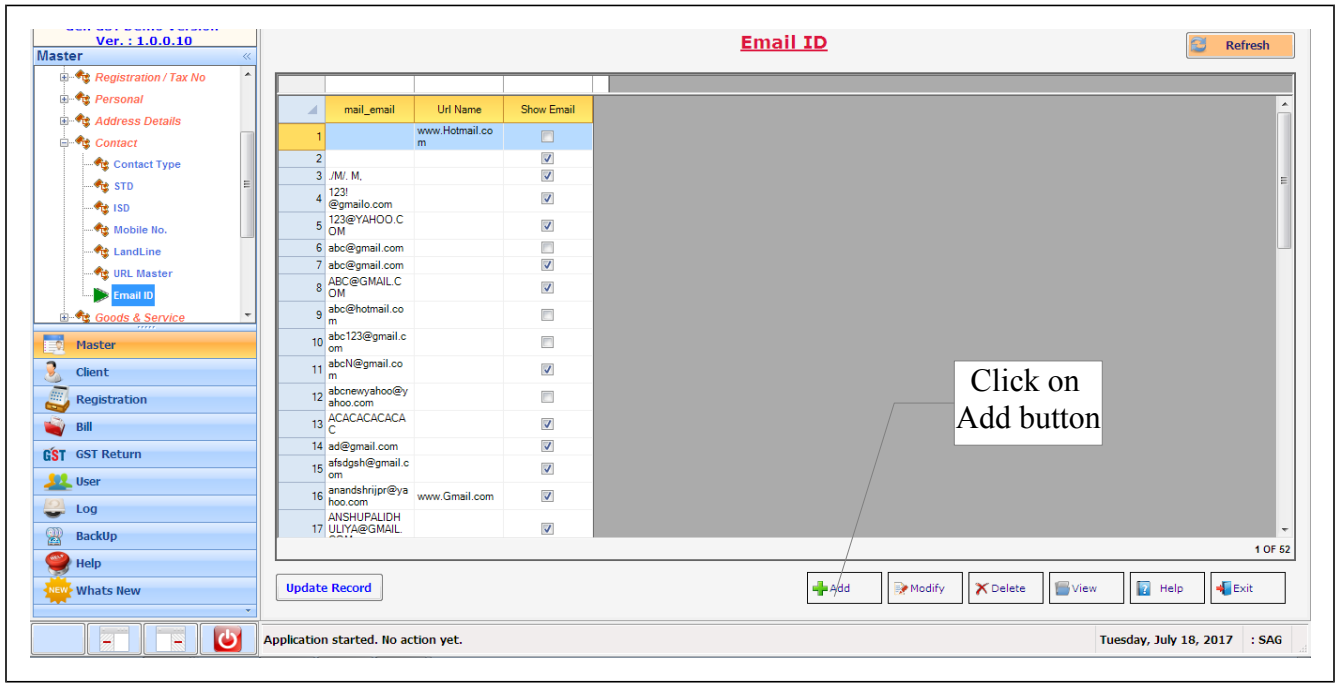
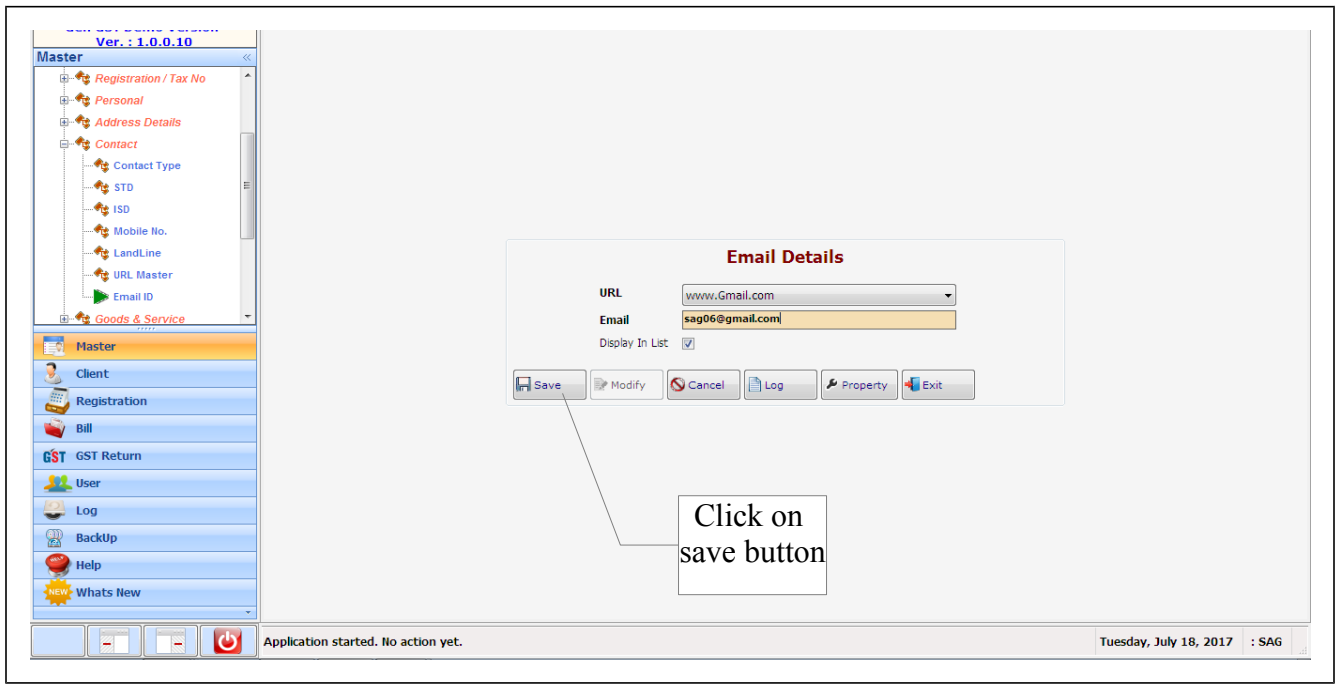
- **URL Master-** It is used for Creating Masters, in which user is able to add the URL details.



- To add new URL click on Add and a new panel will be opened where the user will enter the new URL details



- **Email Id-** It is used for Creating Masters, in which user is able to add the Email details.



- To add new email id, click on Add and a new panel will be opened where the user will enter the new email address details