

**Bridge Concepts, Inc.**  
**ACT! 2008/2009 Power User Training**  
**ACT! Certified Consultants ♦ ACT! Premier Trainers**  
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**I. Database Creation**

**II. Setting Users/Teams/Security**

**III. Customize the database and layout**

**IV. Importing**

**V. Advanced Groups**

**VI. Custom Templates**

**VII. Synchronization**

**VIII. BACKUP your ACT!**

**IX. Database Maintenance**

**X. ACT! Scheduler**

**XI. Trouble Shooting**

**XII. Must have ACT! Add-Ons.**

**XIII. Support**