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*"Quickest way to transfer names & addresses into your Address Book"*

# Quick Start Guide

Takes only a few minutes to read...



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## Welcome to AddressGrabber Standard 2010!

Thank you for choosing AddressGrabber Standard 2010. To help you get started quickly we have included this starter's guide. Take a few minutes to read this guide and start using the product.

If you have purchased CD, you can find the following in the CD:

- ◆ AddressGrabber Standard 2010 Installation Files
- ◆ User Manual
- ◆ Quick Start guide
- ◆ Sample addresses
- ◆ Demo of the Product
- ◆ Readme.txt
- ◆ Trial versions of other eGrabber products

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Now, let us get started.

## About AddressGrabber Standard

AddressGrabber Standard captures names and addresses from various sources [text documents, web pages, e-mail, spreadsheets, databases] and transfers the details into your Address Book / PIM applications. With a single click, you can transfer all contact details into your Address Book!

## How AddressGrabber Standard Works?

AddressGrabber Standard is a handy software that captures contact information (From text documents, web pages, e-mail, spreadsheets, databases) and transfers it to your Address Book.

All you need to do is:

- ◆ Highlight contact information.
- ◆ Click your destination option (the application to which you want the contact information transferred) on AddressGrabber toolbar.

AddressGrabber automatically extracts name & contact information and updates the fields of your Address Book. Similarly, you can use AddressGrabber to transfer addresses across 15+ popular software applications.

## System Requirements

- ◆ Pentium PC or higher
- ◆ 128 MB RAM or as required by the OS
- ◆ 75 MB disk space to install the program and 30 MB Space to run after installation
- ◆ Operating System:
  - Microsoft Windows Vista (32-bit) Enterprise Edition
  - Microsoft Windows XP

## AddressGrabber Editions – Business and Standard

AddressGrabber is shipped in two Editions - Standard and Business.

- ◆ The Standard edition supports Contact Managers, E-mail clients, Address Books etc.
- ◆ In addition to the applications mentioned above, Business edition also supports CRM Applications (GoldMine® SQL database), Accounting packages, and Shipping packages.
- ◆ Refer <http://www.actaddons.com/products/2005/adgrabbus.asp> for more details about AddressGrabber Business.

## Destination Applications Supported

Category	Supported Destination Applications
Contact Managers	<ul style="list-style-type: none"><li>◆ ACT!™ 2010</li><li>◆ ACT!™ 2009</li><li>◆ ACT!™ 2008</li><li>◆ ACT!™ 2007</li><li>◆ ACT!™ 2006</li><li>◆ ACT!™ 2005</li><li>◆ ACT!™ 6.0/ 2000</li><li>◆ GoldMine® 8.0/7.5/7.0</li><li>◆ GoldMine® 6.7/6.6/6.5/6.0</li><li>◆ Microsoft Outlook® 2007/2003/ 2002/ 2000</li></ul>
E-mail Applications	<ul style="list-style-type: none"><li>◆ Microsoft Outlook® 2007/2003/2002/ 2000</li><li>◆ Outlook® Express® 5.00/ 4.72/ 4.71</li></ul>
Printers	<ul style="list-style-type: none"><li>◆ DYMO LabelWriter 6.0</li></ul>
Others	<ul style="list-style-type: none"><li>◆ Data Export</li><li>◆ Microsoft Word 2007/2003/2002/2000</li></ul>

## Installing the Software


Follow these instructions given below to install your new AddressGrabber Standard in your PC:

- ◆ If you have the CD, double-click the installation icon in the AddressGrabber Standard folder. Else, visit <http://www.actaddons.com/products/reg-pages/egrabber-adgrabstd-reg.asp> to download the installation file.
- ◆ The Installation wizard guides you through rest of the process.
- ◆ During installation, AddressGrabber automatically detects contact managers, address books, and other possible destination applications that are installed in your PC.

## Registering the Software

After installation, an **eGrabber Product Registration** appears:

- ◆ **Purchased the software:** If you have already purchased this eGrabber software, type or paste the Purchase Key in "Please type or paste your License Key here" and click **Register Now**.
- ◆ **Evaluate the Software:** If you are evaluating the software, paste the Trial key in "Please type or paste your License Key here" and click **Register Now**.

 **Note:** Evaluation version of AddressGrabber is a full-featured product, but is limited to be used for either 10 days or for 50 successful transfers whichever is happens earlier.

- ◆ **Evaluate for 3 days:** Click the **Register Later** button to evaluate the product for 3 days.

## AddressGrabber - Toolbar & Tray Icon

AddressGrabber is displayed as a floating toolbar. The toolbar can be dragged and placed anywhere on the Desktop.

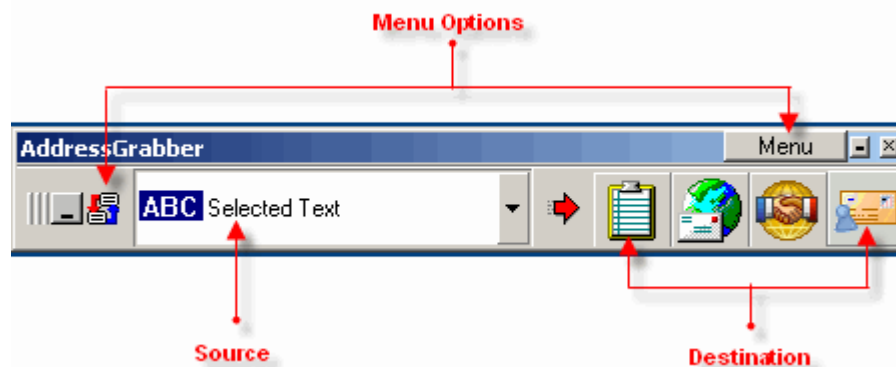


Figure 1: AddressGrabber Standard Toolbar

The toolbar displays the Source and destination applications. You can select your source and click on the appropriate destination application to transfer the contact information.

You can also customize AddressGrabber by using the Menu Options.

You can minimize AddressGrabber to appear as System Tray Icon. Click the Tray Icon to view the Toolbar.



Figure 2: AddressGrabber Standard Tray Icon

You can right-click the System Tray Icon to access the Menu Options.

## Transferring Addresses

We provide a list of sample addresses for you to be acquainted with AddressGrabber. Ensure that your destination application is open before you transfer addresses.

1. Click **Menu** on toolbar | select **Sample** and click **Addresses1**. The sample Address list is displayed.
2. Highlight a single address from the list.

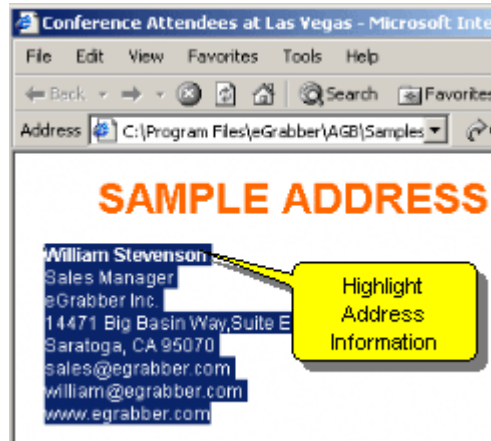


Figure 3: Highlight Contact Information

3. Click your destination icon on toolbar. **Example:** Outlook.

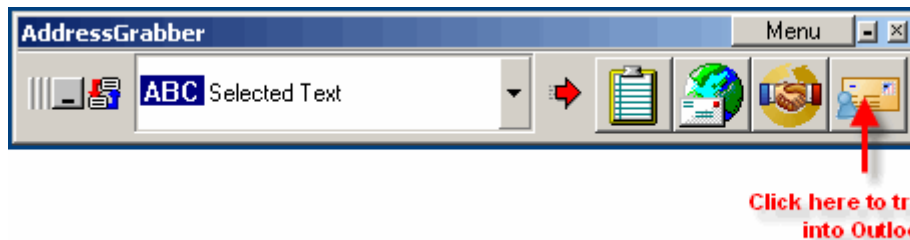


Figure 4: Click destination application (Outlook)

AddressGrabber Parse Result window (verification window) appears. This window contains the address extracted by AddressGrabber.

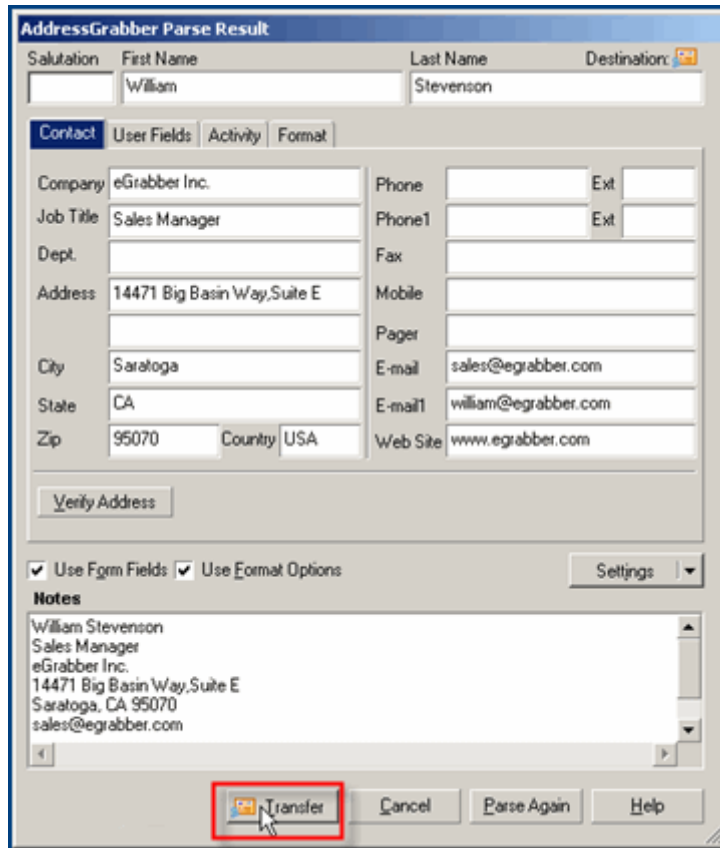


Figure 5: Address Confirmation Window

You can verify the details and edit them if required.  
 Click **Transfer** to transfer the contact information.  
 A new contact is created in Outlook Address Book.

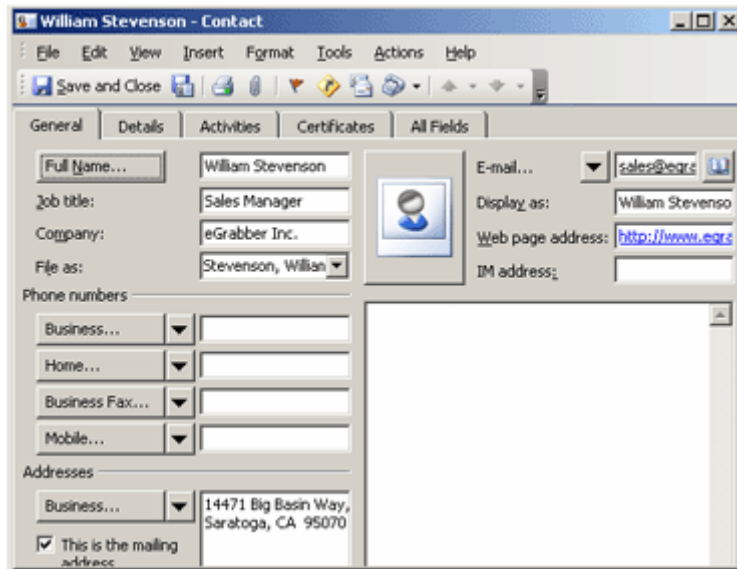


Figure 6: Contact Created in Outlook

Similarly, you can transfer contact information to other destination applications.

You can also:

- Setup to transfer from or to different address sections (Business or Home) in Address Book.
- Setup to check for duplicates.
- Format the Contact Information before transferring to your destination.
- Verify Address Information with the USPS website.

And lots more...



Refer to Online Help for more information.

## Technical Support

**Telephone:** (408) 872-3103 Weekdays 8 AM - 5 PM PST

**Fax:** (408) 861-9601

**E-mail:** [support@egrabber.com](mailto:support@egrabber.com)

**Website:** <http://www.actaddons.com/products/2005/adgrabstd.asp>

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