

## Introduction

Opmetrix software is always changing with new features to make it faster in the field. Here is a quick guide on recent app changes you might like to distribute to your field team just in case they missed out on a handy trick or two.

### Editing call cards



Forget to put something in a call note? No problem, just click on Call Notes and you can edit notes you have made during the current store call. Many sales people keep one call note open and add to it as they go using this method. Of course you can also delete a Call Card now too.

### Landscape is best for photos



Opmetrix (and head office) love photos but be sure to take them in landscape, not portrait. Now that Opmetrix enables you to review your own call card photos (just tap on them and scroll on through) this is another good reason to take more photos. How about taking shelf photos (before and after) so we can see how great they look.

### Stock Lookup



Have you noticed the new Stock Lookup tab? You don't have to select a customer to see products, images or stock on hand. Simply select the Stock Lookup tab and it's all at your fingertips.

### Synchronising



Synchronising Opmetrix on your tablet is getting faster all the time. We recommend you hit that sync button often throughout the day. It keeps your information current and any new sales, orders, surveys or call notes are then quickly available for reporting or dispatch. A good rule of thumb - sync after every store call you make.

## Make that battery last longer



Busy users can struggle to keep the device charged. A handy trick is to adjust the brightness on your screen. A screen on 50 percent brightness often gets an extra two to three hours battery life.

## Contacts notes



The note field when editing contacts may look small but it's a handy place to store all kinds of key information about your customers. Things such as their favourite sports teams, hobbies and pet's names can all help build your relationship and win more sales. That little note field actually scrolls and can store heaps of information. If you need a reminder in-store... add a contact and use the note field to store your reminder.

## Searching



Searching is often the fastest way to locate a customer or a product. Sure, you select a group or scroll page by page with your finger, but we reckon the search box is quicker. Remember you don't have to type a whole word, you can whack in two or three letters and more often than not, what you want will be on the screen.

## I am lost!



If you are a new sales rep, or maybe you have a new customer to visit and don't know how to get there, Opmetrix can help. Select the customer then select details. You will see a map of where the customer is. Now here is the trick... tap the map and you will be taken to the Apple or Android map application with driving directions all locked in. How smart is that!