

1.1 聯絡人名錄功能說明

聯絡人名錄是將每一個(公司名錄)中的聯絡人子表單獨出來的模組，因此可利用(篩選器)或(快速搜尋欄位)進行人員搜尋，同時在此模組中一樣可以針對各公司進行聯絡人新增

1.1.1 聯絡人名錄新增聯絡人操作流程

1. 功能表選擇(溝通)→(通訊錄)→(聯絡人名錄)
2. 按下(建立聯絡人)按鈕並在表單中輸入人員資料及檢核是否已存在該公司中

The screenshot displays the 'Add Contact' form within the Bravopm system. The form is titled '聯絡人記錄新增表單' (Add Contact Record Form). It includes a dropdown menu for selecting a company, a text field for the contact name, and fields for phone numbers (Phone Line, Mobile Number, 2nd Mobile Number) and email addresses (Main Email, 2nd Email). There are also checkboxes for 'Is Primary Contact?' and 'Is Other Contact?'. A red box highlights the 'Add Contact' button in the top left corner of the form area.

3. 輸入及檢查完成後按下(新增)