

Project Database Co

Developer of
ExhibitOffice + ManagEvent

Contact Tabs - Various Projects

The Projects tab on the contact page shows a list of all the projects that are associated with that contact.

The contact could be the billing client, or somebody else within the client company.

Any contacts that are associated with that project would have a listing relating to that project under this tab. This is designed to ensure that all details that are associated with this project is linked to all contacts working on it.

Miscellaneous

In this section there is a place to leave notes about a person, also to put confidential information in (if the user has the preference's set)

It is also a place where a photo of the contact can be stored.

OH&S

If the contact is a supplier this is the position to put details on which venues the individual is accredited to work in, also any relevant licences could be listed here such as fork lift licences etc.

Invoices

This is a list of all invoices that have been sent to this contact, it shows the amount invoiced, the amount paid and the total of all the invoices outstanding (if applicable).

Transactions

Payments, this section shows the history of all payments from invoices sent to this contact's attention. It also lists the outstanding balance.



If the contact is not a billing client then these last 2 tabs will not be present