

ACT!2000 UngroupContact

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Installation and Usage

ACT!2000 UngroupContact provides a quick and easy way to remove a contact from membership in ALL groups in an ACT! database.

While the ACT! Group Membership facility makes it easy to add and remove a contact from individual groups, it can be tedious to remove a contact from membership in all the groups it belongs to.

UngroupContact allows the user to, with the click of a button, to remove all group memberships for the current contact.


Installation

1. Shut down all running programs
2. Run **Install_UngroupContact.exe**
3. Follow the instructions on the screen. Restart your computer if prompted to do so.

This will install **c:\program files\tnhg\UngroupContact.exe** on your hard-drive, and add the UngroupContact.exe program as an ACT! custom command. It will

also put the UngroupContact icon  on the Contact View toolbar, and add UngroupContact to the Contact view's Contact menu.

Usage

Click the UngroupContact  icon on the Toolbar. Review the list of groups in which the contact has membership. Click the [Remove] button to remove that contact from membership in every one of those groups.