

# THE NEW HAMPTON GROUP

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## ACT! Enhancement Products

### Copy Fields Contents - Quick Start Guide

*If you don't need an in-depth discussion of the various aspects of installation and usage of **Copy Fields Contents**, this guide is for you!*

Just the basics! Here's how you get **Copy Fields Contents** installed and operating:

1. Download CopyFieldsContentsInstaller.exe
2. Shut down ACT! and all other running programs
3. Run CopyFieldsContentsInstaller.exe
4. Start ACT! and open your database with Administrator privileges
5. Select the "Copy Fields Contents Manager" option from the "Tools" menu
6. Define your trigger(s) using the Copy Fields Contents Manager
7. Close, and re-open you database
8. You're ready to activate a trigger

That's all there is to it!

For more details on any of these steps, refer to the detailed discussion the rest of this document