

Assistant

Nothing needs your attention right now. Check back later.

How to create Leads?

All we know at this point is that there may be some interest, on either side's behalf, to work together. Either the **Lead** has expressed an interest in learning more about us, or we have determined that this is a **person** who we want to follow-up with. Take note – a Lead in *Salesforce.com* is a person, not a business, although that person may work for a company that we want to do business with.

Today's Events

Looks like you're free and clear the rest of the day.

View Calendar

Nothing due today. Be a go-getter, and check back soon.

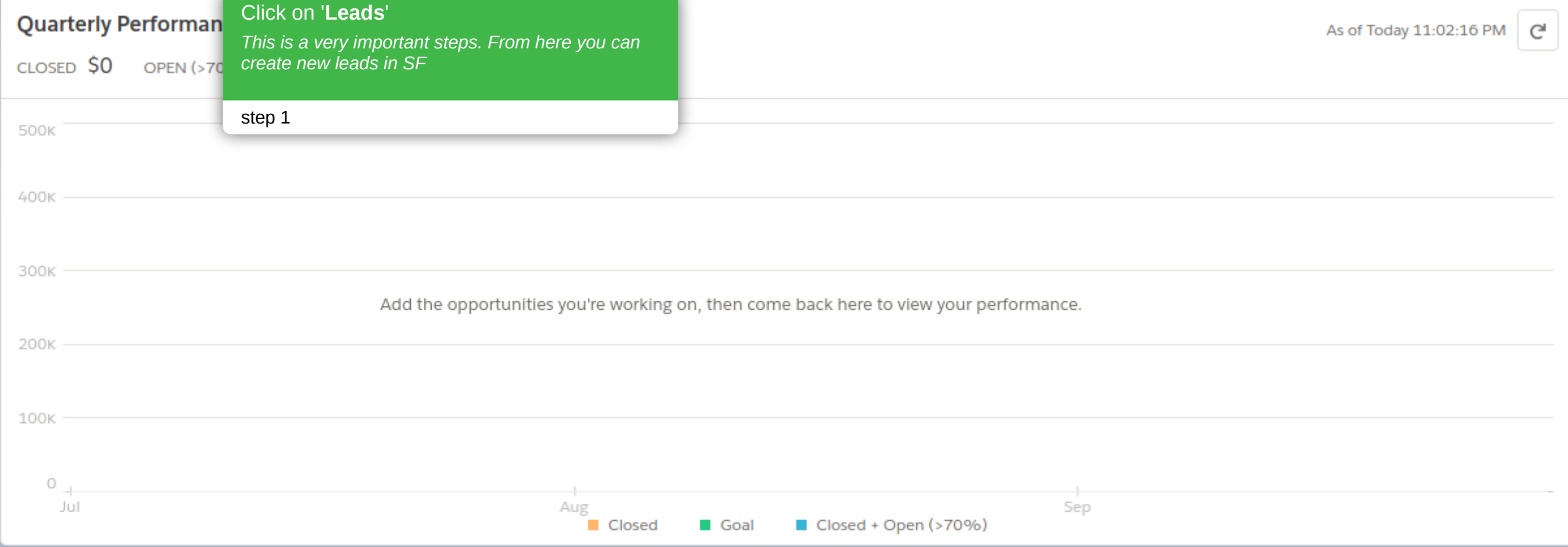
View All

Recent Records

John Doe

Key Deals - Recent Opportunities

No deals yet. Select another filter or check back later.



Click on 'Leads'
This is a very important steps. From here you can create new leads in SF
step 1

Assistant

Nothing needs your attention right now. Check back later.

Today's Events

Looks like you're free and clear the rest of the day.

[View Calendar](#)

Today's Tasks

Nothing due today. Be a go-getter, and check back soon.

[View All](#)

Recent Records

[John Doe](#)

Key Deals - Recent Opportunities

No deals yet. Select another filter or check back later.



Leads **Recently Viewed** New Send List Email

0 items • Updated a few seconds ago

NAME TITLE COMPANY PHONE MOBILE EMAIL LEAD STATUS

<input type="checkbox"/>	NAME	TITLE	COMPANY	PHONE	MOBILE	EMAIL	LEAD STATUS
You haven't viewed any leads recently. Try switching list views.							

Click on 'New'
This will help you to create a new Lead.

step 2



Leads Recently Viewed

0 items • Updated a minute ago

NAME	TITLE
------	-------

New Lead

Lead Information

Lead Owner
John Doe

Phone

*Name

Salutation
--None--

First Name

*Last Name

*Company

Title

Lead Source
--None--

Industry
--None--

Annual Revenue

Enter the contact number for the lead.
The contact number should be in a very specific format.

+ 1 (234) 567-8900

1

2
ABC

3
DEF

To get further information regarding the same kindly [Click Here](#) to know more.

step 3

Website

*Lead Status
Open - Not Contacted

Rating
--None--

No. of Employees

Address Information

Cancel Save & New Save

New Send List Email

LEAD STATUS OWNER ALIAS



Leads Recently Viewed
0 items • Updated a minute ago

NAME	TITLE
------	-------

New Lead

Lead Information

Lead Owner: John Doe

Phone:

Mobile:

Salutation:

First Name:

Last Name:

Company:

Title:

Annual Revenue:

Rating:

No. of Employees:

Address Information

Cancel Save & New Save

You have **successfully** completed the task. Now lets go ahead and create a new lead in the dashboard.

