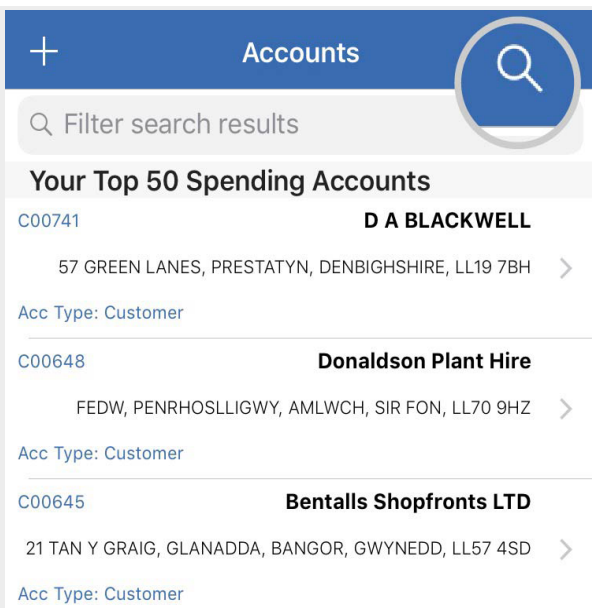
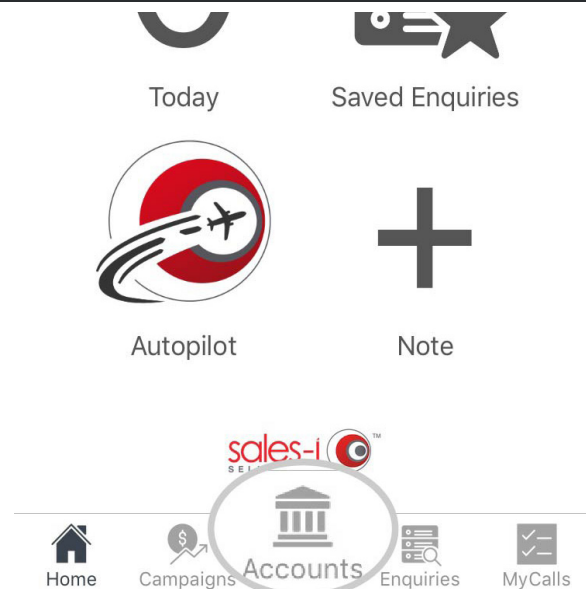


HOW TO PIN A CONTACT - APPLE

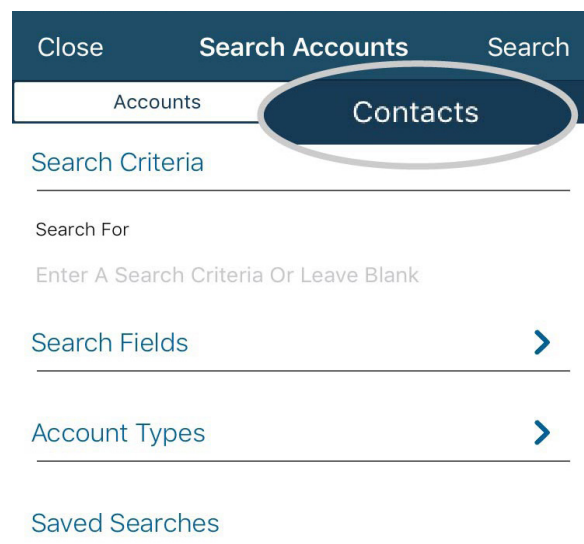
Pins is a feature which allows you to pin some of your favorite areas of the system to your home screen, making it easier to find what you want each time you log-in. This guide explains how to pin a contact.

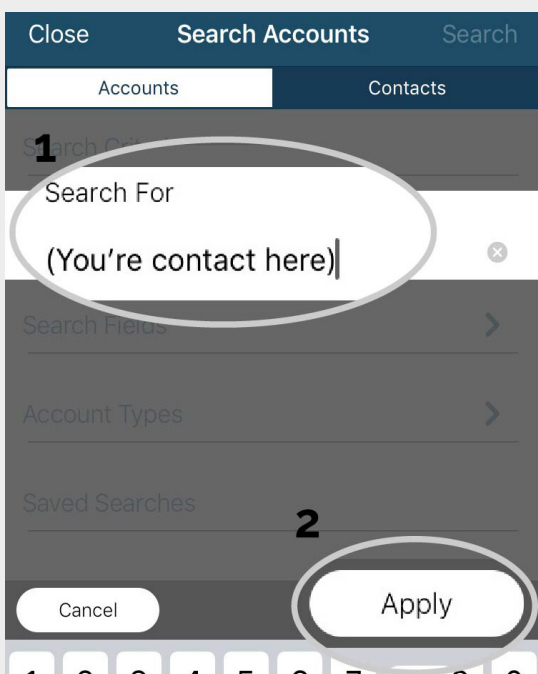
01 From the sales-i home screen, tap **Accounts**.



02 Tap the **search icon**.

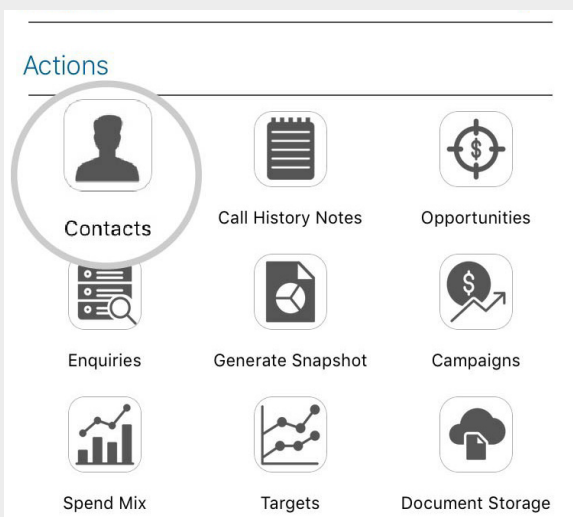
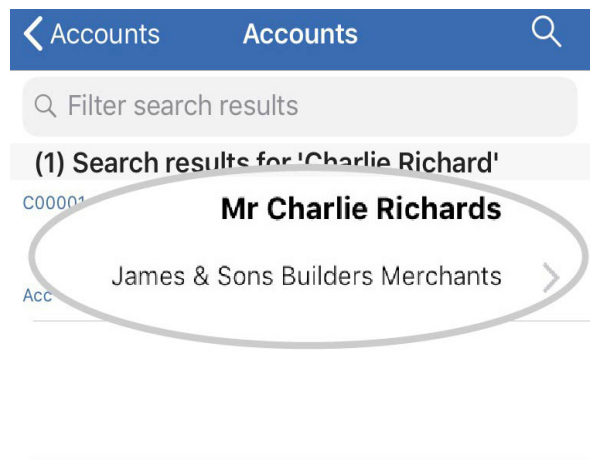
03 Tap **Contacts**.





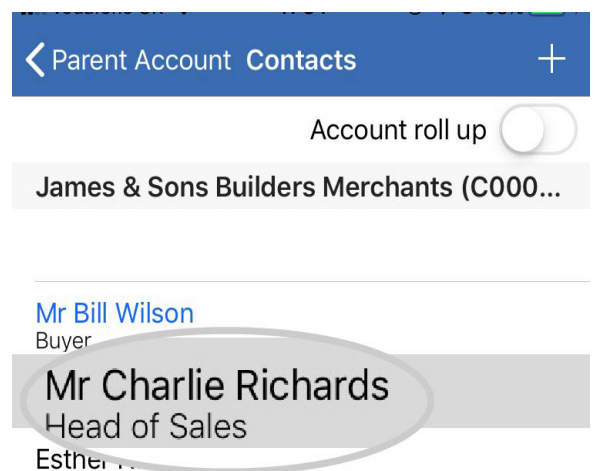
04 Tap **Search For**.
Type the name of the contact you wish to find and tap **Apply**.

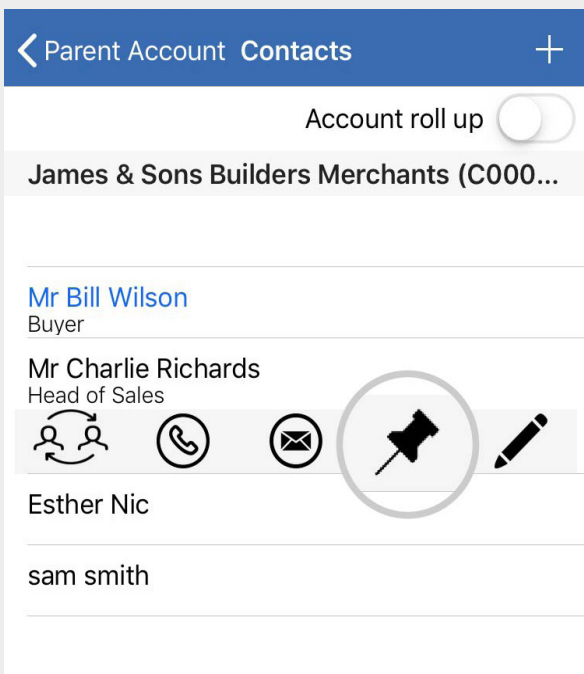
05 Tap on the selected contact to view their account details.



06 Next, tap **Contacts** in the Actions section.

07 Tap on the selected contact you would like to pin.

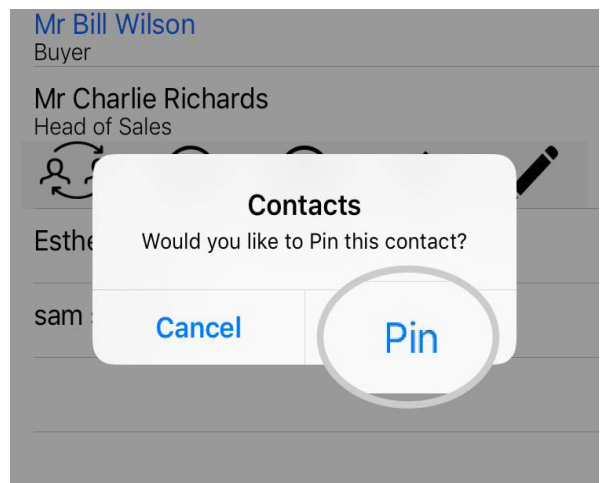




08 Now, tap on the **pin icon**.

09 The message will ask you 'Would you like to Pin this account?'

Tap **Pin**.



10 Your Account has now been pinned to the home screen.

To access a list of your pins - Navigate to the sales-i home screen and tap **Pins**.

11 You will now see a list of all of your pins, tap on your chosen pin to access it.

Don't forget you can also pin Accounts, Saved Searches, Opportunities, Campaigns, Targets and Saved Enquiries on your Apple device.

