



"Quickest way to transfer names & addresses into your Address Book"

Quick Start Guide

Takes only a few minutes to read...



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Welcome to AddressGrabber Business!

Thank you for choosing AddressGrabber Business. To help you get started quickly we have included this starter's guide. Take a few minutes to read this guide and start using the product.

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About AddressGrabber Business

AddressGrabber Business captures names and addresses from various sources (like text documents, web pages, e-mail, spreadsheets, databases) and transfers them into your Address Book / PIM applications.

E-mail Signature

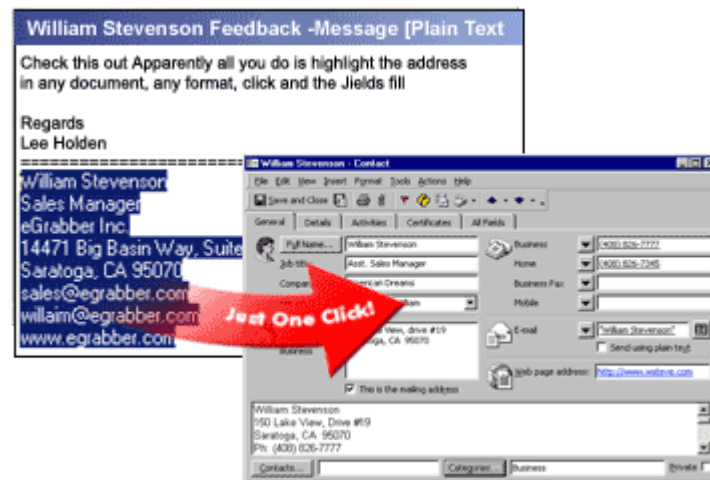


Figure 1: One Click Transfer

A single click transfers all the address details intelligently into your Address Book!

How AddressGrabber Business Works?

AddressGrabber Business is a handy software that captures address information (From text documents, web pages, e-mail, spreadsheets, databases) and transfers them into your Address Book.

All you need to do is:

- ◆ Highlight the address information.
- ◆ Click your destination application on toolbar.

System Requirements

- ◆ Pentium PC or higher. Core 2 duo and above recommended for Windows 7 & Windows 8
- ◆ 128 MB RAM or as required by the OS
- ◆ 75 MB free disk space to install the program
- ◆ 30 MB free disk space to run the application
- ◆ Operating Systems:
 - Microsoft Windows 10 Professional/Enterprise (32 bit and 64 bit)
 - Microsoft Windows 8.1 Professional & Enterprise (32 bit and 64 bit)
 - Microsoft® Windows 7 Professional (32 bit and 64 bit)
 - Microsoft® Windows Vista® Enterprise (32 bit and 64 bit)

Administrator rights in Windows 10 / Windows 8.1 / Windows 7 / Windows Vista

Destination Applications Supported

Category	Supported Destination Applications
Contact Managers	<ul style="list-style-type: none">◆ Act! Premium (v23) - Desktop Version released in 2021 (referred as ACT! 2021 in this guide)◆ ACT! 2020 / 2019 / 2018 / 2017 / 2016 / 2015 / 2014 / 2013 / 2012 / 2011 (Works with Professional, Premium & Ultimate Desktop Versions only. Starter Edition and Cloud Editions are not supported)◆ MS Outlook® 2019/2016/2013/2010/2007/2003
E-mail Applications	<ul style="list-style-type: none">◆ MS Outlook® 2019/2016/2013/2010/2007/2003
Office Tools	<ul style="list-style-type: none">◆ MS Excel 2019/2016/2013/2010/2007/2003◆ Excel 365 (Online)
Browser	<ul style="list-style-type: none">◆ Internet Explorer 8.0 and above

Installing the Software

The following section describes how to install your new AddressGrabber Business:


- ◆ Visit <https://www.egrabber.com/addressgrabberbusiness/trial.html> to download the installation file.
- ◆ Run the program from the folder where you have stored the installation files. The installation wizard guides you through rest of the process.
- ◆ During installation, AddressGrabber automatically detects contact managers, address books, and other possible destination applications that are installed in your PC.

When you finish the wizard, you have successfully installed the software.

Registering the Software

After installation, **eGrabber Product Registration** window appears:

- ◆ **Purchased the software:** If you have purchased eGrabber software, type or paste the Purchase Key under "Please type or paste your License Key here" and then click **Register Now**.
- ◆ **Evaluate the Software:** If you are evaluating the software, paste the Trial key under "Please type or paste your License Key here" and then click **Register Now**.

 **Note:** The evaluation version is a full-featured product but is limited to be used for 10 days or for 50 successful transfers whichever is earlier. Click [here](#) to purchase a copy of AddressGrabber Business, or contact eGrabber by e-mail (sales@egrabber.com) / call 1- 866-299-7314.

- ◆ **Evaluate for 3 days:** Click the **Register Later** button to evaluate the product for 3 days.

AddressGrabber - Toolbar & Tray Icon

AddressGrabber is displayed as a floating toolbar. The toolbar can be dragged and placed anywhere on the Desktop.

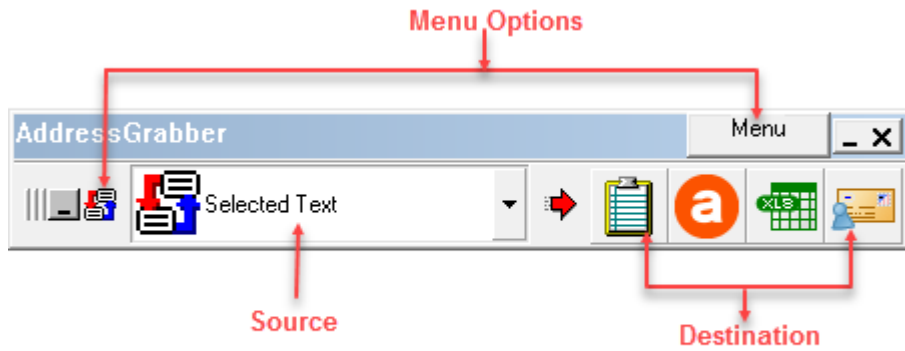


Figure 2: AddressGrabber Business Toolbar

The toolbar displays the Source and destination applications. You can select your source and click on the appropriate destination application to transfer the contact information.

You can also customize AddressGrabber by using the Menu Options.

You can minimize AddressGrabber to appear as System Tray Icon. Click the Tray Icon to view the Toolbar.

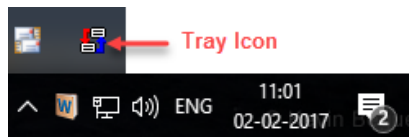


Figure 3: AddressGrabber Business Tray Icon

Transferring Addresses from selected text

We provide Sample Addresses to quickly work with the product. Keep your destination application open before you transfer addresses.

- Click **Menu** on toolbar | select **Sample** and click **Addresses1**. The sample Address list is displayed.
- Highlight a single address from the list.

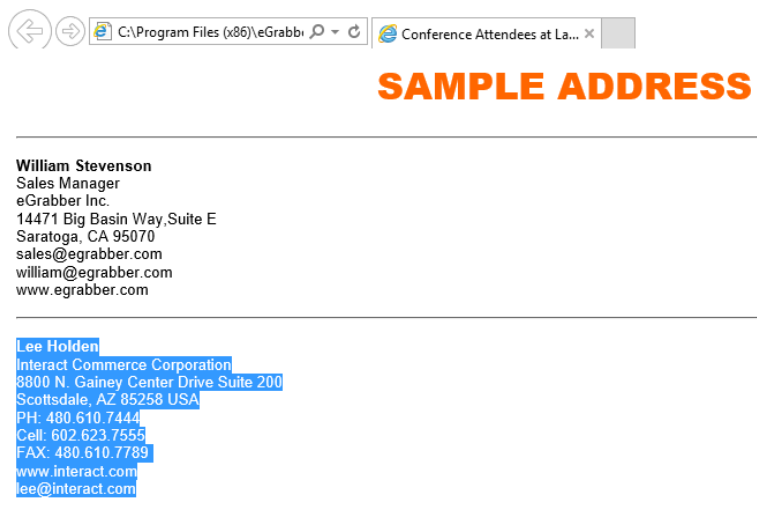


Figure 4: Highlight Address Information

- Click your destination icon on toolbar. Example: Outlook.



Click here to transfer to Outlook

Figure 5: Click on Outlook Icon

- **AddressGrabber Parse Result** window appears displaying the extracted address information for verification.

AddressGrabber Parse Result

Salutation	First Name	Last Name	Destination:
Mr	Lee	Holden	

Company	Interact Commerce Corporation	Phone	480.610.7444	Ext	
Job Title		Phone1		Ext	
Dept.		Fax	480.610.7789		
Address	8800 N. Gainey Center Drive Suite	Mobile	602.623.7555		
		Pager			
City	Scottsdale	E-mail	lee@interact.com		
State	AZ	E-mail1			
Zip	85258	Country	USA	Web Site	www.interact.com

Use Form Fields
 Use Format Options

Notes

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 FAX: 480.610.7789
 www.interact.com
 lee@interact.com

Transfers Remaining 48

Figure 6: Address Confirmation Window

You can edit/verify the extracted address and then click the **Transfer** button to transfer the address to your Address Book.

A new contact is created in your Outlook Address Book.

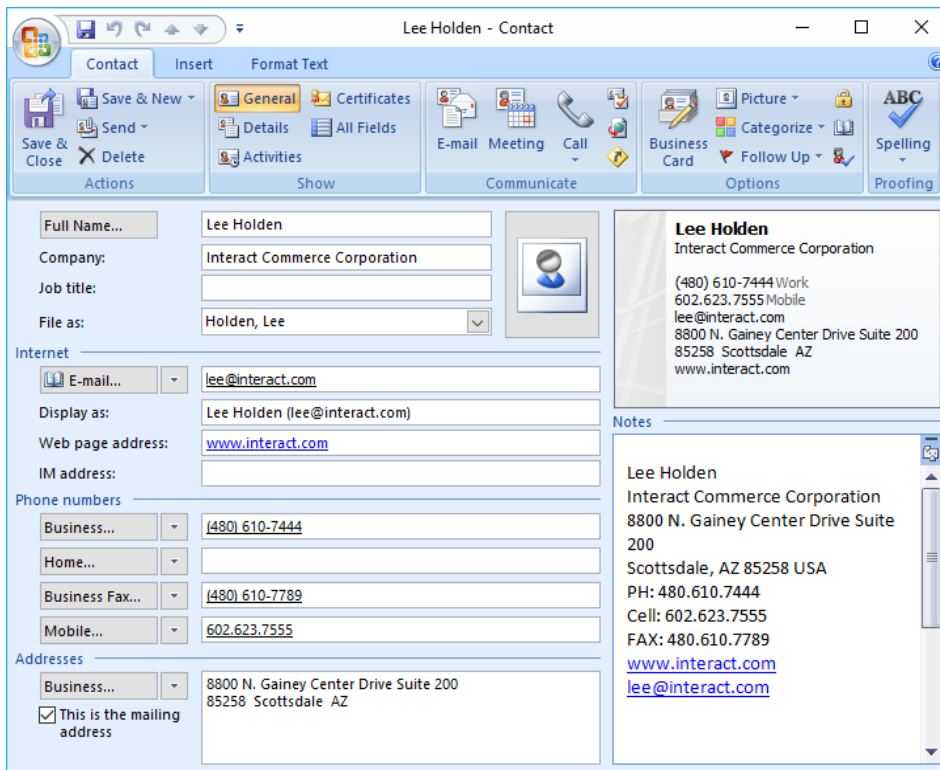


Figure 7: Contact Created in Outlook

Transferring Addresses to Online Web Forms

You can transfer addresses from any source to your Online Web Forms. Open your online web form in your default browser before transfer.

Highlight the address you want to transfer to your Online Web Form. Refer Figure 4.

Launch the AddressGrabber toolbar.

- ◆ Source is automatically selected as “ABC Selected Text” in the left drop down menu of the toolbar.

- ◆ Click the  icon on the toolbar.

AddressGrabber Parse Result window appears showing all the fields on the Online Web Form mapped to the AddressGrabber fields.

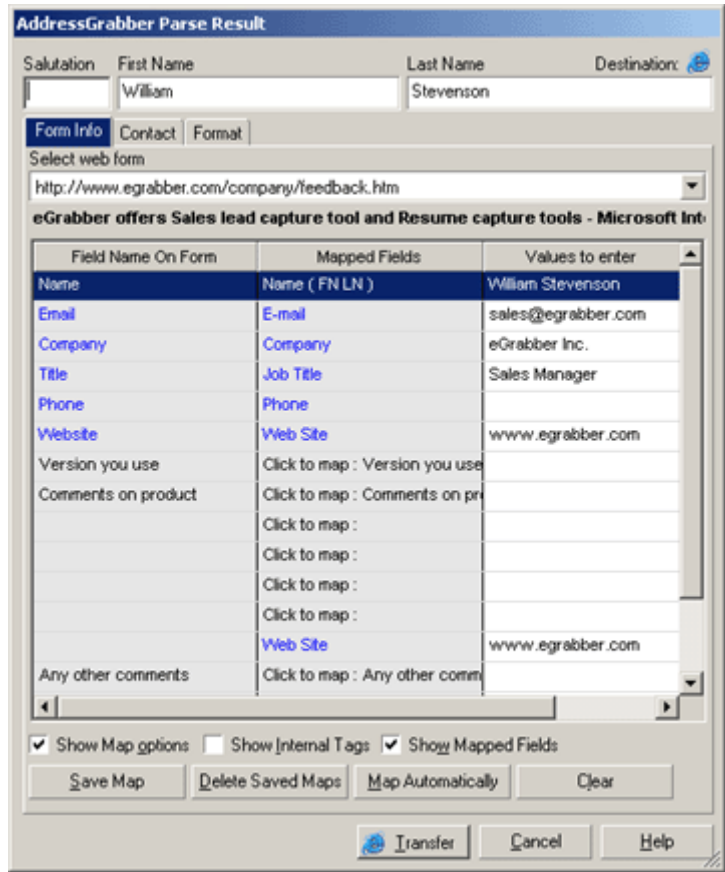


Figure 8: Address Confirmation Window for Online Web Forms

You can edit/verify the extracted address and then click the **Transfer** button to transfer the address to your form. Your Online Web Form is filled with values extracted from the address.

Contact Information			
* Name	William Stevenson	Phone	
* Email	sales@egrabber.com	Website	www.egrabber.com
Company	eGrabber Inc.	Country	United States
Title	Sales Manager		

Figure 9: Address transferred to Online Web Form

Similarly, you can transfer addresses across 30+ popular software applications.

You can also:

- Setup to transfer from or to different address sections (Business or Home) in Address Book.
- Setup to check for duplicates.
- Format the Contact Information before transferring to your destination.
- Verify Address Information with the USPS website.
- Schedule Activities along with transferred contact information.

And lots more...



Note: Refer to online help for more information

Technical Support

Telephone: (408) 872-3103 Weekdays 8:30 AM - 4:30 PM Pacific Time

Fax: (408) 861-9601

E-mail: support@egrabber.com

Website: <http://www.egrabber.com/addressgrabberbusiness/>

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