



Contact Capture

When is Contact Capture used in the workflow process of the Broadlook Suite?

Contact Capture is used when you have an email signature or existing list of company contact information in text, Word or Excel format that you would like to export into your database or into Profiler. Profiler will then research each of those companies' websites to find contact names, titles, phone numbers, physical addresses, email addresses and news articles.

What is the difference between Eclipse and Contact Capture?

Contact Capture captures contact information from formats such as email signatures or Excel spreadsheets. Eclipse captures data in list format from a webpage.

How do I grab this data with Contact Capture?

Highlight the information you want to grab and simply press **CTRL+C+C**. You can then sort through this data in Contact Capture and export it to your database or to Profiler.

Can I grab more than one page of contact info at a time?

Yes, Append Mode allows Contact Capture will act like a clipboard holding all the data you are grabbing until you export the information or delete it. To switch between Append / Overwrite look at the bottom area of the Contact Capture window for one of those two words, click on the word to switch between modes.

What if I still have questions?

- 1) Visit <http://www.broadlook.com/contactcapture/lessons/> to view Tutorials
- 2) In Contact Capture go to your **Help** tab, choose **Help**
- 3) Contact the Broadlook Technical Support Department at 262-754-8080 x 218 or cs@broadlook.com