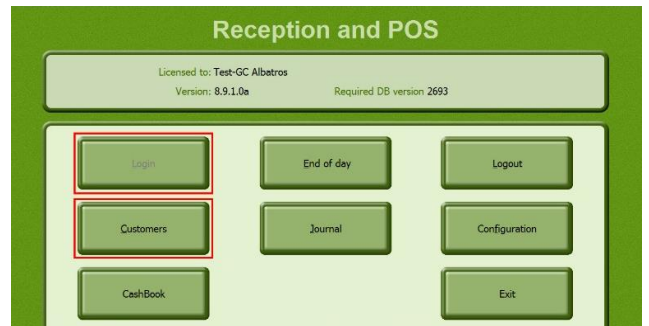


FAQ | Reception

Create a New Customer

1 [1]

1. Log on to the Albatros Reception and click on “Customers”.



2. Then click on the button “New”.



3. A new window will appear. Enter as much information as possible about the new customer. Remember that tab “Info 2” offers space to enter information such as e-mail address and mobile phone number.



4. Click on “Save”.