

# How to Install Winner+ Software?

1. Download **Winner+** Setup file from the given link.
2. Run downloaded **Setup** file. (Double-click on it)
3. **Winner+ Install Program** box will appear. Click **Next** twice.
4. License screen will appear. Select **I agree with above terms & conditions** option. Then click **Next** Button twice.
5. **The destination directory doesn't exist. Do you want it to be created?** Message box will appear. Click **Yes** Button.
6. Click **Start** Button to start installing Winner+.
7. Click **Exit** button and Click **Restart** Button if asked for it.
8. Winner+ will be automatically loaded. ***(From next time double-click Winner+ short-cut icon on desktop)***
9. **User Name** Admin & **Password** Admin is already entered for you. Just click on **Log-In** button.
10. Create your **Online Account** (one-time process) by filling your name, mobile, email & password. Then click on **Create Account** button.

# How to Import Data?

First create **New** file from **File Management** menu or **Open** existing file

1. Select **Import** from **File Management** menu.
2. Click on **Select Excel File** which is in 97-2003 format. (Make sure that file contains column-header in first row)
3. First Sheet in the file will be opened and Field Names which are exactly matching with the list in **Field Name** column will be highlighted, i.e. auto-mapped.
4. To manually **Map** unmapped columns, click on column and select corresponding **Field Name** from the list. Then click Map button.
5. After mapping is over, click **Import** button. Then **Ok**.
6. All rows will be added in current file.

### Notes:

- First Name & Last Name in separate columns is allowed to club together.
- If Address & other contacts details are in multiple columns, map it with same Field Name repeatedly.
- Interest, Category & Segment are generated automatically in respective masters.
- Birthdays & Wedding anniversary days should be originally entered only in DD/MM/YYYY format.
- Only numbers are allowed in Expect column.
- Bucket, Net-worth & Process are allowed only in given range.

# How to Make New Entry?

Whenever you get new visiting card or any information about new prospect, enter his/her name in Winner+ in the following manner:

1. Press **Add (+)** Button on Entry Bar.
2. Then enter Name, Address, Phone, Fax, Mobile, Email, Note and other information.
3. Decide when you have planned to call or meet the person and **Set Action** accordingly and enter **Date-Time**.
4. Select **Purpose** for call or meeting.
5. Select Bucket, Net-Worth, Process, Interest, Category, Segment and Source if available.
6. Press **Save (Alt-S)** Button to store the data. (If needed press **Family (Alt-F)** button to view / add / modify / delete family members.)
7. Go for Next Entry and repeat steps 1 to 6 as above.
8. Press **Edit (Alt-E)** Button or double-click on name in Side Bar to modify Existing Information.
9. Press **Remove (Alt-R)** Button to remove Existing Entry.
10. Press **Undo (Alt-U)** Button to cancel entered information.

# How to invest 15 minutes?

Now you have ample list of members entered in Winner+ software. Use the options given below very regularly on daily basis for at least 15 minutes to keep in touch with them. You will never get shortage of prospects because they will automatically flow in pre-defined process steps till sale. Once sale is closed person will be transferred for review after few months and will again flow into process for repeat sale.

First 4 buttons on blue vertical **Today Bar** tells you about what you have to do today. This first section is for **morning rituals**.

- Press **Phone Calls** (Alt-P) button for daily predefined calls, which you had set while making new entries. For cold calling select a group of customers from **Quick Search Bar** or **Find** (Advanced Search) option. Then click on **Phone Calls** button.
- Press **Meeting Schedule** (Alt-M) button to see today's appointments. Click **Diary** (F2) button on **Green Bar** to take print-out of meeting schedule. After meetings get over make entries.
- Press **Birthday Greetings** (Alt-B) button to see whose birthday is today and wish them.
- Press **Anniversary Greetings** (Alt-A) to see whose wedding anniversary is today and wish them.

## Quick Start Guide

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Next 4 buttons on blue vertical **Today Bar** tells you at the end of the day about what you or your staff did and achieved today. This second section is for **evening rituals**.

- Press **New Guests** (Alt-G) button to know about the new guests entered today into your software. You have to set **Next Action** (Alt-N) to bring them in process cycle.
- Press **Qualify Lead** (Alt-L) button to know about the leads generated today by the software. You have to qualify them by talking with them and find area of their interest. Then set **Next Action** (Alt-N) to bring them towards closing sale.
- Press **Sale Closed** (Alt-C) button to know whose sale has been closed today. You have to set **Review** date for them to bring them again in process cycle automatically in future.
- Press **Work Schedule** (Alt-W) button to see customers in the process cycle of getting business and take necessary actions to close sale. Here you can also bring them in the process those who are out of process cycle.

Last button on third section in blue vertical **Today Bar** allows you to set future actions today itself.

- Press **Next Action** (Alt-N) button to set Next Action of future calls/meetings for selected group and bring that group in process cycle. To select group with any combination click on **Find** (F4) button and click **Ok** button after giving search criteria.

Press **Refresh** (F5) button to cancel selection on blue vertical **Today Bar** and return to home screen.

# How to Share?

After successful installation of Winner+ software; on first login create your **Online Account** by submitting your Name, Mobile No., Email and Password. Then click on **Create Account** button. Now you are the **Master User**. You can share your database with other users (your office staff) who are shared users. Click **Share** option from **Option Settings** menu.

1. Click on **Add User** button.
2. Enter Name & Email-ID of shared user.
3. Select (tick-mark) file(s) you want to share from list.
4. Click on **Save User** button. (*An email will be sent to **Shared User** with **Invitation Code**.*)
5. Repeat steps 1 to 4 to add more shared users.

Shared User will install Winner+ software. On first login **Enter Invitation Code** received through email in the box provided. Then click on **Accept Invitation** button. Select **File Management >> Open** option from main menu. Tick-mark on **Set This File as Default Data File**. Click on **Ok** button. Now shared user will get blank data file. Then **Sync** to get data transferred from cloud to your desktop.

# How to Sync?

Now all users are ready to sync data with each other. Click **Sync** (F12) button on Green Bar whenever any type of modification in data is done. Then click **Sync Now** button.

- At the first time **Master User** will sync data.

All data on Master User's computer will be shown on **Local to Server** column. Once **Sync** button is clicked the data will be transferred to server in the cloud.

- Then all **Shared Users** will sync data.

All data stored on server in the cloud will be shown on **Server to Local** column. Once **Sync** button is clicked the data will be transferred to local computer from server in the cloud.

- Afterwards everybody will sync data.

Whenever any addition, modification or deletion is done on local computer; only that data will be shown on **Local to Cloud** column. And all data synced by all other users, which is stored on server in the cloud will be shown on **Cloud to Local** column.

# Tips & Tricks

- Before making New Entry Type the Name in **Quick Search Bar**. You will see the Name if already exists; otherwise press **Add (+)** Button the Name will be automatically entered. This is also applicable for all other fields.
- **Snooze** Reminder for few months to be in touch with cream customers with regular intervals.
- Press **History** (F6) Button to see case history of particular customer while making phone calls.
- While making phone calls use **Objection** Handling (F10) Button to answer objections raised.
- Refer **Calendar** (F9) while taking appointment to avoid conflict in your busy schedule.
- While creating new Source if it is from existing file click [...] Button beside **Source** and select it from the list. No need to go to Master and update it manually.
- Select **Work Analysis** from **Self Evaluation** menu to self analysis about calls to meetings to sales ratio.
- After completing daily tasks press Close [X] Button and select **Minimize** option to stop Winner+. You will still get auto-reminders whenever applicable. To completely shut-down right-click on Winner+ icon in system tray and choose **Close** option.

*Press F1 key on keyboard to open online Quick Training Guide  
Visit <http://www.turboplusonline.com> for more information.  
Email to [kitty@turboplusonline.com](mailto:kitty@turboplusonline.com) for online support.  
WhatsApp Chat on 9324201880 for quick support.*