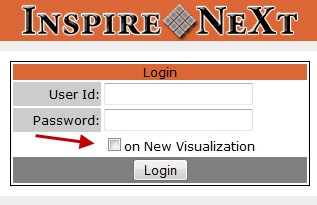
How to use InspireNeXt

InspireNeXt is designed to allow you to schedule a next appointment for a customer while in the home. It is also designed to be very lightweight/simple and easily accessible via smartphone.

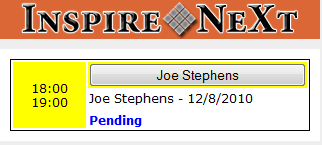
To access:

Head to [http://fciinspirene**X**t.com](http://fciinspireneXt.com) (make sure you include the X) on your smartphone and login.

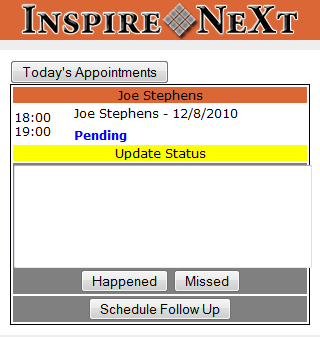
Important Note: Those on the new visualizer must check the “New Visualization” box, otherwise you will not be able to login…



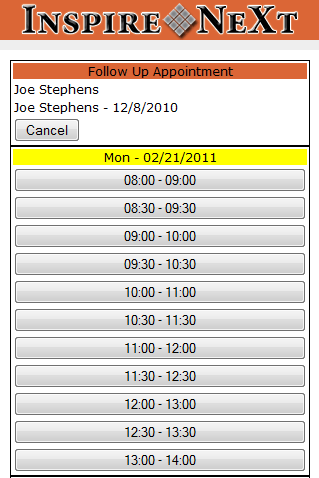
From there you will see all customers that you have an appointment scheduled with today.



Click on the customer that you want to schedule a follow up for:



Click “Happened” to let the system know that you did the initial appointment (this will save you from having to do that later) and then click “Schedule Follow Up”

You will then see your open “Free Slots” Click on one and accept the appointment time to schedule. The newly scheduled appointment will be automatically added to your InspireNet calendar (and that free slot will be removed in real time so that the call center is not able to double book you.) When you get back to the studio…sync your InspireNet calendar with Outlook.