

# Implementation Checklist

## » Discovery meeting

- ☐ Identify business priorities
- ☐ Set up timelines

## » User & Profile Setup

- ☐ Setup Company Profile
- ☐ Additional User Creation
- ☐ Saved Lookup Creation (setup at least one saved lookup for each user in training)
- Role based layouts and lookups
- Security Settings

## » Data Preparation & Migration

- ☐ Send data to migrate
- ☐ Mapping your data to SalesNexus
- ☐ Setup custom fields & layouts
- ☐ Load data (dry run for QA example)
- ☐ Data Migration/Contact Import

## » Email Generation

- ☐ Email Template & Campaign Creation
- ☐ DKIM & DMARC Setup
- ☐ Email Capture Setup

## » System Configuration & Integration

- ☐ Lead Capture Setup
- ☐ Automation Workflow Development
- ☐ Dashboard Configuration

## » Client Enablement

- ☐ Client Training (1–2 hours)