

# ESP+

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## The Main Toolbar

Jennifer M - 2024-09-21 - Getting Started



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### Collections

A collection is a group of products which can be used in a presentation or just saved for later. Collections are owned by a single user, but additional users can be added as collaborators. Additionally, the user who currently owns the collection can transfer ownership to another user.

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### Presentations

Presentations are a key component of a product. An ESP+ presentation can be sent to your customer via the Client Portal and contain customized information such as virtual sample images, personalized pricing, and additional charges.

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### Projects

Projects encompass the whole scope of your endeavors for the customer. Projects can include products, an interactive presentation, and/or all order documentation as well as budgeting and various demographics regarding the scope of the event or promotion.

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### CRM

CRM is an abbreviation for Customer Relationship Manager. This section is where users can manage the data for their companies and contacts in ESP+.

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### Websites

The ESP+ Websites admin enables you to build and manage your website.

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### Help Center

The question mark icon represents the Help Center. Click on this icon to check out what's new in ESP+ and so much more!

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### Notifications

The bell icon represents the notifications and will display with a number when important

actions are taken by customers and/or collaborators.

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## **Account**

The user icon represents the Account section where you can update your account information, view the license agreement, manage preferred suppliers, apply the client safe mode, set localization, and logout.

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### Related Content

- [Collections](#)
- [Start a Presentation/Project](#)
- [Create a New Company](#)
- [The Help Center](#)
- [Account](#)