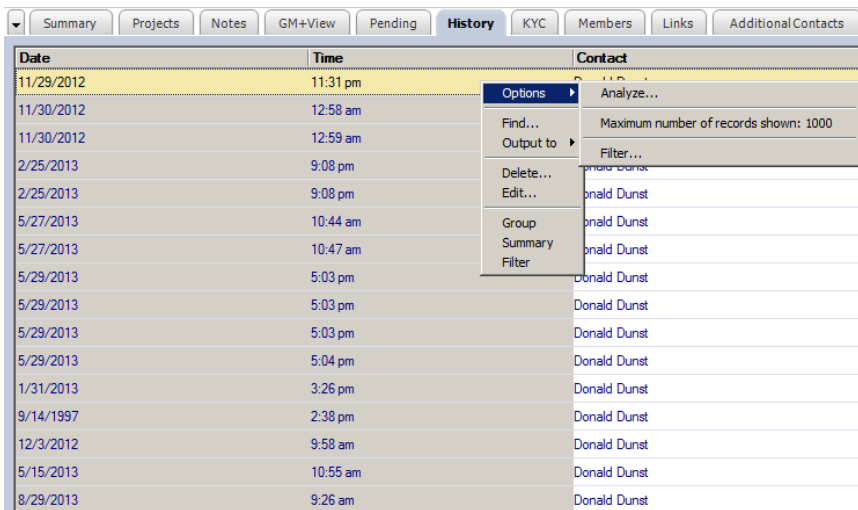


How to: Speed Up Your GoldMine

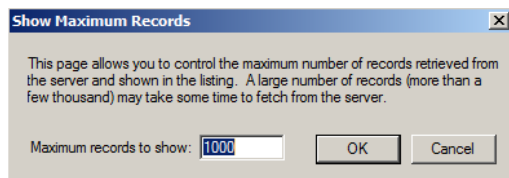
GoldMine users often unknowingly enable features which slow their data retrieval. In a few simple steps these settings can be changed to significantly improve the speed of GoldMine. Some of the most effective methods of speeding up GoldMine are documented below; they include adjusting the amount of history displayed and disabling document preview.

1) Speeding up your 'history' tab:

- a. Select any contact and open the *history tab*
- b. Right click in the history area and scroll over options.



- c. Select 'Maximum number of records shown: #####'
- d. In this window:

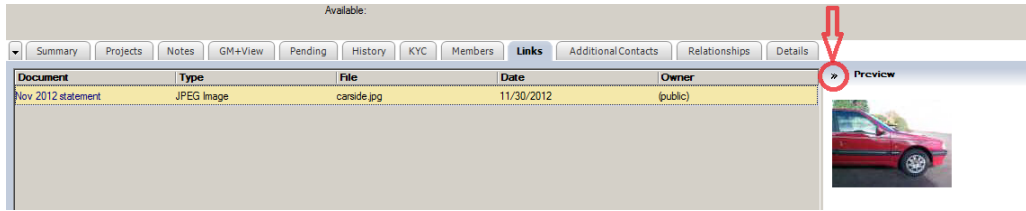


Change the 'maximum records number to show' to 100-200; Users who must routinely search deep into contact history may want more

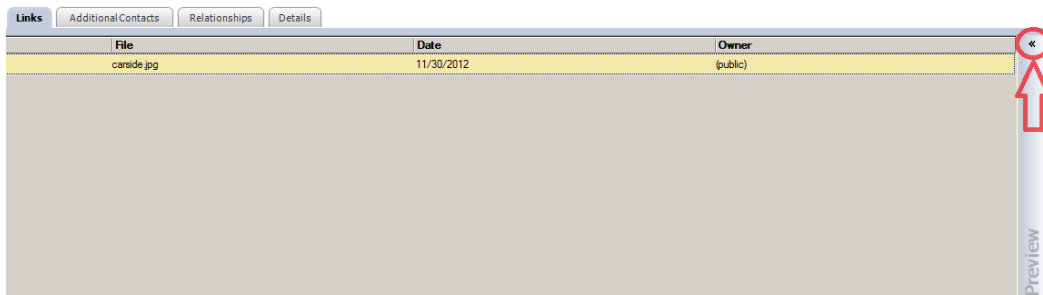
NOTE: The contacts full history is still readily accessible; this only adjusts the number retrieved initially, scrolling down displays history 50 records at a time.

2) Speeding up the 'Links' tab

- a. Under any contact record, select the 'Links' tab
- b. Click the small '>>' beside the word preview



- c. If you want to restore preview click the '<<' in the top right of links tab



3) Speeding up contact scrolling

Leaving a contact record on the 'history' tab directs GoldMine to load (unless you've performed #1) thousands of history records each time you switch the contact. For users with 'sync contact' enabled this can cause very slow performance. Other tabs that can noticeably affect the speed of GoldMine are the *Links* tab and the *Pending* tab. In the image below **Green** represents tabs which will not effect GoldMines speed, **Yellow** indicates tabs which may noticeably effect the speed and **Red** indicates tabs which will severely impact the speed of your GoldMine.

