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I'm New and Just Want to Learn the Basics

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Before you start...

If you have questions about how to use Infusionsoft, check this Help Center first for an answer. The Help Center has the most accurate information available about Infusionsoft. At the bottom of each article please let us know if it was helpful and feel free to leave us feedback so we understand why it was or wasn't helpful to you.

Sign in to Infusionsoft

After you set up your Infusionsoft ID, go to signin.infusionsoft.com to sign in. Note that if you already have an Infusionsoft ID from another Infusionsoft account, you can sign in with an existing one....

Watch these quick introductory videos

[Navigate Infusionsoft](#)

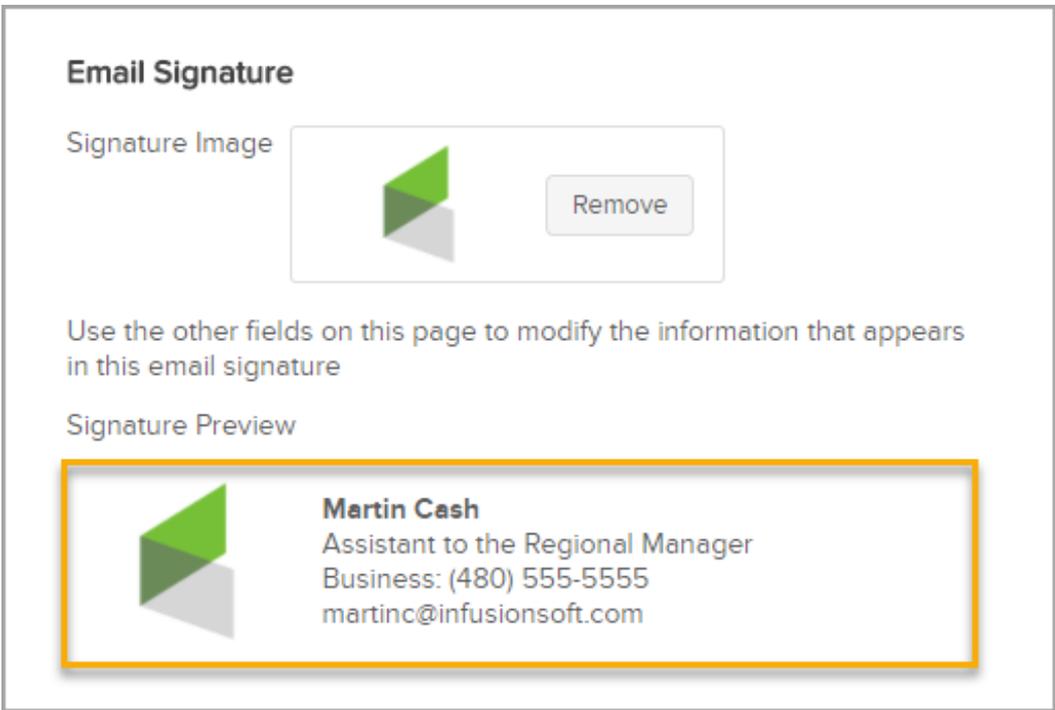
[Campaign Builder Overview](#)

[Email Builder Overview](#)

[Landing Page Builder Overview](#)

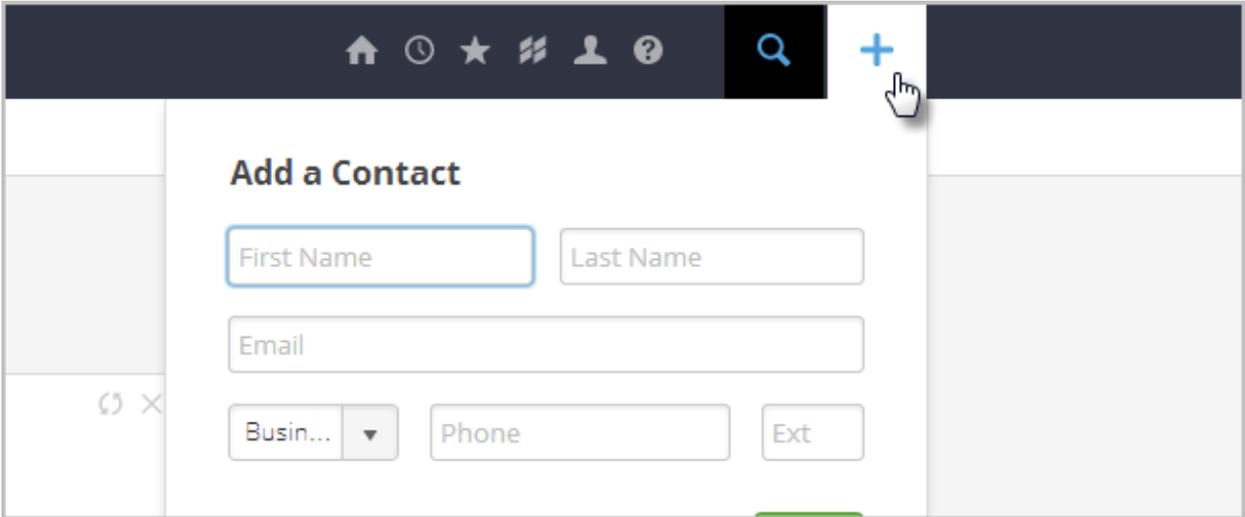
Customize your email signature

Learn how to [customize your email signature](#) for outbound emails.



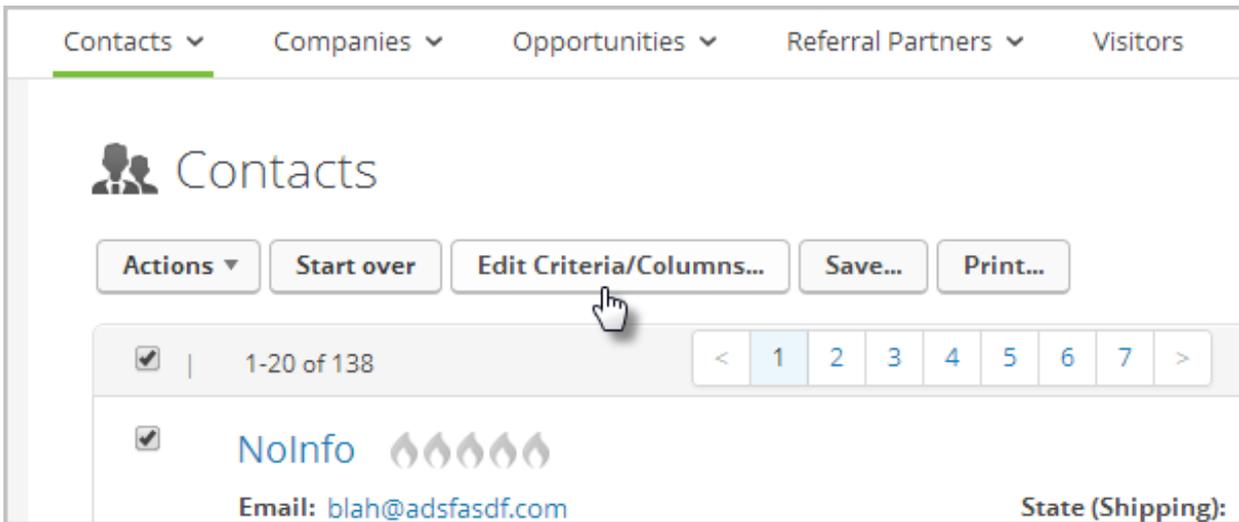
Add a contact record

There are several ways to manually and automatically add a contact record in Infusionsoft. The most basic way is to just click the + button at the top of the page to add a new contact record manually.



Search and tag contacts

Click [here](#) to learn how to do search and tag contacts in Infusionsoft

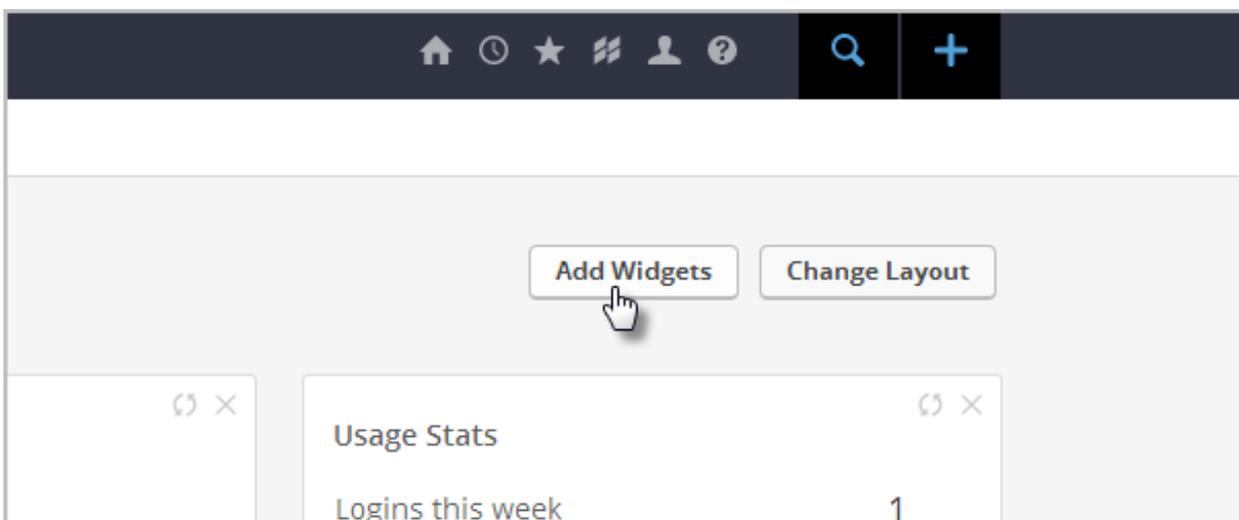


Download a campaign

Click [here](#) to access our online Strategy Guide to download the perfect campaign for your business.

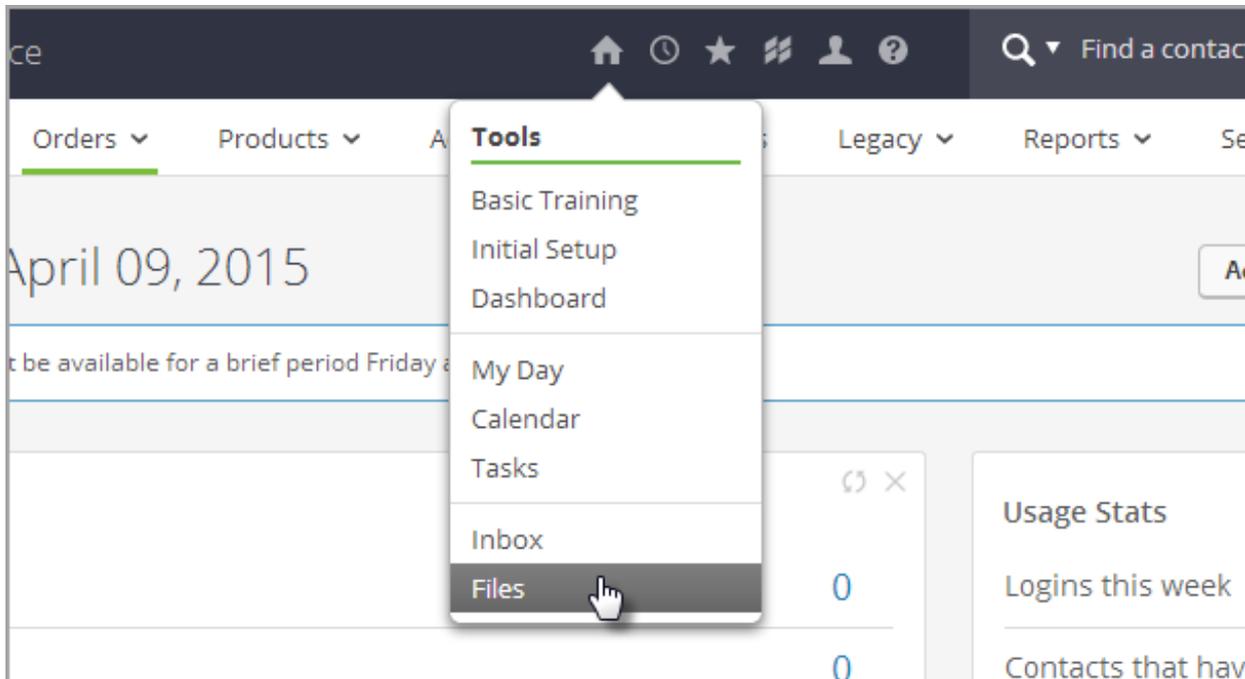
Customize your Home Page Dashboard

Learn how to [customize your home page dashboard](#) to show reports and information relevant to you.



Store files in Infusionsoft

Learn how to [upload and store files for all users on your account](#) and how to [upload files to a specific contact record](#).



Manage Tasks and Appointments with My Day

Learn how to use [My Day](#) to effortlessly manage tasks and appointments in Infusionsoft.

