

# Getting Started Checklist

From setting up your account to creating your first automation, we've mapped out your first action items in ActiveCampaign to help you get your footing and learn as you go.

Don't have an account yet?

[Sign up for a free trial here!](#)

## Step 1: Basic Setup

- Watch:** [Getting Started with ActiveCampaign in 6 Minutes](#)
- Do:** [Add your physical address and turn on site tracking](#)

## Step 2: Add Contacts

- Watch:** [Importing Contacts into ActiveCampaign](#)
- Do:** [Create your first list and name it "All Contacts," then import your contacts](#)

## Step 3: Manage Contacts

- Watch:** [Creating a Form](#)
- Do:** [Create a "Subscribe" form to let new contacts opt-in to your email list, and customize your confirmation opt-in message](#)

## Step 4: Group Contacts

- Watch:** [Learn about segmentation](#)
- Do:** [Use the segment builder to create your first segment](#)

## Step 5: Send Your First Email

- Watch:** [Learn about email campaigns](#)
- Do:** [Create an email template and send your first email](#)

## Step 6: Automations!

- Watch:** [3 Steps to Building Your First Automation](#)
- Do:** [Import this Welcome Series automation](#)

*Tip: Designate a "test" email address you can use to test your automations & campaigns. (ex. youremail+test@yourcompany.com).*

## Step 7: Check In

- Checking in:** Have questions? Need more guidance? [Schedule a 1-on-1](#) with our Customer Success team for some personalized help!

## Step 8: Automate Your Sales

- Watch:** [Deals CRM](#)
- Do:** [Create your first pipeline](#)

## Join the ActiveCampaign Community!

Continue to learn and get more support by joining our active online community.

**Bring your questions to the next Office Hours session:**

[activecampaign.com/learn/office-hours](https://activecampaign.com/learn/office-hours)

**Connect with other users:** [Facebook Group](#), [Slack Channel](#), [ActiveCampaign Forum](#)

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