



Getting started with Nostr Africa CRM

Customers, follow-ups, quotes and day-to-day business work in one system.

crm.nostr.africa · Updated October 2026

Nostr Africa CRM is a business system based on Odoo, running at its own address. It keeps your customers, sales opportunities, follow-ups and routine business work in one place instead of notes and inboxes.

HOW YOU GET ACCESS

The CRM is ordered as a build: contact us and we set it up for your business. There is no public sign-up. We create your user account and send you your login details or an invitation to set your password.

1 What is included

The apps installed on Nostr Africa CRM are listed below. Which ones you see depends on what was set up for you and on your access rights.

App	Use it for
CRM	Your sales pipeline: opportunities, stages, follow-up activities
Contacts	Customers, companies and their details
Sales	Quotations and sales orders
Invoicing	Customer invoices and payments
Calendar & Discuss	Meetings, and internal messages with your team
Email Marketing & SMS Marketing	Campaigns to your contact lists
Live Chat	Chat with website visitors
Point of Sale & Inventory	Counter sales (including restaurant mode) and stock

2 Sign in

1. Go to **crm.nostr.africa** and sign in with your email and password.
2. Forgot your password? Click **Reset Password** on the login page and follow the email.
3. After signing in, open the apps menu to switch between apps.

3 Add your customers

1. Open **Contacts** and click **New**.
2. Enter the person or company name, phone, email and address, then save.
3. Keep one record per customer so all their history stays together.

4 Track sales in the pipeline

1. Open **CRM**. Your pipeline shows opportunities as cards in columns (stages).
2. Click **New** to add an opportunity: the customer, what they want and the expected value.
3. Drag the card to the next stage as the deal progresses.
4. Schedule an **activity** (call, email, meeting or to-do) on the opportunity so you never forget a follow-up. Your planned activities show up as reminders.
5. Mark the opportunity as **Won** or **Lost** when it is decided.

5 Quotes, orders and invoices

1. In **Sales**, create a new quotation, choose the customer and add products or services.
2. Send it by email or print it. When the customer agrees, confirm it to turn it into a sales order.
3. Create the invoice from the order and register the payment when you receive it (in **Invoicing**).

6 Users and good habits

- Need another user for a colleague, or different access rights? Ask your administrator or contact us.
- Log every call and email on the customer's record, and plan the next activity before you close a record.
- Review your pipeline once a week and close old opportunities as Won or Lost.

Need help?

We are happy to help you get started. Contact Nostr Africa (Mugisha Jean):

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Website nostr.africa · all guides: nostr.africa/documentation