

**\*\*Forward to your Advantage System Administrator\*\***

**July 2003**



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**Newsletter**

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**\$\$\$ SAVING MONEY \$\$\$**

**In response to President Bush's new**

**Jobs and Growth Tax Relief Reconciliation**

**Act of 2003**

## **CRITICAL TAX INFORMATION**

### **Payroll Tax Relief Starting July 1:**

Tax cuts will come directly to workers in the form of lesser Federal payroll taxes, due to a new law. The IRS is asking that employers use these new tables as soon as they can work them into their payroll systems, but not later than July 1, 2003. If you have not done so, the IRS has stated that any over-taxation withheld should not be corrected by employers, but will be refunded to employees, as normal via their annual tax returns. More specific information regarding this Tax Relief act, may be found at the following web address; [www.irs.gov/newsroom/article/0,,id=109817,00.html](http://www.irs.gov/newsroom/article/0,,id=109817,00.html)  
To change your payroll tax tables in your Advantage system, you must go to the Payroll > Administrative menu > Payroll header configuration, screens 4-6. See the pages to follow for examples of how to change the Advantage tax tables. You must be on a 0112 version or higher to make these payroll changes. If you have not yet updated to 0212, now it the time.

### **Expense Deduction 179 Substantially Increased:**

Business owners agree **Time is Money**, and the federal government believes now is the **Time** to spend that **Money**. Uncle Sam has changed section 179 expense deduction limits. For details visit [http://www.bnatax.com/tm/CL\\_BusinessIncentiveProvisions.rtf](http://www.bnatax.com/tm/CL_BusinessIncentiveProvisions.rtf). The IRS says, "The limit on the section 179 expense deduction is increased to \$100,000 for qualified property. This limit is reduced by the amount by which the cost of section 179 property placed in service during the year exceeds \$400,000. Also, the definition of section 179 property has been expanded to include off-the-shelf computer software." This means that for any business that invests up to \$400,000 in new or additional capital items, they can fully expense up to \$100,000 of these purchases rather than having to depreciate them over their normal life. Check it out with your CPA to see how this new Tax Relief Act can allow you to take take advantage of the new features and technology that are now offered.

*With this years tax incentives, it's like having Uncle Sam pick up half of the bill!!*

**~Payroll Taxes**

**~Section 179 Expense Deduction Changes**

**~ImagingAt Prices You Can Afford**

**~RadioFrequency (RF) Technologies More Affordable**

**~Are You Keeping Up?**

**~Thinking About the Future? New Generation of Advantage Software!**

**~Advantage Academy**

**~Signature Pad and Credit Card Swipe Now Available**

**Foresight** is seeing around corners that don't exist yet.

**Foresight** is armor against the unknown.

**Foresight** is what they'll remember you for.

**Foresight** is what built this company.

**Foresight** is what makes us the company to keep.

### **Thinking About The Future?**

We have been and you are who we are thinking about.

**Foresight** is what has built the software you are currently using. With your help over the years, we have created a package that is feature-rich to handle today's business, as well as tomorrow's.

**Foresight** is also seeing around corners that don't exist yet, discerning the business trends so as to anticipate the needs of our business partners of today and the future. To meet those ideals, we are well into a new development project. Taking the operating system platform flexibility of Java, adding the tools of an internet browser, and inserting the best of the existing software's capability. We are moving toward a new generation in software. This software will include graphical capability, optional touch screens, the option to use a mouse, optionally integrated imaging, on top of any of the more popular databases. In other words, we are entering the world of a 'windows-type' interface with the flexibility of running on a variety of operating system platforms. In addition multiple commercial database packages will be supported, allowing it to be ODBC compliant, using the SQL tools. Get ready! It's coming!

**Foresight** is what makes us the company to keep looking toward for today's solutions and tomorrow's business needs. Be watching for news briefs on our progress as we all move together into a new generation of possibilities.

***THE NEXT GENERATION IS UNDERWAY...BE WATCHING FOR IT!***

## Changes to Payroll Tax Tables: Using Tax Table 7

Payroll > Administrative menu > Payroll header configuration > Screen 4-6

Screen 4 and 6: SINGLE/HEAD OF HOUSEHOLD

Federal tax credit per allowance: 3100.00

How many single rates?: 7

Low limit	Base tax amt	Percent
0.00	0.00	0.00
2650.00	0.00	10.00
9700.00	705.00	15.00
30800.00	3870.00	25.00
68500.00	13295.00	28.00
148700.00	35751.00	33.00
321200.00	92676.00	35.00

Screen 5: MARRIED

How many single rates?: 7

Low limit	Base tax amt	Percent
0.00	0.00	0.00
8000.00	0.00	10.00
22300.00	1430.00	15.00
64750.00	7797.50	25.00
118050.00	21122.50	28.00
185550.00	40022.50	33.00
326100.00	86404.00	35.00

## Radio Frequency Technologies More Affordable Than Ever!



Everybody is talking about wireless devices these days. Advantage has been providing wireless solutions that save time for many years now. It all started with counting inventory in a real time scenario, rather than using count sheets or dragging a terminal and a cluster of wire up and down the aisles. Today there are many other time saving features that Advantage can offer using a wireless devices, such as handheld, laptops, or full size terminals. (The laptops and full size terminals will use all normal Advantage size screens. Handheld units have smaller screens and therefore require special programs to run.)

### **INVENTORY COUNTS REAL TIME:**

RF units are great for cycle counts, which will help your company prevent theft and billing errors.

Using cycle counts allows your company to count every item 3 to 4 times a year, eliminating the need for physical counts. Think about this, your inventory count at the end of the year shows that you are

missing several thousand dollars in inventory value. In your business there are several thousand transactions that effect inventory value every week, a years worth is overwhelming. By implementing cycle counts these discrepancies are much easier to isolate and fix. One other thing you are not counting inventory on New Year's night, you are enjoying a night with friends and family.

### **RECEIVING PURCHASE ORDERS REAL TIME:**

Scan-receiving can reduce your receiving time by 50% or more. Using the wireless receiving feature not only saves time in receiving but also ensures you have barcodes on your items when they arrive at Point of sale. Pretend this is the biggest Fourth of July sale you have ever had and there are 5 or 6 customers in every line to check out. Then all of the sudden the clerk on register one calls for a item number because the item will not scan, then register two, then register three. Not a very happy Fourth of July when you see customers get mad and walk out of your store because of slow or poor service. Scan receiving allows the receiving clerk to review the items being received against their description and to ensure their accuracy.

### **UPDATING PRICES AND BIN LABELS REAL TIME:**

Saving labor is not the only savings here. Accurate bin labels allow your floor sales staff to better service your customers. It also avoids any pricing issues when the customer is checking out. Labeling your store with current prices has never been easier than doing it while receiving, or counting.

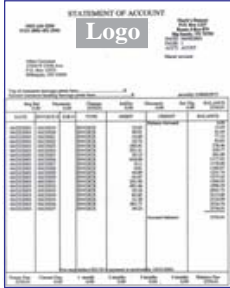
### **WRITING ORDERS ON THE SALES FLOOR:**

Increase your level of customer service. This is how it works; you can walk the store with your customer writing the order at the same time then walk to the front counter and either print the invoice for an Accounts Receivable type of customer or save the order and allow the cashier to finish the transaction. It's also great for sidewalk sales.

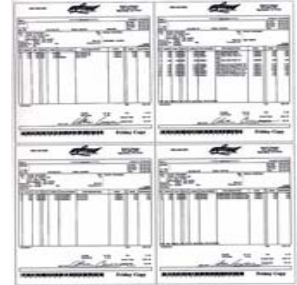
# Imaging At Prices You Can Afford!

If you feel **'Time is money'** then you will probably agree that wasting **time** is wasting **money**. We all have found ourselves working hard instead of working smart. Let's take a minute and look into the future of your company and see if these smart **time** saving features may save you some **money**.

**Document Imaging & Laser Forms:** Document imaging is a program that electronically stores valuable business documents on your Advantage server. Those images can be viewed, faxed or emailed from a graphical workstation.



Laser forms are taking the place of pre-printed forms because they print on regular copy paper, including logos and disclaimer information and they look clean and professional.



## Time- Stored images saves time by....

- 1: Never walk to the fax machine to fax a customer signed copy of an invoice.
- 2: Never sort and file customer signed invoices for monthly statement mailing.
- 3: Never merge invoices and statements together for mailing.
- 4: Never walk upstairs to a storage room then dig through several boxes to find a vendor invoice, packing slip or shipping document.
- 5: Never thumb through clerks drawers looking for supporting documents.
- 6: Never copy checks front and back.



Advantage Document Imaging is easy to use, because the menus are just an F2 away on the posting applications. You may scan, view, print, scan or edit image files from right where you are.

Scan an image  
View an image  
Print an image  
Fax an image  
Image editor  
Scanner setup

- Looking at a vendor's invoice and you want to see the original PO. F2 and there it is.
- Talking to a customer's and want to see their last check stub..just F2.
- Looking at a PO and you want to see the receiving documents, F2.
- A customer wants their statement from 6 months ago. No problem, it's there.
- Need to show proof of who signed for that POS invoice? Scanned images store that, no problem.

As you can see, the list goes on and on as to how often you and your staff can make use of stored images of critical documents.

## Money-Stored images and laser forms saves money by...

- 1: Several hours saved every week from digging, looking, or faxing. (Some of them overtime)
- 2: More productivity in your back office because everything is available on demand allowing your staff to spend time on more important issues, like collections or customer relations.
- 3: Postage if you are mailing invoices with statements because Advantage can reprint up to six invoices to a page.
- 4: Customers buy more products at a higher margin from companies that are easy to work with on a day-to-day basis.
- 5: Pre-printed forms typically cost about five to six cents. The laser form cost about two cents. (How many invoices do you print in one day?)
- 6: No overnight charges because somebody forgot to order invoice forms, and you do not have to store the 25 cases that you had to order to get that special price. (Nothing worse than **money** sitting in the storage closet collecting dust.)

## POINT OF SALE- Signature Capture and Credit card swipe



It's not just cute, it's highly functional. The new credit card swipe and signature pad allows you to save those signatures to be reprinted with the original documents on demand.

These devices will allow POS invoices to be reprinted with the signature, WITHOUT having to scan each invoice.

**It's here! It's available! And, it's hot!**

## ***ARE YOU KEEPING UP?***

There has been a flurry of new features made available in the last few years that can transform your business. This newsletter will highlight a few, but there are many more to keep in mind.

### **~Credit card processing within POS and payment posting.**

Scan once and the system will process the card and update your Advantage system. Credit transaction reports and reconciling are all done on your Advantage system. Let us tell you about Southern Data Comm credit card processing for your credit card needs.

### **~Internet Access for your customers.**

Your customers may shop with you on your internet site, with access to your inventory items and pricing. They may also reprint their own statements or invoices, create requests for quotes, request updates to their customer accounts, etc. Ask about internet for your store.

### **~Radio Frequency terminals**

RF terminals are now affordable and think of the possibilities. Sidewalk sales, inventory counts, remote buildings, etc. Handheld sizes or full sizes, RF is a matter of convenience and efficiency.

### **~Software Update Via the Internet**

Internet access is now allowing users to download their own software patches in minutes. This simple process is menu-driven and allows you to avoid the costs of update tapes and shipping.

### **~Vendor Communications via Internet**

Several vendors (House Hasson and Do It Best) are now offering vendor downloads and their ordering packages to be accessed via the internet. The speed difference between an internet file transfer and a modem transfer will convince you that this is a money saver.

### **~Document Imaging**

Advantage has eliminated the third party interface to document imaging. The benefit in doing so is seen immediately in the pricing. Document imaging is now affordable to even the smallest locations. The seamless integration into the software makes this product simple to use. It's powerful benefits include the elimination of filing invoices, billing slips, PO's, statements, etc, as all can now be imaged and saved to the harddrives.

### **~Linux Operating System and Utilities**

Your Advantage software now runs on Linux, which provides an immediate cost savings over SCO. Other interfaces become much more affordable also. But more importantly, it offers a significant speed enhancement.

### **~Data Backups to CD's**

A data backup onto a CD can run in 4-5 minutes on average. Think of how much time this could save you if needing a backup before another procedure can be done. A CD backup gives a backup for each day as the media is inexpensive. This permanent storage of data provides affordable insurance in data integrity at 15 cents a piece verses \$5-7.00 per tape.

### **~Delivery Tracking**

How long does it take to see if you have a truck available on a designated day, for a delivery? Or how many people must you talk to in order to find out the status of a scheduled delivery? Delivery tracking allows all POS users to see the scheduled deliveries and their status upon demand. Dispatchers can see a constantly updating screen showing the incoming orders, for quick turn around and scheduling. Tracking for delivery vehicles, maintenance, drivers, etc provide for a full package.

### **~E-mail from your Advantage System**

How would you like to send a report to a customer, vendor, the boss while he's out of the office, etc.? Emailing directly from your software allows you to forward any document to an email address. Save yourself time and labor by getting the job done from your desk.

### **~End of Day -Automatically**

End of day can be scheduled to run automatically each day. A scheduler can be added to your system to allow users to turn it off and on, or to change it's time as needed. No more waiting around to start it up. Let the system go on automatic!

## **ADVANTAGE ACADEMY**

**Summer Session July 21-24, 2003**

**It's not too late to sign up for this session of the Advantage Academy. If you have not yet attended, or it's been several years, it's time! Many new features and enhancements of the software will be reviewed, throughout the class sessions.**

**Classes will be held at the  
RAMADA LIMITED SUITES**

**Longview, Texas**

**For hotel reservations, call 903-757-0500, and be sure and mention that you are registering with the Advantage Academy.**