

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

September 2003



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Newsletter

**P O Box 421
Big Sandy, TX 75755-0421**

Have you seen the latest in promotion signs?



Bin tags and promotion signs are no longer lacking in character with the same boring font and dull constant format. Advantage has introduced graphic design to sign marketing. With the new postscript capabilities on the Linux

systems, signs can be printed with logos, using different fonts in a wide variety of sizes, and with multiple shades of gray.

You can even choose how many signs you want on a page to make double sided signs. Your imagination is the limit with custom signs.



**Call today
to receive a
quote for
your
promotion
signs!!**

~Promotion Signs -

See what postscript printing can do for signs and bin tags

~Vision Statements -

Create graphical statements and invoices using the Vision Statements Package

~Bar Codes Are

The Key -

Are you using bar codes to full advantage?

~Payroll Tax Forms -

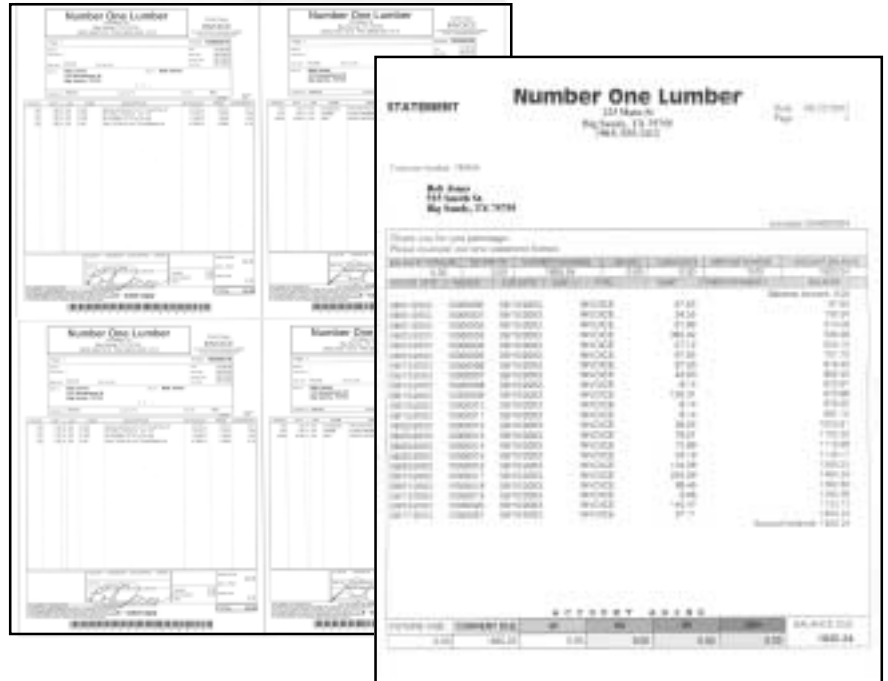
Order your 2003 IRS tax forms now and save.

Vision Statements

New advances in technology are allowing us to create more packages for you at lower costs than ever. Now available is our Vision Statements package. This new package allows you to print the invoice's cold copy image with statements...without having to purchase the entire Imaging package. Users only need a laser printer that supports postscript and the postscript invoice form.

What is a "cold copy"?

It is an image of the form and is created as part of the printing process. An invoice creates a cold copy if the invoice form is configured to do so. The A/R> Report menu> Print statements routine also creates a cold copy of the statement



How does it work?

A cold copy is the system's way of taking an internal "snapshot" of the customer's invoice at Point-of-Sale. These snapshots are then stored on the system. The stored invoices are exact replicas of the invoices printed at Point-of-Sale, not a generic invoice reprint. This package also includes a standard postscript statement that prints with your company name and address. This statement far exceeds any of the standard statements currently available to users. It has a clean, professional appearance. With the Vision Statements package, postscript statements can be printed along with invoices in a multiple image per page format.

Once I purchase this, will I only have invoices stored from the date of purchase?

No, we can create the cold copy invoices for the past two months. This enables you to have two months worth of invoices the first month you use the new feature!!

What does this mean for me?

This option was previously only offered to customers who purchased the Advantage Imaging software. Using the Vision Statements will provide savings in:

- ◆ postage if you are mailing invoices with statements because up to six invoices can be printed on a page.
- ◆ forms costs. Preprinted forms typically cost about five to six cents. The laser form costs about two cents. Also you won't have to buy large quantities to get special prices.
- ◆ overnight shipping charges because someone forgot to order invoice forms.

To get more information about how you can get Vision Statements, call the Sales Department at extension 242.



BAR CODES ARE THE KEY TO ACCURACY AND EFFICIENCY

Bar codes marked on grocery and retail items are familiar to all of us. We have experienced the speedier checkouts when scanning bar codes rather than having a clerk manually enter a SKU (Stock Keeping Unit) number and/or price for every item. With this technology, not only does the customer benefit, but management can easily maintain an accurate and efficient inventory since bar codes are tied directly to the store's inventory. While grocery and retail uses of bar codes are the most commonly recognized applications, they account for only 30% of all installations. Industrial, governmental, and health-care installations account for the rest.



Bar coding technology provides timely, error-free information that can be used to accurately verify routine business transactions and increase productivity. When a bar code is scanned, the data appears as though it was manually typed or keyed directly into the computer. Studies have shown that a proficient data entry operator will make one error for every 300 characters that are manually entered. Bar coding is about 20 times faster and 20,000 times more accurate than keyboard data entry.

The Advantage software makes it easy to process items with bar codes you create (in-house bar codes) or by using manufacturer or vendor bar codes. You can even use both at the same time. Bar codes can be entered in either the in-house bar code data base or the item/vendor data base anytime you are in Inventory file maintenance. This includes accessing item maintenance from the Inventory Control> Maintenance menu, POS> Order entry> Item entry screen> F2 Option menu or Purchasing> Posting procedures> Purchase order entry> Item entry screen> F2 Option menu. Quick access to both sets of bar codes can be found in Inventory Control> Maintenance menu> Quick Vendor/UPC entry.

There is a utility on the Inventory Control> Administrative menu to "Generate in-house bar codes". This will populate the in-house bar code data base for any item that does not already have either a vendor or in-house bar code. Electronic purchase order downloads will also populate the vendor bar codes. Whichever bar code you use, our software will decrease mistakes and increase speed, resulting in more positive results and reduced costs.

Consider Using a Bar Code System

Implementing a proper bar code system offers tremendous advantages to a company. The most compelling advantages of bar coding and automatic data collection are:

Accuracy: Bar coding increases accuracy by reducing the likelihood of human errors from manual entry.

Ease-of-Use: Bar codes are easy to use provided the appropriate hardware and software are in place to maximize the process. Obviously, pulling a trigger on a hand-held scanner to enter an item number takes much less effort than it would to accurately enter the number on the key board.

Uniform Data Collection: Diverse compliance standards and standardized bar code symbologies ensure that bar code information is captured and relayed in a fashion that is universally understood and accepted.

Improved Productivity: Bar codes improve many activities that streamline workflows throughout a business. Remember when cashiers used to enter the price of your purchases by hand?

Increased Profitability: The increased efficiencies that bar coding promotes enables companies to save costs and improve their bottom line.



2003 IRS TAX FORMS

ABCS Compatible CONTINUOUS OR LASER SHEETS

We are taking orders for payroll tax forms until October 31, 2003. Any orders place after the October 31st deadline may have additional charges included in the price.

W-2 - 4, 6 & 8 part
W-2 Envelopes
W-3 Transmittal form
1099 Miscellaneous - 3 & 4 part
1099 Interest
1099 Dividend
1099 Envelopes
1096 Transmittal form
AND ANY OTHER IRS TAX FORMS
YOU MAY NEED!

*** IRS authorized and approved!**

*** GUARANTEED 100% compatible with Advantage software.**

*** Save time with compatible envelopes.**

Place your order before October 31st & save!

***Deadline to Order: October 31st**

ALL TAX FORMS WILL BE SHIPPED by the 1st Week of December, 2003
To order or for questions call the Forms Department
at 1-800-452-2502 ext. 246.

Form **1099-DIV**

Form **1099-MISC**

2003

Form **W-2** Wage and Tax Statement

Form **1099-INT**