

P O Box 421
515 PRIVATE ROAD 3001
BIG SANDY, TEXAS 75755
PHONE: (903) 636-5200
SUPPORT: (800) 452-2502
FAX: (903) 636-4605
NEWSLETTER@ABCSINC.COM

August 2005

ADVANTAGE

BUSINESS COMPUTER SYSTEMS, LTD

NEWSLETTER

2005 IRS TAX FORMS

•2005 IRS Forms:

Order forms now and save.

•Do It Best Update:

Version 01 is ready

•Deposit Slip Printing:

New add-on to the Check Reconciliation package

•Data Backups:

An essential part of doing business

•Versyss Training

Options:

Find just the training you need

•Advantage Academy:

Class schedule and registration form

•Trade Shows:

Latest schedule



We are taking orders for the 2005 tax forms for Advantage customers. These forms are guaranteed 100% compatible with Advantage software. Compatible envelopes are also available. Order by November 18 and receive the lowest possible price. Any orders taken after that are subject to higher prices and minimum quantity orders.

FORM ENVELOPES:

You will be able to use envelopes from the previous year. There are no form size changes this year.

FORMS vs. PAGES:

W-2 and 1099 forms are sold by the *form*, not by the *page*. A page contains more than one W-2 or 1099 form. Be sure you order enough forms to fulfill your reporting requirements. For example, if you order 25 W-2 forms, you will receive 13 pages because there are two forms on a page.

W-2/1099 SETS:

You will also need to order the correct number of parts for each form. W-2's are available as 4-part, 6-part and 8-part forms. 1099 MISC forms come in 3-part and 4-part forms. Be sure to let us know how many parts you need when you order forms.

CONTINUOUS FORMS OR LASER SHEETS

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

Other IRS Tax Forms Can Also Be Ordered

Ordering before November 18, 2005 gives you the maximum savings!

All tax forms will be shipped by the 1st week of December, 2005.

For questions or to order, call the Forms Department at 800-452-2502 extension 246.

VERSYSS customers can order their IRS forms at <http://www.versyss.com/customer/taxforms.htm>

Do It Best Update

Our partners at Do It Best have been working hard to develop new programs and file layouts that will provide the most efficient and informative EDI process for you, our mutual customer. The new Do It Best Version 01 is ready for implementation. As always we have been working with Do It Best to seamlessly integrate their new version with the Advantage system. You will be able to send your orders through without any disruption.

The new Do It Best Version 01 is ready for implementation.

These changes are available with the download of the 0503 Release of the Advantage software. There are a few extra configuration steps to implement the new Do It Best communications version.

- First, you must call the Do It Best support line at 260-748-5565, or e-mail edimembersupport@doitbest.com to inform them that you will be making the switch over to their Version 01 electronic format.
- Second, you must edit your customer number in the Advantage software. Go to Purchasing-> Posting Procedures-> Electronic purchasing procedures. Highlight Do It Best on the vendor list and press [Enter]. Once inside the EDI menu, press the [F2] hotkey to Configure vendor. In the first field, you will need to place a zero in the front of your current customer number. Press [F10] to save and exit.

Once you have completed these steps, you will be ready to upload your orders and download invoices and maintenance as usual. Remember, with any update, please read the release notes so that you will be aware of new features and changes that have been made within the software.

Deposit Slip Printing

The time consuming and hassle-prone job of completing deposit slips can now be done on your Advantage system. With the purchase of this new add-in, you can save time and money by letting your system do the work for you.

The Deposit Slip Printing program has been integrated into the Bank Deposit Entry application on the Check Reconciliation menu. By storing all checks collected from Point-of-sale, Accounts Receivable payment posting, ROA's, and Miscellaneous payments, this tool allows you to quickly select the checks you are depositing from a list. Once you complete the deposit within the system, it will prompt you to print a deposit slip for all checks and cash amounts going to the bank.

The Deposit Slip Printing program has been integrated into the Bank Deposit Entry application.

The system does all the work for you, printing the company name, date, check listing, subtotals and totals on the deposit slip and generating a transaction summary for your records. To utilize the maximum space on each sheet of the preprinted forms, the deposit slip is printed at the top of the perforated paper and the summary is printed on the balance of the page.

The only requirements for the Deposit Slip Printing program are a laser printer and preprinted forms that contain your bank account number and transit routing number. No special printer, fonts or toner are needed because the MICR information is preprinted on the form. Our deposit slip format meets banking requirements.

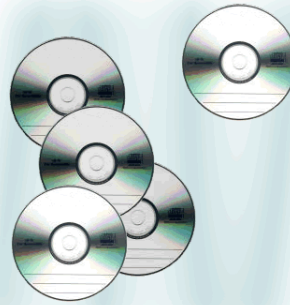
Take some of the hustle and bustle out of your workload by utilizing the many tools in your Advantage software. For more information on how you can start printing your own deposit slips, contact the Sales Department at extension 242 or 216. Preprinted forms with your bank account number and transit routing number can be purchased through our Forms Department at extension 246.

Our goal at Advantage is to keep your company running with the latest and most efficient business tools.

D A T A B A C K U P S

Backing up your data, either on tape or CD, is a daily task that is essential for your computer data. While most of you already know the importance of this, you still have questions about storage and how long to keep stored data. One of the most frequently asked questions we hear from our new customers is, "Do I need to keep all the CD's from backing up the data?" The data on every CD or tape backup is an important part of the information relating to your company's day-to-day business. The Advantage system utilizes daily, end-of-month history, and end-of-year backups of data. It is very important to clearly mark the CD or tape with the date and contents. This identification of the media will enable you to quickly locate data from a specific date, in the case of an emergency.

The real measure of how many CD's or tapes should be kept is dependant on how frequently you balance your books. If you are balancing your books daily or weekly, as you should, your risk is less. Those who balance monthly or even less frequently should be keeping all CD's or tapes since the last time the books were balanced, plus 30 days prior to that date. Nothing replaces timely bookkeeping



practices. If you don't have these routines in place, protect yourself from the unknown by preserving a daily recording of your data.

Keep daily backup media until you know all is well. More is definitely better.

Another important question is, "Where do I keep them?" Backup media should always be stored in a safe location where it's not likely that disasters such as fire, tornados, theft, etc. can destroy both the computer and the backup. That is why Advantage recommends storing your backup media somewhere off-site in a cool, dry, nonmagnetic storage area. Your backup media retains the information from your server if something happens to your computer hardware. If your server is destroyed, you can replace it and then copy the data from the end-of-day, the month-end history, and the year-end backups. Your business should be ready to go the next business day without losing your critical company data.

Creating backups is a integral part of the protecting your business. We hope you will never need them, but if you do, you'll be extremely grateful to have a good set of current backups.

Timely Tip IF YOU'RE HOT, SO IS YOUR COMPUTER!



With the summer heat beating down on us, maintaining a cool and dry environment for your computer becomes more critical. If the processing chip gets too hot, it can burn out, often destroying the motherboard also. The result is the sudden and unexpected need for a new machine.

Computers are designed with multiple fans, such as power supply fans and processing chip fans, to help keep them cool. Keeping your machine clean and checking the condition of these fans on a regular basis is your best insurance against summer heat. Also make sure there is enough space around the computer for adequate ventilation. If your computer is in a hot room, place an external fan in the room to circulate the air and minimize the summer heat.

KEEP IT COOL!



A DIVISION OF ADVANTAGE BUSINESS COMPUTER SYSTEMS

VERSYSS

Training Options

Are you tired of those manual procedures that eat valuable hours week after week, month after month? If you have ever thought that there has got to be a better way to do this, you may be right! The VERSYSS system may have features not utilized by your company that will save hours and, in some cases, days. Learn how to create time by replacing cumbersome manual procedures with features in the VERSYSS system. Does a new employee need training on the Cash Receipts or Day-End procedures? Instead of taking the entire class, why not register for On-Demand Training and get only the training you need?

On-Demand Webinars are group training sessions for two or more companies provided by Versyss at no charge to Versyss Support Agreement customers. These sessions are

On-Demand Webinars are group training sessions for two or more companies.

available on a first come, first served basis. You may suggest the topic OR browse the On-Demand Catalog on our website. For faster service, select an *Open Training date* already on the schedule or join a session with a predetermined topic and time as listed in our training schedule. The topic and time of all proposed sessions will be posted on our

website, so other companies with the same interest may register to attend. These free sessions usually run from one to two hours, depending on the topic. Each session will be confirmed with all registered companies one week in advance

of the scheduled date. Sessions may be cancelled at Versyss' discretion, if enrollment is not sufficient to offer a group session.

One-on-One Training exclusively for your company is always available for purchase at an hourly rate. During these private, customized training sessions, the focus is on a specific topic, issue or procedures based on your requirements. We'll work with you to produce specific reports or outline the steps to efficiently complete a process. You tell us what your needs are. On-Line training is delivered via Internet using our Go-To-Meeting website. Companies with no Internet connection can select phone only training provided a working modem connection is available.

One-on-One Training exclusively for your company is always available.

On-Site Training is also available. It can be purchased based on the number of days and dates required and the availability of staff. All on-site training will be billed at a daily rate plus travel expenses.

On-Site Training is also available.

Training is done by registration only. All customers will be confirmed and receive class materials before training begins. Please visit the training page at www.versyss.com for the complete class catalog, schedule, and more information about On-Demand Webinars. To schedule training or have your questions answered, please contact VERSYSS Support at 800-966-4031.

FREE CLASSES For All Advantage Users

ADVANTAGE ACADEMY

October 17 - 20, 2005

Classes will be held at:
Ramada Ltd. Suites
419 N. Spur 63
Longview, TX
903-757-0500

TAPE RECORDERS ARE WELCOME

SESSION SCHEDULE

MONDAY - OCTOBER 17, 2005

8:00 am - 12:00 pm Report Generator
12:00 pm - 1:15 pm Lunch
1:15 pm - 6:00 pm General Ledger

TUESDAY - OCTOBER 18, 2005

8:00 am - 9:45 am Accounts Payable
10:00 am - 11:45 am Accounts Payable
12:00 pm - 1:15 pm Lunch
1:15 pm - 3:00 pm Account Receivable
3:15 pm - 4:00 pm Account Receivable
4:15 pm - 6:00 pm Payroll

WEDNESDAY - OCTOBER 19, 2005

8:00 am - 9:45 am Inventory Counts
10:00 am - 12:00 pm Inventory
12:00 pm - 1:00 pm Lunch
1:00 pm - 2:15 pm Inventory
2:30 pm - 6:00 pm Purchasing

THURSDAY - OCTOBER 20, 2005

8:00 am - 9:30 am Electronic Purchasing
9:45 am - 12:00 pm Point-Of-Sale, Quotes & Estimates
12:00 pm - 1:00 pm Lunch
1:00 pm - 2:15 pm Point-Of-Sale, Quotes & Estimates
2:30 pm - 4:45 pm Database Maintenance & EOD/EOM/EOY
5:00 pm - 6:00 pm System Maintenance, & Users/Printers/Terminals

15-minute breaks will be taken during the morning and afternoon sessions.

FRIDAY - OCTOBER 21, 2005

8:00 am - ??? Question and Answers
Open for one-on-one training. *NOTE: All one-on-one must be agreed to prior to the school to make sure that the instructors and training are available for that time frame.*

This Is Your Invitation To Attend Advantage Academy Classes.
Learn how to use each module, what features they offer, and how you can use them to your best advantage. The more efficiently you use the Advantage System, the more benefit you receive from your investment.

REPORT GENERATOR :

Report Generator is not recommended for new or inexperienced users. This class is designed for System Administrators and other *knowledgeable* computer staff. It is truly for the experienced user. You *must* have a good working knowledge of the *COMPLETE* Advantage System.

ACCOUNTING APPLICATIONS:

Designed for bookkeepers, owners and system administrators, these accounting classes will provide additional insight into routine procedures. New users and existing users should plan on attending these in-depth classes to gain a well-rounded understanding of the system as a whole. These classes will assist in implementing new uses of the system and improving the accuracy and efficiency of routinely-used applications.

INVENTORY, PURCHASING AND SALES:

Purchasing agents, receiving clerks, inventory control managers, bookkeepers and store managers are all excellent candidates for these sessions. You're using these applications now, but learn how you can utilize them more effectively. Accuracy, efficiency and effectiveness are the reasons most companies computerize. Learn about tools that will allow you to utilize your Advantage System to the maximum.

SYSTEM ADMINISTRATION AND DATABASE MAINTENANCE:

History archiving, setting up terminals, printers, users, forms, reorganizing data and other routine maintenance procedures will be discussed. These sessions are a must for all new users. End-of-Month and End-of-Year procedures will also be fully covered.

For more information about class schedules and one-on-one training, call extension 273 or 225.

ADVANTAGE ACADEMY REGISTRATION FORM

October 17 - 20, 2005

**Class will be held at: Ramada Limited Suites
419 N. Spur 63
Longview, TX
903-757-0500**

**For questions about registration,
call 903-636-5200, extension 216 or 242.**

**Fax completed form to 903-636-4605
as soon as possible.**

While the seating capacity of the class is limited, we must have at least 35 reservations to schedule a class. If we do not receive enough reservations, the class will not be held. You will be notified in advance if the class is scheduled or cancelled. There will be a \$250 deposit required for each registered participant. Deposits will be credited to your company account. Cancellations and no-shows will forfeit their deposits. Please do not make travel or hotel arrangements or send your deposit until the class is confirmed.

**\$250 (PER PERSON) DEPOSIT REQUIRED after class is confirmed. Make checks payable to:
Advantage Business Computer Systems, Inc.**

When class is confirmed, mail deposits to:

**Advantage Business Computers
Systems, Inc.
Attn: J. Matatall
PO Box 421
Big Sandy, TX 75755-0421**

Persons attending Advantage Academy classes are responsible for their own room reservations and expenses. Be sure to mention to the Ramada that you are with the Advantage group to receive a room discount. There are airports in Longview and Tyler for those who will be making flight arrangements.

Company Name: _____

City: _____

Contact: _____

Telephone: _____

Fax: _____

Names of individuals attending: _____

Number of people attending each day:

October 17	October 18	October 19	October 20
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Extra one-on-one training: **October 21**

Those desiring one-on-one training must send us a data CD or tape along with a detailed explanation of issues for which they need help prior to the beginning of classes.

During the Advantage Academy class sessions we would like to address the issues/questions that are of the most concern to you and your company. Please submit five (5) areas you would like to see discussed.

1. _____
2. _____
3. _____
4. _____
5. _____

ADVANTAGE ACADEMY *One-On-One Training Sessions*

Do you have specific issues that need one-on-one help?

Friday morning, October 21, will be devoted to helping a restricted number of users in one-on-one training sessions. It will have to be on a first-come, first-serve basis because of the availability of instructors. Let us know, in advance, that you need additional assistance and the specific issues you have. We will then schedule instructors and training time. You will be notified regarding the schedule.

Send a data tape or data CD along with the document explaining in detail your issues. Your data will be pre-loaded on the class machine, so that you can use your own data during the individual training sessions.



Trade Show Schedule

Our trade show schedule is filling up again. We will be setting up our booth at the shows listed below. Stop by and visit us if you are at any of these shows. We are always glad to see our Advantage and Versyss customers while we are on the road.

SHOW	CITY/STATE	BOOTH	SHOW DATES	SHOW LOCATION
Handy Hardware	Houston, Tx	1209	August 11-14	George R. Brown Convention Center
Allied Building Stores	Arlington, Tx	907	August 19	Arlington Convention Center
Moore Handley	Birmingham, Al	166	August 19-21	Birmingham Convention Center
Orgill	Atlanta, Ga	3239-3339	August 25-27	Georgia World Congress Center
2005 Hardware Conference	Marco Isle, Fl		September 7-11	Marco Isle Marriott
Blish Mize	Overland Park, Ks	335	September 9-11	Overland Park Convention Center
LMC	Orlando, Fl		September 15-17	Gaylord Palms Resort And Convention Center