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June 2005

ADVANTAGE

BUSINESS COMPUTER SYSTEMS, LTD

NEWSLETTER

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Vision Statement

Are you thinking about Imaging but don't want to take the plunge? Our Vision Statement package may be just what you need. The Vision Statement allows you to print an invoice's image with statements without purchasing the entire Document Imaging package.

How does it work?

The Vision Statement prints an internal "snapshot" of the customer's invoice at Point-of-Sale. These snapshots are

stored on the hard drive and are printed along with the customer's Accounts Receivable statement, or when using the [F9] Reprint at Point-of-Sale. These stored invoices are not scanned images but generated digital copies of the invoices printed at Point-of-Sale.

The Vision Statement package also includes a PostScript statement form that will print your company name and address. The clean, professional appearance of this statement far exceeds any of the standard statements currently available to users. If desired you can print one invoice per page, or you can save paper by printing two, four or six invoices on a page. The results still have a clean statement look and feel.

Start-up Issues

We can generate the snapshot invoices for the prior two months when you purchase the Vision Statement package. This enables you to have two month's worth of invoices the first month you use the package.

System Requirements

Laser printer that supports PostScript printing
 Advantage Software version 0310 or higher

Call the Sales Department at extension 242 or 216 to get more information about how you can get the Vision Statement package.

INVOICE DATE	INVOICE	DUE DATE	JOB	TYPE	DEBIT	CREDIT/PAYMENT	BALANCE
08/01/2003	10000000	08/10/2003		INVOICE	97.65		97.65
08/01/2003	10000001	08/10/2003		INVOICE	34.55		132.20
08/01/2003	10000002	08/10/2003		INVOICE	81.86		214.06
08/03/2003	10000003	08/10/2003		INVOICE	382.92		596.98
08/03/2003	10000004	08/10/2003		INVOICE	27.12		624.10
08/03/2003	10000005	08/10/2003		INVOICE	97.65		721.75
08/13/2003	10000006	08/10/2003		INVOICE	97.65		819.40
08/13/2003	10000007	08/10/2003		INVOICE	43.03		862.43
08/13/2003	10000008	08/10/2003		INVOICE	8.14		870.57
08/15/2003	10000009	08/10/2003		INVOICE	100.31		970.88
08/15/2003	10000010	08/10/2003		INVOICE	8.14		979.02
08/15/2003	10000011	08/10/2003		INVOICE	8.14		987.16
08/20/2003	10000012	08/10/2003		INVOICE	36.65		1023.81
08/20/2003	10000013	08/10/2003		INVOICE	78.51		1102.32
08/20/2003	10000014	08/10/2003		INVOICE	10.66		1112.98
08/20/2003	10000015	08/10/2003		INVOICE	33.19		1146.17
08/15/2003	10000016	08/10/2003		INVOICE	134.08		1280.25
08/15/2003	10000017	08/10/2003		INVOICE	204.09		1484.34
08/01/2003	10000018	08/10/2003		INVOICE	98.46		1582.80
08/13/2003	10000019	08/10/2003		INVOICE	9.86		1592.66
08/03/2003	10000020	08/10/2003		INVOICE	140.47		1733.13
08/17/2003	10000021	08/10/2003		INVOICE	87.11		1820.24

ACCOUNT AGING						
FUTURE DUE	CURRENT DUE	30	60	90	120+	BALANCE DUE
0.00	1820.24	0.00	0.00	0.00	0.00	1820.24

Check Reconciliation Enhancements

In recent Newsletters, we have been telling you about the numerous new features in Version 0503 of the Advantage software. We feel it is important to keep you informed regarding new features, so you won't overlook a tool or option that will help you effectively run your business.

This month we are highlighting the enhancements that have been made to the Check Reconciliation program found in the Accounts Payable module. Reconciling your bank statement is now easier than ever. Once you have downloaded the new release version, please be sure to read the updated for Version 0503 Accounts Payable-> How to Reference files documents on using the check reconciliation application.

The check reconciliation application now stores the ending bank balance, so that it is available the next month to make balancing easy. Simply enter a beginning balance (initial balance or ending bank balance at the time of update) in the bank record of Accounts Payable-> Bank Information Maintenance. This balance is then updated each month when the bank reconciliation is posted. There is no need to remember to enter the beginning bank balance as a check reconciliation transaction.

A new summary has been added to the end of the Balancing and Transaction Variance Report. View your open transaction totals and your reconciled transaction totals quickly and easily before you post. You can see the beginning bank balance and your ending reconciled balance to ensure that you are in balance with the bank's records.

Finding discrepancies in transactions can be cumbersome. The summary shows you reconciled totals for each type of transaction, so you can quickly see which one is not balancing with the bank statement. It narrows down the detail reports you need to review to find the differences. Additionally the balance of the General Ledger account for the selected bank will print in this section. The summary has all of the information you need to quickly determine if you are ready to post the reconciliation.

S U M M A R Y		
RECONCILED	Previous bank balance	564.23
TRANSACTIONS	Checks cleared	0.00
	Deposits cleared	0.00
	Interest earned	0.00
	Service charges	0.00
	Transfers	0.00
	Balance adjustments	0.00
	Ending bank statement balance	564.23
OPEN	Checks not cleared	-1137.00
TRANSACTIONS	Deposits not cleared	2102.00
	Interest earned	0.00
	Service charges	0.00
	Transfers	-200.00
	Balance adjustments	0.00
	Open voided transactions	0.00
	Register balance	1329.23
Year-to-date balance for G/L account number 0001-1000-0020 is 1329.23		

You can also run the Balancing and Transaction Variance Report with End-of-Day now. Run it for all bank accounts and review them each morning, so that you have daily, visual control over your cash balances.

Update your system to the 0503 release to make sure you have all of the latest options. Those customers on the 0310 version and a Linux operating system can take advantage of our web download to receive and activate the new release. If you have never used the web download, call software support to find out how to use it and get the update patches installed on your system. Then you can go to

www.abcsinc.com/downloads and click the Release option. Remember to review the How to Document located in System Administration-> Operating system utilities-> ABCS Software-> Patching via the Internet. Those customers on any release prior to 0310 should call Customer Support for release activation.

We are continually adding new tools and features to assist you in the daily running of your business.

More Secure Passwords

Passwords are at the same time a necessity for secure network navigation and the weakest link in network security. Because passwords are so closely linked to the ever-fallible human element, experts say that they cause the most headaches of any security mechanism. However, any enterprise, large or small, should take steps to minimize their risk.

Advantage has always advocated the use of passwords, especially for accessing sensitive data. Establishing and enforcing clearly defined company policies are the keys to making passwords more secure. A password policy with clear guidelines on how to select strong passwords, how often they should be changed, and the need to keep them secret is the first step to creating more secure passwords on your system. Many companies make the mistake of leaving it up to the employees, but it's that lack of policy that increases the risk to your system security.

Tip 1: Strong passwords

Many users are guilty of using passwords that are too common, justifying the practice by saying they are easy to remember. Here are some characteristics of strong and weak passwords.

Strong, more secure passwords:

- Contain upper and lower case characters
- Are at least six alphanumeric characters long
- Are not a word in any language, slang, or dialect

Poor or weak passwords:

- Contain less than six characters
- Are a word found in the dictionary
- Are a common usage word, such as a pet name, a family name, a fantasy character, your company name, any of the above but spelled backwards, etc.

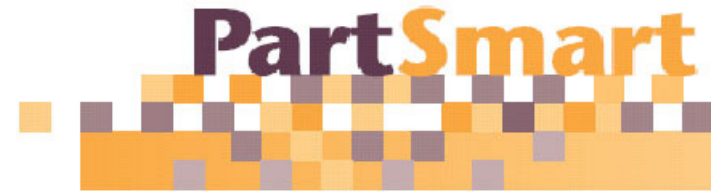
Tip 2: Change often

Most knowledgeable workers have a half-dozen or more passwords to remember. If you don't require someone to diversify their passwords, why should they? In the System Administration-> Company configuration-> Company wide option, the Advantage software can be configured to force users to change their Advantage passwords at regular intervals. We recommend changing passwords at least monthly. In addition, this option requires that the user enter a new password that is different from the old password.

Tip 3: Keep secure

Users should never give their passwords to anyone else or write them down. Passwords should never be shared by multiple users. While the shortcuts for remembering and entering passwords are problematic, creating passwords that are strong but can be easily remembered is the best way to keep passwords secure.

Passwords are the last line of defense against hackers. If used strictly and following the above tips, passwords can be your strongest line of defense. Keep your data, your customers' information, and your employees' identities safe.



Interested in having PartSmart™ for small engine repair integrated in the Advantage software?

PartSmart™ is a catalog product that allows the user to quickly and efficiently look up parts for aftermarket sales or for small engine repairs. For example, a customer needs a new muffler for a 3.5 hp Briggs and Stratton engine. With PartSmart™ finding that part number takes only seconds as compared to several minutes if you have to use a printed catalog or microfiche. You can see from this example how much time you could save if you have to look up many items a day.

We have been approached by the company that markets PartSmart™ to do the integration with the Advantage system. Once you have looked up a part in their catalog, the integration would easily be able to put it on a Point-of-Sale ticket and then a purchase order.

If you already use PartSmart™, or would be interested in having it integrated with your Advantage system, let us know. Send an e-mail to sales@abcsinc.com or call the Sales Department at extension 242 or 216.



Faster RMA Requests

Make requesting an RMA easier by submitting the information online. Using the Internet means faster response time. Simply go to www.abcsinc.com and click the technical support link. Then click the link to submit an RMA request. Fill out the required fields and click the submit button.



An e-mail is received by the RMA Department to start processing the request. Warranty status of the item(s) is checked and you will receive a reply e-mail. If the request is

accepted, the reply will tell you where to return the item and the RMA number. If the request is denied, the reply will include an explanation along with other options to handle the matter.

It's just another way that Advantage is working to make things better for you, our customers!



515 Private Road 3001 Big Sandy, Tx 75755 / (800)636-5200 Extension 243

Return Authorization Application

Company Name:	<input type="text"/>
Contact Name:	<input type="text"/>
Email Address:	<input type="text"/>
Phone Number:	<input type="text"/>
Fax Number:	<input type="text"/>
Item of Concern:	<input type="text"/>
Item Serial Number:	<input type="text"/>
Problem Description:	<input style="height: 40px;" type="text"/>
Hardware Case Number:	<input type="text"/>
Hardware Tech Name:	<input type="text"/>

If you have not yet contacted the hardware department, please contact them for troubleshooting before submitting your RMA request. You can contact the hardware department at (800)452-2502 ext 505 Monday through Friday 7:00 AM to 10:00 PM or Saturday and Sunday 7:00 AM to 5:00 PM CST

After this form is filled out completely and submitted, a response will be emailed to the address listed above within 24 hours.

RMA NUMBERS ARE ONLY VALID FOR 30 DAYS! AFTER 30 DAYS, YOU MUST APPLY FOR A NEW RMA NUMBER.

More Tools For Your Business

Customer retention and loyalty is what every business needs. But how do you achieve it? Your Advantage system offers several ways to show your customers that you appreciate their business. From the special pricing levels, immediate and early pay discounts, to the incentive points program you can offer your customers more reasons to shop with you instead of with your competitor.

With more and more companies today offering points, awards, or dollars back on purchases, Advantage's incentive points program gives you another tool to stay competitive. Found in Accounts Receivable -> Incentive plan menu-> Incentive points menu, this application allows you to track points for customers based on purchases made. The points can then be redeemed for a dollar amount. You can set the goals, configure different values for point ranges, and even give different point values to different Inventory departments. Advantage's incentive program gives you the flexibility to create a plan that is unique to your business. Review the Accounts Receivable-> How to reference files-> Incentive procedures document for more information on the setup and implementation of this program.

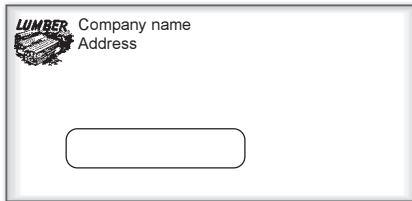
We are planning to add some enhancements the Incentive plan program in the near future. If you have some custom programming that you would like to have in the next version, call 1-800-452-2502, extension 234, to discuss it with us. Watch the upcoming releases and newsletters for information about changes to this application.

We always create our applications to work for the majority of our users. However, if you need something that is different, custom programming is available to tailor the application to suit the requirements for your business.

STATEMENT ENVELOPES

It's time to order statement envelopes. Check your stock and see if you need to place an order. We now have both the #6 statement envelopes and the 6x9 statement envelopes.

#6 Statement Envelopes (short forms) -arcustm6

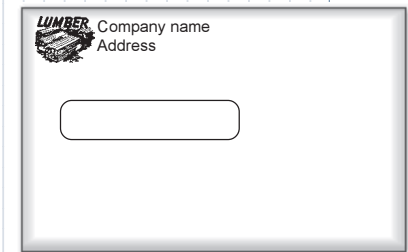


Self-Seal #91589	
1M	- \$166.75/M
2M	- \$133.98/M
2.5M	- \$126.96/M
3.5M	- \$124.95/M
5M	- \$108.56/M
10M	- \$72.22/M
Regular Gum #91588	
	\$57.02/M
(No price breaks)	

6x9 Statement Envelope (long forms)

- Plain Paper (may not be compatible with some custom forms)
- arcust13
- arcustm3
- arcustm4

Self-Seal
Price per quote only
Regular Gum
Price per quote only



Deadline to order is July 17, 2005. Call Tanya at 1-800-452-2502 extension 246 or send an e-mail to tanya@abcsinc.com to place your order.

In order to serve you better, we are working on having both the #6 and 6x9 envelopes available to order any time of the year with set prices. Watch future Newsletters for more information about this.

Everyone Needs Attention

Condensed from Business Development Success Series of the Small Business Administration at <http://www.sba.gov/gopher/Business-Development/Success-Series/Vol6/morale.txt>

At a time when small business owners are hard pressed to maximize every payroll dollar, recognizing and rewarding employee contributions through recognition programs can be an excellent way to boost productivity and morale. In addition, they reinforce specific behaviors and types of performance the company values, such as innovation or good customer service.

It's important to tailor the recognition program to what motivates your employee base. Workers who put in long hours on a successful project, for example, may be motivated by getting extra time off. Personnel working in companies where top management is not highly visible may value a handwritten thank-you note from the president. Those who work the night shift or behind the scenes may be inspired by having their picture on a poster that is prominently displayed.

Whatever rewards are chosen, all recognition programs should be designed with the following seven principles in mind:

1. Make sure the program is compatible with your culture and values.
2. Clearly define the selection criteria so everyone understands the connection between achievements and rewards.
3. Recognize and reward recipients with open and well-publicized attention so as to acknowledge and communicate desired behaviors and performance.
4. Keep the selection process clean.
5. Never establish quotas or you will destroy the program's spontaneity.
6. Keep the programs fresh with short life cycles of six to 18 months.
7. Don't use recognition programs to mask an inadequate compensation program.