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This newsletter assumes that you are running the latest version of Rees2000. You can update your version of Rees2000 via main menu option 14.8.

Printing to PDF (Adobe Acrobat)

PDF file output. We have been asked a number of times if we can produce files in the PDF (Adobe Acrobat) format from Rees2000. The answer is yes, but not directly. The easiest way to get output to a PDF file is to install a "PDF printer driver". Once installed, the "PDF printer driver" appears as another printer in your printer list (Alt+F12) and can be selected from within Rees2000 (or any other program) and it behaves like any other printer except the output goes to a file. There are a number of PDF printer drivers available. Contact your computer technician for PDF products.

Disclaimer: Rees Software & systems Ltd do not endorse, supply or provide support for any of these products.

New Version release of Rees2000

On Monday 18th June 2007 we released our new updated program compiler for our software. Versions dated after 22 June, will have on the main menu of Rees2000 extra text of [71] to the right of the Main Menu description. By updating our program compiler we have also gained a few useful features, which may be of interest to your business. The first is the ability to block and copy a range of text within memo fields. To highlight the text you wish to copy, hold the shift key down and use the arrow keys to select the text, then Cntl + C will copy the text to the windows clipboard. Cntl + V will paste the text where you require it, even into another program. Cntl + A selects all text. Cntl + X deletes selected text. These are the same shortcuts Microsoft Office & most Windows programs use.

The compiler update also brings with it the ability to provide extra features within our Rees2000 program, one of which is the ability to print your Client Statements sorting by Charge To, using a special statement layout, See the sample:

Date	Type	Our Ref	Debit	Credit
AAX (Rees Demonstration)				
25/06/07	Invoice	20191 *	132.28	
Sub-Total AAX			132.28	\$132.28
ABACAS (Abacae Electrical)				
25/06/07	Invoice	20190	21.94	
Sub-Total ABACAS			21.94	\$21.94
Sub-Total of all Accounts				\$154.22
Payments Received				
25/06/07	Receipt	20191		132.28
Balance Due				\$-132.28
				\$21.94

Enter any statement notes here ----->>>
----->>>
Items marked with a '*' have been paid/part-paid

3 MONTHS*	2 MONTHS	1 MONTH	CURRENT	BALANCE DUE
0.00	0.00	0.00	21.94	21.94

Tear off & return with your remittance

From: Rees Demonstration Client code: AAX
To: ReesPlay Test System Date: 30/06/07
25 New Street
PO Box 1039 Balance Due: 21.94
NELSON, New Zealand Amount Paid: _____

Special Customised Printed Forms

Reminder: We can create specialist invoice, statement, purchase order, sales order and job card layouts for your company, and have logos printing on them, either in black & White or full colour.

(NOTE: Logos can only be printed by Rees if you are using a laser printer).

New features

General

The **Zebra brand** of bar code printer is now supported for bar code labels.

New feature that enables you to easily copy your data folder to a **REESPLAY folder (14.39)**. This folder is automatically coloured purple and is registered as ReesPlay Demonstration so that any printouts are easily identified as test only. Using the REESPLAY you can activate modules to test out before implementing on your live systems, train new staff, 'trial' ideas etc – all without affecting your business systems, but beware as each time you run this option it overwrites the previous ReesPlay.

Change to our **online help file to HTML format**. This is still accessed locally from your server when the **F1** key is pressed. This change has been made as Microsoft Vista is now only supporting HTML help files.

Fax Writer (12) - can now access saved faxes/letters/memos by client code or date.

Larger screen font using Rees2000.

Right click on your Shortcut to Rees -> left click properties -> add xfont (with one space prior) at the end of the "Target" line -> click Apply -> Click OK. Note: You may not see any change if your computer is already using the Maximum font size.

When printing a **report to File** you now have the option to Open the file when it is created. If the file opens in Excel without the columns, highlight column A, click on Data on the toolbar, Text to columns, Fixed Width and follow this through. If you wish the file to be opened in Word, change the "file name" extension to .DOC

Purchase Orders (5.3)

When creating purchase orders from recommendation, options have been enhanced to allow a % to be added to order for re-ordering to minimum stock levels, e.g. you could order 20% above minimum.

General Ledger

The General Ledger report writer feature now includes extra fields which provides the ability to print all 24-month budget figures and 24-month period values.

Vehicle Tracking (10.11.11)

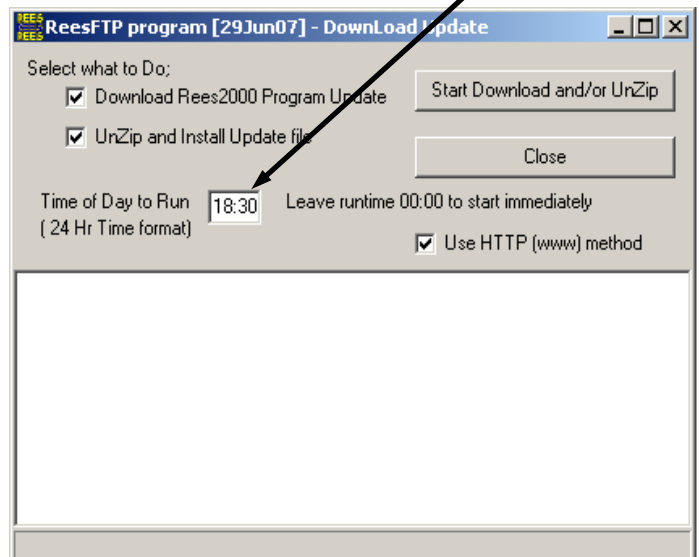
New report to show vehicle margins based on the information from each serial number, rather than the invoice lines. This means that when costs are added after a vehicle sale you can still report on the margins achieved.

Rees2000 Updates made easier

We have made some changes to the ReesFtp.exe program that allows an alternative to how you currently get and unzip updates of Rees2000. Because all users have to be out of the Rees program to unzip the update, it can be very inconvenient to have to come in early or wait late after hours.

1. With the latest ReesFtp.exe, you can now run it under the Windows "Task Scheduler" e.g. schedule the updates for 3:00am every Sunday morning or use the scheduler for a "run once" option that you set up during the day so it runs that night.
2. The HTTP protocol is automatically selected in scheduled mode (the Internet www method not ftp). This is not usually blocked by firewalls. However you may need to get your computer people to allow REESFTPRUN.EXE as an "exception" on your firewall. (ReesFtp.exe copies itself to REESFTPRUN.EXE when it runs so that when the program update is unzipped we can update ReesFtp.exe).
3. Under scheduled mode ReesFtp downloads and unzips the update without user intervention.
4. To active the scheduled feature, in the "run" field of the Windows Task Scheduler the RUN command line parameter needs to be added to the reesftp program e.g. R:\RE2000\REESFTP.EXE RUN
5. The "start in" field of the scheduler does not matter.
6. You may need to ask your computer tech for assistance to set this up.

OR, the second (and easier way) is to set up **Download Rees2000 update (14.8)**, with a timer delay. Set the timer, click 'Start Download and/or Unzip' button, leave your PC AND the server on.



Creditors/Job costing (3.13.9.6 or 5.13.5.6)

JA Russell EDI invoices can now be imported into Rees2000.

Other new features

Debtors

Client Transaction batches (1.11.3), has had new selection options added to enable you to print from **history batches**, to print by date range and/or for a specified value range of transactions.

GST Exempt Audit report (1.11.34)

This *new report* will print by transaction date range a list of all GST exempt invoice transactions.

Debtors Receipting (1.2)

For open item debtors it is now possible to include credits in the automatic allocation of the receipt. Previously when a receipt was entered the system allocated the payment to the oldest invoice transactions, and ignored the credits. This is activated by a set up flag found under Rees2000 menu option 1.14, on Page 2 'Include Credits in auto receipt allocation?'

Timber Smart invoice import (1.13.25)

A *new option* has been written to allow for Timber Smart software invoices to be imported into Rees2000. These invoices are imported as hand written invoices/credits and therefore do not impact on your stock control system.

Client Standard Pricing (1.1)

In the Client set up screen, clients could previously be set on sell prices 1-6 and have a discount applied, e.g. say 10%, setting that client's prices to a standard price level less a 10 % discount. Now this discount field can be used as a mark up field, in conjunction with the price levels of 7 and 8 (being Latest and Average cost), so if a client is set on Sell prices 1-6, then the discount field will provide a discount off that price, and when the Sell Price is set at either 7 or 8 the discount field becomes a mark up on cost allowing for greater pricing flexibility.

Stop Credit Flag (1.13.27)

New feature, that provides greater flexibility in placing clients on stop credit. If this option is used the automatic setting of stop credit at month period end should be set at No, this setting is found under Rees2000 menu option 1.14 Setup Options.

Wireless Network warning

It has become more common for businesses to upgrade or install networks using wireless connections. While it saves the running of cables, wireless networks can have delays in communications. This in turn may result in errors with Rees programs, as the file handling only waits for a certain time. Wireless networks do not always provide reliable network connectivity and therefore we do not recommend that they be used. We have had clients using wireless networks who have ended up with data corruption in their Rees system. However, if your system runs Windows Terminal Server then connecting terminals via a wireless network is OK as no data or programs travel over the network.

Stock

Change Stock code from file (2.13.22), enhanced to take into account when a code already exists when trying to change one stock code to another. You can now choose to supercede the old code rather than ignore the change.

Stock Compare Cost to Price Report (2.11.34), has been enhanced to enable you to compare a specific client's best buy price with a cost price – useful especially when using the Pricing Discount Matrix, to ensure that the discounts given, result in acceptable margins.

Enter Stocktake quantities (2.2.3), now has a selection option to warn if quantity in stock not zero. This is useful if you have chosen to 'zero' stock prior to entering your count as previously when keying the stock count you had to keep a careful eye that each item hadn't already had a count entered and therefore you overrode the quantity creating an incorrect stocktake entry (This prompts you to add the two quantities together).

Set Group/Type by Supplier (2.2.31) – *new routine* that enables you to set the stock group and/or stock type based on the usual supplier code.

Global Stock Location change (2.2.32) - *new routine* that allows you to globally move a stock location.

Same old, same old

At the risk of repeating ourselves (for about the hundredth time) **BACK UP.**

A back up is not an optional extra but an everyday necessity in your business. Would you go home leaving the front door unlocked and the alarm deactivated?

Back ups are vital and yet still we get the sob stories over the phone of system crashes due to power cuts etc causing the complete meltdown of systems. 'Where's your back up?' we ask.

Just last month one client replied 'have it here, but it was last backed up in September 2006!'

Backup Daily and take extra backups at month end. Backup prior to performing any critical processes (i.e. where you are asked to type START to begin). Ensure you always copy to Last Month as part of your month end routines.

Invoicing

Margin Exception report (4.11.9), has been enhanced so that instead of only reporting on exceptions below a specified margin, it will now allow for an acceptable margin range and all sales outside that range will report. The report now also allows for more than one stock group to be excluded.

POS Receipt printing can now have a **text message (4.13.14)** print at the bottom of the receipt.

Receipts from POS printers can now have the **full stock description printing (4.14, Page 3 'Include full description on receipt?')**

Invoice Daily Sales Comparison report, (4.11.18) this *new report* provides a daily sales summary comparison with the same DAY the previous year over a monthly period.

Invoice Monthly Sales Analysis Report (4.11.19), this *new report* provides a sales summary by month with an analysis of total daily sales, average invoice value plus number of invoices and items sold per day over a year period.

Rolling Averages Report (4.11.20), this *new report* provides average 12-month sales for the year-ended xxxx, for 12 periods in all. So, for example, if column 1 is Apr 06, then this is the average sales for the previous 12 months ended Apr 06, using transaction dates. The report will either show Average Stock Quantity, Stock Value or Margin. Selection criteria include selected stock groups, stock types, and/or client, summaries by either stock group or stock type. This report does not include hand written invoices or credit notes. It is based on the ACTUAL invoice date.

Default sequence (4.14; page 3 'Default report sequence') for invoicing reports from menu options 4.11.1, 4.11.2, 4.11.4, 4.11.5, 4.11.7, 4.11.11 and 4.11.12 can now be selected between N for Number order, C for client code order and A for client alpha order.

Web Site integration

We are currently working with two Nelson clients to schedule extraction of data from their Rees2000 systems for their website to interrogate and ensure web site ordering results in a direct interface into Rees2000 Sales Orders or Invoicing (as required). Requests for Statements, Price files, Invoices, Quotes will also be available from the web site.

The extracted data will be scheduled to update an ftp site for the web site's use. Orders will be returned in an email or file format that Rees2000 will search for and load in., printing a picking slip, invoice or sales order when received.

Maintenance of web site client access, stock pricing, stock products is streamlined due to the exporting of the information from Rees2000.

We expect to have this available in our Rees2000 software by September for other users to take advantage of.

All information in this newsletter is to the best of the authors' knowledge true and accurate.

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