

Forms Design in Sybiz Vision

Please note that information in this document may have changed since this document's creation. Document Creation Date: October 2003

Have you ever noticed that your feelings about a company are influenced by all forms of communication you have with that company. Have you ever looked at a document from a company and based your opinion of their level of professionalism on that document? Have you ever heard of the maxim "You never get a second chance to make a first impression?".

Now reverse that, and look at the documents that your company produce and send to your customers and suppliers. Are you portraying your business as you wish it to be portrayed?

Users of Sybiz Vision have been able to modify their forms since the inception of Sybiz Vision. In Sybiz Vision 2.50, the Forms Editor program was enhanced further to include options for colour, better support for picture formats and other changes to allow even more flexibility when creating and modifying the forms that your customers and suppliers see.

From our own site visits, apart from the companies that add a logo to the form, approximately 75% make no alterations or only make minor changes to the existing forms.

Perhaps now it is time to look at your forms and perhaps update them to give a more professional look and feel to your business. The Support House Pty Ltd, recognising this, will be making changes to our own forms over the coming months, so look out for those changes. Please feel free to provide us with any feedback on the design.

If you require one of our consultants to advise you on how to make changes to your forms, or would like us to change the design of your existing forms, phone us on 08 8377 3222.