



Volume 2 Edition 3 - November 2003

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End of Month Procedure

Are your End of Month procedures taking you longer to perform because you are not following the correct procedures? Running through each task in order can help you process your new period rollover that much faster. This is a must read even for review of your procedures.

Remember that this is the procedure only. Checking and reconciling your data to ensure that the information is presented correctly still needs to be performed and will generally be done after the Recalculation of the Debtors, Creditors and General Ledgers.

[Email for more info](#) [More ..](#)

Backing Up Data

As part of your disaster recovery plan for Sybiz Vision, do you have the ability to restore back the data you keep backing up so religiously in such a way that it minimises rekeying of data to get it back to the current data date?

This article looks at the backup methodology you should use to ensure that data can be restored and accessed if and when required.

[Email for more info](#) [More ..](#)

Christmas Break

The Support House will remain open over the Christmas break on all normal business days and normal business hours to ensure that any queries you have are responded to promptly.

As some staff will be taking a well earned rest with their families, it is imperative that your initial contact for any queries be 08 8377 3222. This will ensure that your call is answered and tracked correctly.

Any messages sent to mobile phones may not be responded to as quickly if that staff member is on annual leave.

[Email for more info](#)



Welcome to this month's edition of TSH Brief.

In many cases, the end of financial year frenzy keeps many of us from looking at the maintenance and improvements of our systems until the end of the calendar year.

With some quiet time available, now is the time to assess your needs and requirements over the next six months or more, and implement those changes to give your Sybiz products that extra "kick" that will bring you to the next level of reporting or application use.

The Support House can assist you in implementing these changes. If you are looking for a speed improvement, or a report or program that will save you time and money, contact us and let us provide an estimate on performing this service.

At the moment TSH Brief is only sent to a primary contact within your organisation. You may know of someone in your organisation that could benefit from the information in our brief. If so now is the time to tell us! See Competition details below.

Competition

Changes to our Newsletter

The new links at the top of the page have been getting a lot of attention since introduced last month. If you have not had a chance, click on the links and look at any areas of interest.

They are updated prior to each newsletter being published and in some cases more frequently depending on the content with which we need to update.

The Report Library shows a minute portion of the reports that we create. If you have a report that you have required for some time, but thought it was not possible to create, contact us on 8377 3222 and we'll see if we can achieve your requirements and give you an estimate for creating the report.

[Email for more info](#)

Photograph your Inventory

Ever had a customer call, wanting to see a picture of a particular inventory item prior to making a purchase?

With a digital camera and software, and a little time, you can integrate pictures of your inventory into Sybiz Vision and from there display in the view screen and email out to customers that picture when requested.

[Email for more info](#) [More ...](#)

There were no entrants for last month's competition! So we will be running the competition again this month for the same prize.

To be in the running to win six bottles of wine, simply send us the name and email address of a person in your organisation that might benefit from receiving TSH Brief. Please ensure that the person is consulted with prior to entering. [Click here](#) to enter. One email counts as one entry regardless of the number of email addresses contained therein.

Entries close 15th December 2003.

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