

The **BTS** **Edge**

FEBRUARY 2009



Business Technology
Systems, Inc.

Information to unlock the potential of your Sage Software from Business Technology Systems, Inc.



Steve Krueger is the president of Business Technology Systems, Inc., provides system selection, and Sage BusinessWorks and Sage MAS 90 consulting.

Steve can be reached at steve@bts-wi.com or call 920.882.5030.

BTS Update

We are please to announce that as of January 16th, Business Technology Systems has acquired the Information Technology Services division of Hawkins, Ash, Baptie & Company. With Sage MAS 90 and Sage BusinessWorks clients throughout the state, we welcome these new clients to their first newsletter and look forward to seeing you at our upcoming users' groups in 2009.

The Economy and Your Accounting Software

What do they have in common? For the last two issues of our newsletter (August 2008 and November 2008), I have been discussing tough economic times and how you can (or should be) using your accounting software to help you reduce costs and/or become more efficient.

As of the writing of this cover article (early February), I attended the Fox Cities Chamber of Commerce Economic Outlook Breakfast. The Chamber surveys about 200 businesses across various industry sectors in January 2009 regarding 2008 and their outlook for 2009. It should be no surprise that sales, profits and staffing were down in 2008 over 2007 and 2009 doesn't look much better.

The businesses surveyed felt the economy would turn around beginning in the third quarter of this year. What does this mean for you and your accounting software? If you have been reducing costs, you may have reduced staffing, consolidated positions, postponed hiring and generally asking your people to do more with less.

You should be asking the same of your accounting software as well. What can you do with what you currently have to make you and your staff more efficient, reduce costs, etc. Business Technology System has been offering free Business System Reviews for quite some time and mentioned frequently in this newsletter.

This two hour meeting covers a variety of items including your systems (hardware and software), documentation and training, office automation, reporting, the internet, payroll and human resources, inventory, customer relationship management and a detailed review of your accounting software. The result of the meeting is a management letter outlining the current status of your business systems, issues you are currently facing, recommendations and your system plans and needs for the next twelve months.

Now is a great time to get your systems reviewed and find some current cost reductions, efficiency gains and continue those improvements when the economy and your industry turn around. Most people wait until they are too busy to keep up with demand to implement changes which is reactive.

Be proactive. Contact your consultant or me (Steve Krueger) at 920-882-5030 for more information on our Business System Review process and to schedule your review.

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Version 9.0 (2009)

Version 9.0 (now called 2009) includes many new features:

- Customer Specific Pricing
- Detailed Tracking of Open Credits and Deposits
- Open Credit Detail Report and Open Deposit Detail Report
- Open Credit and Open Deposit Transaction Detail Drill Down
- Unlimited line items for Quotes, Sales Orders, Invoices and Purchase Orders
- Increased Sales Accounts on Transactions
- Enhanced Check Printing Options (Direct Deposit Stubs)
- Expanded Hyperlink Capabilities
- Enhanced Export Capabilities

Please see the BusinessWorks section of our website (www.bts-wi.com) for the complete pdf of Version 9.0 enhancements,



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Webcasts

Sage BusinessWorks conducts webcasts for your review as follows:

- Meet the growing demands of your company with Sage MAS 90 – BusinessWorks Edition – March 10
- Welcome Webcast for New Sage BusinessWorks Customers (recommended for existing as well) February 25, March 25, April 22

Recorded Demo's that can be viewed at anytime:

- A guided tour of the new features in Sage BusinessWorks 2009
- Getting Started with Job Cost, Payroll and Order Entry and Inventory Control (each a separate demo).
- Streamline your sales process and improve customer and vendor relationships by integrating ACT! by Sage with Sage BusinessWorks

Tutorials

Found at www.sagesoftwareonline.com and part of your annual maintenance fees, the following free tutorials are available from Sage and available for viewing at any time.

Accounts Payable Credit and Debit Memo's
Accounts Receivable Credit and Debit Memo's
Accounts Receivable Customer Refunds
Adding a New User

Backup and Restore
Install Service Packs
Releasing Stranded Users and Tasks
Vendor Refunds

Sage BusinessWorks Service Packs

Version 2009 – Service pack 3 is current. Service pack 2 included the 2009 tax table update.

Version 8.0 – Service Pack 6 is available. Service pack 6 included the 2009 tax table updates.

Service packs are available on Sage Software Online (www.sagesoftwareonline.com) to download and update BusinessWorks. These service packs incorporates all prior service packs and includes descriptions of the changes made in each release.

Sage KnowledgeSync

KnowledgeSync is business alerts functionality in BusinessWorks. The software is free but you do need to pay a \$99 maintenance fee after the free 30 day trial to get updates to the alerts. 35 pre-configured email alerts are provided related to Accounts Payable, Accounts Receivable, Customers, Employees, Inventory items, quotes from Order Entry and Vendors. Visit www.bts-wi.com for the complete list of pre-configured alerts and a link to the free download. Webinars on KnowledgeSync are being held on February 19th.

Did You Know?

F9, an add-in to Excel, allows you to create your own custom financial statements with integration to BusinessWorks? Standard financial reports in BusinessWorks allow you to run period and year to date, comparison to budget or last year but not on the same report. F9 allows you to create whatever financial statement you desire without having to rekey the data into Excel. Simply press F9 to refresh the data from BusinessWorks. F9 for BusinessWorks is \$600.

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Sage MAS 90 Can Do That?

Businesses differ in numerous ways and no two are exactly alike. Each has its own way of doing things, its own style, its own procedures, and its own needs. Sage Software knows this, and in response, created Extended Solutions, a selection of over 1,500 new features and functions not found in the core modules. Sage is dedicated to customer satisfaction and realizes that customized software functionality is vital in order to meet the business needs of various customers who require unique solutions.

There are so many Extended Solutions that *almost* anything can be done in Sage MAS 90 and 200. Here are some questions that have been posed to Sage Software product specialists, which were answered with Extended Solutions.

1. Can Sage MAS 90 and 200 allow for direct deposit entries for vendors?
 - Yes, with Extended Solution AP-1063 (ACH Electronic Payment for A/P).
2. Can Sage MAS 90 and 200 handle multiple divisions or companies on a single Accounts Payable check?
 - Yes, with Extended Solution AP-1016 (Multiple Divisions/Companies on Checks).
3. Can Sage MAS 90 and 200 perform vendor rebates?
 - Yes, with Extended Solution IM-1049 (Vendor Rebates).
4. Can Sage MAS 90 and 200 handle positive pay?
 - Yes, with Extended Solution BR-1004 (Positive Pay Export).
5. Can I have multiple sales orders on a single invoice in Sage MAS 90 or 200?
 - Yes, with Extended Solution SO-1121 (Multiple Sales Orders on Single Invoice).
6. Can Sage MAS 90 and 200 handle union payroll?
 - Yes, with Extended Solution PR-1098 (Union Payroll) / TC-1038 (TimeCard Integration with Union Payroll).
7. Can I have security by warehouse in Sage MAS 90 and 200?
 - Yes, with Extended Solution IM-1154 (Security by Warehouse).
8. Can I process multiple allocations by line item on a purchase order in Sage MAS 90 and 200?
 - Yes, with Extended Solution PO-1127 (Multiple General Ledger Account Allocation).
9. Can I post to revenue accounts by job cost code/cost type in Sage MAS 90 and 200?
 - Yes, with Extended Solution JC-1007 (Revenue Posting by Cost Code/Cost Type).
10. Can Sage MAS 90 and 200 suppress certain lines on a sales order during sales order or invoice printing?
 - Yes, with Extended Solution SO-1017 (S/O Line Print Suppression).

So, as you can see, there are many solutions that extend the power and performance of Sage MAS 90 and 200. Sage Extended Solutions are also easy to install and use, since they use the same technology as MAS 90 and 200. So, the next time you are looking for your system to perform a certain function, check into the full selection of Extended Solutions that Sage Software has to offer.

Promotions Available

- New pricing strategy for lapsed Sage MAS 90 and 200 customers
- Enroll in Sage Payment Solutions and save \$1,435 on the Sage MAS 90 and 200 Cash Flow Bundle
- Save big on the Sage MAS 90 and 200 Manufacturing bundle!
- 0% Financing on Migrations to Sage MAS 90 or 200 Extended Enterprise Suite
- Special User Pricing on Sage MAS 90 and 200 Extended Enterprise Suite

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Martin Cramer performs data conversions, Access programming and develops Crystal Reports.

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Upcoming Events

Crystal Reports Class:

Details: This one-day, hands-on class covers the basics of creating and customizing reports and forms using Crystal Reports. You will learn how to design presentation quality reports with ease.

Date: February 19, 2009 8:00am – 4:30pm

MAS90 4.3 Webinar:

Details: This seminar will focus on Paperless Office, Business Insights Explorer, and some of the most requested customer enhancements in this latest release.

Date: February 26, 2009 9:00am - 10:00am

I Did It My Way: Customizing Sage MAS 90 and MAS 200 to Fit Your Business:

Details: Custom Office is the most powerful personalization tool that Sage MAS 90 and MAS 200 have to offer. And you don't have to be a programmer to take advantage of the many customization options that Sage MAS 90 and MAS 200 offer to increase the productivity of your day-to-day tasks. What are some innovative, real world scenarios you can apply to your business today? Join us for this introductory session and learn how just a few minutes of your time can save you hours of data entry work, improve data security and accuracy, and improve information tracking.

Date: February 18, 2009 or March 18, 2009 1:00pm - 2:00pm

Sage MAS 90 and MAS 200 Job Costing - Control job costs and increase cash flow!:

Details: Sage MAS 90 and 200's Job Cost module is an essential management tool for keeping a close eye on job profitability. Sage MAS 90 and 200 offers powerful management reporting, detailed accounting capabilities, flexibility, and control for general contractors, subcontractors, architects, and engineers in construction and project-oriented industries.

Date: February 18, 2009 or March 18, 2009 8:30am – 9:30am

Distribution Solutions for Sage MAS 90 and 200 – Effectively managing the supply chain!:

Details: This session will focus on the latest enhancements and key features of the Sage MAS 90 and 200 distribution modules. Attend this session to learn how to maximize your inventory productivity and profitability with Sage MAS 90 and 200.

Date: March 4, 2009 1:00pm - 2:00pm

Recorded Demos:

Sage MAS 90 and 200 Credit Card Processing
Sage MAS 90 and 200 Custom Office
Sage MAS 90 and 200 Extended Enterprise Suite
Sage MAS 90 and 200 Paperless Office

Did You Know?

Using MAS90 Task Menus:

Did you know that you can create customized task menus to include only the MAS 90 functions that you use most often? Once created, these task menus can be "undocked" from the MAS90 Desktop, allowing you to minimize the Desktop and only use this new "simplified" task menu for all your MAS90 activities.

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How to Create Memorized Transactions

If there are transactions that you enter frequently, you can save valuable time and reduce repetitive data entry tasks by memorizing them for future use. For example, you may place office supply orders as needed throughout the month. You can memorize the common office supplies ordered using a memorized purchase order. When you need to place an order, you can use the memorized purchase order, remove any items that do not need to be ordered, add any additional items, and enter the quantities to order.



To learn how to create memorized transactions, download a free section of the Peachtree 2008 Advanced Self-Study Guide (instructions also apply to Peachtree 2006 and 2007).

[Download Self-Study Guide](#)

Now Available: Sage MAS 90 ERP—Peachtree Edition

Would you like to get more functionality out of your current Peachtree by Sage system? Do you need more reporting or customization capabilities? Attend this live Webcast and find out if Sage MAS 90 ERP - Peachtree Edition is right for your business.

Sage MAS 90 Peachtree Edition: Software That Grows With Your Numbers

March 24, 2009 – 8:30 - 9:30 PT

[Register for this complimentary Sage Webcast](#)

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Quick Question & Answer

Q: How can I improve the performance of Peachtree performance when running on Windows Vista®?

A: Running Peachtree on the Windows Vista operating system with some types of security or virus software can cause slowdowns. One solution is to change the version of the Internet Protocol that Windows Vista uses by default (in “geek speak,” it requires changing the default from IPv6 to IPv4). There’s an article on Microsoft’s Web site that can walk you through this – <http://support.microsoft.com/kb/929852/en-us> – or call Peachtree Customer Support for assistance.

Peachtree Tip of the Month

Finding Transactions

To quickly find individual transactions, select **Find Transactions** from the *Edit* menu, or press **Ctrl+F**. The filters on the *Find Transactions* window allow you to search by a variety of criteria. To narrow the scope of the search, and possibly make the search faster, set a limited date range to be searched. Use any combination of the remaining filters to further narrow your search, and click the **Find** button. Results will appear in a sortable list in the lower window.

Sage MAS 90 and 200 Version 4.4 Planned for Release Later This Year

Sage MAS 90 and 200 version 4.4, which is planned to be released later this year, will include business framework features and usability enhancements to Inventory Management, Purchase Order, Bill of Materials, and Bar Code.

In this release, Sage has adapted to the changing business needs by expanding the customer and inventory item number fields, adding more Business Insights views for Inventory and Purchase Order, adding additional usability improvements, and streamlining the migration process.

Since Inventory Management, Purchase Order, Bill of Materials, and Bar Code will be in the new Business Framework, these modules will have batch entry capabilities, Memo Manager features, undo functions in the line entry, and dual grid entry. Some of the usability improvements include improved functionality for drop-ship purchase orders, auto-generating a single order for multiple items to the same customer, and more flexibility for standard cost valuation items.

Stay tuned for more information on this exciting new version in the coming months!

Did You Know?

Crystal Reports 2008
(Now available with
Peachtree 2009 products)

Experience a better end user report viewing experience, enhanced report designer productivity and advanced information visualization capability. You can now add dynamic lists of values for your parameters when running a report. This capability allows you to pick a specific record from your database (i.e. A specific customer ID or name) make it easier to generate the specific report you desire. Look for a future webinar to review the features offered by Crystal Reports 2008.... Or call us at 920-882-5030 to discuss these features today!

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Getting Your ACT! Together in a Bad Economy

As I listen to the daily rhetoric of bailouts and stimulus plans my feeling is that our economy is certain to get worse before it gets better, and so somehow we, individuals and companies alike, need to find ways on our own to survive the storm. In plotting our course of survival I believe it is extremely important to be mindful of positioning oneself for success once the storm clears. Those who are in position to take advantage of the changing economic winds will recover the quickest. The trick is figuring out just what position one should be in.

I believe one of the best and most obvious survival strategies is education. I think sometimes we forget just how inexpensive education can be. To often one thinks of education as a class to sign up for or an expensive seminar to attend, in reality education is all around us, and much of the time it is free. Most of the time we just fail to build on or apply what we learn. We get too engrained in day to day activity to realize we have become oblivious to the things around us that we learn from.

With that said, allow me to pose a few critical questions about your business. I'd be willing to bet that if you investigate the answers to these questions the education you gain will play critical part in positioning you and your company for future success.

It's commonly held that the two keys to any successful business are good employees and good customers. Both are the product of strong working relationships. With that in mind, how well positioned is your company in understanding its customer base? Is a mechanism in place for maintaining your customer relationships? If so, how could it be better? If a CRM system is not in place, why is it not a top priority? Can you easily find critical information about your customers? Can you tell how often you have interacted with them and what those interactions pertained to? Beyond your customers is there a mechanism for keeping track of potential customers and the relationships you are in the process of building? How do you know who to market to your goods and/or services to?

While on the surface the intent of my questions are to peek your interest and encourage you to research customer relationship management software such as ACT! and hopefully contact our company for assistance in getting educated on effectively implementing a CRM system, my true motivation is to get you thinking about one of the most critical parts of your business. One of the biggest challenges in this cash tight economy is convincing your customers and prospects to spend their precious money with your company. Those who have strong relationships with their customer base will be at an advantage not only at making a sale but will also better understand the market they are participating in. Such companies will be in better position to survive this economic storm and continue to thrive once it abates.

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The BTS Edge is presented in a generalized form. Professional advice is available from the Business Technology Systems team profiled throughout this newsletter.

If you have questions or comments on this newsletter, please contact Steve Krueger, Business Technology Systems, at 920.882.5030 or steve@bts-wi.com.

To subscribe or be removed from our newsletter list, please contact Sandy Burrows at sandy@bts-wi.com.

Visit our website at www.bts-wi.com

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