June 2006

The Leading Edge

Adaptive

Open Systems – new web page

Open Systems has recently changed the look of their web site (<u>www.osas.com</u>) to streamline access for clients and potential clients. A limited amount of information is available without login, but your "eUser" login provides even more access to valuable support, news and information. "eUser" logins are available for all clients who are current on their Continuous Enhancement Subscription, whether users of OSAS or Traverse. ABS can assist you in obtaining an eUser login if you do not yet have one.



The problem with troubleshooting is that trouble shoots back.

Info Alert

InfoAlert is an add-on module that interfaces with OSAS, Traverse and other ODBCcompliant software. InfoAlert will review your data on a schedule you define, looking for data occurrences that have been deemed significant, reporting those occurrences to designated individuals via email, fax or report. Since those receiving such notification can be either inside or outside your company, this software can be used to set up automated payment reminders, to send invoices, notify HR of upcoming employee "events" (COBRA notice, birthday/review, etc.), or AP discounts at risk of loss. While OSAS and Traverse reports may be available to do these same things, they often include transactions that are not significant, requiring someone to review a lot of extra lines of data to identify those requiring action. InfoAlert only reports those transactions requiring action, and can ignore previously reported items for a specified period of time. As a result, employees are more likely to take action on the limited amount of data reported! Data maps are provided for either OSAS or Traverse, along with some 60 commonly-requested reports. With the addition of the InfoAlert Toolkit and training, you can also create your own data maps and alerts for other software.

(Knowledge of ODBC, Microsoft Access, and other technologies will be required.)

OSI Client Conference

The 2006 Open Systems Customer Excellence Conference is set for September 20-22, 2006. This is the place to be if you want to:

- Exchange and explore new ideas and opportunities
- Network with others and learn from the OSI experts
- Attend sessions specially designed to increase productive use of OSI products
- Gain a better understanding of your upgrade options and adding new tools

The conference will be held at the Marriott City Center in Minneapolis, MN. See the Open Systems web site (<u>www.osas.com</u>) for more information and registration.

Who's Who

Greg Jackson recently joined ABS to specialize in the Traverse and OSAS software. Greg graduated from IU in 1980 with a degree in accounting, but immediately went into computer software installation and support. In 1995, he began working with Open Systems software at Olive LLC, performing the very first Traverse installation. In 1998, Open Systems hired him in their Regional Support office in Indianapolis. Greg has experience in a number of industries including manufacturing, distribution, and services (including not-for-profit). His knowledge of accounting principles combined with his design, programming and project management skills will help you meet your business requirements.



The Leading Edge

Open Systems Supported Releases: OSAS and Traverse

The release of OSAS 7.0 in late 2005 and Traverse 10.2 means that OSAS 6.1x and Traverse 10.0 (and prior) are no longer supported by Open Systems. While ABS will continue to support our clients using older releases to the best of our ability, Open Systems will not be providing end-of-year updates (tax tables, W2 and 1099 forms, and magnetic media) for OSAS 6.1 and prior, and Traverse 10.0 and prior. Additionally, there will be no new enhancements or updates for changes in operating systems (Microsoft Windows XP and Server operating systems, Linux, Unix, etc.). Without modification or the addition of new hardware/software, an upgrade can typically be accomplished in 2 days or less. GENERAL Report Writer reports, enhancements, hardware or operating system upgrade, or extensive (1 million record) history files can increase that time, naturally. Since each of our client installations is unique in the modules licensed, the network topology, and modifications, ABS will provide an upgrade quote tailored to your company upon request. Please let us know if you anticipate an upgrade in 2006!

Change field (OSAS)

What do you do when the customer or employee number is tied to the company/individual's name, and the company/individual changes names? If you are using OSAS 6.5x or later software, you can use the "Change Field" function to create a new employee, vendor, item, or customer record and retain all history related to the prior masterfile record! The one limitation is that the new masterfile record cannot already exist: OSAS will not use "change field" to merge two masterfile records into one. The key is to use Change Field to create the new record prior to first use. Contact ABS for initial assistance with this valuable software feature!

Adaptive Business Solutions, Inc. 2346 South Lynhurst Drive Suite D101 Indianapolis, IN 46241

Output from OSAS, Traverse and Microsoft Office to PDF Files

More and more offices are minimizing printed reports, and OSAS and Traverse provide the ability to output reports to file. How can these files be stored efficiently and avoid potential tampering, whether accidental or intentional? The answer may be to store them as "PDF" "Portable Document Format" (PDF" is an open standard file format, proprietary to Adobe Systems, for representing two-dimensional documents in a device- independent and resolution-independent format. Most importantly, PDF files do not encode information that is specific to the application, hardware or operating system that created them. This ensures that a valid PDF will render exactly the same regardless of its origin or destination. PDF is an open standard in the sense that anyone may create applications that read and write PDF files without having to pay royalties to Adobe Systems. (Adobe has a number of patents relating to the PDF format, but licenses them on a royalty-free basis for use in developing software complaint with the PDF specification.) While the PDF format can describe a very simple onepage document, it may also be used for complex multiple documents using a variety of different fonts, graphics, colors and images. A PDF document's compact storage, limited ability to change it, and interchangeability between computer systems makes it a valuable way to store reports long-term. There are several low-to-moderate cost PDF encoding software products available. Contact ABS for assistance creating PDF documents from your OSAS and Traverse software. When storing reports online, a consistent naming convention will speed retrieval. ABS can assist you with developing a standardized naming convention upon your request.

Back up my hard drive? How do I put it in reverse?