



# Update (July, 2006)




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... the name is the commitment

## Recent software changes

- With the addition of a background printer, the software now has the ability to print letterhead on your invoices and other special forms. Additionally, most forms and reports can be sent to a PDF (or faxed) directly. Changes may be required to your custom invoice forms, please contact the office if you're interested.
- You can now dump and reload the entire product file for maintenance in a spreadsheet. You can also renumber all products that have had no activity for a period of time automatically.
- Physical inventory load directly from a spreadsheet instead of having to key into greenWORKS directly.
- Major Labelview Gold mods allowing your customers to pre-price their products when you're tagging for them (wholesale growers only). MUCH easier to customize labeling.
- Payroll T4's now print on laser printers directly complete with forms. No more alignment issues
- Import orders directly from a tab-delimited spreadsheet. Thus your customers could email your orders to you, as can your salesman with entry via any spreadsheet.
- Major enhancements to order and invoice inquiries. Use your arrow-keys for moving around.
- Standard closing comments in order/quote/landscape orders for wholesalers.
- POS can now file an order as a quote, as well as retrieving a quote for printing. Much friendlier than the original wholesale order entry.

## greenWORKS is the product! ...the name is the commitment

After an extremely busy winter and spring, it's certainly nice to see sunshine while traveling from place to place!

For those of you who are longtime customers, please continue checking the web. As you know, info is posted there first. Have a GREAT year!

... Conrad K.

After major updates to EDI (and yes there's another one that will be distributed over the summer), and a host of other projects, the software continues to improve. For a brief list of changes, see the comments on the right.

For those of you who haven't received one of these before (yes we've added several new users of the greenWORKS software in the past 8 months), please feel free to use this newsletter as a 'teaser' of what's available on the website.

## Important Notes

1) Canadians, as you know, the Federal government has made several important changes to taxation effective July 1<sup>st</sup> 2006.

The GST rate has been reduced to 6%. Please note the instructions on the website on how to change this tax rate in the greenWORKS software.

Additionally, federal taxes (and provincial TD1 exemptions in Alberta only) have also occurred. This information too is posted on the website. You'll see links on the support pages, or directly from the home page.

### **Important notice: Jul 21<sup>st</sup> thru 23<sup>rd</sup> and July 28<sup>th</sup> thru Aug 14<sup>th</sup> 2006 - Vacation**

The office will be closed these dates inclusive with Conrad **on vacation**.

**EMERGENCY support ONLY** will be available at the normal support number above between the hours of 8am thru 8pm. Non-critical calls will be answered on or after our return. Of course John and Kristel remain available in an onsite emergency. All of this information is available on the website as well. Email is the preferred method of contacting Conrad during this period as it will be checked several times daily.

2) For all customers, ensure your machines are set to do automatic updates to your Windows and Office programs. Ensure that your anti-virus software is current as well.

3) As a final quick comment, several of the recent Microsoft updates may have reset your servers to reboot automatically at 3am after installation. While good for workstations this should NOT occur on your 'server' which should be set to download automatically but install when you request it. For instructions, call support or see the website.