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## A Farewell to One of Our Own!

**A**t the first of October, Kathleen Peden decided to leave Software Solutions, LLC. I wanted to take this opportunity, on behalf of Brenda, Brad, Judy and myself, to say publicly a big Thank You to Kathleen for all of her years of hard work with our company and for helping to make Software Solutions the leader in Arkansas for providing service and support for the products of Best Software, Inc. You'll be missed, but we wish you all the best in your future endeavors.

-Allan Harlan

### CUSTOMER

## Middleton Heat & Air

### CORPORATE PROFILE

#### Type of Business

Servicing and installing high efficiency heating and cooling systems.

#### Total number of employees

147

#### MAS 90 Users

30

#### Website

[www.middletoninc.com](http://www.middletoninc.com)

### MODULES IN OPERATION

- Accounts Payable
- Accounts Receivable
- Bank Reconciliation
- Custom Office
- General Ledger
- Inventory Management
- Job Cost
- Purchase Order Processing
- Payroll
- Sales Order Processing
- Timecard
- Visual Integrator
- ACT!



## MAS 90 Success Story

**M**iddleton Heat & Air has been in the business of servicing and installing high efficient heating and cooling systems in the Central Arkansas area for over 27 years. Headquartered in Bryant, AR, Middleton does everything from regular heating and cooling equipment check-ups; to emergency service; to recommending and installing new equipment for commercial and residential projects.

In late 2001, Middleton decided that the DOS based accounting system they were using wasn't keeping up with their growth and with the latest software advances. On a referral from another company, they chose MAS 90 as their new accounting system. Right away they began to see improvements.

The most immediate benefit from implementing the MAS 90 system was receiving more accurate data with Crystal Reports. Dina Lilly, the Office Administrator with Middleton since January of 2002, likes working with Crystal Reports. Dina says "I love the Crystal Reports, you can get the information you need printed out the way you like it." In 2003 Middleton Heat & Air brought in Software

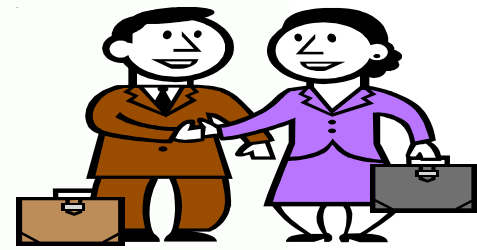
Solutions as their MAS 90 reseller in February of 2003 and that spring Dina and Joanie White, the payroll clerk at Middleton, attended an introduction to Crystal Reports class with Software Solutions.



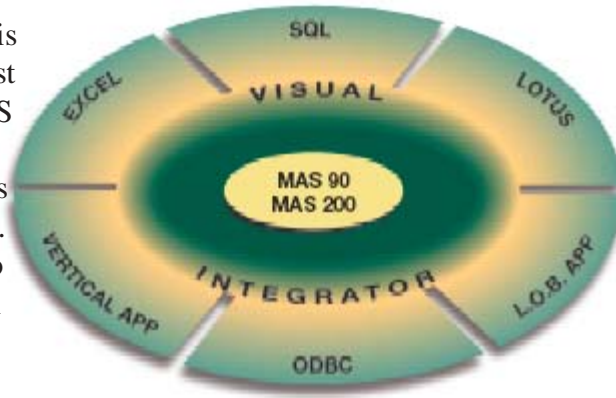
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# Spotlight on a Module

## Visual Integrator



*Please join us in welcoming our newest clients.*



The Visual Integrator Module is one of our most popular and most used add on to MAS 90 and MAS 200.

The Visual Integrator module takes the place of the old import master. Visual Integrator is designed to facilitate seamless integration between MAS 90 or MAS 200 and other business applications. Visual Integrator can import from (or export to) any ODBC-compliant source, without the need for an intermediary data file such as ASCII delimited or Microsoft Excel. If you regularly perform imports from a custom or vertical software package, you'll find you can use Visual Integrator to make the integration virtually seamless.

Importing and exporting data from Visual Integrator is a simple process. The power of Visual Integrator, however, lies in the additional integration commands that are available.

For example, Visual Integrator jobs can be scheduled to run at prescribed intervals of any length. If you need to keep your MAS 90 or MAS 200 customer masterfile synchronized with a prospect database, you can set the import to run automatically every day, every hour or even every minute. Imports can be chained together so that an invoice import automatically follows a customer import. You can even instruct the program to run a script file automatically upon successful completion of an import.

- Country Creek Farms** - Rogers, AR
- Automated Solutions, Inc.** - Knoxville, AR
- Justin Laundry Systems** - Little Rock, AR



**MAS 90 ACT!**  
**Link Release Information** **ACT!**

### Visual integrator FaQ

#### What file types can be imported into MAS90? •

- |                         |                        |
|-------------------------|------------------------|
| Delimited•              | dBASE III PLUS•        |
| Ascii•                  | Lotus WK4 (Release 4)• |
| Lotus WKS (Release 1A)• | Excel XLS (Version 4)• |
| DIF •                   | ODBC data bases        |

#### Will my existing records be overwritten after importing into the same file?

This will depend on the file type -

##### Direct files:

- A new record is created for each unique Key value.
- If the Key value is identical to an existing record, then the fields used in the import will replace the fields in the target record. All other fields in the target record remain unchanged.

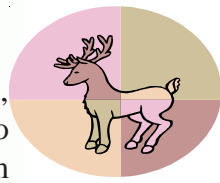
**Note:** If a blank field is imported, it will replace a target field that has a value.

##### Index files:

- A new record is created for every sequential import. Records cannot be Modified.

For those of you currently using ACT! as your CRM software, you should be aware of the release of ACT! 2005. Best Software does not support this version of ACT! with MAS 90 version 4.0. Currently, support for ACT! 2005 is planned for MAS 90 version 4.10, which is scheduled for release in summer 2005. MAS 90 v 4.10 incorporates a large number of changes to the Accounts Receivable module, which makes v 4.10 the most appropriate release to add ACT! 2005 support, especially given the significant enhancements found in ACT! 2005. Clients that purchased ACT! directly from Software Solutions and have an active maintenance plan will automatically receive free upgrades to ACT! 2005 when MAS 90 v 4.10 is released.

# End of the Year presentation



If you are new to MAS 90 and MAS 200 or would like a little refresher on closing the books for year end, here's your chance. Every year Software Solutions hosts a Year End Seminar on different topics related to end of the year processes. This year we're planning a little Christmas spirit to go along with the classroom stuff.



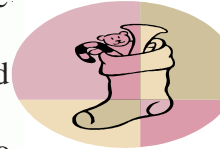
We will cover topics such as the specific steps necessary to close your books for the year end, the proper order in which to close your modules, and the reports that should be printed for a proper audit trail. You will receive a year-end closing procedure manual with checklists.

We are planning on the 15th of December at the Workforce Development Center. For those of you who have been to our seminars before, it's the same place. For our new clients, the Workforce

Development Center is next to the IMAX Theater across from the airport. 3303 East Roosevelt Road.

There is never a charge for the seminar and you are welcome to attend only the sections that you are interested in. We always have a great turnout for this event, so make sure you register early.

I will be sending out more information as the date gets closer, but if you know you would like to attend, go to our website by clicking [here](#) and fill out the online registration form, or just go to our home page and click the link there. I'll put you on the list!



## FRx Reporting Software Class Scheduled

The FRx reporting software has become the number one tool for producing custom financial reports now that version 4.0 has arrived. Many of you don't own the desktop version of FRx yet. Some don't want to upgrade to 4.0 because they aren't familiar with FRx, and a few just don't like to change things that are working just fine. Once everyone sees the capabilities of FRx maybe we can change your mind.

Software Solutions is planning to have a training class on FRx on February 25, 2005. Some of the things you can expect to learn include:

- √ Automatically build General ledger lists and pull your accounting data directly from the application.
- √ Change fonts and colors for professional looking report writing.
- √ Drill down to transaction-level detail. FRx allows users away from the office to view reports directly from e-mail, performing extended drill-down navigation.



Fall is the season for  
football and halloween.



Hunter Sinele #46  
(Judy's son)



Riley and Hayden Youngblood  
(Brad's kids)



## BusinessWorks Gold Events

### BW Gold 5.0 - Enhancing Your Business

Attend this FREE online seminar to learn more about the additional features offered in the NEWEST up coming release of BusinessWorks Gold, 5.0.

[Register here](#)

November 3, 2004

1:00pm - 2:00 pm

November 17, 2004

1:00 p.m - 2:00 pm

December 8, 2004

1:00pm - 2:00pm

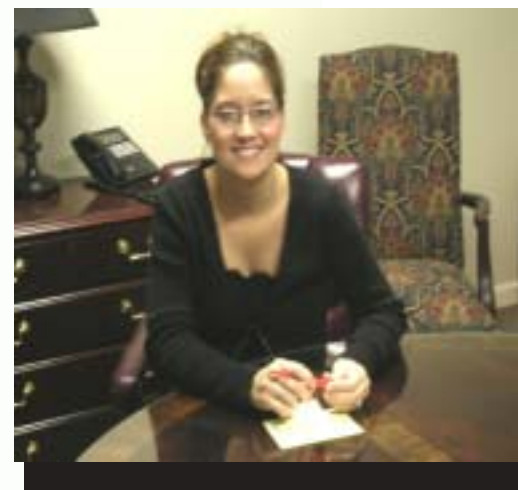
Since that time, Middleton has added the Inventory Management, Purchase Order, Job Cost and Timecard modules, as well as the contact management application, ACT!. This has worked to increase efficiency and add to the overall profit of the company.

Dina believes the Inventory Management module was a key to reducing inventory loss. The Timecard module has allowed time worked to be entered on a daily basis and then later imported into the Payroll module for processing, instead of accumulating the

information manually and entering it directly into payroll. The company is working to expand the use of the Job Cost module and has been implementing an enhancement for MAS 90 developed for the service industry.

**The Inventory Management module has increased our profits, we have more control over the items in our warehouse.**

Allan Harlan with Software Solutions has become a regular visitor these days at Middleton. Allan works closely with Dina on new module installations, upgrades, and any problems that arise. "I love working with Allan" says Dina, "He's very knowledgeable with MAS90 and can usually step me through any problems on the phone."



**Dina Lilly**



## Year End FAQ

**When will the year-end Tax Table Update (TTU) for MAS 90 and MAS 200 be available?** The Q1 2005 Tax Table Update, frequently referred to as the year-end TTU, will be available for download from the Best Online Support and Services (BOSS) Web site on December 10, 2004. It will update with changes as necessary each week through January 2005.

**Will the year-end Tax Table Update (TTU) for MAS 90 and MAS 200 be shipped to customers, business partners or BSAN members?** No, it will only be available as a download from BOSS.

**What versions of MAS 90 and MAS 200 Payroll can use the Q1 2005 Tax Table Update?** If you use the Payroll module you can install the Q1 2005 TTU with MAS 90 or MAS 200 3.71, 4.0 and 4.05, and with MAS 200 for SQL 3.71 and 3.72.

**I am required to file employees' W-2s. What changes do I need to know about?**

The format of the standard W-2 has changed slightly, which required a program change to the form printing program. This change has been included in MAS 90 or MAS 200 3.72 and 4.05. Because Best Software realizes that it may not be possible for you to upgrade immediately to one of these versions, the required program changes that you need for year-end W-2 file creation will also be available to download from BOSS for versions 3.71 and 4.0.

**Where can I find information on how to do year-end processing for any of my MAS 90 or MAS 200 modules?**

Year-end processing information, including checklists and the order in which to close modules can be found on Best Online Support and Services (BOSS). After logging into BOSS at the following URL, select Support, then choose Customer Support Center. Once there, select the option for MAS 90 and MAS 200, and scroll down to find the Year-End Processing Procedures section. <http://shop.bestsoftwareinc.com/boos/Main/frmLogin.aspx>

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