



bizprac
software
practical business solutions

Hello Everyone

It's been full steam ahead this month with the rollout of our brand new Evolution suite. We've also added two new members to the team. With so much happening behind the scenes, it was hard to decide what should be included in this month's "The Biz".

Eddy.



**Aussie made
Aussie owned**

Did you know that in Australia, business failure jumped nearly 25% in 2010 as cashflow pressures made their presence felt...it is cashflow that is the primary cause of business failure and not the broader macro-economic events as is widely assumed?

Source: Dun & Bradstreet

Upgrade Invitation

For a strictly limited time, we're extending an invitation to long-standing clients to upgrade their Classic suite product to the new Evolution suite product.

Should you elect to upgrade to an Evolution suite product, you will receive two separate discounts. The first is on the conversion cost of bringing your system up to the Evolution suite requirements.

The second saving is a loyalty discount that applies to your Evolution suite annual renewal costs for the life of your business. That's right - for life!

In order to qualify for this unique opportunity, you need to be an existing Bizprac Software or Toolbox customer and pay for your upgrade before 30 November 2011.

This invitation is for a strictly limited period because it represents the best value ever offered by us. Contact us today so that we can show you how the Evolution Suite can help you save time, money and get peace of mind.

Profit Potential

Are you achieving your profit potential? If you're like most businesses in our industry, you probably don't.

We've developed a quick-fire way of guesstimating the profit that unwittingly leaks from your business if you don't have the right processes in place.

You can find our "Potential Savings Calculator" on the Products page of our website www.bizprac.com.

At Bizprac Software, we're here to help you get the best return from your business. Take the test today and then talk to us about what we can do to help you close the gap between your profits and your profit potential.

Let us help you achieve your profit potential
contact us today **1800 009 970** or www.bizprac.com

save time
save money
get peace of mind

learn what profit you're missing out on at:
www.bizprac.com/try-our-systems-savings-test



a fully-integrated system that does it all:

...Estimating...Job Costing...Accounting...Payroll...



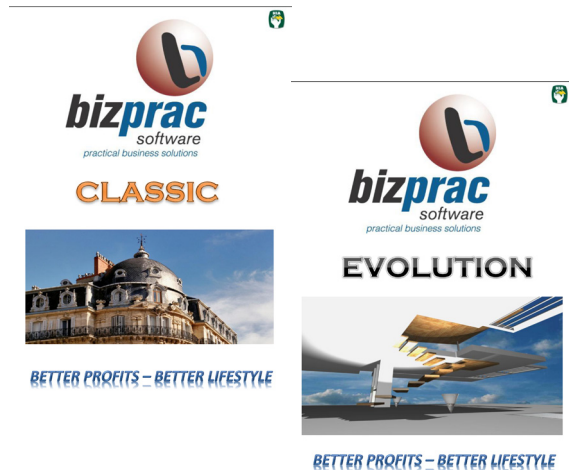
proudly 100% Australian owned and operated
supporting Aussie building, Trades and Construction businesses

Spotters Fees

We're always on the lookout for new customers we can help create better profits and better lifestyles.

If you know someone you think could benefit from Bizprac Software products, why not let us know?

Not only are you helping us grow but we'll reward you with a \$50 spotters fee for every client we can successfully convert to a Bizprac Software product.



New team members

We've got two new people to introduce you to this month.

Arthur Turner

With a wealth of experience in business management both inside and out of the building and construction industry, Arthur joins our Brisbane team as an Agent. A long-time user of Bizprac Software products, he understands the needs of modern construction businesses and proudly claims that he's "never lost money on a job he's Estimated through Bizprac Software."

Tony Sheehan

Some of you may already be familiar with Tony. That's because he was a Bizprac Software agent 8 years ago. His return to the fold coincides with the release of our new Evolution suite of products. Armed with considerable experience in the building and construction space and nearly a decade's worth of IT know-how, Tony is a valuable addition to our Agent team in north and far-north Queensland.

We're delighted to have both of these business professionals join our ever-expanding team.



tip of the month

Housekeeping Tips

Backup Data Files

It is essential that a backup of your data is completed on a daily basis, preferably in a place off-site.

This will give you data to restore in the event of a computer crash, data corruption or fire.

To complete a backup of your data, from the menu bar select File then Backup Data Files.

You will then be given the option to choose your back up location. By clicking on the Advanced tab you can change or reselect the location of your backup.

Do not interrupt the backup process. A duplicate backup will be installed on your hard drive.

Move paid invoices to history

After entering cash receipts for Debtors' Invoices payments, it wise to remove these documents from the active Invoices database.

When full payment for an account has been entered as received, the Invoice is automatically tagged with a paid icon.

If you've got a specific tip or hint of the month you'd like to see in an upcoming newsletter, why don't you call us or drop us an email at: support@bizprac.com

The Invoice can then be moved to the 'Paid Invoice' database.

To move paid invoices to the Paid Debtor Invoice database, click the Move Paid Invoices to History button.

Move filled orders

When orders have been 'Filled' they can be moved to the 'Order History' section of the program.

To move the Filled Orders, select the Move to History button.

To return a filled order in 'Order History' to the current list, highlight the required order and click the Return to Current button.

Viewing (Filled) History Orders

To view the filled and moved Orders and their details, select the Accounting menu bar option Orders option, History Orders. Highlight the required Order and click the View Order Details button.

To view an Order 'Memo' for a past Order, in the All History Orders screen, highlight the required Order and then click the Order Memo button.