Conference boosts expertise

Adagio 2006

Every year, Softrak Systems hosts the Adagio Opportunity Conference for its dealers and consultants in Adagio's hometown, Vancouver, B.C. What does this mean to Adagio Accounting users?

Firstly, it means that we, as Adagio resellers and installers, have had a technical tune-up. Conference events like Adagio Training and Adagio University have honed our skills and opened our eyes to new and exciting ways that Adagio can be further tailored to your needs. We've shared solutions, tips and tricks with colleagues from all over the world, from Canada and the United States, to Singapore and Australia, end even South Africa and Barbados. Clearly, Adagio Accounting is an international success!

A key benefit for Adagio resellers at the Adagio Opportunity Conference is meeting face to face with many Adagio Developer Partners (ADPs). These are companies that write "Third Party Software" that works to bring you an even wider range of Adagio solutions. Here's a brief synopsis of the many offerings available to Adagio users through Softrak's ADP program:

- **Aiminsight Number Changers** give you the ability to change and combine Account numbers in Ledger, Customer Numbers in Receivables, Vendor Numbers in Payables and Inventory Numbers in Inventory.

- **Automation Associates** offers **Warehouse Management Software** within a variety of vertical markets. They specialize in wireless technology and automated data collection solutions.

- **Bravo Software Group** demonstrated **RemoteDesk**'s latest features, including FTP, quote management, and catalog uploads, plus the newly released **EDI-PAC/2000** with integrated internet mapping for turnkey installations.

- **IMS Island MicroSystems**' **CounterSales** for Adagio provides cash register and sales invoicing functions fully integrated with Adagio Inventory and Receivables. IMS also demonstrated **POTracker, SerialTracker, and LabelPrint.**

InfoSpec Systems' **Profitek POS** supports a wide range of businesses, including both retail and hospitality environments.

- **LinXsoft** presented **linXship**, a set of Shipping Management tools for UPS, FedEx and LTL carriers; **linXware**, a complete CRM integration to GoldMine; and **linXcollect Pro** for receivables management.

- **MISys Small Business Manufacturing for Adagio** offers Multi-location Inventory control, Multi-level bills of material, Purchase Orders, Production Work Orders and Revision Control.

- **Nexent Innovations Inc.** launched **Miracle Service service management software**, providing Adagio a full software solution for operations, sales and service dispatch.

- **Orion Digital Integration**'s **Orion POS for Adagio** has an extensive feature set and modern user interface that appeal to both operators and managers of the system.

- **Paymate Software**: Offering **Paymate Acclaim** for small business, **Paymate Platinum** for mid sized business, and **Clarity HR and Time and Attendance**, one of their payroll solutions will be right for you.

- **Purplesoft** presented **Purchase Orders for Adagio** 2.1, a new release including Faxing, Event Budgeting, and an Adagio JobCost Interface.

- **UniResMan** is a full featured Hotel Property Management System that integrates tightly to Adagio Accounting.

- **Wellspring Software:** With **PrintBoss** you can manage copies for any document and increase check writing security.

Links to all these ADP's can be found online at www.softrak.com. Click Adagio | 3rd Party. Or you can call us and request an Adagio Accounting Catalog. ♪

Need an "unMouse Pad?"

Don't touch that mouse!

Do you know that you can do all your Adagio data entry without touching your mouse? Invest a little time learning Adagio's Keyboard Shortcuts, and you'll boost your productivity many times over!

Call us today and ask for an Adagio unMouse Pad for your desk. You'll have a handy reference that will help you lose your mouse addiction for good.

No room on your desk? Flip over this newsletter and you'll see the more common keyboard shortcuts in our Tips & Techniques section.

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Adagio Technical Tips

Print Custom Payroll Checks with Adagio Payables

If you use a payroll program that can't print on blank check stock and there isn't enough volume to justify ordering pre-printed checks, you can use Adagio Payables to pre-print the checks first, with all the lines, boxes, logos, bank info, including MICR bank transit info and check numbers. Then use the payroll program to print on the pre-printed checks created with Adagio Payables. If you have several small payrolls to run on different bank accounts, this is a real money saver.

Don't purge that data...

In the days 8 MHz computers and 5 MB hard drives, processing and disk resources were often at a premium. To reduce the amount of data that was stored on the hard disk, many companies would purge their data files frequently, especially batch status reports and posting journals.

Today's computers are almost 5,000 times faster, with more internal memory than there used to be on disk. Don't purge your journals so frequently, and you'll find having the data available to search useful.

Turn on "Auto print posting journal after post" in each module's company profile, so that Adagio will offer to print the correct posting journal after each posting run. At the end of the year, print out a final copy of all your year's postings to a PDF file and store it away on CD prior to purging. Should disaster strike, this posting journal will allow you to recover your accounting system to any point.

Keyboard Shortcuts

These keyboard shortcuts are designed to keep your hands off the mouse, thereby increasing your data entry efficiency. You can get these keyboard shortcuts and more on a handy "Adagio unMouse Pad", just by calling us!

- Tab / Shift-Tab: Move to next/prior item, whether entry field, button, or menu item

- Ctrl-Tab / Ctrl-Shift-Tab: Flip to next/prior index tab or window within the application

- Alt-Tab / Alt-Shift-Tab: Flip to next/prior application

- Alt-"character": Move to the item where "character" is underlined, whether entry field, button, menu item, or index tab

- Enter: Execute the selected button

- Spacebar: Tick/untick a checkbox, select an item in a list, or execute the selected button

- Arrow: move left/right one character or up/down one line

- Ctrl-Arrow: move left/right one word or up/down one paragraph

- Shift-Arrow: select characters or lines while Shift held down

- Shift-Ctrl-Arrow: select words or paragraphs while Shift-Ctrl held down

- Ctrl-C: Copy selected data

- Ctrl-V: Insert data that was Copied or Cut

- Ctrl-X: Cut (copy and delete) selected data

- F1: Context sensitive help

Report headings on multi-page FX reports

Question: Is there a way that Adagio FX can print report titles and/or headings on the top of each page of multiple page reports?

Answer: Shift click to highlight the rows you'd like to repeat on each page. The Rows you want to repeat must be at the top of the page. When the rows are selected, from the menu bar, select **Format | Rows | Freeze** and these rows will print at the top of every page (they also move to the top of the sheet and will display "frozen" there).

You can also use **File | Header/Footer** if the information is more appropriate to that area of the page (such as the file name, print date etc).

Note: This tip is reprinted from www.PlusCommunity.com's Adagio Support Forum, an online resource for Adagio users.

email everything

Did you know Adagio Version 8.0 allows you to email almost everything? For example, the ability to e-mail statements, credit notes, invoices and order confirmations not only cuts down on the amount of paper the accounting department churns out and files, it also improves customer service, speeds up the sales cycle, and accelerates cash flow.

Cut down on snail mail and start emailing today!