

THE HILBURN HERALD



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Upgrade to Microsoft Dynamics GP 10.0

Accelerate business performance with solution enhancements that connect personal productivity and business processes. Top reasons to upgrade to Microsoft Dynamics GP 10.0:

Help people work more productively with the Action Pane, a graphical, roles-tailored command bar—inspired by “Ribbons” in the 2007 Microsoft® Office System—that appears across all navigation lists. Each user can customize the Action Pane for quick access to the areas of GP that they use most often.

Facilitate strategic decisions on all levels and transition easily to standard reporting tools with refreshable Excel reports, based on more than 200 SmartList favorites. Use SmartList for easily modified reports in which any user can add and remove fields as needed to create the perfect report for the job. New report types make the Report List a starting point for finding virtually all the reports people need.

Customize your Home Page with Microsoft Dynamics GP for quick access to the windows & reports you need and use most often.

**Call us today to schedule your company's upgrade!
706.698.4745**



QuickBooks Classes - Now in Session!!

Now is the time to Register!

We will be offering a QuickBooks Basics and QuickBooks Payroll class June 17, 2009 at the Bank of Ellijay.

Learn all you need to know to use QuickBooks effectively in your business!! All basics will be covered as well as common mistakes and issues.

**Contact us now for details and to register!
706.698.4745**

Book before May 30, 2009 and receive \$25 off!!

Hilburn Solutions, Inc.



446 Lakeview Rd
Ellijay, GA 30540
Tel: 706.698.4745
Toll Free: 888.474.4745
Fax: 706.698.5436
E-mail: sales@hilburn.net
Website: www.hilburn.net



“You work hard to make your business efficient and profitable, let Hilburn Solutions, Inc. help you get there.”

Helpful Hints for Dynamics GP

- Use Ctrl+L for the lookup feature when searching for the correct Vendor, Customer, Item, Employee or other lookup item needed for a transaction or in Inquiry.
- Use the Edit Check Batch window when processing payables to make your selections for which vendors & bills to pay. The Edit Check Batch window displays the vendors to pay in one section and the bills for each of those vendors in the second section allowing you to check off or uncheck the appropriate vendors & transactions as you go. To access the Edit Check Batch window go to:

Transactions > Purchasing > Edit Check Batch or use the button located on the Select Checks window after you run the Select Check process.



See what's NEW in QuickBooks 2009

Attract new customers with a FREE website. Easy to use website creation tools and free website hosting...and no programming skills required!

Save time with new multi user features, such as the ability to run reports and locally back up data while other users work in the company file.

See real-time business overview with company snapshot. See which customers owe you money, which bills need to be paid, and important reminders – all on one screen!

Call us to schedule your upgrade today!!

April Showers Bring May Flowers

Spring is upon us and it is time to start planting. Here are some easy steps for creating the perfect garden.

1. Feed the soil. Great soil equals great flowers.
2. Use mulch. Not only does it make your flower beds look more attractive, it keeps the soil and the roots cool and retains moisture so you water less often.
3. Group plants by their needs. Plant water loving plants with other water loving plants and keep those that need less water together.

Quick Tips for QuickBooks

Here are a few helpful tips to make using your QuickBooks even easier!!

- When you are in the Customer Center you can customize your columns to make sorting and searching easier. In the Customer Center right click on the list of vendors and select customize columns.
- When in a 'Date' field press 'T' and the current date will appear.
- Press CTRL+M to memorize a report that is displayed on the screen.
- Press CTRL+Insert to insert a line in an invoice.