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## December Newsletter 2018



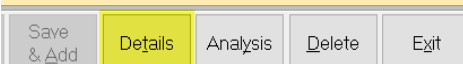
[View Training Videos](#)

### Techno Tips



#### Details

All Enquire screens have a **Details Button** at the bottom of the screen.



Click to open up a new menu of options.

Useful for quick reference of transactions and history

Ph +64 3 445 1345 [info@shebiz.nz](mailto:info@shebiz.nz)

#### Training

Keep up-to-date and get the most out of your software with all it has to offer. For all training inquires and assistance, specialised or refresher courses. Call us. +64 3 445 1345

### Merry Christmas

Have a safe and joyful holiday break.

Best wishes for the new year.

Lisa, Leonie, Dave and Jenny

### OFFICE STUFF

As the year comes to an end and we look forward to a new one, we'd like to thank you all for your continued support over the past 12 months and wish you all a very merry Christmas.

It has been a busy year for us with some big software developments, attendance at several conferences and continued training and upskilling achievements. Time for a break. 😊

It's a good time now to ensure everything is up-to-date for the break. Some reminders:

- Back up your computer
- Check payment due dates for GST and PAYE/PAYG
- Don't forget to do the Month End

Our Office will be **closed from 21/12** Reopening for normal hours again on the **14th January 2019**.

We will be answering the after hours mobile throughout the holiday period for all support and assistance as required. +64 (0)20 445 1345



**HAVE YOU DONE A BACKUP THIS WEEK ... DO IT NOW**

#### After Hours Support

Ph. 020 445 1345 for assistance outside of normal office hours. (charges may apply)

### News and Updates

Updates were released in November. Notification has been emailed with all the new features and changes.

Some of you will have updated your system yourselves for the first time and now know how quick and easy this task is. Well done.

Find info at:

[Online Help > Live Update](#)

Also on the horizon is Payday filing. (NZ) Paybiz is ready for this and if you choose, you can opt in with IRD and begin payday filing now.

Some things to note:

- All staff must have a Kiwi Saver status
- All staff must have contact details: email, phone number or postal address
- Print and file the last month EDF before changing over.

**Remember this will be compulsory From 1 April 2019**

**STP (Aus)** - This is in the final stages with the ATO and will be available very soon.

I changed my password to "incorrect".

So whenever I forget what it is the computer will say "Your password is incorrect". 😊

