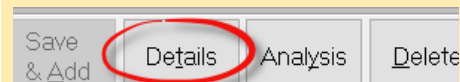


Techno Tips



DETAILS

The Details button can be found at the bottom of many Enquire screens.



When pressed a new window opens showing summaries of information.

- New columns can be added to show further information
- Customise the display to show the information you require
- Print reports
- Pivot
- Export

This is a very useful little button with lots of functionality behind it. **Check it out**



March 30th - April 2nd
Easter Sunday—IS NOT a public holiday

OFFICE STUFF

FINANCIAL END OF YEAR

Already in March and the end of NZ tax year is quickly approaching. Some things to note for all those using payroll :

- New minimum pay rate
- Changes to myIR
- Changes to earner thresholds for ACC and Student Loans

We have updates available now to ensure the correct calculations from 1 April.

You can install your own update, **File > System Management > Updates > Download the latest Update > Apply this Update now** or if you prefer, contact us for assistance.

Ph +64 3 445 1345 info@shebiz.nz

NEW FEATURES & MODS

In addition to the financial updates, there are some new features in the latest release. Here's a couple.

Paybiz

- New integrated Holiday and Leave calculations
- New Reports : Staff Deduction History - by date and pay type, Employee Days and Hours

Livestock Office

- A new module CXM—Customer Experience Management. Now available for purchase.
- Year End Target—set Agent commission targets
- New Report : Agent Income—compares current commission income to year end targets

FOR YOUR INTEREST

Helpful Shortcut Keys

ALT + Enter — Auto size your screen

Esc Key — Closes the open windows one at a time

Click in the custom sidebar — closes all open windows

CTRL + Space — Clears the field

CTRL + F8 or fn F8 (for some laptops) - Change case or Open the record

ALT + Tab — Switch between all open applications on your computer

For A Laugh



I wonder what my parents did to fight boredom before the internet. I asked my 17 brothers and sisters and they didn't know either.

A clean house is the sign of a broken computer.

I entered what I ate today into my new fitness app and it sent an ambulance to my house.

I don't care what you think you're good at, there's a 7-year-old kid on YouTube doing it better.

